

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

NINETY FIRST MEETING OF THE BOARD OF GOVERNORS

MINUTES

The 91st meeting of the Board of Governors was held on 11th August, 2022 at 1700 hours via video conferencing. The following members were present in the meeting:

1. Sri Gautam N Mehra, Chairman & Managing Director, Savita Oil Technologies Limited, Chairperson, BoG
2. Prof. Sivaji Bandyopadhyay, Director & Ex - Officio, BoG
3. Sri Indrajit Kuri, Under Secretary, TS – III, Ministry of Education
4. Shri Abhijit Barooah, Managing Director, Premier Cryogenics Ltd., Mairam Dewan Path, Chandmari, Guwahati – 781 003
5. Dr. S. K. Kakoty, Professor, IIT Guwahati
6. Prof. P. K. Patowari, NIT Silchar
7. Dr. Asha Rani M. A., NIT Silchar
8. Prof. Krishna Lal Baishnab, Registrar (i/c) & Secretary, BoG

Sri Gautam N Mehra presided the meeting of the Board of Governors as Chairperson in accordance with Section 16 of the NITSER Act.

At the outset, Dr. K. L. Baishnab welcomed the Chairman, Board of Governors and other members who attended the meeting.

The BoG then initiated the discussion on the Agenda Items one by one: -

BoG-91/22/01: To confirm the minutes of the 90th Meeting of Board of Governors.

Ninetieth meeting of the Board of Governors was held on 5th July, 2022 via video conferencing. The copies of the Minutes of the 90th meeting of the Board of Governors (**Annexure – I**) was circulated to all the members of the Board. Comments, if any received from the Honourable Members of the Board will be placed on the table.

The Board is request to confirm the minutes of 90th meeting of the BoG.

DECISION

The Board confirmed the minutes of 90th meeting of Board of Governors.

BoG-91/22/02: To discuss on the Action Taken Report on decision of the 90th Meeting of Board of Governors.

The action taken report on the minutes of 90th meeting of BOG is placed at **Annexure – II**. The Board is requested to take note of the same.

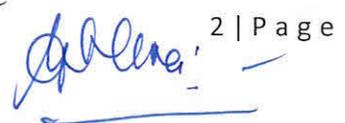
DECISION

The Board noted the Action Taken Report of 90th meeting of Board of Governors.



THE AGENDA ITEM IS CONFIDENTIAL



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BoG-91/22/04: To consider the application of Dr. Krishnamati Singha, Assistant Librarian regarding retirement from service under Voluntary Retirement Scheme.

Dr. Krishnamati Singha, Assistant Librarian vide letter dated 11.04.2022 requested to retire her from the services of this institute under Voluntary Retirement Scheme w.e.f. 01.08.2022.

It may be noted that as per Rule 48-A(1) of CCS (Pension) Rules, 1972 *at any time after a Government servant has completed twenty years' qualifying service, he may, by giving notice of not less than three months in writing to the appointing authority, retire from service.* Dr. K. Singha has joined the institute on 11.03.1991 and vide letter dated 11.04.2022 has requested for retirement under Voluntary Retirement Scheme w.e.f 01.08.2022.

In addition to this the notice of voluntary retirement given under sub-rule (1) shall require acceptance by the appointing authority and as per Section 24 (a) Board is the appointing authority for non – academic staff in any cadre the maximum of pay scale for which exceed ₹ 10,500.00 (i.e. Level 10 and above). Dr. K. Singha is holding the post of Assistant Librarian at Pay Level - 11.

The Board is requested to give decision regarding accepting the request of Dr. K. Singha for retiring her from the services of this institute under Voluntary Retirement Scheme.

DECISION

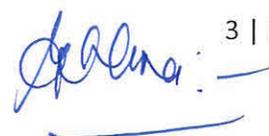
The agenda item is deferred.

BoG-91/22/05: To confirm the services of officials of NIT Silchar.

The following Faculty Members of the Institute has successfully completed their period of probation.

