No. ITM//Notice/DO/2022/1682

Date 03/01/2022

Notice

The 22nd meeting of Board of Governors is scheduled on January 22, 2022 (Saturday).

All the members are requested to make it convenient to attend the meeting. The agenda

of the meeting is enclosed.

Venue: Conference Hall, VSB Block

Time: 02:30PM

Director ITM
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

To,

All the members of Board of Governors.

Copy to:

1. All the members of Board of Governors.

2. Office Copy

For Kind Information to:

❖ Hon'ble Chairman SLS Trust ⎤
❖ Managing Director   ⎦ by e-mail

Agenda

22.1	Approval of the minutes & action taken report of 21st meeting of Board of Governors held on October 20, 2021
22.2	a) Admission details of 2020-2021 b) Amendment in the Multi-faceted scholarship initiatives for the session 2022-2023
22.3	a) Sanctioning of Posts of teaching staff b) Amendment in HR Policy of the Institute c) Proposal for Starting New Courses in Emerging Areas
22.4	Reduction in intake and closure of courses
22.5	Ratification of the appointments of faculty

Date: 24/01/2022

Minutes of 22nd Meeting of Board of Advisors & officials, ITM GOI, Gwalior

The minutes of the 23rd meeting of board of Advisors & officials held on 22nd January 2022.

Venue: Conference Hall, VSB Block

Time: 02:30PM

The following members were present:

Dr. Daulat Singh Chauhan Managing Director, ITM	Nominee of the Chairman
Col. B Venkat	Member
Dr. Sunil Kumar Gupta Vice-Chancellor R.G.P.V., Bhopal	Member
Dr. R. D. Gupta, Retired Professor, MITS	Member
Dr. Rajendra Sahu Director, IIITM, Gwalior	Member
Prof. N K Goyal President CMAI Association of India, Chairman Emeritus, TEMA. Member Governing Council Telecom Equip & Services export promotion council, Govt. of India	Member
Professor Shekhar Verma	Member
Mr. Ravindra Dayal	Member
Mr. Ashish Vaishya	Member
Dr. Omveer Singh Registrar ITM University	Member
Mr. Ajay Khatri CFAO, ITM University	Member
Mr. Asish Vaish MD, Precision System, Bhopal	Member
Mr. Sajal Agrawal Director, Invert Sugar Pvt. Ltd. Malanpur	Member
Mr. Bhagyesh Choubey .	Member

Director, Risk Division Credit Suisse, Singapore	
Dr. Rishi Soni Professor & HOD, CSE/IT	Member
Mr. Akansh Jain	Member
Dr. Meenakshi Mazumdar Director, ITM GOI	Secretary

The secretary extended a hearty welcome to everyone in present at the beginning of the meeting. The secretary informed everyone acknowledge that the other board members were not available.

The items from the agenda of the meeting were taken up as follows:

Agenda no.	Agenda & Discussion
22.1	Minutes of 21st meeting of BoG were unanimously approved by all the members. The action taken report on the decisions of 21st meeting of BoG were presented & confirmed
22.2	a) **Admission details of Session 2020-2021:** Discussion: Admission details of 2020-2021 were provided to the BoG and some new strategies for admission were also discussed. (Annexure 1). b) **Amendment in the Multi-faceted scholarship initiatives for the session 2022-2023:** The secretary proposed a Multi-faceted scholarship initiatives for the session 2022-2023. In her proposal insisted on re-implementing the previous session. Only she proposed to reduce the number of seats for MBA from 35 to 30 only under the Early Bird Scheme, to which all the members agreed.
22.3	a) **Sanctioning of Posts of teaching staff:** The Secretary presented an overview of the agenda for the approval of new positions and discussed in detail about the requirement for more teaching staff at the Institute in order to expand its academic programs and fulfil administrative responsibilities. The Secretary committed that all appropriate procedures would be followed in the appointment process, including advertising open positions, screening candidates, and conducting interviews. She additionally outlined the recruitment process that would take place when the postings were approved.

