

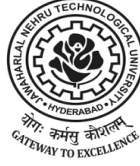


**INSTITUTE OF SCIENCE AND TECHNOLOGY(Autonomous)
Jawaharlal Nehru Technological University Hyderabad
Kukatpally, Hyderabad., Telangana.-500085**

4th Meeting of Board of Governor and Members

Venue: Meeting Room, New IST Office, JNTUH

Time / Date: 10:00 AM, Wednesday, 17th September 2014



**INSTITUTE OF SCIENCE AND TECHNOLOGY(Autonomous)
Jawaharlal Nehru Technological University Hyderabad
Kukatpally, Hyderabad., Telangana.-500085**

4th Meeting of Board of Governors and members

Presided by

Hon'ble Chairperson : Dr. K.V. Raghavan

Venue: Meeting Room, New IST Office, JNTUH

Time / Date: 10:00 AM, Wednesday, 17th September 2014

S.No	Name of the member	Designation	Signature
1.	Dr.K.V.Raghavan INA Distinguished Prof. and Ex. Director, CIR-IICT	Chairperson	
2.	Dr.MuraliK.Tummuru, Managing Director, Virchow Biotech Pvt. Ltd.	Member	
3.	Dr.M.SivaKumaran, Director, Aurobindo Pharma Ltd.	Member	
4.	Dr.B.Venkateswara Rao, Professor of WR.,& Director, SCDE, JNTUH	Member	
5.	Dr.M.Anji Reddy, Prof. of EST, & Director,R& D, JNTUH	Member	
6.	Dr.M.LakshmiNarasu, Prof. of Biotechnology, Centre for Biotechnology, IST, JNTUH	Member	
7.	Dr. Sandeep Grover Professor, Dept. of Mechanical Engineering YMCA University of Science and Technology, Faridabad	Member, UGC nominee	
8.	Director, Academic & Planning JNTUH	Member, University nominee.	
9.	Prof.Ch.Radha Krishna	Mentor, IST, JNTUH	
10.	Dr.N.V.Ramana Rao Director (i/c) , IST, JNTUH.	Member Secretary	

**INSTITUTE OF SCIENCE AND TECHNOLOGY(Autonomous)
Jawaharlal Nehru Technological University Hyderabad
Kukatpally, Hyderabad.,Telangana-500085**

Technical Education Quality Improvement Programme , [TEQIP] PHASE – II

**AGENDA AND NOTES FOR THE THIRD MEETING OF THE GOVERNING BODY OF IST
TO BE HELD ON 17th SEPTEMBER 2014, AT 10:00AM AT THE MEETING HALL,
INSTITUTE OF SCIENCE & TECHNOLOGY, JNTUH**

AGENDA	
Item No	Description
01/ 4BoG_Sept	1.1 Confirmation of the minutes of the Third BoG meeting held on 16 th April 2014 1.2 Approval and ratification of minutes of 3 rd Subcommittee meetings held on 17- 07-2014 1.3 Approval and ratification of minutes of 4 th Subcommittee meetings held on 16-09-2014.
02/ 4BoG_Sept	2.1 Consideration and approval of PG fellowships under TEQIP-II. 2.2 List of Eligible students submitted by Heads of the Centres. 2.3 Admission into Ph.D program under TEQIP II
03/ 4BoG_Sept	3.1 Guidelines to organize national and international conferences under TEQIP II at IST. 3.2. Consideration and approval of proposal to organize international conference on Environment and Energy by Centre for Environment during 15 th – 17 th December 2014, under FSD 3.3 Participation of Dr.M.Anji Reddy, Prof of EST, and Director, R&D, JNTUH, in Academic Leadership program, jointly organized by IIM Trichy and National University Singapore during 18 th -25 th September 2014.
04/ 4BoG_Sept	4.1 Constitution of Purchase committee 4.2. Consideration and approval of Procurement of equipment under Phase I. 4.3 Appointment of project staff for executing TEQIP II activities
05/ 4BoG_Sept	5.1 Ratification of workshop organized under TEQIP-II 5.2 Ratification of Expert Lectures organized under TEQIP-II 5.3 Ratification of conference attended by Faculty under TEQIP-II
06/ 4BoG_Sept	6.1 Ratification of payment of internal audit fees.
07/ 4BoG_Sept	Any other item with the permission of the Chairperson

AGENDA 1

Item No. 1.1

Sub: Confirmation of the minutes of the Third BoG meeting held on 16-04-2014.

In the 3rdBoG, the following major activities were discussed and ratified.

1.1 Confirmation of the minutes of the Second BoG meeting held on 09-01-2014

1.2 Approval and ratification of minutes of the Subcommittee meeting held on 31- 01-2014

2.1. Approval and ratification of the programs attended by the faculty, students and research scholars, under FDP, TEQIP-II.

2.2 Workshops and conferences organized by the Centres of the IST.

3.1 Consideration and approval of faculty members to participate in various international training programs under FDP, to present research work, to undertake trainings, and under part of MoU 's and networking.

3.2 Consideration and approval of proposals to organize national and international conferences and training programs.

4.1 Students proposal to go on Industrial visit under IIIC.

4.2 To consider MoU made by SPFU with CII to take-up activities under IIC.

5.1 Transfer of funds from Director, IST, to Director, TEQIP II

Action taken report of the 3rdBoG is presented below.

