

21/10/2024, 14:04

ITM University Mail - Invitation to Board of Governors (BoG) Meeting - ITM Gwalior



Dean IQAC <dean.iqac@itmgoi.in>

## Invitation to Board of Governors (BoG) Meeting - ITM Gwalior

4 messages

Dean IQAC <dean.iqac@itmgoi.in>

Sat, Oct 19, 2024 at 6:52 PM

To: Chancellor ITM University <chancellor@itmuniversity.ac.in>, Managing Director <md@itmuniversity.ac.in>, Vice  
Chancellor <vc@itmuniversity.ac.in>, Director ITMGOI <directoritmgoi@itmgoi.in>, "roopamgupta@rgpv.ac.in",  
<roopamgupta@rgpv.ac.in>, "goswamidn@yahoo.com" <goswamidn@yahoo.com>, registrar@terisas.ac.in,  
"sverma@iita.ac.in" <sverma@iita.ac.in>, sanjay.rathore@jubi.com, sanjayica@hotmail.com,  
"precisionsystems@rediffmail.com" <precisionsystems@rediffmail.com>, vsrajawat@jkm.com, syadavalli@idssoft.com,  
"sachinkuchiya@countrydelight.in" <sachinkuchiya@countrydelight.in>, Sajal Agrawal <sajal.agr@gmail.com>, Satendra S  
Chouhan <satendras.chouhan@itmgoi.in>, Rajeev Singh <rajeev.singh@itmgoi.in>, Alka Sanyal  
<alkasanyal.mba@itmgoi.in>  
Cc: Chancellor Office <chancelloroff@itmuniversity.ac.in>, MD Office <mdoffice@itmuniversity.ac.in>, VC Office  
<vcoffice@itmuniversity.ac.in>, Office ITM Director ITMGOI <directoritmoffice@itmgoi.in>

Dear Madam/Sir,

On behalf of ITM Gwalior, I would like to extend a formal invitation to attend the **27<sup>th</sup> Board of Governors (BoG) meeting**. Your valuable input and active participation are crucial to the continued success and progress of the institution.

**Date:** 21st October 2024

**Time:** 01:00 PM

**Mode:** Online (Google Meet)

Please Join Google Meeting at **01:00 PM**:

<https://meet.google.com/zqc-crtm-ymf>

**Agenda for the meeting:**

- 27.1: Approval of minutes & action taken report of 26<sup>th</sup> meeting of BoG held on January 31, 2024
- 27.2: Overview of Institute (Administration, Academics & TAP activities)
- 27.3: Approval of appointments of Faculty in the Department of Management (Affiliated to Jiwaji University, Gwalior) under Statutes 28(17) of the University Act, 1973
- 27.4: Ratification of the following:
  - i) Budget of the institute
  - ii) Admission details of the session 2024-25
  - iii) Appointments and exits of faculty members
- 27.5: Proposals to be implemented in near future
- 27.6: Any other discussion with the permission of the chair

We highly value your insights and look forward to your participation in the meeting. Kindly confirm your availability.

Thank you for your continued support.

Thanks & Regards

Dr. Rajeev Singh

Dean, IQAC

ITM, Gwalior

Orcid ID: <https://orcid.org/0009-0004-1957-8264>

Google Scholar: <https://scholar.google.co.in/citations?user=hOVsS3IAAAAJ&hl=en>

Director ITMGOI <directoritmgoi@itmgoi.in>

To: Dean IQAC <dean.iqac@itmgoi.in>

Sun, Oct 20, 2024 at 10:36 AM

We have can MS team meeting through the LMS

<https://mail.google.com/mail/u/2/?ik=a6dfa11492&view=pt&search=all&permthid=thread-a-r-2463609720974069580&simpl=msg-a-r-2072852374...> 1/2

Browser tabs: (no subject) - deans.iqac@imp, Relieved Staff.pdf, Meet - zqc-crtm-ymf

Address bar: meet.google.com/zqc-crtm-ymf

Meeting interface:

- Participants in grid:
  - Prof. Shekhar Verma
  - Ashish Veshya
  - Roopam Gupta
  - Dean IQAC
- People sidebar:
  - Mute all
  - Add people
  - IN MEETING
  - Contributors: 4
  - Dean IQAC (You) - Meeting host
  - Ashish Veshya
  - Prof. Shekhar Verma
  - Roopam Gupta
- Bottom bar:
  - 1:44 PM | zqc-crtm-ymf
  - System tray: 32°C, 10/21/2024



### Agenda

27.1	Approval of minutes & action taken report of 26 <sup>th</sup> meeting of BoG held on January 31, 2024
27.2	Overview of Institute (Administration, Academics & TAP activities)
27.3	<p>(a) Approval of appointments of Faculty in the Department of Management (Affiliated to Jiwaji University, Gwalior) under Statutes 28(17) of the University Act, 1973</p> <p>(b) Sanctioning of Posts of teaching staff</p>
27.4	<p>Ratification of the following:</p> <ul style="list-style-type: none"> <li>i) Budget of the institute</li> <li>ii) Admission details of the session 2024-25</li> <li>iii) Appointments and exits of faculty members</li> <li>iv) Annual Report of the institute for the Academic Year 2023-2024</li> <li>v) Report on e-governance of the institute for the Year 2023-2024</li> </ul>
27.5	Proposals to be implemented in near future
27.6	<p>Any other discussion with the permission of the chair:</p> <ul style="list-style-type: none"> <li>(a) Sanctioning of Posts of teaching staff</li> <li>(b) Proposal to include the Dean IQAC, Dean Academic and the Dean Administration as members of the Board of Governors (BoG)</li> </ul>

Date: 21/10/2024

**Minutes of 27<sup>th</sup> Meeting of Board of Governors (BoG), ITM, Gwalior**

The minutes of the 27<sup>th</sup> meeting of Board of Governors (BoG) held on 21<sup>st</sup> October 2024.

Venue: Conference Hall, VSB Block

Date: 21<sup>st</sup> October, 2024

Mode: Online (Google Meet)

<https://meet.google.com/zqc-crtm-ymf>

The following members were present:

S. No.	Board of Governors	Capacity
1	Ms. Ruchi Singh Chauhan Vice-Chairperson, SLS Trust	Chairman
2	Dr. Meenakshi Mazumdar Director, ITM	Member Secretary
3	Dr. Daulat Singh Chauhan Managing Director, ITM	Member
4	Professor (Dr.) Roopam Gupta Professor, Department of IT, RGPV, Bhopal	Member (Nominee Affiliating University RGPV, Bhopal)
5	Col. B Venkat, Former Director (Faculty Development), AICTE, Registrar, TERI, SAS, New Delhi.	Member
6	Dr. Shekhar Verma Professor, Department of IT, IIITM, Allahabad UP	Member
7	Mr. Sanjay Singh Rathore, Sr. Group Leader-Analytical Jubilant Ingrevia Limited, Bharat Gram, Gajraula, Amroha UP	Member
8	Mr. Asish Vaish MD, Precision System, Bhopal	Member
9	CA Vijay Singh Rajawat Chief Manager (F&A) JK Tyre, Banmore Industrial Area, Morena - 476001. Madhya	Member
10	Mr. Sunil Yadavalli Head of Business Strategy and Partnership with IDS Inc., Hyderabad	Member



11	Mr. Sachin Kurchiya (Alumni, ITM) Manager at Country Delight, Gurugram, India	Member
12	Mr. Sajal Agrawal (Alumni, ITM) Director, Invert Sugar Pvt. Ltd., Malanpur Industrial Area, Ghirongi, Distt.Bhind (M.P)	Member
13	Dr. S S Chauhan, Professor & Head Department of Basic Sciences and Humanities, ITM	Member