Following extensive discussion, the following post detailed resolutions were approved:

Academic Year	Number of Full Time Teachers		Total	Number of Sanctioned Post
	Regular	Contract		
2021-22	56	-	56	60
2022-23	64	1	65	68

b) Amendment in HR Policy of the Institute:

The secretary put up the agenda regarding some amendment in the HR policy of the Institute for the wellbeing of the staff members of ITM. She proposed ITM will assist employees in undergoing a comprehensive health check-up (the first being free and subsequent ones with a 50% concession) to promote preventive measures where necessary and to ensure their physical and mental well-being in effectively carrying out their roles. This policy will apply to all faculty and staff members, as well as their immediate family members, who may experience any health issues during their employment. These periodic health check-ups will enable them to manage their health proactively.

The ITM super specialty hospital will provide medical facility to the employees of ITM on concessional rates. Following concessions will be provided to the employees on their medical bills by the ITM Hospital:

- 50% concession will be given to the Faculty & Staff members admitted in ITM Hospital in the cost of facilities owned by the ITM hospital. However, the concession will not apply to the bills of medicines /accessories and the fees of external doctors for providing medical services to the admitted faculty / staff member.

- 25% concession will be given to the direct Relatives of Faculty & Staff

members admitted in the ITM Hospital in the cost of facilities owned by the ITM hospital.

Members acknowledged the importance of promoting physical and mental fitness. It was suggested that periodic health checks (e.g., annually or biennially) would be beneficial in fostering a proactive approach to employee health.

After thorough discussions, the amendments to the HR policy were unanimously approved

c) Proposal for Starting New Courses:

Considering the current industry demand, the Secretary presented a proposal to start the following three new specialized CSE courses, each with an intake capacity of 30 students:

a) CSE (Data Science)

b) CSE (Artificial Intelligence & Machine Learning)

c) CSE (Internet of Things - IoT)

The intake limit was justified by emphasising the need for focused faculty-student engagement and efficient resource management in the course's initial stages. The intake capacity will be reviewed after the first academic year, with a possibility of increasing based on infrastructure and feedback from various stakeholders.

After thorough discussions, the BoG unanimously approved the introduction of CSE (Data Science), CSE (Artificial Intelligence & Machine Learning), and CSE (Internet of Things) courses, each with an initial intake of 30 students.

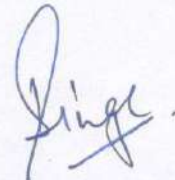|	
22.4	During the meeting a presentation of the current status of the B.Tech programs in Electronics and Communication Engineering (ECE), Civil Engineering (CE), and Mechanical Engineering (ME) was given by the secretary. The intake capacities for

these programs are currently 90, 60, and 60 students, respectively. Recent enrollment trends, student preferences, and placement records were presented, indicating declining interest and demand in these disciplines over the last few years. The secretory presented proposal to reduce the intake for each program starting from the 2022-2023 session:

ECE: Reduction from 90 to 60 students.

CE: Reduction from 60 to 30 students.

ME: Reduction from 60 to 30 students.

The main reasons for the proposed reductions included:

- Decreasing number of student applications and lower admission cut-offs.
- Difficulty in securing placements in the core sectors for CE and ME due to changing industry demands.
- Shifting student interest toward newer and emerging technology fields like computer science, AI, and data science.
- A strategic focus on improving the quality of education and providing more personalized attention to students in smaller batches.

The secretary presented an overview of the M.Tech programs in Computer Science and Engineering (CSE) and VLSI. The intake capacity for both programs stands at 09 students each. Data on recent trends in applications, enrolment numbers, placement opportunities, and industry demand were presented, highlighting a significant drop in student interest and enrolment for both programs over the past few years. She presented their proposal for closing the M.Tech programs effective from the academic session 2022-2023.

The BoG reviewed the procedures for officially intake reduction and closing the programs, including obtaining approval from AICTE and informing other regulatory bodies as required.

| 22.5 | **Ratification of the appointments of faculty:** |

Some new faculty members have been appointed across various departments and are presented for ratification by the BoG. The BoG discussed the qualifications and experience of the appointed faculty members. Most of the members expressed satisfaction with the recruitment process and the quality of candidates selected.

Concerns were raised about the recruitment of more specialized faculty in emerging areas like AI/ML and Data Science in future rounds of hiring.

After thorough discussion, the BoG unanimously ratified the appointments of the presented faculty members.

It was agreed that the newly appointed faculty members would receive induction training, and continuous professional development plans would be put in place to ensure their alignment with the institution's vision and mission.