<i>Status of the participation of faculty members in international / national training / conferences as approved in 3rdBoG meeting</i>					
<i>S.No</i>	<i>Name of the Faculty & Centre.</i>	<i>Purpose</i>	<i>Category</i>	<i>Schedule & Place</i>	<i>Status and Remarks</i>
1.	<i>Dr.M.Anji Reddy CEN</i>	<i>Master's Programme in TENNESSEE State University, Nashville, USA</i>	<i>International</i>	<i>17th May to 27th May 2014,USA</i>	<i>Has not attended , and the program is postponed to March ., 2015.</i>
2.	<i>Dr.V.HimaBindu CEN</i>	<i>Training at research Triangle Park (RTI)North Carolina ,USA</i>	<i>International</i>	<i>April 28th to May 19th 2014,USA</i>	<i>Participated.</i>
3.	<i>Dr.T. Vijaya Lakshmi CEN</i>	<i>4 weeks training program at University of Virginia, USA. Training on Remote sensing applications for vegetation dynamics, LULC and NRM.</i>	<i>International</i>	<i>19th May-21st June, 2014,USA</i>	<i>Participated.</i>
4.	<i>Dr.B.Venkateswara Rao CWR</i>	<i>Presentation titled " Hydro Geochemical Investigations and Solute Transport Modelling of Polluted Coastal Aquifer "International Conference at Denver, Colorado, USA. Research</i>	<i>International</i>	<i>4th to 7th May 2014,USA(5 days)</i>	<i>Participated.</i>
5.	<i>Dr.M.V.S.S.Giridhar CWR</i>	<i>Presentation of Research Paper in 3rd International Conference on Earth Science & Climate Change at San Francisco, California, USA</i>	<i>International</i>	<i>28th -30th July 2014,USA</i>	<i>Participated.</i>
6.	<i>Dr.M.V.S.S.Giridhar CWR</i>	<i>Training Programme on Microwave Remote Sensing Application, at NRSC,</i>	<i>National</i>	<i>21st April to 02nd May 2014,Hyderabad</i>	<i>Participated.</i>
7.	<i>Dr.K.Venkateswara Rao CNST</i>	<i>Training Programme on Nano Materials Syntheses and Characterization for different Applications like C-MOS, Humidity Sensors, Bio-Sensors and Bio-Medical Applications at Baltimore USA</i>	<i>International</i>	<i>1st August to 1st September 2014,USA</i>	<i>Participated.</i>
8.	<i>Dr.K.Mukkanti CCST</i>	<i>Networking and study tour at RMIT University, Melbourne,</i>	<i>International</i>	<i>4th to 11th may 2014,</i>	<i>Participated.</i>

				<i>Australia.</i>	
9.	<i>Dr.A.Jaya Shree CCST</i>	<i>Paper Entitled “Total Synthesis of a novel marine natural product agelanesine, a potential cytotoxic agent”to the International Conference on Chemistry for Sustainable Development :Indian Perspective</i>	<i>Internation al</i>	<i>10-14th June 2014 Abudhabi, Dubai</i>	<i>Participated.</i>

Status of the Proposed International / National Conferences approved in the 3rd BoG meeting				
SI NO	CONFERENCE/WORKSHOP	Coordinator & Centre	dates	Status
International Conference				
1.	International Conference on "New Dimensions in Chemistry & Chemical Technology Applications in Pharma Industry (NDCT - 2014),	Dr.K.Mukkanti, Prof, Centre for Chemical Science & Technology, IST.	23 rd -25 th June 2014.	Conducted
2.	International conference on Nano Science & Engineering Application (IONSEA - 2014)	Shilpa Chakra, Centre For Nano Science & Technology, IST, JNTUH, Hyderabad,	26 th - 28 th June 2014	Conducted
3.	International Conference on Hydrology and Watershed Management with focal theme on Ecosystem Resilience Rural and Urban Water Requirements,	Dr.K.Ramamohan Reddy, Prof, Centre for Water Resources	29 th Oct.- 1 st Nov. 2014	Scheduled in Oct., 2014
National Conference				
1	Two Day National Conference on Water, Environment and Society (NCWES-2014) at Centre for Water Resources, IST, JNTUH,	Dr.M.V.S.S.Giridhar, Assit.Pr of, Centre for Water Resources	30 th June -01 st July 2014	Conducted
2	Two day National Conference on Alternative Energy Options, jointly organized by IST, and CEH, JNTUH,	Dr.V.HimaBindu, Assoc.Prof., Centre for Environment, IST	21 st -22 nd June 2014	Conducted
3.	Two day "National Conference on"Environmental Management",	Dr.T.Vijaya Lakshmi, Centre for Environment , IST	4 th -5 th September 2014.	Request for consideration to organize in the month of Jan.,2015
4	Training program on microwave remote sensing, by Centre for Environment, IST,	Dr.T.Vijaya Lakshmi, Centre for Environment , IST	1 st - 5 th September 2014	Request for consideration to organize in the 19-24 Nov.,,2014

Item No 1.2

Sub: Approval and ratification of minutes of the 3rd Subcommittee meeting held on 17-07-2014

The subcommittee meeting was convened on 17-07-2014, to discuss the following issues.

1. To discuss the Revised Action Plan from July-2014-Dec-2016 to SPFUTS, submitted by all the Centres, IST.
2. To discuss the Budget allocation under different heads, w.r.f to Centre/Course wise.
3. To discuss about number of PG Assistantship/ Ph.D fellowship to be given
4. Salaries to be paid for TEQIP-II manpower for the month of June-2014
5. List of Good governance practices performed at IST JNTUH, is to be submitted to SPFUTS
6. To inform about Statutory Audit which is to be done on 12th -14th July-2014
7. Proposal from Dr.Pramod Kumar, Head, CCST, IST, JNTUH to participate in the International Conference on Waste Management, and Environmental Engineering to be held in Stockholm, Sweden during July 14-15., for an amount of Rs 3,02,000/- (Rupees Three lakhs and Two Thousands Only) from TEQIP II grants of IST, JNTUH., was not recommended by the Chairman, BoG.

