भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान बरहमपुर

Indian Institute of Science Education and Research Berhampur

Established by the Ministry of Human Resource Development, Government of India

IISERBPR/MHRD/190
August 21, 2018

To

Shri V.L.V.S.S. Subba Rao
Senior Economic Advisor
Department of Higher Education.
Ministry of Human Resource Development
107-D, Shastri Bhavan, New Delhi 110 001

Sub: - Approval of Draft Minutes of FC/2018-2/5th and BoG/2018-2/6th Meeting of IISER Berhampur

Dear Sir,

Kindly find herewith enclosed the draft minutes of FC/2018-2/5th meeting and BoG/2018-2/6th meeting of IISER Berhampur held on August 10, 2018 in the Conference Room (First Floor) of Central Secretariat Library, MHRD, Shastri Bhawan, New Delhi- 110 001 duly signed by the Director and Acting Registrar of IISER Berhampur for approval of the Chairperson.

Thanking You,

Yours Sincerely,

21/8/18
(Dr. S. B. Singh)
Acting Registrar

Encl: As above

Copy to:

Shri. Sanjeev Shrivastva
Under Secretary, MHRD
New Delhi-110001

BOG 6 Item No.	**Agenda Items and Resolution**

The Meeting of Board of Governors of IISER Berhampur (2018-2/6th) was held at 1130 hrs on August 10, 2018 in the Conference Room (First Floor), Central Secretariat Library, MHRD, Shastri Bhawan, New Delhi - 110 001. The following members were present during the meeting:

(a) Shri V.L.V.S.S. Subba Rao, Senior Economic Advisor, DHE, MHRD, New Delhi (Also on behalf of Secretary, DHE, MHRD)

(b) Prof. K V R Chary, Director, IISER Berhampur

(c) Prof. R V Raja Kumar, Director, IIT, Bhubaneswar (Attended through Skype).

(d) Shri. Sanjay Kumar Singh, IAS, Commissioner-cum-Secretary to Govt. of Odisha (Attended on behalf of Chief Secretary, Govt. Of Odisha)

(e) Shri V.L.V.S.S. Subba Rao, Senior Economic Advisor, DHE, MHRD, New Delhi

(f) Shri Arun Kumar, Under Secretary, Finance Division, MHRD (On behalf of FA, MHRD)

(g) Shri K. V. Satya Murty, Registrar, IISER Bhopal (attended as Special Invitee)

(h) Dr. Shashi Bhushan Singh, Asst Professor, IISER Berhampur (Non-Member Secretary)

The following members could not attend the meeting due to their prior commitments and were granted leave of absence.

(a) Prof. Anurag Kumar, Director, IISc Bangalore

(b) Dr. Sekhar Basu, Secretary, DAE, Mumbai & Chairman, AEC, Mumbai

(c) Prof. Ashutosh Sharma, Secretary, DST, New Delhi

(d) Prof. Manidra Agrawal, IIT Kanpur

(e) Prof. Sudhakar Panda, Director, NISER Bhubaneswar

(f) Prof. Uday Maitra, IISc Bangalore

(g) Prof. Sandeep Verma, IIT Kanpur

(h) Prof. Vinod K Singh (Special Invitee)

1. **Opening remarks of the Chairperson**

   The Chairperson welcomed the members and special invitee present at the 6th Meeting of IISER Berhampur Board of Governors.

2. **Overview report of the Director on the activities of the Institute**
   An overview report was submitted by the Director. The Board of Governors was briefed on the activities of IISER Berhampur in the recent past, and the same was taken on record with a note of appreciation.

3. **Confirmation of the Minutes of the 2017-1/5th meeting of the BOG held on April 27, 2017**

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The board resolved to confirm the Minutes of the 2017-1/5th meeting of the Board of Governors, held on April 27, 2018 as circulated and placed on the table for confirmation, in the absence of any comments from any member.

