

**Minutes of  
the 22<sup>nd</sup> Meeting of the Board of Governors (BoG) of  
Central Institute of Technology (CIT) Kokrajhar  
held on 14<sup>th</sup> October, 2020 (Wednesday) through online mode**

The combined meeting of 21<sup>st</sup> Finance Committee (FC) Meeting and 22<sup>nd</sup> Board of Governors was held together through online mode on 14.10.2020. Members welcome Padmashree Jitendra Nath Goswami as the Chairman, BoG, and the joint 21<sup>st</sup> FC and 22<sup>nd</sup> BoG meetings were started with him in the chair. Padmashree Professor Goswami as the new Chairman BoG presided the joint meeting.

The following members attended the meeting.

SL No.	Name	Designation
1.	Prof. Jitendra Nath Goswami, Former Director, Physical Research Laboratory, Ahmedabad-380009.	Chairman
2.	Mr. Madhu Ranjan Kumar Joint Secretary (DL & BP), Dept. of Higher Education, MHRD, Shastri Bhawan, New Delhi-110001.	Member
3.	Prof. Dhruba Jyoti Saikia, Former Vice-Chancellor , Cotton College State University, Guwahati, Assam.	Member
4.	Prof. Sukumar Nandi, Dept. of Computer Science & Engineering, IIT Guwahati-781039.	Member
5.	Prof. Upender Pandel, Department of Metallurgical & Material Engineering, Malaviya National Institute of Technology, Jaipur-302017.	Member
6.	Prof. H.S.Yadav, Director, NERIST, Nirjuli, Arunachal Pradesh-39.	Member
7.	Prof. Chandan Kumar Mahanta, HoD, Department of Civil Engineering, IIT Guwahati-39	Member
8.	Prof. Debkumar Chakrabarti Dept. of Design, IIT Guwahati-39	Member
9.	Prof. Hemanta Kumar Kalita, Department of Computer Science & Engineering, CIT Kokrajhar, BTAD, Assam -783346	Member
10.	Ms. Chaitali Brahma, Registrar, CIT, Kokrajhar.	Non-Member Secretary BoG, CIT Kokrajhar

As the 21<sup>st</sup> FC meeting is concurrently conducted, the FC resolution is considered as approved by the 22<sup>nd</sup> BoG.



The below were the agenda items for the BoG:

**Item No. 22.01: Confirmation of the Minutes of the 21<sup>st</sup> Meeting of the Board of Governors (BoG) of CIT Kokrajhar held on 25<sup>th</sup> June, 2020 through online mode.**

The Minutes of the 21<sup>st</sup> Meeting of the BoG held on 25<sup>th</sup> June, 2020 through online mode was circulated amongst the members. The members were requested to place comments if any for consideration.

Members were requested to approve the minutes.

**Resolution: The members confirmed the minutes.**

**Item No. 22.02: Proposal for starting a PG (M. Tech) programme in Geotechnical Engineering from the academic session 2020-21.**

The institute proposed to start the M. Tech Programme in Geotechnical Engineering under the Department of Civil Engineering. This programme was already approved by AICTE, if permitted can be started from the academic session 2020-21 with the existing infrastructure and without any additional resources. The Civil Engineering department is already having five (5) faculty members with specialization in Geotechnical Engineering, and is well-equipped with a Geotechnical engineering laboratory with all necessary experimental setup that would cater to the proposed M. Tech programme. This programme would have high demand because of the need of technical skills in the areas of design and construction of foundation of all types of buildings, roads, bridges, etc., design and construction of embankments, landslide hazard mitigation, etc. in the North Eastern region characterised by adverse geological conditions that call for shifts from traditional mass approaches to customized advanced approaches in geotechnical engineering.

It was further envisaged that, with the inclusion of this M. Tech programme, the Internal Revenue Generation, which is a need of the hour for the institute, would have been strengthened through industrial consultancy in the related fields of specializations under the Civil Engineering Department that is already providing consultancy in other specializations since 2019.

The members were requested to approve the proposal.





**Resolution:** JS representing the MoE opined that immediate priority should be given to strengthening and fulfilling the resource requirements of the ongoing programmes, and that the institute should defer the proposal till improvement of the current scenario (Ministry's funding). Accordingly, the members resolved not to start the programme from the current session.