The resolutions of the 3rdsubcommittee meeting are given as Annexure 1, for consideration, and approval by the members of Governing Council.

Item No 1.3

Sub: Approval and ratification of minutes of 4th Subcommittee meetings held on 16-09-2014.

The 4th subcommittee meeting was convened on 16th of September, 2014 to discuss the following issues.

1. To finalize the eligible students for PG fellowships from TEQIP II grants.

2. To initiate first phase of procurement process, for procurement of equipment and instruments, for an amount of Rs 240 lakhs. i.e 40% of the first instalment (Rs 40 lakhs per centre).
3. To discuss Memorandum of Understanding (MoU) between Knowledge Incubation for Technical Education (KITE) Centre, Indian Institute of Technology Hyderabad, and JNTU Institute of Science & Technology, Hyderabad, for Academic Collaboration Under Technical Education Quality Improvement Programme (TEQIP) Phase - II
4. To consider the request from Librarian, University Library, JNTUH towards sponsorship of the international conference on digital library towards sustainability.
5. To participate in the Regional workshop on Regional Workshop for Student, Faculty and Non-Teaching Staff Satisfaction Survey, as per the guidelines of the SPFU, TS.
6. Proposal from Dr.Sadanandampalle, Principal Investigator, to participate in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.
7. Proposal from Dr.JyothiVantikommu- Dr.D.S. Kothari PDF, to participate in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.

The resolutions of the 4th subcommittee meeting are given as Annexure 2, for consideration, and approval by the members of Governing Council.

AGENDA 02/4BoG_Sept

Item 2.1.

Sub: Consideration and approval of PG fellowships under TEQIP-II

In the 3rd and 4th subcommittee meeting, members have discussed the eligibility guidelines, number of PG assistantships and selection criteria and the proforma to be

taken from the eligible students after selection for the fellowship under TEQIP II grants. Members felt that, an academic selection committee may be constituted for awarding the PG fellowships under TEQIP II grants.

It is resolved to follow the following guidelines while granting the PG Assistantship and BoG may approve the same.

The student is eligible to get the fellowship if he /she satisfies the following :

- * The student he /she must be regular M.Tech student of the IST, JNTUH admitted through PGE CET.
- * The student he /she must not draw any kind of fellowship from any sources of funding agencies (GATE, Social Welfare scholarships etc.), as per the NPIU norms.
- * For the first semester students, selection will be based on the PGE CET rank.
- * Further, subsequent grant of fellowship in the 2nd, 3rd and 4th semesters will be based on the students performance based assessment, in the previous semesters., during the course.
- * The performance based assessment of the student by the Head of the Centres in due consultation with the faculty members of the Centre, for further examination by the members of the subcommittee.
- * An Undertaking from the student must be produced by the student at the time of release of PG assistantship. (copy of the proforma of undertaking is enclosed)
- * Head of the Centres are requested to submit the list of students for M.Tech teaching fellowships, for the academic years 2012-2014 and 2013-2015. The total number of the PG Assistantships may be approximately 5 students per course.

The academic selection committee consists of the following members.

1. **Chairman** : Director, IST, JNTUH
2. **Members** :
 - * **Member, BoG**
 - * **Senior Faculty member of the, concerned Centre of IST.**
 - * **Head of the Centre.**
3. **Nodal Officer TEQIP II : Academic**

The members of the subcommittee recommended an amount of Rs 1000/- (Rupees One Thousand only) as sitting allowance to the members of the academic selection committee. This proposal may be considered and approved by BoG.

This may be placed before the BoG, for approval.

Item 2.2

Sub: List of Eligible students submitted by Heads of the Centres.

Heads of the Centres of IST, have submitted list of eligible students (those who are not drawing any kind of fellowship and are admitted through PGECET), for the academic years 2012-2014 and 2013-2015. Total number of P.G courses offered by various centres of the IST are Nine.

A MoU was made between the Commissioner, Technical Education, Govt. of A.P., and IST, JNTUH on 29th of Oct., 2013. As per the advise of the SPFU, PG fellowship may be awarded after the date of MoU. Hence for the academic year 2012- 2014, PG fellowships may be considered from the semester starting i.e Nov/ Dec, 2013 to the need of the semester i.e Nov 2014.

And for the academic year, 2013-2015, PG fellowships may be considered from the semester starting i.e Oct/Nov, 2013 to the end of the semester i.e Nov 2015.

The total number of students recommended by the Head of the Centres for the academic year 2012- 2014 are 36 and for the 2013-2015, are 37.

As per the SPFU, / NPIU, the PG assistance amount per month per student is Rs 8000/- (Rupees Eight Thousands Only). Therefore the total amount of expenditure for the academic year 2012- 2014 is 34,56,000 for 12 months for 36 students. And for the academic year 2013-2015 is 71,04,000for24 months for 37 students., totaling to Rs 1,05,60,000. /-.

The total amount of grant available under TEQIP II for both PG Assistanceship and Ph.D. program is Rs 250 lakhs.

