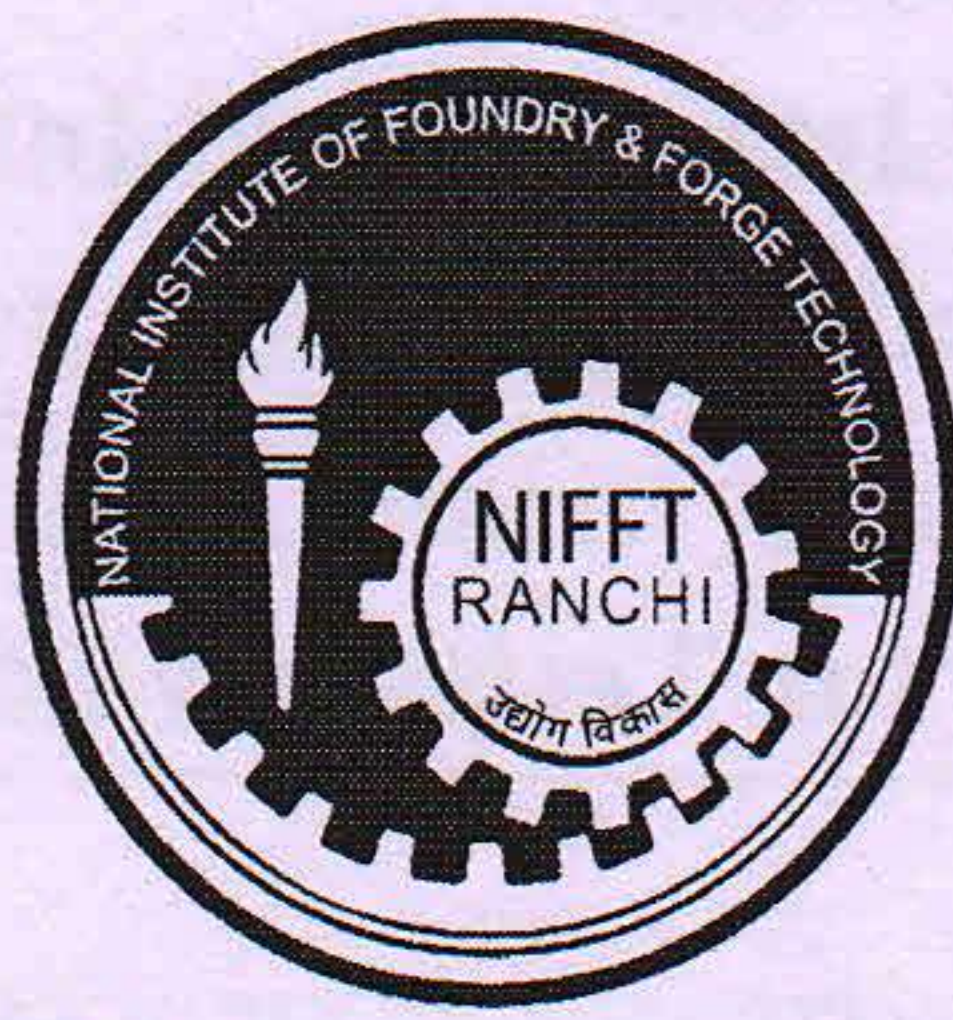


**Minutes of 110th Meeting of the
BOARD OF GOVERNORS**



**National Institute of Foundry and Forge Technology
Hatia, Ranchi – 834 003, Jharkhand**

20th May, 2020 at 03:15 pm

Through Video Conferencing

Minutes of the 110th Meeting of the Board of Governors
held on 20th May, 2020 at 03:15 pm
at
NIFT

The Following Members were present in the meeting:

1	Shri Ajai Chowdhry Founder – HCL	Chairman
Representatives from Government of India		
2	Shri Madhu Ranjan Kumar, Joint Secretary (DL&BP) Ministry of Human Resource Development, Department of Higher Education, Govt.of India	Member
3	Smt. Darshana M. Dabral JS & FA Ministry of Human Resource Development Department of Higher Education, Govt.of India Attended by Shri Anil Kumar, Director (Finance)	Member
Representative of Ministry of Industry Government of India		
4	Mohd. Zakaria Khan Yusufzai Senior Development Officer (Engg.) Department for Promotion of Industry and Internal Trade Ministry of Commerce and Industry	Member
Representative of All India Council for Technical Education		
5	Professor M.K. Tiwari Director National Institute of Industrial Engineering, Mumbai Vihar Lake Road, Powai, Mumbai - 400087	Member
Representative of Industries including Public Enterprises		
6	Shri Sham Arjunwadekar, Chairman, National Centre for Technical Services Institute of Indian Foundrymen, Pune	Member
7	Vacant	Member
8	Shri Pradeep Goyal, Founder Chairman & Managing Director, Pradeep Metals Limited, Mumbai	Member
9	Shri Sachin B. Sabnis Managing Director Belgaum Ferrocast India Pvt. Ltd (BFPL)	Member

Representative of Technical Institutes/ Engineering Profession		
10	Professor Pallab Banerji Materials Science Centre Indian Institute of Technology, Kharagpur	Member
Co-opted members by the Board		
11	Prof. Amol A Gokhale Department of Mechanical Engineering (Manufacturing Group) Indian Institute of Technology, Bombay	Member
12	Professor D. Ravi Kumar Department of Mechanical Engineering Indian Institute of Technology, Delhi	Member
Co-opted members from Faculty		
13	Prof. Binod Kumar, Dept. of Materials and Metallurgical Engineering	Member
14	Prof.N.K.Singh Dept. of Forge Technology	Member
15	Prof. Partha Protim Chattopadhyay Director	Member Secretary
16	Shri U.C. Prasad Registrar	Invited Member

Prof. B. S. Murthy, Department of Metallurgical and Materials Engineering, NAC Rd, Indian Institute of Technology, Madras and **Prof. Markrand Shrikrishna Kulkarni**, Department of Mechanical Engineering, Indian Institute of Technology, Bombay could not attend the meeting due to their prior commitments, they were granted leave of absence.

Hon'ble Chairman, Board of Governors extended a hearty welcome to all the members of the Board of Governors present on the meeting.

On the direction of the Chairman, BoG, Director, NIFFT placed the agenda items in the meeting for discussion and resolutions were taken as mentioned under respective items.

Item No.: 110.BoG.I.1	To confirm the minutes of 109th meeting of the Board of Governors, held on 21.01.2020 at Shastri Bhavan, New Delhi
	The draft minutes of the 109 th meeting of the BoG held on 21.01.2020 at Shastri Bhavan, New Delhi was circulated to all the members of the Board. MHRD in it's letter dated 20.02.2020 confirmed the Minutes. No specific comment has so far been received from other members. The minutes of the meeting is furnished as Annexure I .
Resolution	Confirmed.

Item No.: 110.BoG.I.2	Report on the action taken on the minutes of 109th meeting of the Board of Governors held on 21.01.2020.
	Action Taken Report on the minutes of 109th Meeting of the BoG held on 21.01.2020 at Shastri Bhavan, New Delhi is furnished as Annexure II.
Resolution	Noted.

Item No.: 110.BoG.I.3	Report on the measures taken by the institute to prevent spread of Corona virus in the campus.
	<p>In compliance to the various guidelines issued by the Govt. of India and Govt. of Jharkhand, the Institute took the following preventive measures in order to contain outbreak and/or spread of Corona virus in the campus:-</p> <ol style="list-style-type: none"> 1. Students were advised to vacate the hostel w.e.f 20.03.2020 and leave for their homes to ensure better safety. 2. One mess was made operative with all precautions for the students who could not vacate the hostels. 3. Entry to the campus and movement inside the campus was strictly monitored. 4. Regularly sanitized all common places and individual residential areas by spraying Sodium Hypochlorite and Bleaching Powder. 5. All employees including outsourced staff of security, sweeping & cleaning, horticulture were issued face masks and hand sanitisers. 6. Personnel engaged for security, sweeping & cleaning, horticulture were issued hand gloves. 7. Liquid sanitizers were issued to all sections, offices and departments and hand wash were kept in all washrooms in admin and faculty building. 8. Important guidelines were circulated through website as and when required.
Resolution	The Board members appreciated the step taken by the Institute to avoid spread of COVID-19.