**Item No. 22.03:** **Proposal for starting the remaining two de-novo PG programmes from the coming session as a requirement for Deemed to be University status.**

As per the notification issued by the MHRD, now Ministry of Education, for granting Deemed to be University status to Central Institute of Technology Kokrajhar vide No. F.9-1/2016-U3(A) dated 13.12.2018, six de-novo PG programmes was to be started by the institute. Four out of these six programmes have been running from the academic session 2019-20 with prior approval of AICTE. The remaining two programmes are:

1. Indigenous artefacts and Design Heritage
2. Agricultural Science and Technology

Both these programmes are also approved by the AICTE. Being de-novo and unique in nature requiring planning and preparation, the Institute proposes to initiate these programmes from the coming academic session.

The members were requested to approve the proposal.

**Resolution:** The members resolved that the referred academic programmes will not start now and is deferred as it requires full support structure to be in place before starting. Referring to fulfilling the LOI requirements for status review for approval of institute's permanent Deemed to be University status, the JS (Admin), MoE stated that MoE would do the needful, and that, upon improvement of the funding situation, necessary support would be expedited. Members were of the view that, as of now, the institute should strengthen the present programmes that are being offered.

**Item No. 22.04:** **Proposal for starting additional academic programmes from the academic session 2021-22.**

In view of the autonomous status of 'Deemed to be University', the institute got approval for starting a total of 32 programmes including full time and part time programmes in the Institute. The BOG, in its 18<sup>th</sup>



Meeting held on 11.03.2019 resolved that the Institute could start 25 out of the 32 approved programmes in a phase wise manner. Seventeen (17) of these 25 programmes were started in the academic session 2019-20 leaving the remaining eight (8) programmes to be started subsequently. In the 20<sup>th</sup> Meeting of the BOG held on 03.02.2020, the members resolved to defer the new programmes that the Institute proposed to start in the academic session 2020-21. In view of the fact that the Letter of Approval (LoA) bearing No. Eastern/2019-20/1-4629663461 dated March 18, 2019 was issued for an effective period of two years, the institute proposes to start the remaining eight programmes from the academic session 2021-22.

Members were requested to approve the proposal.

**Resolution: Emphasising the need to focus on the existing programmes with particular reference to the Diploma and UG programmes, the members resolved not to start any additional programmes as proposed, rather advised to strengthen the ongoing programmes. To start new programmes additional support would be required from MoE. It was also resolved that the institute may request AICTE to extend the existing approval for all the programmes.**

**Item No. 22.05: Proposal for upgradation of academic grade pay of teaching staff under the Carrier Advancement Scheme (CAS).**

As per the resolution no. 19.09 of the 19<sup>th</sup> BoG meeting of Central Institute of Technology Kokrajhar held on 05-08-2019 at the office of the MHRD, Shastri Bhawan, New Delhi, the process of upgradation of academic grade pay of teaching staff under CAS was put on a hold until finalization of the revised strength of faculty members of the institute, that was under consideration of MHRD at that time.

As the revised faculty strength of the institute was approved by the concerned section of the MHRD and was communicated to the institute on 23-04-2020 vide letter no. F.No.24-2/2011-TS.VII dated 23.04.2020, the members were requested to review the referred resolution of the 19<sup>th</sup> BoG meeting and approved the proposal for upgradation of academic grade pay of faculty members on regular basis as and when found eligible as per the applicable norms of the relevant authority.





Further the institute also proposed to initiate the process of recruiting teaching and non-teaching posts as per the vacant sanctioned positions vide the letter dated 23.04.2020 referred above.

Members were requested to approve the proposals.

**Resolution:** The members approved the proposal for upgradation of academic staff in grade pay within the Assistant Professor grade, from Assistant Professor to Associate Professor and from Associate Professor to Professor on regular basis as per the applicable norms. The institute was instructed to initiate the process of CAS upgradation by forming a committee with the Director in consultation with the Chairman of the BoG by following the applicable AICTE norms.

Further, the members resolved not to initiate the process of fresh recruitment of teaching staff against the sanctioned posts of Associate professors and Professors until the clearance from the Ministry is obtained. MoE may further be approached for consideration of the proposal for recruitment of faculty members in due course. The members also resolved that the recruitment of non-teaching posts can be initiated as per the latest sanctioned strength subject to the availability of recruitment rules (RR) duly approved by the MoE and finalization of the roster.