The meeting ended with a vote of thanks to the chair.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)
(Secretary/ Director)

Ms. Ruchi Singh Chauhan

(Chairman BOG/ Vice-Chairperson, SLS Trust)

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2. Office Copy

For Kind Information to:
- Hon'ble Chairman SLS Trust } by e-mail
- Managing Director

No. ITM/Notice/DO/2021//6₀3   Date 10/10/2021

Notice

The 21ˢᵗ meeting of Board of Governors is scheduled on October 24, 2021 (Sunday). All

the members are requested to make it convenient to attend the meeting. The agenda of

the meeting is enclosed.

Venue: Online Google Meet

Time: 03:00 pm

Director ITM
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

To,
All the members of Board of Governors.

Copy to:
    1. All the members of Board of Governors.
    2. Office Copy
For Kind Information to:
    ❖ Hon'ble Chairman SLS Trust
    ❖ Managing Director   } by e-mail

Agenda

21.1	Approval of the minutes & action taken report of 20th meeting of Board of Governors held on Jan 29.2021
21.2	Overview of Institute (Administration, Academics & TAP activities)
21.3	Ratification of the following: a. Budget of the institute b. Appointments and exits of faculty members c. Various MOU's for internship & PBL d. Annual Report of the institute for the Academic Year 2020-2021 e. Report on e-governance of the institute for the Year 2020-2021
21.4	Proposals to be implemented in near future
21.5	Any other discussion with the permission of the chair.

Date: 26/10/2021

Minutes of 21th Meeting of Board of Advisors & officials, ITM GOI, Gwalior

The minutes of the 21th meeting of board of Advisors & officials held on 24th October 2021.

Venue: Online Zoom Platform

Time: 03:00 PM

The following members were present:

Dr. Daulat Singh Chauhan Managing Director, ITM	Nominee of the Chairman
Col. B Venkat	Member
Dr. Sunil Kumar Gupta Vice-Chancellor R.G.P.V., Bhopal	Member
Dr. R. D. Gupta, Retired Professor, MITS	Member
Dr. Rajendra Sahu Director, IIITM, Gwalior	Member
Prof. N K Goyal President CMAI Association of India	Member
Professor Shekhar Verma	Member
Mr. Ravindra Dayal	Member
Mr. Ashish Vaishya	Member
Dr. Omveer Singh Registrar ITM University	Member
Mr. Ajay Khatri CFAO, ITM University	Member
Mr. Asish Vaish MD, Precision System, Bhopal	Member
Mr. Sajal Agrawal Director, Invert Sugar Pvt. Ltd. Malanpur	Member
Mr. Bhagyesh Choubey , Director, Risk Division Credit Suisse, Singapore	Member
Dr. Rishi Soni Professor & HOD, CSE/IT	Member
Mr. Akansh Jain	Member
Dr. Meenakshi Mazumdar Director, ITM GOI	Secretary

Dr. Daulat Singh Chauhan was present in the meeting as the nominee of the Chairman he welcomed all the distinguished members present in the meeting. At the start of the meeting, Director Dr. Meenakshi Mazumdar welcomed all the members. The Director informed everybody regarding the unavailability of the other board members

The items from the agenda of the meeting were taken up as follows:

Agenda no.	Agenda & Discussion
21.1	Minutes of 20th meeting of BoG were approved by all the members unanimously & action taken report on the decisions of 20th meeting is presented & confirmed.
21.2	There were quite a few new BoG members hence the Director of the Institute also the member secretary of the BoG presented an overview of the institute. She informed the BoG members about the courses being run in the institute. In her presentation, was divided into three major parts: Administration, Academics and TAP activities. All the administrative details were discussed such as the highlights of the HR policy, the hierarchy of the Institute. She also elaborated on the special provisions made for the faculty, staff and students during the pandemic. Further, the presentation dwelled in the details of academic activities and focus was on the teaching pedagogy concerning the outcome-based education framework, various mentoring programs. She also informed the board that the institute has successfully submitted the SAR for NBA accreditation for two courses i.e. CSE and MBA. The information on the TAP cell began with a brief presentation by Mrs. Tania Das Assistant Director of Training on training, internship and PBL. Mrs. Das gave an account of the previous training process. Further, she explained the reason for modifying the training process. She also shared the semester wise breakup of the technical and non-technical training module with the BoG. In her presentation, she informed the BoG that after the technical training students are provided the Project Base Learning (PBL) so that they get hands-on experience of live projects. In this context, the institute had signed MoU's with some companies like Reflex Solution, Niltech Solution Pvt. Ltd. etc. to help students in grabbing multiple internship opportunities. The BoG was also informed that the institute had signed a MoU with AWS Academy to develop industry-ready cloud computing skills in students. She told the members about training alliances with companies like IBA, Bajaj Finserve, NISM Certification courses. The director informed the board that approximately 90% of eligible students got job offers in 2020-21 despite terrible conditions and a total of 207 companies visited for campus requirements. The placement of the institute shows an increasing trend in the