The Secretary extended a warm welcome to all Board members present at the commencement of the meeting, expressing appreciation for their participation and continued commitment to the Institute's development. Following the welcome address, the meeting proceeded with the discussion of agenda items, which were taken up in the order listed below:

Agenda no.	Agenda & Discussion
27.1	Minutes of 26 <sup>th</sup> meeting of BoG held on January 31 2024, were unanimously approved by all the members. The action taken report on the decisions of 26 <sup>th</sup> meeting of BoG were presented & confirmed.
27.2	<b>Overview of Institute (Administration, Academics &amp; TAP activities):</b> 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.
27.3	<b>Approval of appointments of Faculty in the Department of Management (Affiliated to Jiwaji University, Gwalior) under Statutes 28(17) of the University Act, 1973:</b> The Secretary presented the agenda for approval of the recommendation of the selection committee for the appointment of Assistant Professors in the Department of Management. Secretary also informed BoG about the process of selection of faculty members. The advertisement for these posts were published in the national newspaper, Times of India and local newspaper Nav Bharat on dated 01/11/2023. The following selection committee was constituted DCDC at Jiwaji University, Gwalior, the affiliating university for the MBA program: <ol style="list-style-type: none"> <li>1. <b>Professor S. K. Singh</b> – Chairperson, Selection Committee</li> <li>2. <b>Mr. Bhoopendra Kumar Jain</b> – Member nominated by the Governing Body</li> </ol>

	<p>3. <b>Professor Sanjeev Kumar Gupta</b> – Subject Expert</p> <p>4. <b>Dr. Ravindra Babu</b> – Subject Expert</p> <p>A total of nine candidates were shortlisted for interviews, which were conducted on April 23, 2024. Based on the evaluation, the following three candidates were recommended by the selection committee for appointment as Assistant Professors:</p> <ol style="list-style-type: none"> <li>1. Mr. Harshit Sinha (NET qualified)</li> <li>2. Dr. Alka Sanyal (Ph.D.)</li> <li>Mr. Adarsh Kumar (NET qualified)</li> </ol> <p>The members of the Board of Governors deliberated on the alignment of the selection process and the qualifications of the recommended appointees with the institution's academic objectives and the specific needs of the Department of Management. It was noted that the appointments were conducted in strict accordance with the Institute's recruitment policies and approved by the respective selection committees, based on the established eligibility criteria.</p>
27.4	<p><b>Ratification of the following:</b></p> <p><b>i) Budget of the institute:</b></p> <p>The budget of the institute is scheduled for detailed discussion and review in the next Board of Governors meeting.</p> <p><b>ii) Admission details of the session 2024-25:</b></p> <p>The Secretary, presented a detailed report on the admissions for the current academic session (2024-25), highlighting the following key aspects:</p> <ul style="list-style-type: none"> <li>• Total number of admission: 867</li> <li>• Program-Wise Breakup: CSE: 312, IT: 128, CS (AIML): 116, CS (DS): 70, CS (IoT) 08, EC: 31, CE: 23, ME: 13, MBA: 121, MCA: 20, B.Tech. B.Tech. (LATERAL): 15</li> </ul> <p><b>iii) Appointments and exits of faculty members:</b></p> <p>The Board of Governors engaged in a discussion on the Institute's recruitment process and the initiatives aimed at retaining high-quality faculty. Several suggestions were put forward, including offering additional professional development opportunities to enhance faculty engagement and retention.</p> <p>Professor Roopam Gupta proposed the development of innovative pedagogical</p>



approaches to enhance the teaching-learning process. He further recommended involving industry professionals, particularly from the local industry, to teach students, noting that their proximity to the campus would enable them to dedicate more time to teaching and mentoring.