- I. Dr. Ripon Patgiri, Assistant Professor Grade – I, Department of Computer Science & engineering
- II. Dr. Ganesh Prasad, Assistant Professor Grade – I, Department of Electronics & Communication Engineering



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- III. Dr. Jupitara Hazarika, Assistant Professor Grade – I, Department of Electronics & Instrumentation Engineering
- IV. Dr. Sudarshan Sahoo, Assistant Professor Grade – I, Department of Electronics & Instrumentation Engineering

The recommendation of the Departmental Promotion Committee constituted as per statute 23(18) of First Statute of NITs will be placed on the table on the day of the meeting.

The Board is requested to accept the recommendation of the Departmental Promotion Committee

DECISION

The Board noted that the Faculty Members whose names are mentioned in the above agenda items were appointed under 3-tier system with M. Tech degree. They had to complete their PhD for regularisation of services.

The PhD status of the aforesaid faculty members were placed before the BoG in its 60th meeting scheduled on 08.03.2018 under item No. BoG-60/15/05 and the Board extended the time period for obtaining the PhD for another 6 (six) months. The status of PhD of the Faculty Members were again placed before the BoG in its 63rd meeting scheduled on 25.09.2018 under agenda item no. BoG-63/18/12 and the board granted them extension up to 31.12.2018.

The institute in its 67th meeting of BoG scheduled on 09.04.2019 under agenda item no. BoG-67/19/04 intimated the Board the status of the PhD work of the aforesaid Faculty Members the Board was satisfied with the progress of PhD work for Faculty Members and desired to inform the Board when the degree will be awarded.

Accordingly, the meetings on which the Board was intimated regarding their award of PhD is mentioned below:

- I. *The award of Ph D of Dr. Ripon Patgiri, Assistant Professor Grade – I, Department of Computer Science & Engineering was intimated to Board in its 68th meeting scheduled on 01.07.2019.*
- II. *The award of Ph D of Dr. Ganesh Prasad, Assistant Professor Grade – I, Department of Electronics & Communication Engineering was intimated to Board in its 70th meeting scheduled on 30.09.2019*
- III. *The award of Ph D of Dr. Sudarshan Sahoo, Assistant Professor Grade – I, Department of Electronics & Instrumentation Engineering was intimated to Board in its 70th meeting scheduled on 30.09.2019*
- IV. *The award of Ph D of Dr. Jupitara Hazarika, Assistant Professor Grade – I, Department of Electronics & Instrumentation Engineering was intimated to Board in its 76th meeting scheduled on 28.09.2020*

The services of the Faculty Members were regularised on the BoG meeting on which their award of PhD was intimated.

The Board has also gone through the recommendation of the Departmental Promotion Committee.



After threadbare discussion the Board approved the recommendation of the Departmental Promotion Committee and confirmed the services of the above Faculty Members from the date of joining the institute.

BoG-91/22/06: To consider the resignation of Dr. Komathy Murugan, Assistant Professor Grade – II, Department of Civil Engineering.

Dr. Komathi Murugan, Assistant Professor Grade – II, Department of Civil Engineering vide letter dated 27.07.2022 requested to release her from the services of the institute.

It may be noted that Dr. K. Murugan joined the institute to the post of Assistant Professor Grade – II at Level – 10 on 21.07.2022.

The point 1 of terms and conditions of offer of appointment states that her appointment is under probation for a period of one year after which her services will be confirmed. The probation period is liable to be extended depending upon her performance. During probation period her appointment may be terminated without notice. Dr. K. Murugan joined the institute on 21.07.2022 and her services are not confirmed.

As per Clause 24 (a) of NIT Act the Board is the appointing authority of academic staff.

The Board is requested to accept the resignation of Dr. K. Komathy and release her w.e.f. 27.07.2022.

DECISION

The Board accepted the resignation of Dr. Komathi Murugan from the post Assistant Professor Grade – II in the Department of Civil Engineering w.e.f. 27.07.2022

BoG-91/22/07: To consider and approve Annual Accounts of the Institute for the financial year 2021 - 22.