	past few years irrespective of all the unfavourable conditions due to the pandemic.
21.3	With permission from the Chairman, the secretary put forth the ratification during spring 2021. She shared the following things;
	a. The overall budget of the institute:
	The Secretary presented the proposed budget for the upcoming academic year, covering allocations for academic departments, infrastructure, research, and student support services. The Board approved the overall budget with a focus on strategic investment in academic and digital resources. (Annexure 1.)
	b. Appointments and exits of faculty members:
	The Secretary presented the details of recent faculty appointments across departments, including qualifications, areas of expertise, and expected contributions to academic programs. Overview of faculty exits, including reasons for departure and acknowledgment of their contributions to the institution was also discussed with the BoG.
	c. Various MoU's for internship and PBL:
	The Secretary presented a list of proposed Memoranda of Understanding (MoUs) with industry partners aimed at facilitating student internships and enhancing Project-Based Learning (PBL) opportunities. During the discussion, BoG emphasized to monitor and evaluate the effectiveness of these partnerships periodically
	d. Annual Report of the institute for the Academic Year 2020-2021:
	The Director shared the Annual Report for the Academic Year 2020-2021, emphasizing key accomplishments in academics, research, faculty growth, and student achievements.
	e. Report on e-governance of the institute for the Year 2020-2021:
	The Director presented the e-Governance Report for the academic year 2020-2021, outlining progress in digitalization and system automation for enhanced efficiency in institutional operations.
21.4	Followed by the presentation of the Director few approvals were sorted from the BoG. These approvals as mentioned below were on the proposals to be implemented in near future: Introduction to the Microsoft certified companies. i) MoU with IBA, New Delhi. ii) Industrial conclave to enhance industry interaction. iii) Establishment of the Dept. of IT in a separate block.

	iv) Preparation of adding course in the Dept. of CSE. The BoG accorded its approval. At this point, the forum was open for discussion and suggestions for improved governance of the Institute.
21.5	Mr. Ashish Vaishya suggested bridging the gap between industry and institute. On the behalf of Confederation Indian Industry (CII), he offered to operate some courses with the help of industry in ITM. He also emphasized industrial fair visits for practical exposure of the students ITM students. The director thanked Mr. Ashish Vaishya and acknowledged his suggestions. Mr. NK Goyal another member of BoG sought clarification on Industrial Conclave to enhance Industry- Institute Interaction. Dr. Mazumdar elaborated the point and made it clear that the Institute is planning to host an industrial conclave to enhance the interactions of the teachers-students and industry professionals. Mr. Bhagyash Choubey suggested exploring opportunities in IT security as it has become an equivalent area of field of knowledge body like blockchain, MLAI. He further extended that it is an area of focus for various companies and a small training could help students in their professional growth. The Director clarified Bhagyash that the institute had a couple a workshop on IT security but now it should be taught on regular course as it is expanding now. She further added that she would put up it in the academic council meeting and suggest the university also to include it is the curriculum also. Prof. N.K. Goyal added that cyber security is a demanding sector across the world and due to wrong interpretation; it is often combined with CS and IT. He further said that this course needed to be done at different levels. He offered his support to the institute facilitate learning in cyber security because there is hardly any course available on cyber security in India in B.Tech or M.Tech course so there is a good opportunity for this course. He was also opined that short term or diploma courses on cyber security may be handy. The director addressed his view and said that the institute would explore the possibility of a certification course on cyber security. Ravindra Dayalemphasized knowledge about cost management. He also enquired about the process of upskilling the faculty members and what matrices were being used to motivate and upgrade the faculty members. He also suggested maintaining a strong

network of alumni and was happy that hundreds of alumni were involved in the Alumni- mentoring programme.

