

No. ITM/Notice/DO/2024/2509

Date 20/01/2024

Notice

The 26th meeting of Board of Governors is scheduled on January 31, 2024 (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

To,

All the members of Board of Governors.

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

Copy to:

1. All the members of Board of Governors.
2. Office Copy

For Kind Information to:

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| ❖ Hon'ble Chairman SLS Trust | } | by e-mail |
| ❖ Managing Director | | |

Agenda

26.1	Approval of the minutes & action taken report of 25 th meeting of Board of Governors held on October 21, 2023
26.2	a) Increase in Intake for B.Tech. Courses – CSE (AIML) and CSE (DS) b). Amendment in the Multi-faceted scholarship initiatives for the session 2024-2025
26.3	Proposal for Starting New Courses – B.Tech. in CSE (Cyber Security), BBA, and BCA
26.4	Any other discussion with the permission of the chair.

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Date: 02/02/2024

Minutes of 26th Meeting of Board of Advisors & officials, ITM GOI, Gwalior

The minutes of the 26th meeting of board of Advisors & officials held on 31st January 2024.

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

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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

The secretary greeted every person in attendance warmly at the start of the meeting. The secretary had notified everyone be aware the other board members were unavailable.

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

Agenda no.	Agenda & Discussion

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26.1	Minutes of 25 th meeting of BoG held on October 21 2023, were unanimously approved by all the members. The action taken report on the decisions of 25 th meeting of BoG were presented & confirmed.
26.2	<p>Increase in Intake for B.Tech. Courses – CSE (AIML), CSE (DS) and Closure Diploma Course (D.Voc.)</p> <p>The Secretary welcomed all members and introduced the main agenda of the meeting: the proposal for increasing the intake for specific B.Tech. programs in the Computer Science and Engineering department. She emphasized the growing demand for technology-based courses and the institute's responsibility to cater to industry needs by expanding educational opportunities. Secrataray highlighted the increasing demand for admissions to these programs, with a high number of applicants over the past few years and provided an overview of the current intake for the following programs:</p> <ul style="list-style-type: none"> • B.Tech. in CSE (Artificial Intelligence and Machine Learning): Current intake of 60 students. • B.Tech. in CSE (Data Science): Current intake of 60 students. <p>It was proposed to increase the intake for the following programs:</p> <ul style="list-style-type: none"> • CSE (AIML): From 60 to 90 students. • CSE (DS): From 60 to 90 students. <p>BoG proposed to review the admission process to ensure that the intake increase does not compromise the quality of admitted students.</p> <p>The BoG focused on the steps involved in officially increasing intake, such as requesting AICTE approval and notifying other regulatory bodies as needed.</p> <p>b). Amendment in the Multi-faceted scholarship initiatives for the session 2024-</p>

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2025:

The Secretary proposed certain amendments to the Multidimensional Scholarship Initiative for the session 2024-2025:

1. Merit based scholarship scheme: 30 seats for EC, ME & CE to be filled on the Merit based scholarship as per the following:

Branch: ME/EC/CE

Eligibility: On the basis of percentage of marks obtained in 10+2:

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|----------------|--------------------------------------|
| (a) Above 75%: | Rs. 15000/- Fees Relaxation per year |
| (b) 60% - 75%: | Rs. 10000/- Fees Relaxation per year |
| (c) 50% - 60%: | Rs. 8000/- Fees Relaxation per year |

2. Early bird scheme:

Under early bird scheme only 15 seats for MBA and 30 seats for MCA may be reserved for those who submit their entire fees before the schedule of DTE counseling session 2021-22. The scheme will benefit the candidate on first come first serve basis. A one-time relaxation of Rs 10000/- may be given to the candidates of this scheme.

In the meeting, the existing scholarship scheme of ITM Community Scholarship for the session 2024-25 was reviewed. After extensive deliberations, it was concluded that no changes would be made in the existing scholarship scheme.

All the members of the BoG were agreed to implement the amended Scholarship policy.

26.3

Proposal for Starting New Courses – B.Tech. in CSE (Cyber Security), BBA, and BCA:

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The Chairperson welcomed all members to the meeting and introduced the agenda of starting new undergraduate courses at the institute to meet industry demands and diversify academic offerings. The Chairperson emphasized the importance of offering cutting-edge courses to attract top talent and strengthen the institute's academic portfolio.

The Secretary provided an overview of the proposed new programs, citing market demand, growth opportunities in the relevant fields, and how these programs align with the institute's long-term academic vision.