Professor Shekhar Verma proposed addressing faculty shortages in certain courses by creating larger classes to accommodate more students. He suggested that senior faculty members should be assigned to teach these larger classes, with a capacity of approximately 120 students, to maintain instructional quality. Additionally, Professor Verma recommended involving senior students, such as those in their final year of B.Tech. or pursuing M.Tech., in the teaching-learning process. He proposed offering remuneration to senior students for their contributions to academic work, a measure that would not only support faculty but also provide valuable teaching experience for the students. The Board members unanimously agreed to implement this approach in the teaching-learning process, particularly in situations where student admissions are high and there is a shortage of faculty. Professor Verma also emphasized the importance of monitoring and providing support to B.Tech. final-year and M.Tech. students during their academic responsibilities. Following this, the Board Secretary advised the Dean of Academics to initiate the implementation of this practice in the current academic year, with the necessary measures to ensure effective engagement of senior students in teaching-learning activities.

**iv) Annual Report of the institute for the Academic Year 2023-2024:**

The Secretary presented the Annual Report for the Academic Year 2023-2024, offering a comprehensive overview of the institute's significant achievements across various domains, including academics, research, faculty development, and student engagement (Annexure 1).

**vi) Report on e-governance of the institute for the Year 2023-2024:**

The Secretary presented the E-Governance Report for the Year 2023-2024, providing a detailed overview of the significant advancements made in the institute's digital infrastructure and the transformative impact of various e-governance initiatives on both administrative efficiency and user experience (Annexure 2).

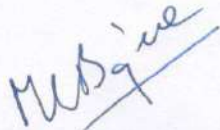
27.5	<p><b>Proposals to be implemented in near future:</b></p> <p>The Secretary provided an update on the pending NAAC Data Validation and Verification (DVV) process and the anticipated visit of the NAAC peer team. Additionally, she presented the institution’s plan to initiate the application process for the second cycle of NBA accreditation.</p>						
27.6	<p><b>Any other discussion with the permission of the chair:</b></p> <p><b>(a) Sanctioning of Posts of teaching staff:</b></p> <p>The Secretary provided a brief overview of the agenda concerning the approval of new positions, then offered a more detailed explanation of the need to hire additional teaching staff at the Institute to strengthen academic programs and support administrative functions.</p> <p>The Secretary assured that all necessary protocols—including advertising vacancies, evaluating candidates, and conducting interviews—would be followed throughout the appointment process. She also outlined the hiring procedure to be implemented once the positions were approved.</p> <p>Following a thorough discussion, the following position-specific resolutions were approved for the 2024–25 academic session:</p> <table><tr><th>Number of Post Filled</th><th>Number of Sanctioned Post</th><th>Number of Vacant Posts</th></tr><tr><td>129</td><td>135</td><td>06</td></tr></table> <p><b>(b) Proposal to include the Dean IQAC, Dean Academic and the Dean Administration as members of the Board of Governors (BoG):</b></p> <p>The Secretary presented a proposal to include the following Deans as members of the Board of Governors (BoG):</p> <ul style="list-style-type: none"><li>Dean, Internal Quality Assurance Cell (IQAC)</li><li>Dean, Academics</li><li>Dean, Administration</li></ul>	Number of Post Filled	Number of Sanctioned Post	Number of Vacant Posts	129	135	06
Number of Post Filled	Number of Sanctioned Post	Number of Vacant Posts					
129	135	06					



The Secretary highlighted the rationale behind this proposal, emphasizing the necessity for enhanced participation from key academic and administrative leaders in the decision-making processes of the Board of Governors (BoG). It was argued that their inclusion would provide valuable insights into quality assurance, academic affairs, and administrative efficiency.

Following a detailed discussion, the Board of Governors (BoG) approved the inclusion of the Dean, Internal Quality Assurance Cell (IQAC), Dean, Academics, and Dean, Administration as members of the BoG. In addition to contributing their perspectives on academic and administrative matters, they will assume a consulting role and actively participate in discussions.

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



**Dr. Meenakshi Mazumdar**

(Secretary/Director)

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

Copy for



**Ms. Ruchi Singh Chauhan**

(Chairman BOG/ Vice-Chairperson, SLS Trust)

**Samata Lok Sansthan**

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

For Kind Information to:

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