Item No: 2.3

Sub: Admission into Ph.D program under TEQIP II

Directorate of the Admissions, JNTUH, had conducted entrance examination, and interviewed the shortlisted candidates. The admission letters to the selected candidates into Ph.D program under TEQIP II may be taken up immediately.

For the Ph.D program, for total number of students of 18 , the amount that can be spent is Rs 79,48,800 for a period of two years, at 18,000/- per month.

The BoG may consider and may advice the University admission section to take immediate action.

AGENDA 03/ 4BoG_Sept

Item No: 3.1

Sub: Guidelines to organize national and international conferences under TEQIP II by the faculty members of IST.

The members of the subcommittee felt that, for organizing national and international conferences under the head of FSD and Industry Institute Interaction and other relevant budget head of the TEQIP II grants, the concerned faculty member or Centre may submit the proposal along with relevant documents well in advance for approval and consideration for funding.

For organizing national conference, the proposal may be submitted before 3 months of the scheduled dates of the event and for the international conference, may be 12 months in advance of the event, for consideration and approval.

The Governing Council may consider and approve the same.

Item No: 3.2.

Sub: Consideration and approval of proposals to organize national / international conferences.

Centre for Environment, IST, has proposed to organize international conference on Environment and Energy, during 15th - 17th December 2014. The international conference is proposed by Dr.V. HimaBindu, Asso. Professor , CEN, IST.

As per the minutes of the 2ndBoG meeting (dated 9th Jan, 2014), the maximum amount that may be met from TEQIP II grants towards organizing a 3 day international conference is Rs. 3.5 lakhs (Rupees Three Lakhs Fifty Thousands only) .

The Governing Council may consider and approve the same.

Item No 3.3

Sub:-Participation of Dr.M.Anji Reddy, Prof of EST, and Director, R&D, JNTUH, in Academic Leadership program, jointly organized by IIM Trichy and National University Singapore during 18th-25th September 2014.

It is to inform to the members of the Governing Council, that **ONLY TWO** institution were shortlisted by the NPIU, MHRD from Telangana State for participation in the Academic Leadership program, , a program , jointly organized by IIM Trichy and National University Singapore during 18th-25th September 2014. The senior faculty members, Directors are the desired participants of the training program.

The Director (i./c) , IST has nominated Dr.M.Anji Reddy, Director, R&D and Dr.B.Venkateswar Rao, Director SCDE, for the above program. MHRD/NPIU and IIM Trichy, has shortlisted Dr.M.Anji Reddy,Director, R&D for the above Academic leadership program.

The Governing Council may approve the same.

AGENDA 04/ 4BoG_Sept

Item No: 4.1

Sub: Constitution of Purchase committee

For the procurement activity, a purchase committee may be constituted. The purchase committee may consist of the following members.

Chairman: Director IST,

Members :

- (i) Nodal Officers Procurement, (2)
- (ii) Members of the subcommittee (3)
- (iii) Nodal Officer : Finance (2)

The Governing Council may consider, recommend and approve the same.

Item No: 4.2

Sub: Consideration and approval of Procurement of equipment under Phase I.

To initiate first phase of procurement process, for procurement of equipment and instruments, for an amount of Rs 240 lakhs. i.e 40% of the first instalment (Rs 40 lakhs per centre). All the Heads of the Centres may submit the list of required items under procurement of equipment, on priority.

The Governing Council may consider, recommend and approve the same.

Item No: 4.3

Sub: Appointment of project staff for executing TEQIP II activities.

It is to inform to the members of the Governing Council, clerk appointed in the TEQIP II project has left the job in the month of June 2014, there is a vacancy of the clerk post.

And for execution of the TEQIP II, post of Accountant, was approved in the 1stBoG meeting held on 09/01/2014, and is not yet filled.

Hence the BoG may consider the appointment of Clerk and Accountant for execution of the TEQIP II project activities.

For consideration and approval by the Governing Council.

AGENDA 05/ 4 BoG_Sept

Item No: 5.1

Sub: Ratification of workshop organized under TEQIP-II

- Two day National workshop on “BIOFUELS AND WASTES” sponsored by TEQIP -II was organized by Centre for Biotechnology during 5th-6th August,2014, with a financial support of 96,000/-, from TEQIP II grants.

The Governing Council may ratify the same

Item No: 5.2

Sub: Ratification of Expert Lectures organized under TEQIP-II

Centres of IST, have organized number of expert lectures for the benefit of faculty, students and research scholars, of the IST during June- Sept., 2014.

The list of expert lectures organized by centres of IST are given below.

- Expert Lecture organized by Centre for Nano Technology on “Nano technology Sensors MEMS and NEMS day on 9th June 2014 at IST Auditorium.
- Expert Lecture organized by Centre for Chemical & technology on “Safety in Chemical & Pharmaceutical Industries” on 30th July 2014 at New IST.
- Expert Lecture organized by Centre for Environment on “Energy ,Environmental Challenges & opportunities for next generations” on 14th Aug 2014 and Spectroscopic techniques and statistical treatment of the data on 06/09/2014.

The Governing Council may ratify the same

Item No: 5.3

Sub: Ratification of conference/ workshops attended by Faculty under FSD and MDP, TEQIP-II

- Dr.B.Venkateshwara Rao, Prof., of Water Resources, CWR attended and presented research paper in International conference organized by IWHA during 24th-25th July 2014.
- One day workshop on “Procurement Procedures” and “Environmental management frame work”held on 21st& 22nd August-2014, at Coimbatore,Tamilnadu, organized by NPIU and SPFU. The following faculty members were participated in the workshop.
- Dr.T.Vijaya Lakshmi, Asst.Prof., CEN and Coordinator, and Dr.M.AnjiReddy,Professor, CEN attended Environmental management frame work held on 21st September 2014.
- Dr.K.RamaMohan Reddy, Head, CWR and Nodal Officer Procurement, Miss. Ch. Shilpa Chakra, Head, CNST,IST,JNTUHH, Asst. Nodal officer TEQIPII ,attended the workshop on Procurement procedures held on 22nd August 2014.