4. **To consider the Action Taken Report (ATR) on the decisions taken in the 2017-1/5th meeting of the BOG held on December 12, 2017**

The Action Taken Report on the items requiring follow-up action on the decisions of the 2018-1/5th meeting of the Board of Governors held on April 27, 2018 was taken on record with a note of appreciation. However, the actions against the following agenda points awaited, even though it was inadvertently mentioned as "action completed" while circulating agenda for the meeting.

Sl. No	Resol. No	Resolutions	Action Taken/ Status
1.	**BOG-5-9**	**To consider and approve additional faculty strength** The board has been informed about the current sanction i.e. 20 nos. and requested for additional sanction considering the increased student strength in the next academic year 2018-19. The board has agreed for sanction of additional faculty strength upto 20 in commensuration with the faculty to student ratio of 1:10 as prescribed by the Standing Finance Committee (SFC)	**Action pending** (Formal sanction letter from MHRD is awaited)
2.	**BOG-5-10**	**To consider and approve additional space for Laboratories and Classrooms in the Transit Campus** The board has considered the proposal and indicated that IISER Berhampur should take appropriate measures with the State Government for obtaining necessary approval from the concerned authority to overcome the space crunch. The board further suggested that any help from the Ministry in this regard will be made available.	**Action pending** Govt. of Odisha is yet to allot additional floors i.e. Ground and First floors of Govt. ITI building.

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3.	BOG-5-11	**To consider and approve for initiation of Recruitment process for appointment of Registrar of the Institute** The board has been informed about the urgent requirement of positioning of a Registrar to cater for the administrative works for the increased strength of students, faculty and staff. The chairperson indicated that the process for sanction for the said post is in progress at MHRD. The decision of the Ministry will be communicated in due course of time.	**Action pending** **(Sanction from MHRD is awaited)**

5. **Ratification of the items approved by the Chairperson**

The Board resolved to ratify the approvals given by the Chairperson for selection of following: -

Table-1 (Selection of Faculty Members in the department of Chemical Sciences approved by the Chairperson)

Sl. No.	Name of the Faculty Member	Vacancy Position	Category	Scale of Pay	Remarks
1.	Dr. Santanu Bhattacharyya	Assistant Professor Grade-I	General	Level 12 with initial pay of Rs. 1.01.500/-	Expected to join in mid August
2.	Dr. Thirupathi Barla	Assistant Professor Grade-I	OBC (NCL)	Level 12 with initial pay of Rs. 1.01.500/-	Joined on July 30. 2018

Table-2 (Selection of Group-A Non-Teaching Positions approved by the Chairperson)

Sl. No.	Name of the Non-Teaching Member	Vacancy Position	Category	Scale of Pay	Remarks
1.	Shri Praveen Kumar Markan	Superintending Engineer	General	Level 13 with initial pay of Rs. 1.23.100/-	Not joined#
2.	Shri Sanjay Majhi	Executive Engineer (Elect.)	General	Level 11 with initial pay of Rs. 67.700/-	Joined on June 04. 2018

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The candidate did not accept the offer of appointment as he was not ready to take up the appointment with initial contract basis and/or on deputation basis. The candidate has made a request for immediate absorption which was not agreed to as there was no such criteria in recruitment notification NT-01/2017 dated 07.04.2017

6. **Ratification of the items approved by the Director**

The Board resolved to ratify the approval given by the Director for extension of joining time upto September 11, 2018 to Mr. Mallikarjun Dora, a selected candidate for the post of Assistant Librarian as requested on medical grounds.

7. **To consider and approve the recommendations of the 2018-2/5th meeting of the Finance Committee of the Institute held on August 10, 2018**

The board considered at length, the recommendation of the 2018-2/5th meeting of the Finance Committee of the Institute held on August 10, 2018 at 1100 hrs and resolved to take on record and also approve the recommendation of the Finance Committee requiring specific approval of the Board of Governors as per the Minutes enclosed as **Annexure-1**.

8. **To report the list of faculty and non-faculty members who joined/confirmed/relieved in the recent past**

The board noted the list of faculty and non-faculty members those who have joined and who have been confirmed in the recent past along with the details of the faculty / non-faculty members those who resigned / who were relieved / who left the Institute service on completion of tenure.