The proposed programs are:

- a. B.Tech. in Computer Science and Engineering (Cyber Security) with an initial intake of 30 students.
- b. Bachelor of Business Administration (BBA) with an initial intake of 60 students.
- c. Bachelor of Computer Applications (BCA) with an initial intake of 60 students.

The following points were discussed:

a. B.Tech. in CSE (Cyber Security)

With the increasing importance of cybersecurity across industries, a dedicated program in Cyber Security will address the growing need for skilled professionals in this domain.

The program is expected to attract students interested in security protocols, ethical hacking, and cyber forensics.

Initial Intake: 30 students.

Infrastructure and Faculty Requirements:

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- The CSE department will need to develop specialized labs with cybersecurity tools and software.
- Hiring faculty with expertise in cyber security will be necessary.

b. Bachelor of Business Administration (BBA)

The BBA program will cater to students aiming to pursue careers in management, entrepreneurship, and business administration.

Initial Intake: 60 students.

Infrastructure and Faculty Requirements:

The institute will need to recruit experienced faculty in business management disciplines.

Additional classrooms and seminar halls may be required.

c. Bachelor of Computer Applications (BCA)

The BCA program will provide students with essential programming, software development, and IT skills, preparing them for careers in the tech industry. The program will target students interested in computer applications and software engineering.

Initial Intake: 60 students.

Infrastructure and Faculty Requirements:

New computer labs equipped with the latest hardware and software will be necessary. Additional faculty with expertise in programming languages, database management, and software development will be hired.

The Secretary proposed to discontinue the Diploma in Vocational Education (D.Voc.) programme due to lack of interest of students in taking admission in this course. She highlighted the need to obtain regulatory approval from bodies like AICTE (for

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	<p>B.Tech) and UGC (for BBA and BCA). The Chairperson emphasized timely submission of all necessary documentation for regulatory approvals.</p> <p>It was proposed that a dedicated marketing and outreach campaign be developed to promote these new programs to prospective students.</p> <p>The Chairperson thanked all attendees for their input and expressed confidence that these new courses would enhance the institute's academic offerings and attract high-quality students. The meeting concluded with the decision to move forward with the proposed programs, pending regulatory approval and completion of the required infrastructure.</p>
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The meeting ended with a vote of thanks to the chair.


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


Ms. Ruchi Singh Chauhan
(Chairman BOG/ Vice-Chairperson, SLS Trust)

Copy to:

1. All the members of Board of Advisors & Officials
2. Office Copy

For Kind Information to:

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|------------------------------|-------------|
| ♦ Hon'ble Chairman SLS Trust | } by e-mail |
| ♦ Managing Director | |

No. ITM/Notice/DO/2023/1981

Date 13/10/2023

Notice

The 25th meeting of Board of Governors is scheduled on October 21, 2023 (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

To,

All the members of Board of Governors.


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

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| ❖ Hon'ble Chairman SLS Trust | } by e-mail |
| ❖ Managing Director | |

Agenda

25.1	Approval of the minutes & action taken report of 24 th meeting of Board of Governors held on January 14, 2023
25.2	a) Sanctioning of Posts of teaching staff b) Amendment in HR Policy of the Institute
25.3	Ratification of the following: i) Appointments done in the various departments on the post of Assistant Professor, Associate Professor and Professor ii) Annual Report of the institute for the Academic Year 2022-2023 iii) Report on e-governance of the institute for the Year 2022-2023 iv) Overall Budget of the Institute v) Various MoUs for Internship and Project-Based Learning (PBL).
25.4	Boosting Research Activities in the Institute
25.5	Any other discussion with the permission of the chair.

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Date: 24/10/2023

Minutes of 25th Meeting of Board of Advisors & officials, ITM GOI, Gwalior

The minutes of the 25th meeting of board of Advisors & officials held on 21st October 2023.