The Governing Council may ratify the same

AGENDA 06/ 4BoG_Sept

Item No: 6.1

Sub: Ratification of payment of internal audit fees.

As per the advice and guidelines of the SPFU TS, internal auditing of the TEQIP II accounts of the IST was carried out by the **Rama Moorth& Co, Chartered Accountants**. In consultation with the SPFU TS, an amount of Rs 54, 776/-as auditing fees was paid to the auditors, under the budget head of IOC, of TEQIP II grants.

The Governing Council mayratify the same

AGENDA 07/ 4BoG_Sept

Any other item with the permission of the Chairperson

ANNEXURE 1

3rd Subcommittee Meeting Minutes

The 3rd subcommittee meeting is convened to discuss the following issues.

1. To discuss the Revised Action Plan from July-2014-Dec-2016 to SPFUTS, submitted by all the Centres, IST.
2. To discuss the Budget allocation under different heads, w.r.f to Centre/Course wise.
3. To discuss about number of PG Assistantship/ Ph.D fellow ship to be given
4. Salaries to be paid for TEQIP-II manpower for the month of June-2014
5. List of Good governance practices performed at IST JNTUH, is to be submitted to SPFUTS
6. To inform about Statutory Audit which is to be done on 12th -14th July-2014
7. Proposal from Dr.Pramod Kumar, Head, CCST, IST, JNTUH to participate in the International Conference on Waste Management, and Environmental Engineering to be held in Stockholm, Sweden during July 14-15., for an amount of Rs 3,02,000/- (Rupees Three lakhs and Two Thousands Only) from TEQIP II grants of IST, JNTUH., was not recommended by the Chairman, BoG.

The members present:

1. Director, IST, Chairman (could not attend)
2. Dr.M.LakshmiNarasu, Member
Prof. of Biotechnology, CBT, IST, JNTUH
3. Dr.B.Venkateswar Rao, Member
Prof. of Water Resources, & Director, SCDE, JNTUH
4. Dr.M.Anji Reddy, Member
Prof. of Environment, & Director, R&D, JNTUH
5. Dr.T.Vijaya Lakshmi, Convener
Asst. Professor, EST, CEN, IST & Coordinator-TEQIP II

Action Taken Report of the 3rd Subcommittee meeting.

The 3rd subcommittee meeting convened at 11.30a.m, on 9th July 2014. The meeting was convened to discuss the following issues.

The resolutions of the subcommittee meeting are given below and for ratification by the BoG.

1. To discuss the Revised Action Plan from July-2014-Dec-2016 to SPFUTS, submitted by all the Centres, IST.
2. To discuss the Budget allocation under different heads, w.r.f to Centre/Course wise.
3. To discuss about number of PG Assistantship/ Ph.D fellow ship to be given
4. Salaries to be paid for TEQIP-II manpower for the month of June-2014
5. List of Good governance practices performed at IST JNTUH, is to be submitted to SPFUTS
6. To inform about Statutory Audit which is to be done on 12th -14th July-2014.

Agenda 1: To discuss the Revised Action Plan from July-2014-Dec-2016 to SPFUTS, submitted by all the Centres, IST.

As per directions of the SPFUTS, IST, JNTUH has submitted revised action plan from July-2014-Dec-2016, in consultation with the Heads of the Centres of IST. The revised action plan is enclosed. The respective Centre will give their list of items to be procured as per the requirement and need of the Centre in the first phase of the procurement process.

This may be placed before the BoG, for consideration and approval.

Agenda 2: To discuss the Budget allocation under different heads, w.r.f to Centre/Course wise.

- It is resolved that the budget may be allocated to each centre and as per the course wise. However, flexibility will be given and preference will be given to the activity / program proposed by the centre.

This may be placed before the BoG, for approval.

Agenda 3: To discuss about the number of PG Assistantship

It is resolved to follow the following guidelines while granting the PG Assistantship and BoG may approve the same.

The student is eligible to get the fellowship if he /she satisfies the following :

- * The student he /she must be regular M.Tech student of the IST, JNTUH admitted through PGECET.
- * The student he /she must not draw any kind of fellowship from any sources of funding agencies (GATE, Social Welfare scholarships etc.),as per the NPIU norms.
- * For the first semester students, selection will be based on the PGECET rank.
- * Further, subsequent grant of fellowship in the 2nd, 3rd and 4thsemesters will be based on the students performance based assessment, in the previous semesters., during the course.
- * The performance based assessment of the student by the Head of the Centres in due consultation with the faculty members of the Centre, for further examination by the members of the subcommittee.
- * Head of the Centres are requested to submit the list of students for M.Tech teaching fellowships, for the academic years 2012-2014 and 2013-2015. The total number of the PG Assistantships may be approximately fixed to 5 students per course.

The academic selection committee consists of the following members.