**Item No. 22.06: Proposal for funding for Academic Block – IV.**

Proposal for approval of plan and estimate for Academic Block-IV was put up in the 20<sup>th</sup> meeting of the Building Works Committee (BWC) held on 08<sup>th</sup> January 2018 at IIT Guwahati amounting to Rs. 86,78,85,339/-. Based on comments of the members, the plan and the estimate were revised and were again put up for approval on 18<sup>th</sup> January 2018 by circulation. Proposal was approved for a revised estimate of Rs. 86,84,40,355/-. The estimate was based on DSR-2016 without any cost index for Kokrajhar, as cost index was not issued till that date. Subsequently, the proposal was put up the 15<sup>th</sup> BOG meeting held on 24<sup>th</sup> January 2018 held at CIT Guest House, and was approved. However, funding for the project could not be obtained from the Ministry due to shortage of funds.

As the project is necessary and crucial due to inadequate space for academic purposes, project was again put up for HEFA funding. Again, due to limited funds under HEFA, project could not be included for HEFA funding. During the 14th Foundation ceremony of CIT held on 06.12.2019



that was graced by the Hon'ble Chief Minister of Assam, Shri. Sarbananda Sonowal, the DPR for Academic Block-IV was submitted to him for funding for a revised estimate of Rs. 1,38,45,37,324/-. Revised estimate was based on DSR-2018 with cost index of 24.58% for Kokrajhar. Approval from state government for funding is still awaited.

As on date, cost index has been upwardly revised to 27%, increasing the cost of the building to Rs. 1,40,96,03.003/-.

Considering the essential requirement of the project, members are requested to deliberate on a way forward for getting the funds for the project.

**Resolution: The members resolved to withhold the matter as of now, and the JS, HE, MoE suggested a fresh and revised requirement to be forwarded to MoE.**

**Item No. 22.07: Proposal for providing institutional fellowship to the students of PhD programmes of the institute.**

The institute had started PhD programmes in various specializations since January 2019. Altogether, 80 students (33 in January, 2019 and 47 in July, 2019 session) enrolled in these programmes, and are presently continuing their research. The process of admission for the current session is also underway. In following the convention of awarding financial support to PhD scholars, and in order to attract and retain talent for undertaking quality research, the institute proposed to provide financial assistance in the form of stipends to scholars enrolled in the Institute's PhD programmes by introducing its own fellowship.

The members were requested to approve the proposal.

**Resolution: The members resolved to provide fellowship for the students of the PhD programmes as per the norm of UGC. For scholars not fulfilling the UGC norms for fellowship, the institute may consider providing fellowship from other resources.**

**Item No. 22.08: Proposal for considering the Institute under the category of Central Government for relaxations in respect of using and occupying the Institute Quarters and in matters related to TDS.**

According to the para 2.6 of Inspection Report 2018-19 regarding non-inclusion of perquisite value of ₹20.27 lakh in salary income led to non-deduction of Income Tax at source (TDS) of ₹5.03 lakh, the CAG Auditors





put the remarks about paying Income Tax for using and occupying Institute quarters. Furthermore, they added that if the institute does not fall under the Central Government Category then deduction regarding this will have to be made as TDS from its employees as per Section 17(2) (i)/(ii) read with Rule 3(1) of the Act Income Tax Act, 1961 (Act), Rent-Free Accommodation or Concessional Accommodation provided by an employer (other than Central Government or any State Government) to an employee is taxable in the hands of the employee as perquisite and the taxable value of the same is to be calculated in accordance with the Rule 3(2) of the Income Tax Rules, 1962.

Furthermore, in this regard, IIT-Guwahati and several NIITs in the north-eastern states had already communicated to the MHRD (now, MoE), New Delhi.

In view of this, it was proposed to include the name of CIT Kokrajhar under the category of Central Government so that its employees may avail the benefits cited above.

Members were requested to approve the same.

**Resolution:** The members resolved that the institute should consult the similar nature institutes under MoE and the guidelines of Ministry of home and Urban Affairs (MOHUA).

**Item No. 22.09:** **Proposal for considering the relaxation of para pay protection/ observation thereon for Dr Rajiba Lochan Hota, Associate Professor, Physics:**

According to Audit Observation of CAG an objection was raised regarding Pay protection-objection thereon for Dr Rajiba Lochan Hota, Associate Professor, Physics In pursuance of the note approved on dt.28/07/2018 by the competent authority, and on the basis of the AICTE Notification F.No.37-3/Legal/2010, dt.5/03/2010 of Clause No. (a) xvii against office order No. CITK / Accts / Staff Salary / 1497/2017-18/147, dt.16/05/2017, the initial pay of Dr. Rajiba Lochan Hota, Associate Professor, Physics was revised. Members were requested to approve the revised pay of the faculty.



**Resolution:** This proposal was withdrawn as an agenda item and resolved to be reviewed in the light of discretionary power of the Director as regular administrative issue.