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

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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 greeted every person in attendance warmly at the start of the meeting. The secretary had notified everyone be aware the other board members were unavailable. The items from the agenda of the meeting were taken up as follows:

Agenda no.	Agenda & Discussion
25.1	Minutes of 24 th meeting of BoG held on January 14 2023, were unanimously approved by all the members. The action taken report on the decisions of 24 th meeting of BoG were presented & confirmed
25.2	<p>a) Sanctioning of Posts of teaching staff:</p> <p>The Secretary delivered a brief summary of the agenda for the approval of fresh positions and went into much more detail regarding the need for additional teaching staff members at the Institute for the purpose to enhance its academic programs and perform administrative duties.</p> <p>The Secretary assured that all proper protocols, such as advertising vacant positions, assessing candidates, and holding interviews, would be adhered to during the appointment process. She also described the hiring procedure that would be implemented after the posts were accepted.</p> <p>After a thorough discussion, the following post-detail resolutions were accepted for the academic session 2023-24:</p>

Handwritten signature/initials

Number of Full Time Teachers		Total	Number of Sanctioned Post
Regular	Contract		
89	6	95	100

b) Amendment in HR Policy of the Institute:

The Secretary summarized existing HR policies and highlighted areas that may need to be updated based on feedback received from employees such as Fund for Post-Retirement/Relieving Benefits, Reporting timings in institute etc. After extensive deliberations, amendments to the HR Policy were approved unanimously

25.3	<p>With permission from the Chairman, the secretary put forth the ratification during spring 2023. She shared the following things;</p> <p>i) Appointments done in the various departments on the post of Assistant Professor, Associate Professor and Professor:</p> <p>The Secretary initiated the discussion on the agenda item concerning the recent appointments made in various departments for the positions of Assistant Professor, Associate Professor, and Professor. The objective was to review and approve the appointments as part of the institution's efforts to strengthen its academic and research capabilities. She presented an overview of the appointments, providing all the details for each new faculty member</p> <p>Summary of educational background, research contributions, and professional experience of each appointee were also discussed.</p> <p>The BoG members discussed the selection process and the alignment of the appointees' qualifications with the institution's academic goals and departmental needs.</p> <p>The BoG unanimously approved and ratified the appointments for the faculty members.</p> <p>The appointments were made in accordance with the institution's recruitment policies and approved based on the eligibility criteria laid out by the respective selection committees.</p> <p>ii) Annual Report of the institute for the Academic Year 2022-2023:</p>
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	<p>The Director presented the Annual Report for the Academic Year 2022-2023, outlining significant developments in academics, research, faculty engagement, and student performance.</p> <p>iii) Report on e-governance of the institute for the Year 2022-2023: The Director presented the e-Governance Report for the Year 2022-2023, providing a comprehensive overview of the progress made in enhancing the institute's digital infrastructure. This report highlighted significant advancements in the implementation and integration of various e-governance initiatives aimed at improving administrative efficiency and user experience.</p> <p>iv) The overall budget of the institute: The Secretary presented the agenda, which focused on reviewing the overall budget for the upcoming fiscal year of the institute. The budget proposal was prepared by Budget Allocation and Utilization Committee, detailing projected income, expenditures, and financial goals to support the institution's strategic initiatives. After detailed discussions, the overall budget for the financial year 2023-2024 was unanimously approved with the condition that periodic reviews will be conducted to monitor financial performance and make adjustments if necessary.</p> <p>v) Various MoUs for Internship and Project-Based Learning (PBL): The Secretary outlined the agenda related to approval and ratification of various Memorandums of Understanding (MoUs) with industry partners to facilitate internships and project-based learning (PBL) for students. It aimed to enhance industry-academia collaboration, provide practical experience and real-world project exposure to students. After thorough discussion, the BoG members unanimously approved the ratification of the MoUs with the listed companies and institutions for internships and PBL programs. The Board expressed confidence in the positive impact these partnerships will have on student development and the overall academic environment.</p>
25.4	<p>Boosting Research Activities in the Institute: The Chairperson initiated the discussion on boosting research activities in the institute.</p>


Yes

	<p>The Secretary presented a comprehensive report highlighting the current research scenario, challenges, and potential areas for improvement.</p> <p>The Secretary provided an overview of the current research landscape at the institute, highlighting:</p> <ul style="list-style-type: none">• The number of ongoing research projects.• Current research output in terms of publications and patents. <p>The need for signing more MoUs with reputed national and international institutions for collaborative research was also highlighted. The Dean Research will identify potential institutions and initiate discussions for collaboration.</p> <p>The Board members emphasized on encouraging the faculty to apply for external grants from government bodies (like DST, DRDO, AICTE) and private organizations.</p> <p>The Secretary expressed satisfaction over the discussions and proposed that the outcomes of the meeting be closely monitored. Each department will have to submit a progress report on research activities and initiatives undertaken.</p>
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The meeting ended with a vote of thanks to the chair.


Dr. Meenakshi Mazumdar

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


Ms. Ruchi Singh Chauhan

(Chairman BOG/ Vice-Chairperson, SLS Trust)

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