4. **Chairman** : Director, IST, JNTUH

5. **Members** :

- * **Member, BoG**
- * **Senior Faculty member of the, concerned Centre of IST.**
- * **Head of the Centre.**

6. **Nodal Officer TEQIP II : Academic**

The members of the subcommittee recommended an amount of Rs 1000/- (Rupees One Thousand only) as sitting allowance to the members of the academic selection committee. This proposal may be considered and approved by BoG.

This may be placed before the BoG, for approval.

Agenda 4: Salaries to be paid for TEQIP-II manpower for the month of June-2014

Salaries and the regular activities of TQIPII, at IST are carried out in consultation and approval with the Director, i/c. , IST.

Agenda 5: List of Good governance practices performed at IST JNTUH, is to be submitted to SPFUTS

In consultation with the subcommittee members, Good governance practices at IST were submitted to SPFU TS. **(enclosed)**

Agenda 6: To inform about Statutory Audit on 12th -14th July-2014

Statutory Audit has been carried out by the State Statutory Auditors as per the SPFU TS guidelines and the report of audit copy is enclosed**(enclosed)**.

Agenda 7: Proposal from Dr.Pramod Kumar, Head, CCST, IST, JNTUH to participate in the International Conference on Waste Management, and Environmental Engineering to be held in Stockholm, Sweden during July 14-15., for an amount of Rs 3,02,000/- (Rupees Three lakhs and Two Thousands Only) from TEQIP II grants of IST, JNTUH., was not recommended by the Chairman, BoG.

The meeting ended at 1.00pm, with a formal vote of thanks to the members of the subcommittee by Coordinator, TEQIP II.

ANNEXURE 2

4th Subcommittee Meeting : Agenda& Minutes

The 4th subcommittee meeting is convened on 16th of September, 2014 to discuss the following issues.

1. To finalize the eligible students for PG fellowships from TEQIP II grants.
2. To initiate first phase of procurement process, for procurement of equipment and instruments, for an amount of Rs 240 lakhs. i.e 40% of the first instalment (Rs 40 lakhs per centre).
3. To discuss Memorandum of Understanding (MoU) between Knowledge Incubation for Technical Education (KITE) Centre, Indian Institute of Technology Hyderabad, and JNTU Institute of Science & Technology, Hyderabad, for Academic Collaboration Under Technical Education Quality Improvement Programme (TEQIP) Phase - II
4. To consider the request from Librarian, JNTUH University towards sponsorship of the international conference on digital library towards sustainability.
5. To participate in the Regional workshop on Regional Workshop for Student, Faculty and Non-Teaching Staff Satisfaction Survey, as per the guidelines of the SPFU, TS.
6. Proposal from Dr.Sadanandampalle, Principal Investigator, to participate in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.
7. Proposal from Dr.JyothiVantikommu- Dr.D.S. Kothari PDF, to participate in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.

The members present:

1. Director, IST, Chairman
2. Dr.M.LakshmiNarasu, Member
Prof. of Biotechnology, CBT, IST, JNTUH
3. Dr.B.Venkateswar Rao, Member
Prof. of Water Resources, & Director, SCDE, JNTUH
4. Dr.M.Anji Reddy, Member
Prof. of Environment, & Director, R&D, JNTUH
5. Dr.T.Vijaya Lakshmi, Convener
Asst. Professor, EST, CEN, IST & Coordinator-TEQIP II

Agenda 1 To finalize the eligible students for PG fellowships from TEQIP II grants.

As discussed in the 3rd subcommittee meeting, the guidelines for selection of the eligible students under PG fellowship were framed, and may be placed for consideration and approval.

SI NO	Centre	Eligible no of Candidates	
		2012-2014	2013-2015
1	CBT	14	13
2	CEN	6	6
3	CCST	3	6
4	CNST	6	0
5	CSIT	4	6
6	CWR	3	6
	SUB TOTAL	36	37
	TOTAL	73	

Agenda 2: To initiate first phase of procurement process, for procurement of equipment and instruments, for an amount of Rs 240 lakhs. i.e 40% of the first instalment (Rs 40 lakhs per centre).

All the Heads of the Centres may submit the list of required items under procurement of equipment, on priority.

For consideration and approval of the BoG.

Agenda 3: To discuss Memorandum of Understanding (MoU) between Knowledge Incubation for Technical Education (KITE) Centre, Indian Institute of Technology Hyderabad, and JNTU Institute of Science & Technology, Hyderabad, for Academic Collaboration Under Technical Education Quality Improvement Programme (TEQIP) Phase - II.

As per the SPFU TS advice and guidelines, IST JNTUH will enter into a MoU with IIT, Hyderabad for faculty exchange, students projects and curriculum designing and framing. It is advised by the SPFUTS, a faculty member of the IST may be made in charge for the Knowledge Incubation for Technical Education Centre.

For consideration and approval of the BoG.

Agenda 4: To consider the request from Librarian, JNTUH University towards sponsorship of the international conference on digital library towards sustainability.

The members of the subcommittee, felt that, as the University Library is used by the faculty, students and research scholars of the IST and all the books & journals procured under TEQIP I are maintained at the University Library, it may be appropriate to sponsor the forthcoming International conference on Digital libraries and sustainability.

The IST may sponsor the event as Platinum Sponsor (Rs One lakh Only) of the event and Heads of the Centres and senior faculty members of the IST may be nominated for the event.

The BoG may consider and approve the same.

Agenda 5: To participate in the Regional workshop on Regional Workshop for Student, Faculty and Non-Teaching Staff Satisfaction Survey, as per the guidelines of the SPFU, TS

As per the directions of the NPIU&SPFU TS, Coordinator, TEQIP II, and one faculty may be nominated to participate in the Regional Workshop for Student, Faculty and Non-Teaching Staff Satisfaction Survey, to be organized on 23rd Sept., 2014 at Banglore.