9. **To consider and approve the proposal for Amendment in Recruitment Rules (RRs) of IISER Berhampur**

The agenda was discussed at length. The Board recommended that revised recruitment rules of IISER Berhampur may be proposed instead of piecemeal amendment in RRs. In terms of generic recruitment rules, maximum age, qualifications etc. specific to the positions required for IISER Berhampur, a comprehensive proposal in respect of all the positions may be brought, duly updating the recruitment rules as on date, after consolidating all the guidelines issued from time to time. ~~The Govt. of India is also contemplating common recruitment rules for all the IISERs.~~

10. **To take on record the hiring of Office-cum-Residential Accommodation for the Director, IISER Berhampur**

The board has taken on record and approved the hiring of Office-cum-Residential Accommodation for the Director, IISER Berhampur.

11. **Probation of all the employees who have completed the initial period of probation**

For confirmation of permanent employees who have been recruited on probation, a peer

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	review committee consisting of subject experts and experts other than the subject may be constituted and a report may be submitted at the next meeting of the BoG for necessary consideration. Till the report is submitted, the probation of all the employees who have recently completed the initial period of probation stands extended till further orders, in the absence of peer review committee report.

The meeting ended with vote of thanks to the chair.

23/8/18
(S. B. Singh)
Acting Registrar

K. V. R. Chary
(K. V. R. Chary)
Director

Minutes Approved

Subba Rao
(Chairperson, BoG)

FC 5 Item No.	Agenda Items and Resolution

The Meeting of Finance Committee (FC) of IISER Berhampur (2018-2/5th) was held at 1100 hrs on August 10. 2018 in the Conference Room (First Floor) of Central Secretariat Library. MHRD. Shastri Bhawan. New Delhi- 110 001. The following members were present during the meeting:

(a) Shri V.L.V.S.S. Subba Rao. Senior Economic Advisor. DHE. MHRD. New Delhi (also on behalf of Secretary. DHE. MHRD)

(b) Prof. K V R Chary. Director. IISER Berhampur

(c) Prof. R V Raja Kumar. Director. IIT. Bhubaneswar (Attended through Skype)

(d) Shri Arun Kumar. Under Secretary. Finance Division. MHRD (On behalf of JS & FA. MHRD)

(e) Shri K. V. Satya Murty. Registrar. IISER Bhopal (attended as Special Invitee)

(f) Dr. Shashi Bhushan Singh. Asst Professor. IISER Berhampur (Non-Member Secretary)

Prof. Sudhakar Panda. Director. NISER Bhubaneswar could not attend the meeting due to his prior commitments and was granted leave of absence.

1. **Opening remarks of the Chairperson**

   The chairperson welcomed the members and special invitee present at the Meeting of the FC of IISER Berhampur.

2. **Overview report of the Director on the activities of the Institute**

   An overview report was submitted by the Director. The FC was briefed on the activities of IISER Berhampur in the recent past. and the same was taken on record with a note of appreciation.

3. **Confirmation of the Minutes of the 2018-1/4th meeting of the FC held on April 27, 2018**

   The FC resolved to confirm the Minutes of the 2018-1/4th meeting of the FC held on April 27. 2018 as circulated and placed on the table for confirmation. in the absence of any comments from members.

4. **To consider the Action Taken Report (ATR) on the decisions taken in the 2018-1/4th meeting of the FC held on April 27, 2018**

   The Action Taken Report on the items requiring follow-up action on the decisions of the 2018-1/4th meeting of the FC held on April 27. 2018 was taken on record with a note of appreciation. Additionally. it was resolved that Director. IIT Bhubaneswar and Director. IISER Berhampur would meet Chief Secretary. Govt. of Odisha in person with a request to expedite the process of connecting road between Gopalpur to Main Campus site at Loudigam.