**Item No. 22.10:** **Reporting items.**

**1. Nomination of a new member of Board of Governors (BoG) of the institute.**

As the tenure of Prof. Pradeep G. Yammiyavar, Department of Design, IIT Guwahati as a member of the BoG has expired, the institute has nominated Prof. Chandan Kumar Mahanta, Department of Civil Engineering, IIT Guwahati in his place for a tenure of three (3) years.

**Resolution:** The members noted that the BoG Chairman's approval was taken and the intimation of the same was sent to the Ministry of Education for concurrence.

**2. Revision of modalities related to admission, examination and other academic activities:**

Keeping in view the unprecedented circumstances resulting from COVID-19 pandemic, the following activities were completed as per the revised modalities with due approval of the competent authority of the institute were reported upon:

1. Counselling and Admission Process for all programmes were conducted through online mode.
2. End term examinations of the theory courses of the final semester students of all programmes were conducted through online mode.
3. End term examinations for Laboratory courses were conducted in a phased manner in person with due permission and support from the local administration maintaining the standard COVID-19 protocols.
4. Assessment/evaluation of the intermediate semester students were done as per the guidelines issued by the regulatory bodies (UGC/AICTE).
5. All regular academic activities of the current semester are underway through Online Mode.

**Resolution:** The members noted the reported item.

**2. Revision of fee structure for the current semester:**

All regular academic activities for the July-December, 2020 session are being conducted through Online Mode. Accordingly, the fee structures for all programmes of the institute (Diploma, B. Tech-B. Des, M. Tech-M. Des and PhD) were revised. In this process, some of the fee heads related to students' accommodation and facilitation are



exempted/relaxed. The reviewed fee structure shall only hold for this pandemic period of the July-December 2020 session, and the existing fee structure shall come to effect from the next semester in case the pandemic situation gets over.

**Resolution: The members noted the reported item.**

**3. Appointment of faculty members in various administrative positions:**

The following faculty members were appointed in various administrative positions with effect from 01/09/2020 for tenure of three years:

Designation/Position	Name of the faculty
Dean, Faculty Affairs	Prof. Tapan Kumar Maiti
Dean, Academic Affairs	Prof. Hemanta Kumar
Dean in-charge, Research & Development	Dr. Avik Mukherjee
Dean in-charge, Student Affairs	Dr. Bihung Brahma
Faculty in-charge, Planning and	Prof. Monomoy Goswami

**Resolution: Noting that the appointment of Deans is under the purview of the Director of the institute, the members concurred the appointment of the five cited faculty members as five Deans as proposed.**

**4. Confirmation of services of eligible faculty members of the institute:**

The first sanction of faculty positions was communicated to Central Institute of Technology Kokrajhar on 04.05.2016 by Ministry of Human Resource Development (MHRD) wherein a total of 79 posts of faculty comprising of 52 Assistant Professors, 18 Associate Professors and 9 Professors were sanctioned. Subsequently, on 23-04-2020, the Ministry communicated further sanction of faculty positions taking the gross total of all sanctioned faculty posts to 106 with 70 Assistant Professors, 24 Associate Professors and 12 Professors.

The number of sanctioned faculty positions in each of the Professor and Associate Professor cadres is more than the number of faculty members directly recruited to the respective posts on regular basis. In the case of Assistant Professors, 70 faculty members are currently engaged as Assistant Professors on regular basis.



In view of the above, the process of confirmation of services of all the 86 numbers of faculty members of the Institute currently holding the posts of Professors (3 numbers), Associate Professors (13 numbers) and Assistant Professors (70 numbers) has been initiated.

**Resolution: The members noted the reported item.**

**Item No. 22.11: Any other item with the permission of the Chair.**

With the permission of the Chair, the following additional items were also reported.

1. An inter departmental transfer of staff would take place to ensure multi tasking skill learning amongst the staff and smooth functioning of the institute.
2. In order to fill up the vacant seats of students in various programmes, 2<sup>nd</sup> advertisement for admission was under process.
3. During the ongoing pandemic situation, all the academic and administrative activities of the institute have been carried out through work from home and being present in office modes.
4. From July, 2021, regular academic sessions would be re-established. Till then, the academic activities of the July-December, 2020 and January-June, 2021 sessions would be completed through online and/or offline mode as per the modified/adjusted academic calender.

The meeting ended with vote of thanks from the Chair.



  
(Chaitali Brahma)  
Registrar cum Non-Member Secretary  
BoG, CIT Kokrajhar  
**Chaitali Brahma**  
Registrar  
Central Institute of Technology  
Kokrajhar