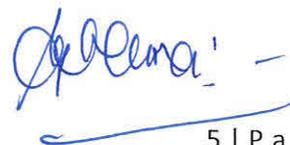
The Annual Accounts for the Financial Year 2021 – 22 has been prepared and will be placed before the Finance Committee in its 62nd meeting scheduled on 11.08.2022.

The recommendation of the Finance Committee on the said agenda item will be placed on the table on the day of the meeting.

The Board is requested to approved the recommendation of the Finance Committee

DECISION

The Board noted that the Annual Accounts for the Financial Year 2021 – 22 was recommended by the Finance Committee in its 62nd meeting scheduled on 11.08.2022 and approved the institute to forward the same to the Director General of Audit, Kolkata for their needful



BoG-91/22/08: To consider award of work to M/S WAPCOS Ltd for the construction of Girls Hostel No. 4A at NIT Silchar’.

The Construction of Girls Hostel No. 4A was recommended by the 63rd Emergent meeting dt. 21.12.2021, 58th FC dt. 21.12.2021 & approved by 87th BOG 28.03.2022 for DPAR value of Rs. 25,96,49,211/- under EWS scheme (as allocated by the then MHRD vide letter no. F.No.35-4/2019-TS.III dated 19.06.2019).

The Institute invited Expression of Interest (EOI) for the above work from CPSU & CGO vide E-tender No. NIT-E/Estate/2022-23/01 dt. 07.04.2022. In response to this only one agency viz. M/s NPCC had participated. Thereafter, the EOI was re-tendered vide NIT-E/Estate/2022-23/04 dt. 13.05.2022. In response to re-tender only M/s WAPCOS participated. However, NPCC vide letter no. NEZ/GHY/NIT/SILCH/373 dated 27.05.2022 requested for consideration of earlier submitted cost of tender and EMD and hardcopies of the tender. The competent authority had approved both the tenders for evaluation.

Technical bids were opened on 13.06.2022 and both the agencies i.e. M/s NPCC and M/s WAPCOS was found technically qualified.

The price bids were opened on 05.07.2022 and M/s WAPCOS was found L1 with quoted rate of 3.71% as consultancy charge. The quoted rate of M/s NPCC was 3.86%.

The comparative statement and other details are placed under **Appendix – VIII**.

The matter is placed before the 63rd meeting BWC scheduled on 11.08.2022 and 62nd meeting of FC scheduled on 11.08.2022. The recommendation of both the committees will be placed before the Board on the day of the meeting.

The Board is requested to approved the recommendation of BWC and FC.

DECISION

The Board noted that the BWC in its 63rd meeting scheduled on 11.08.2022 recommended the same to Finance Committee for approval.

The Finance Committee in its 62nd meeting scheduled on 11.08.2022 accepted the recommendation of 63rd meeting of BWC on the said agenda item.

The Board approved the recommendation of the 62nd meeting of Finance Committee on the said agenda item.

BoG-91/22/10:

A. Regarding incorporation of a Section 8 Company to run the NIDHI-iTBI program at NIT Silchar, its proposed name and Object clause.

The proposal submitted for setting up **Inclusive Technology Business Incubator (i-TBI)** at **National Institute of Technology Silchar, Silchar** has been recommended by National Expert Advisory Committee (NEAC) to support under NIDHI i-TBI program subject to administrative and financial approval by DST. As per proposal, it was proposed that a space of 11500 sqft will be provided to host the Inclusive -Technology Business Incubator (i-TBI). The



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proposed total project cost was Rs.374 lakh and support sought from DST was Rs.165 lakh in capital and Rs.106.90 lakh in recurring under Digital Technologies. It was also recommended that the section 8 company for the proposed iTBI shall be formed at the earliest and proposed space for the iTBI is transferred to the iTBI. It was recommended that the target milestones shall be made more realistic. The committee recommended that the budget as per DST's funding norms for iTBI may be considered for support.