5. **To consider and recommend for approval of the Annual Accounts for the FY 2017-18**

   The FC studied the Annual Account 2017-18 in length and considered for recommending

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the Board of Governors to approve. before sending it to the Office of the Comptroller & Auditor General of India for conduct of audit. The FC also directed to file the advance ruling and resolve the GST issues at the earliest to clear the contingent liabilities as mentioned in 4.1 of Schedule 24 of the Annual Account 2017-18.

6. **To consider and adopt guidelines for payment of Honorarium on appointment of Adjunct Faculties at IISER Berhampur in line with guidelines of MHRD**

The FC resolved to approve the prescribed rates of Honorarium to the Adjunct Faculties of IISER Berhampur in line with the guidelines of MHRD i.e. Rs.3000/- per lecture hour. subject to an upper ceiling of Rs.1.20.000/- per month irrespective of number of lecture hours in a month. The committee also directed to ensure that in no case the average payment per lecture hours be exceeded Rs.3000/- in a month. However. it may go down from Rs.3000/per lecture. in case a faculty takes more than 40 classes in a month.

x It should not be construed as payment of Rs.1,20,000 per month would be made even for fewer lecture hours per month. It is a cap not the minimum or automatic amount.
Rao:

To take on record implementation of Public Financial Management System (PFMS) w.e.f. 26.06.2018.

The FC was briefed on the action taken on implementation of EAT module of PFMS by IISER Berhampur. w.e.f. 26.06.2018 and the same was taken on record with a note of appreciation by the FC.

8. **To consider and approve providing special Honorarium to the Faculties of IISER Berhampur in line with guidelines issued by UGC**

The FC resolved to approve the proposal.

9. **To consider and approve reimbursement of medical expenditures of staff and faculty of IISER Berhampur at CGHS rates**

The FC resolved to approve the proposal.

10. **To take on record and ratify opening of bank accounts in private banks to obtain Credit card facility for doing online transactions for purchase of books and tickets for the Institute purpose.**

The FC resolved to ratify the proposal for opening of bank accounts in private banks to obtain Credit Card facility for doing online transactions for purchase of books and tickets for the Institute purpose.

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11. **Other points with the permission of the Chair**

a) An additional agenda point was put up before the committee for consideration after due permission from the Chair. The additional agenda point is as follows: -

Additional Agenda No.01/ FC-2018-02/05.	**To consider and approve the Separate Audit Report (SAR) on the accounts of IISER Berhampur for the year 2016-17.** The Annual Accounts of IISER Berahampur for the financial year 2016-17 was compiled and finalized on 06.06.2017 and the approval of the BoG was accorded during the meeting held on 12.06.2017. Thereafter, the Annual Accounts was submitted to C&AG on 17.07.2017 for commencement of inspection and audit of accounts. The C&AG commenced the inspection of accounts on 06.11.2017 and submitted its final SAR on 28.02.2018 (received on 28.03.2018) a copy of SAR is also attached in **Annexure-7** of the agenda papers. The FC and BoG may kindly take it on record and consider approving the final SAR of C&AG. It is further submitted that the Annual Report for the year 2016-17 of IISER Berhampur was approved by BoG on 12.06.2017 pending receipt of SAR from C&AG. However, the Annual Report 2016-17 with SAR has already been forwarded to MHRD on 30.07.2018 for laying on the table of both the Houses of Parliament. The FC/BoG may kindly ratify the above.

Decision. The FC resolved to consider and recommend for ex-post facto approval of the BoG for annexing the SAR of Annual Account 2016-17 from C&AG in the Annual Report of 2016-17 of IISER Berhampur for laying on the Table of both the Houses of Parliament.

b) Shri V.L.V.S.S Subba Rao informed the decision taken by NITSER Council for assessing the requirement of allotment of seed grant to newly joined faculty. Further, he mentioned that a committee has been constituted to examine the startup funding.

The meeting ended with vote of thanks to the chair.

23/8/18
(S. B. Singh)
Acting Registrar

K V R Chary
(K. V. R. Chary)
Director

Minutes Approved

Subba Rao.
(Chairperson, FC)