Item No.: 110.BoG.I.4	Report on the activities of the institute during nationwide lockdown.
	<p>Details of various activities continued and/or undertaken by the Institute during the nationwide lockdown are given below.</p> <p>Academic Activities</p> <p>As the follow up of the notice circulated on March 17.03.2020 the faculty members started online classes using Google Drive, Google</p>

	<p>Class Room, Institute Website, Zoom platform, YouTube, etc. Total 139 classes were conducted during lockdown phase-I and 171 classes were conducted during lockdown phase-II.</p> <p>Student Activities and Alumni Relations</p> <p>The Institute has continuously engaged the students by organizing project competitions, encouraging in design and development of ventilator, organizing interaction sessions with Alumni etc. To facilitate the soft skill and professional ability of the students a collaborative program has been initiated with “Youth4You”, a startup run by an alumnus of the Institute.</p> <p>Social Media Activities</p> <p>The Social Media Cell of the Institute finalized all the social media accounts of the Institute in Facebook, Twitter, LinkedIn, YouTube, and Instagram during the first lockdown itself and all faculty, students and alumni have been actively connected through these social platforms.</p> <p>Administrative Activities</p> <p>All routine payments like salary, pension, fellowship, etc. are being paid and all statutory dues like Income Tax, Professional tax, NPS, etc. are being deposited. Besides, payments to all agencies providing services to the Institute like manpower, cleaning & housekeeping, security, etc have also been made in time to facilitate payment to the people engaged by them.</p> <p>Social Activity by the Students</p> <p>Kartavya, the social outreach platform of the students, is engaged in regular teaching of the children from slum areas in nearby localities over the years. At present, they are mentoring a batch of more than 100 students. During the pandemic, the students are regularly supporting the families in these slum areas financially as well as by providing them with supplies of ration and other essentials. So far, they have supported about 275 families by collection donation of more than Rs. 1.30 lakh from the students, faculty members and alumni. They are also taking initiatives in engaging the children in their studies.</p>
Resolution	Noted.

Item No.: 110.BoG.I.5	Report on the 5-Year Plan submitted to MHRD.
	Director has submitted a 5-Year Plan for the Institute to MHRD for consideration. Copy of the Report is given as Annexure III .

Resolution	<p>In view of the discussion on the e-mail communicated by the Joint Secretary (A),MHRD on 20.05.2020, in context of the agenda, the board advised the Institute to consider the following in the process of implementation of the five years Roadmap.</p> <ol style="list-style-type: none"> To use the high-end equipments available in the Institutes around Ranchi and to avoid the commonality between the proposed equipments for Metallurgy, Foundry and Mechanical and Manufacturing. Thus, the proposed lab expenses on those will have to be pruned down. To follow the appropriate procedure for change of name of the Institute. In this regard, help may be taken from National Institute of Industrial Engineering, Mumbai (formerly known as National Institute for Training in Industrial Engineering, Mumbai). Total number of seats in B. Tech. after the proposed new B. Tech. programmes should be managed within the existing sanctioned faculty and non-faculty strength as well as hostel capacity. However, faculty composition may change within the current sanctioned strength.
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Item No.: 110.BoG.I.6	<p>Report on status of regularizing land from HEC.</p> <p>Background and current status relating to the efforts made by the Institute to regularize the land from HEC, Ranchi is given below.</p> <p><u>Background:</u></p> <ol style="list-style-type: none"> NIFFT, Ranchi was setup over 57.47 acre of land which HEC had given on lease basis on 06.06.1968, for a period of 30 years on an annual lease rent of Rs. 25902/-. The Lease Agreement was signed on 06.06.1968, which is due for renewal since 06.06.1998. Subsequently, MHRD intimated that MHRD had taken up the issue with the Department of Heavy Industries. Director, NIFFT, was also advised to take up the matter with HEC. Finally, a meeting was held on 29.01.2002 in the Chamber of Joint Secretary (Technical), MHRD to discuss the issue. However, the issue of renewal of the lease agreement was not settled. Since implementation of the lease agreement, HEC continued to accept the annual premium of Rs. 25902/- till 2011-12. Beginning with 2012-13, the Institute started depositing revised lease rent as double of the earlier amount, i.e., Rs. 51804/- per year, based on Clause No. 8 (a) of the Bihar Govt. State Khas Mahal Manual. The Institute has been regularly depositing the annual lease rent in the Administrative Office of HEC all the years in the month of March in person. <p><u>Current Status:</u></p> <ol style="list-style-type: none"> NIFFT received a letter from HEC vide Ref. No.
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	<p>TA/REV/91/2017/2019-89, dated 14.02.2019, with the request for an early settlement of the renewal of lease agreement, based on the options proposed earlier to NIFFT by HEC, vide Ref. No. D(P)/PS/12-125, dated 21.12.2012.</p> <p>b) The content of the aforesaid letter was discussed in the 106th meeting of the BoG. The BoG advised the Institute to submit the issue of renewal of the lease agreement to MHRD for consideration.</p> <p>c) The Institute received communication from TS-VII, MHRD) vide F.No.17-9/2019-TS.VII, dated 29.05.2019 to furnish following clarifications.</p> <p>i. The premium amount sought by HEC is based on market rate of which year.</p> <p>ii. It has been learnt that recently, Govt. of Jharkhand has purchased land from HEC for constructing its new Secretariat. The land was taken in two tranches. First tranche was based on 2009 market price and the second tranche was on indexing of the 2009 price. It will be appreciated if a copy of the same can be taken from HEC.</p> <p>d) The above letter was forwarded to HEC. HEC has furnished their clarification on the queries of MHRD vide Ref. No. TA/REV/91/2017/2019-448, dated 21.10.2019 and the same has been forwarded by the Institute to MHRD vide letter no. NIFFT-D-97/2019, dated 27.01.2019.</p>
Resolution	The Board noted the status and advised the Institute to pursue the matter with MHRD to expedite settlement of the issue.