In order to process for administrative and financial approval, the **National Institute of Technology Silchar, Silchar** is requested to send the following information/ documents as indicated in the table.:-

S.no	Documents /Information	Remarks (To be submitted by Host Institute)
1	i-TBI – Section 8 company	Registration Certificate is to be submitted along with MoA & AoA of i-TBI section 8 company Letter for authorization of officials for creation of Section 8 company and signing of MoA & AoA.
2	i-TBI space (10,000 sqft minimum 7000 sqft)	Lease document for 10 years lease of space to host the i-TBI along with photographs & layout of the space for iTBI is required to be submitted.
3	Budget	Budget should be proposed as per funding guidelines and recommendations of NEAC
4	Equipment/ items to be purchased under non-recurring expenditure	List of equipment/items to be procured from DST and HI Contribution to be submitted
5	Ignition Grant	Ignition grant to Innovators/ startups Minimum Rs. 2 Lacs to Maximum Rs. 10 lacs
6	Manpower	The number of manpower to be recruited on the roles of section 8 company should not be more than 5 to 6. For additional manpower institute shall bear the cost towards their salary and other perks
7	Bank Details	The detail of section 8 company is to be uploaded in PFMS portal and unique ID is to be shared. For




		private institutions DARPAN portal registration will be required and DARPAN ID has to be shared before release of funds
8	i-TBI guidelines	Signed i-TBI guidelines are required to be submitted.
9	Expenditure, Advance, Transfer (EAT) Module	EAT module is to be followed as per the details attached.

The Institute will not bear any cost towards additional manpower and will not require any additional manpower.

The main objectives of the proposed Section 8 Company are included in the Memorandum of Association proposed (**Annexure-X₁**).

The Board is requested to approve the incorporation of a Section 8 Company, decide on its name and approve the objectives of the proposed Section 8 Company.

DECISION

The Board resolved the following:

Professor K. L. Baishnab be designated as the PI / Coordinator of i-TBI

Formation of the Section 8 Company

As per the directives of the DST, Gol, the Section 8 Company for the proposed iTBI shall be formed at the earliest

Name of the Section 8 Company

As per the procedure of incorporation of the section 8 company a name of the company to be provided for formation of the section 8 company as per the guidelines. The following are three proposed names of the TBI

- *NIT Silchar-Centre for Innovation, Incubation and Entrepreneurship: NITS-CIIE*
- *NIT Silchar-Centre for Inclusive Technology Business Incubation: NITS-CiTBI*
- *NIT Silchar-Centre for Digital Technology Business Incubation : NITS-CDTBI*

Objectives of the proposed Section 8 Company

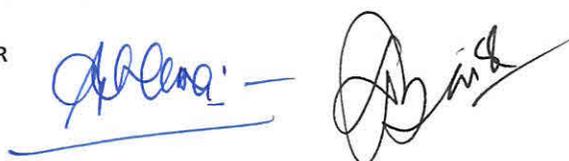
The Board noted the main objectives of the proposed Section 8 Company as included in the proposed Memorandum of Association, accepted the proposed Memorandum of Association and resolved the following:

MAIN OBJECTIVE OF THE COMPANY TO BE PURSUED BY THE COMPANY OF ITS INCORPORATION

MAIN OBJECTIVE OF THE COMPANY TO BE PURSUED BY THE COMPANY OF ITS INCORPORATION:

1. *To run and operate as NIDHI Inclusive Technology Business Incubator (NIDHI-iTBI) and act as nodal centres spearheading the activities in the area of Digital Technologies and other domains in the field of Science and Technologies, with leading-edge knowledge, competency and facilities which aims to harness the potential of this new wave of*