In this regard, Dr.T.VijayalakshmiCoordinator, TEQIP II and Ms. Shilpa Chakra may be nominated to attend the meeting. The expenditure will be met from the IOC of the TEQIP II grants.

Agenda 6: Proposal from Dr. Sadanandampalle, Principal Investigator, to participate in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.

International Travel support to lecturers on contract is deferred by the members of the governing council in the meeting. Lecturers on contract are encouraged to participate in the conferences / training programs etc., through TQIP II nationally as per the **agenda 3/3BoG, Item No. 3.1.**

Hence the members of the subcommittee have not considered the proposal of Dr.Sadanandampalle, Principal Investigator for participation in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.

Agenda 7: Proposal from Dr. Jyothi Vantikommu- Dr.D.S. Kothari PDF, to participate in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai.

International Travel support to lecturers on contract is deferred by the members of the governing council in the meeting. Lecturers on contract are encouraged to participate in the conferences / training programs etc., through TQIP II nationally as per the **agenda 3/3BoG, Item No. 3.1.**

Hence the members of the subcommittee have not considered the proposal Dr. Jyothi Vantikommu- Dr.D.S. Kothari PDF, for participation in the "International Conference on Pharmaceutical Sciences" to be held during 21st-23rd Jan 2015 at Dubai. She is advised to seek funding from other funding opportunities for research scholars.

The meeting ended at 1.00pm, with a formal vote of thanks to the members of the subcommittee by Coordinator, TEQIP II.

Proforma of letter of undertaking

To
The Director,
Institute of science and Technology
JNTU Hyderabad

LETTER OF UNDERTAKING

I, Son/Daughter of _____, admitted into _____, at Centre for
-----, IST, JNTUH , bearing admission no. _____ hereby
undertake that I am not receiving any scholarship from any government or other
funding organization. This information is true.

I also undertake that I will be liable for prosecution and will pay back the funds
received under TEQIP II PG assistantship, if the information provided by me is
found to be false.

Yours Faithfully

(-----)



**INSTITUTE OF SCIENCE AND TECHNOLOGY(Autonomous)
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
Kukatpally, Hyderabad., TELANGANA.-500085**

Technical Education Quality Improvement Programme , [TEQIP] PHASE – II

IST, with a Vision & Mission has developed Institution governance, self-review. Self review of governance is attached, as per the proforma given by SPFU.

IST wish to have the following governance development plans as part of institutional governance.

The following measures/steps will be implemented at IST.

Administration:

- Transparency
- Complete automation of office functioning.
- Implementation of e-governance, wherever applicable.
- Intranet/internet connectivity among faculty, staff& students
- Lecture notes/materials on web.
- Faculty feedback and follow up

Student Oriented reforms:

- Student performance evaluation by internal/external assessments & examination.
- Group discussion ,seminar assignments and other academic, extra-curricular & co- curricular activities.
- Personality Development and Soft skill training

Assessments

- it is proposed to constitute a separate and independent body for assessment of IST performance.
- Assessing the results of governance self-review and governance development program

Institutional governance guidelines documents

- IST is in the process of documenting governance guidelines and based on that, improvement can be brought in.

Governance Self Review
Institute of Science & Technology, JNTU Hyderabad

Self Assessment Review

A - PRIMARY ACCOUNTABILITIES	
SELF-REVIEW QUESTIONS	Assessment
<p>1</p> <p>Has the Governing Body approved the institutional strategic vision, mission and plan - identifying a clear development path for the institution through its long-term business plans and annual budgets.</p> <p>YES.</p> <p>Mission:</p> <p>Providing quality education, student –centred teaching learning processes and state of art infrastructure for professional aspirants hailing from both rural and urban areas.</p> <p>Vision:</p> <p>Imparting technical education that encourages independent thinking develop strong domain of knowledge, hones contemporary skills and positive attitudes towards holistic growth of young minds</p> <ul style="list-style-type: none"> • Institute of Science and Technology, JNTUH has evolved with ambitious Mission, Vision and value based strategic approach to offer post graduate and research programs in technology and science. • This was developed with the due deliberations and consent from the experts, senior faculty and members of the governing council. • These are discussed in the Governing Council as part of information agenda (presented in the institute’s brochure) presented by the Director after the due 	<p>2</p>

	<p>approvals of the Governing Council.</p> <ul style="list-style-type: none"> • Vision & Mission have been displayed on the institute website and lesson plans given to students. <p>Annual budgets</p> <ul style="list-style-type: none"> • Institute Annual budgets are regularly presented to the GC and are deliberated and approved. <p>Other strategic Initiatives approvals</p> <ul style="list-style-type: none"> • As part of the 12thPlan ,IST has submitted to JNTUH, proposed R&D activities, academic programs , industry collaborations and thrust areas, on par with the advancement in technology and also as per the industry demands. • There is a need for the skilled man power, and human resource development in multidisciplinary and inter disciplinary areas. 	
2	<p>Has the Governing Body ensured the establishment and monitoring of proper, effective and efficient systems of control and accountability to ensure financial sustainability (including financial and operational controls, risk management, clear procedures for managing physical and human resources.) ?</p> <p>YES.</p> <ul style="list-style-type: none"> • The annual budget of IST, budgets sanctioned by various funding agencies for R& D projects, are being audited annually by local fund audit department, and submitted to concerned Departments. • The auditors ensure that funds provided by funding bodies are used in accordance with the terms and conditions specified in any funding agreements /contracts /memorandum. Audited statements of accounts are being discussed and approved annually. • Budgets are approved by the GC annually after detailed discussion. • Human resource requirements are met with the permission of chair, Principal Investigator and approved by GC and selection committees, in the subsequent meetings. 	2

