

Minutes of the BoG meeting, GUIST dated: 30th August 2017

The board members, the list being annexed (annexure III) herewith, present in the BoG meeting held on 30/08/2017 at the premises of the GUIST, discussed all the items listed in the agenda for the meeting and formulated guidelines for smooth execution of the project as outlined below:

Agenda 1: Amount of Research Assistantship (RA) to be offered to full-time PhD scholars who are not availing any other scholarship / stipend / salary.

Resolution:

- Suggested **Rs. 15,000.00/-** per month effective from Quarter 2, for all full time PhD scholars who are not availing any other scholarship

Agenda 2: Rate of Remuneration to the outside experts offering GATE coaching

Resolution:

Rate of Remuneration **@ Rs 1000.00 class (1 Hr.) per person** to be provided. No remuneration is to be paid to any in-house faculty / staff members, if any, engaged in the coaching, as per the guidelines of the MHRD.

Agenda 3: Regarding expenses to be incurred under the project for financing student Internship, student participation in Conference, Seminar, Workshops etc.

Resolution:

- Mode of travel that may be allowed: Train (3AC) / Road
- Maximum lodging expenses that may be allowed: Rs. 1000- 1500 per day for maximum tenure of 7 days
- Maximum boarding expenses that may be allowed: Rs. 250 -350 per day for maximum tenure of 7 days
- Lodging rate for girls may be higher than that for boys.

Agenda 4: Salary per month for contractual account person and remuneration to a staff member, engaged in account and record keeping related work.

Resolution:

Consolidated Salary for a contractual person for account maintenance @ Rs 9000.00 per month.

Remuneration to staff engaged in record keeping @ Rs 1000.00 per month.

Agenda 5: Starting of new M.Tech. programme in CAD/CAM from academic session 2018-19

Resolution:

BoG approved the proposal for a new M.Tech programme in CAD/CAM as per the UGC prescribed norms.

Agenda 6: Modalities and limit for sanction of Seed grant to faculty / students to venture into industry collaborative innovative research.

Resolution:

I. *Modalities:*

- Project Proposals is going to be invited from Faculty / Staff / Students by Sept 3 with a deadline of 2 weeks for submission
- Assessment / Evaluation will be made through a 5-member (technical) committee to be formed by the BoG:
 1. 1 from IITG
 2. 1 from IASST
 3. 1 from NIT Silchar
 4. 1 from IIIT
 5. 1 from GU
- List of selected project proposals will be published by Sept 20, 2017-08-30
- Project Fellows will be invited to present their proposed work **after receiving the consent / endorsement from the collaborating industry**
- Formal undertakings etc. will be received from the awardees to facilitate provisions such as,
 - (a) Assets to be procured under this scheme will be considered as GUIST property after the project tenure
 - (b) Transfer of fellowship / funds or facilities mobilized under the scope of the scheme, will never be allowed
 - (c) Any other provisions, as and when prescribed by the BoG.

II. *Seed Grant limit:*

While a maximum amount of Rs. 1,00,000/- is earmarked for the Seed Grant to be awarded to a Faculty / Staff member, it is fixed at Rs. 50,000/- for a student innovator.

Agenda 7: Formation of Project Implementation Committees

The following Project Implementation Committees have been formed and approved by the Board of Governor for smooth conduct of the proposed Action Plan during the Project tenure.

1. Purchase Committee

1. Director, GUIST - Chair Person
2. Nodal Officer, Procurement - Convenor
3. Dr. Eeshankur Saikia, TEQIP cell
4. Mr. Amitava Dey, Member, ECE
5. Mr. Chandan Kalita, Member, IT
6. Dr. Debabrat Baishya, Member, BET
7. Dr. Somiul Hoque, Member, App. Sc.
8. Account Personnel, GUIST, Documentation & Record Keeping

2. Student Development Committee

1. Director, GUIST --- Chair Person
2. Dr. Pranjal Saikia, -- Convenor
3. Dr. Eeshankur Saikia—Project Coordinator
4. Mr. Amitava Dey, Nodal Officer, Academic
5. Mr. Manash Pratim Sarma, Member, ECE
6. Dr. Subhash Medi, Member, BET
7. Dr. Nabamita Deb, Member, IT
8. Mrs. Ricky Gogoi, SO (Academic) GUIST
9. Two final year students, one boy and one girl student.

3. Faculty & Staff Development Committee

1. Director, GUIST - Chair Person
2. Dr. M. M. Boragohain - Convenor
3. Mr. Mirzanur Rehman, Member, IT
4. Mr. Jyoti Prakash Medhi, Member, ECE
5. Dr. Ghanznavi Idris, Member, BET
6. Dr. Archana Borah, Member, App Sc.
7. Dr S. R. Nirmala, Member (for liaising and networking)
8. Dr S. M. Borah, Member (for record and documentation)

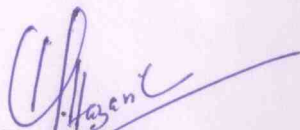
Agenda 8: Approval of the Action Plan and Procurement Plan, as annexed herewith, prepared by the Institute for submission to NPIU, MHRD.

Resolution: The BoG approved the Action Plan (annexure I containing 13 pages) and Procurement Plan (annexure II containing 16 pages) of GUIST for the duration from 1st July 2017 to 31st March 2018.

Agenda 9: AoM

- Codal formalities for authentication of documents should be followed.
- Out of the four quarterly BoG meetings, the members suggested scope for conducting atleast two meetings in video conferencing mode may be explored.

The meeting concluded with vote of thanks by the Director, GUIST.



Dr. Mridul Hazarika
Vice Chancellor, Gauhati University
Chairperson, Board of Governors, GUIST



Prof. Manab Deka
Director, GUIST
Member-Secretary, Board of Governors, GUIST