- technology and expertise available nationwide and facilitate fostering research innovation, world class technology and product development.
2. To generate new knowledge through basic and applied research and to undertake expert-driven focused research for specific requirements of Industry, other government verticals and International Collaborative Research Programs. To undertake translational work, by delivering technologies or technology solutions on the ground and to work on lower translational research for technology development.
 3. To contribute to the knowledge base and to develop competent human resources in the fields like Management of R&D activities, Last-mile-R&D, Technology commercialization, Incubation of Technology, Incubation of Business and Entrepreneurship, by undertaking (independently or in collaborations) the academic activities such as studies & research, publishing, developing theoretical frameworks and course materials, training, teaching and providing certificates of competency in these fields.
 4. To enhance competencies, capacity building and training to nurture innovation and start-ups. To provide cost effective, value added services to start-ups and support young and aspiring entrepreneurs for enabling translation of idea to prototype. Inspire best talents to be entrepreneurs by providing support in the form of fellowship, providing guidance and coworking spaces for developing their ideas into products. To source Initial funding assistance for student start-ups. To Create linkages with existing Technology Business Incubators (TBI) or create new TBI in the host institute and Provide a platform for commercialization of technologies developed by the host institute and other academic/research institute or by an individual.
 5. To scout for and support innovative businesses and social enterprises, build and operate physical and virtual incubators, accelerators and programs to support and help emerging entrepreneurs and start-ups and provide knowledge, mentoring and networking linkages. To extend assistance to existing and upcoming incubators, accelerators and other philanthropic and intermediary organisations through capacity building, handholding, consultative, operating support, access to data, technology and platforms.
 6. To Leverage international alliances which can add value to the chosen domain. Connect Indian research with global efforts in the proposed domain areas. Participate in international projects and advanced facilities.
 7. To develop tools, education material, hands-on experiments with specialized tools kits, connecting with existing innovation ecosystems, interlinkage with Atal Innovation Mission, tinkering labs, Department of Science and Technology (DST) & Department of Biotechnology (DBT) incubators and connecting with other Mission Initiatives of Govt of India by providing an innovation platform for academic/research institutes.
 8. To enhance collaboration between academia and industry principally between National Institute of Technology Silchar (NIT Silchar) and companies/entrepreneurs and stimulate innovation through formal and



informal interactions to recognize, conceptualize, execute joint projects between enterprises/entrepreneurs and faculty/students of NIT Silchar.

B. Regarding appointing a CA firm for incorporation of the proposed Section 8 Company.

Institute has received a quotation of Fees for Section 8 Company incorporation from the CA firm M/S Anil Hitesh & Associates.

The Board is requested to peruse the same and resolve on appointing a CA firm for incorporation of the proposed Section 8 Company

DECISION

The Board perused the quotation of Fees for Section 8 Company incorporation from the CA firm M/S Anil Hitesh & Associates and resolved that the CA firm M/S Anil Hitesh & Associates be appointed for incorporation of the proposed Section 8 Company on a Professional Fees of ₹ 15,000.00 (GST Extra)

C. Regarding the subscribers to the Memorandum of Association of the proposed Section 8 Company who shall act as the first directors of the said company.

The Articles of Association (AoA) of the proposed Section 8 Company have been proposed as **Annexure- X₂**. The AoA has to include the names of the subscribers to the Memorandum of Association of the proposed Section 8 Company who shall act as the first directors of the said company.

The guideline of the NIDHI-iTBI for formation of the Board of Directors for functioning of the Section 8 Company is as follows:

The newly established section 8 entity must constitute a board with following composition: - i) Patent Expert/consultant, ii) Alumni Entrepreneurs, iii) Experts from nearby industry association, iv) Startup Ecosystem expert, v) Expert from Financial institution/investor/angel investor/nearby bank, vi) DST representative, and vii) Head of nearby existing Technology business incubator, viii) This board can be chaired by Head of the institute.

A Monitoring Committee is required to be formed to monitor the overall activities of the NIDHI-iTBI project.

The Board is requested to resolve the subscribers to the Memorandum of Association of the proposed Section 8 Company who shall act as the first directors of the said company. The Board is further requested to form the Monitoring Committee.