3	<p>Is the Governing Body monitoring institutional performance and quality assurance arrangements? Are these benchmarked against other institutions (including accreditation, and alignment with national and international quality assurance systems) to show that they are broadly keeping pace with the institutions they would regard as their peers or competitors to ensure and enhance institutional reputation?</p> <ul style="list-style-type: none"> • Institution has Completed accreditation with NBA. • Scientific way of benchmarking is to be taken up. • However, IST is excelling by R&D publications in various national and international journals having high impact factor, citations, and also towards patent filing. • IST, JNTUH has established a very good network with nationally and internationally recognized Universities, Industries and other agencies and determined to achieve its mission and vision. 	3
4	<p>Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?</p> <ul style="list-style-type: none"> • Formal arrangement for monitoring does not exist, however his / her performance is reviewed in an informal way when he presents progress report in the GC. 	2

B - OPENNESS & TRANSPERENCY IN THE OPERATION OF GOVERNING BODIES		
SELF-REVIEW QUESTIONS		Assessment
1	<p>Does the Governing Body publish an annual report on institutional performance?</p> <p>No, Annual report is presented and discussed in the GC, however it is not being published.</p>	3
2	<p>Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?</p> <p>Yes. Interests of the members of the GC will be considered and registered, and in due course the follow-up of action will be taken up to fulfill the interest of the members.</p>	3
3	<p>Is the Governing Body conducted in an open a manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic performance, finance management?</p> <ul style="list-style-type: none"> • Governing body is conducted in an open manner. However, the proceedings of the minutes are not published. • The sharing of relevant information with departments and faculty happens through the meetings of the internal faculty members. • Minutes of the meeting will be shared among the faculty and students of the institute. 	3

C - KEY ATTRIBUTES OF GOVERNING BODIES		
SELF-REVIEW QUESTIONS		Assessment
1	<p>Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently and ensure the confidence of its stakeholders and constituents?</p> <p>Governing Council of the IST is constituted as per the UGC guidelines and regulations. We have representation of the experts from industry and national laboratories and Govt. organizations.</p>	2
2	<p>Are the recruitment processes and procedures for governing body members rigorous and transparent?</p> <p>Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long-term educational objectives</p> <ul style="list-style-type: none"> • Yes. • Nominations are decided by the GC based upon the merit and competencies in a transparent manner. • Members are actively involved in furtherance of institutional objectives and guiding the institute, Road ahead and beyond. • Governing council also suggests formation of various subcommittees consisting of senior internal faculty members to look after the institute's functioning smoothly. 	2
3	<p>Are the role and responsibilities of the Chair of the Governing Body, the Head of the Institution and the Member Secretary serving the governing body clearly stated?</p> <p>Though, there are not mentioned explicitly to the Chairperson, and others, with their experience and administrative capability, responsibilities of the Chair and other are taken care.</p>	3
4	<p>Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?</p> <p>Yes. Previous GC Meetings were held on</p> <ul style="list-style-type: none"> • 17/04/14 	1

	<ul style="list-style-type: none">• 09/01/14• 26/11/13• 29/04/13• 14/08/10• 30/11/09• 19/2/09	
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D – EFFECTIVNESS & PERFORMANCE REVIEW OF GOVERNING BODIES		
SELF-REVIEW QUESTIONS		Assessment
1	<p>Does the Governing Body keep their effectiveness under regular review and in reviewing its performance, reflect on the performance of the institution as a whole in meeting its long term strategic objectives and its short term indicators of performance/success ?</p> <p>No, there is no formal process to regularly review the performance of Governing body</p>	3
2	<p>Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary</p> <p>Yes. As IST is offering interdisciplinary post graduate course and R&D activities, there is a necessity of involving the internal and external experts in the specialized areas.</p>	3
E – REGULATORY COMPLIENCE		
SELF-REVIEW QUESTIONS		Assessment
	<p>Does the Governing Body ensure regulatory compliance* and, subject to this, take all final decisions on matter of fundamental concern to the institution.</p> <ul style="list-style-type: none"> • Yes, The GC makes it a point to treat these (AICTE, UGC,) regulations as a minimum basic requirement and gives directions to higher provisioning of infrastructure, faculty (Human resources) and equipment <p>Does the regulatory compliance include demonstrating compliance with the ‘not-for-profit’ purpose of education institutions.</p> <p>Yes.</p> <p>Have there been accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc.</p> <ul style="list-style-type: none"> • Every year mandatory disclosure is sent to AICTE and published on 	2

	<p>website.</p> <ul style="list-style-type: none">• Admissions are as per admission rules of the JNTUH, Govt. of A.P.• Courses offered by IST are accredited by NBA in 2012 for a period of FIVE years. <p>AICTE:</p> <ul style="list-style-type: none">• F.No. Pg/gate-sch/2004-05/229-2 dt.17 June 2013. <p>NBA Approval Letters:</p> <ul style="list-style-type: none">• F.No. 16-68/2010/NBA dt., 29th March 2012. <p>UGC Conferment of Autonomous Status Letter:</p> <ul style="list-style-type: none">• No.F 22-1/2013(AC) dt.22 May 2013	
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