The secretary thanked him for his suggestion and communicated that analysis of cost estimation is an integral part of the projects carried out by the students. On the point of faculty up-gradation, she informed that the institute had developed its performance indicator and financial and other benefits are being given based on scores reflected in the PI. Prof. Shekhar Verma said that he was very impressed with the progress of the institute it had made. However, he had some major concerns, despite being a well grown-up institute and having a strong alumni network, placement records shown were not very impressive as well, and the majority of students were in the bracket of 3 to 6 lakh. He showed his inquisitiveness to know what efforts were being made to provide higher packages to students. He further added that the institute should provide counselling and guidance for higher studies and exams like UPSC and it should alliance with the institutions of higher rank.

On the suggestion of Prof. Verma, the Vice-Chancellor of RGTU Bhopal Prof. Sunil Kumar Verma commented that these suggestions are also for RGTU since ITM is a flagship institution of RGTU, so his suggestion is well taken. He further added that the University is taking advantage of NEP (National Education Policy) to decide its direction as a multidisciplinary approach can be implemented in the technical university so that students can completely handle a project to meet the demand of the company. The university is also planning to have initiatives such that all the engineering students can realize their dreams in the first year itself. This will help the student to take up their career path from the first year. He further added that students should take the advantage of 17th ordinance where concept of minor specialization has been introduced. He further said that Cyber Security, Datamining, Data Analytics, AI are tools that students of all streams should learn. He emphasized introducing the application part of these tools in the courses of all branches. Thus, PBL is very important to make the student successful. He also thanked other Bog members for giving wonderful suggestions which university could also adopt.

The Managing Director thanked the V.C. of RGPV for being so supportive of the institute.

Dr. Rajendra Sahu added that prerequisites should be taken care of first therefore the institute should give priority to providing placements to most of the students. He also

praised the efforts of the institute in this direction. He further added that students should be trained in such a way where they are competent enough to adopt technology very quickly to keep pace with the changing trends. In his view, the institute was doing a good job by focusing on providing jobs to all the eligible students even if the package was not up to the mark.

Prof.N.K. Goyal suggested to identify some faculty and students who are interested in the area of Cyber Security. He offered his services to guide them and it will lead to a good name to the institute as well as the university. He also offered his services to guide students on excellence and change in technology.

The Director thanked all the above members for their suggestion. Further, she provided some clarification of the points raised by Prof. Verma. She shared the information of the students who were placed in Companies like Microsoft, Whitehat jr, and Byju's however, as the number of such students were, lesser they were excluded from being mentioned. The director also explained to the BoG about the effort being made by the institute for providing high-end placements to the students in terms of higher better packages. To add the skill of lifelong learning the students are required to complete PBL's /internship in every semester/year, many companies were identified, and MOU's were signed for this purpose. However, as companies do not accommodate more than 50 students for providing internships, the institute is looking for signing more MoU's with companies to accommodate all CSE students (300 students) where each of them gets an opportunity to work on live projects through PBL/internship. She also informed the BoG that the institution has its own incubation cell Idea pad which is a registered company under the Company Act 2013 ITM Innovation and Start-up.

Managing Director, Dr Daulat Singh Chauhan also addressed the queries raised by Prof. Shekhar Verma's query and said that the institute will provide direction to the students from the first year along with counselling sessions so that students become clearer about their career. He also communicated to the BoG that the institute cannot depend on training companies for providing augmented knowledge to our students therefore; the institute has plans to work in this direction.

Dr Bhakar said that well-derived internship opportunities for students would certainly help students to get better jobs. Suggestions were also sorted for establishing new courses in the field of computer science and engineering. Prof. Sunil Kumar provided some insightful suggestions for the same.

	CIIs focus on establishing courses in coordination with the industry was highlighted. CIIs a proposal to impart industrial training to faculty. Wherein, faculty will find out problems areas in the industry and they will share it with undergraduate and M.Tech students to work on these problem areas was also discussed. This will foster a long relationship between the industry and the institute/ university and it may also improve the research culture in the institute.

In the end, Dr Rishi Soni proposed the vote of thanks. The meeting was successful as many challenges faced by the institute were discussed with critical comments and suggestions

Dr. Meenakshi Mazumdar

(Secretary/ Director)

DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Ms. Ruchi Singh Chauhan

(Chairman BOG/ Vice-Chairperson, SLS Trust)

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- Managing Director