DECISION

The Board noted the Articles of Association of the proposed Section 8 Company and accepted the same



The Board resolved the following subscribers to the Memorandum of Association and Article of Association of the proposed Section 8 Company who shall act as the first directors of the said company following the guidelines of the NIDHI-iTBI for formation of the Board of Directors for functioning of the Section 8 Company:

- i) Patent Expert/consultant – Dr. Prabina Pattanayak, Assistant Professor, NIT Silchar
- ii) Alumni Entrepreneurs – Mr. Vikalp Sahni, Volunteer Architect Aarogya Setu , Founder CEO at Eka Care (connected health), Ex-CTO, CoFounder at Goibibo.com.
- iii) Experts from nearby industry association – Mr. Vivekananda Podder, President, Assam Chamber of Commerce, South Assam Chapter
- iv) Startup Ecosystem expert – Mr. Prashanta Kumar Das, Chief Executive Officer & Managing Partner, GitPraTech Equity Invest Partners, Former Vice President, Dassault Systems
- v) Expert from Financial institution/investor/angel investor/nearby bank – Mr. Amitabh Chowdhury, Regional Manager, SBI, Silchar
- vi) DST representative
- vii) Head of nearby existing Technology business incubator – Mr. Ramesh Loganathan, COO, IIT Hyderabad Centre for Innovation and Entrepreneurship
- viii) Chairman – Professor K L Baishnab, Professor, NIT Silchar Registrar (i/c)
- ix) Prof. Brinda Bhaumik, Professor, ECE, NIT Silchar
- x) Dr. Wasim Arif, Associate Professor, ECE, NIT Silchar
- xi) Dr. Saroj Kumar Biswas, Associate Professor, NIT Silchar
- xii) Dr. Manas Kumar Bera, , Assistant Professor, EIE, NIT Silchr
- xiii) Dr. Sudipta Chakraborty, Assistant Professor, EIE, NIT Silchr

The Board also resolved that the following Monitoring Committee be formed to monitor the overall activities of the NIDHI-iTBI project:

1. Mr. Gautam N. Mehra, Chairman, BoG
2. Director, NIT Silchar
3. President IIC, NIT Silchar
4. Representative of Ministry of Education, Department of Higher Education
5. Prof. F. A. Talukder, Former President, IIC, NIT Silchar
6. Professor K. L. Baishnab, Professor & Registrar (i/c)
7. Professor Brinda Bhaumik
2. Dr. Manas Kumar Bera
3. Dr. R. Murugan
4. Dr. Wasim Arif, Convenor
5. Dr. Ashish Deoghare

D. Regarding the extent of guarantee to be mentioned in the MoA.

The Board is requested to decide upon the extent of guarantee to be mentioned in the MoA which shall be taken up by the guarantors at the event of winding up of the company when liability exceeds assets

DECISION



The Board resolved that the extent of guarantee to be mentioned in the MoA which shall be taken up by the guarantors at the event of winding up of the company when liability exceeds assets be ₹ 3,000.00 per guarantor.

E. Lease of proposed space to iTBI.

The proposed 11500 sq.ft space for the iTBI is to be transferred to the iTBI for a period of minimum 10 years. The lease document is to be prepared, and to be submitted for the approval of the project. The proposed space is attached as **Annexure-X₃**.

The Board is requested to approve the lease of proposed space to iTBI.

DECISION

The Board approved the lease of the proposed 11,500 sq. ft. space which currently houses the NIT Silchar Innovation Centre to the proposed NIDHI-iTBI for a period of 10 years.

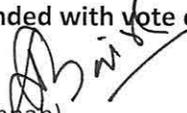
F. Authorised signatory for the purpose of signing documents and doing all formalities relating to the incorporation of the proposed Section 8 Company.

The Board is requested to appoint authorised signatory for the purpose of signing documents and doing all formalities relating to the incorporation of the proposed Section 8 Company.

DECISION

The Board resolved that Professor K L Baishnab, Registrar (i/c) be appointed authorised signatory for the purpose of signing documents and doing all formalities relating to the incorporation of the proposed Section 8 Company

The meeting ended with vote of thanks to the Chair.


(Prof. K. L. Baishnab)
Registrar (i/c) & Secretary


(Sri Gautam N Mehra)
Chairperson, BoG