Item No.: 110.BoG.I.7	<p>Report on status of engagement of agency for supply of outsourced manpower.</p> <p>Tenders were invited for engagement of agency for supply of outsourced manpower vide No. NIFFT/Manpower-Tender/2019-20/01. Two, out of the five technically qualified parties, were found to have quoted the same lowest price for management charge (@1% of contract value). Hence, the Institute decided to award the contract to both the parties at the ratio of 50:50 subject to their consent. While the process was at the final stage for award of the contract w.e.f 01.04.2020, nationwide lockdown was declared and the same was extended till 17 May 2020. To ensure smooth working during the lockdown and immediately thereafter, contract of the existing agency has been extended till 30.06.2020. Thus, the new contract will start from 01.07.2020.</p>
Resolution	Approved.

Item No.: 110.BoG.I.8	Report on status of contract for cleaning & housekeeping service.
	The Institute invited tenders for sweeping & housekeeping services vide No. NIFFT/CHS-Tender/2019-20/01, dated 10/09/2019. After finalization of tender process, contract was awarded w.e.f 01.12.2019.
	During processing of the bill, it was observed that the contract price is not tenable technically in terms of minimum wages and requirement of manpower engagement as stated in Work Order, i.e. at least one person in a shift for 1500 sq.mt.
	However, in view of the requirement of sweeping and housekeeping activities during the lockdown, the bills till April 2020 has been provisionally cleared for value equal to minimum wages and within the limit of their quoted price.
	Legal opinion has been sought on the matter which is expected after the lockdown is removed.
	Further action will be taken as per the legal advice.
Resolution	Noted.

Item No.: 110.BoG.II.1	To consider the minutes of the 110th meeting of the Administrative and Finance Committee held on 20.05.2020 through Video Conferencing.
	The minutes of the 110 th meeting of the Administrative and Finance Committee held on 20.05.2020 through Video Conferencing will be placed on the table.
Resolution	<p>The Board after considering the minutes of the Administrative and Finance Committee held on 20.05.2020 approved the following resolutions taken by 110th Administrative and Finance Committee (AFC).</p> <p>(a) Item No.: 110.AFC.II.1:- To consider proposal for purchase of laptops by faculty from their CPDA Fund</p> <p>Resolution: It was informed that the purchase of laptop out of CPDA fund is not advisable; however, it could be purchased by following Govt. guidelines from capital fund of the Institute.</p> <p>(b) Item No.: 110.AFC.II.2:- To consider proposal for procurement of MAGMASOFT Software as suggested by the Expert Committee.</p> <p>Estimated cost of Rs. 82.60 lakhs.</p> <p>Resolution: Approved</p> <p>(c) Item No.: 110.AFC.II.4:- To consider constitution of a Committee for managing GPF Fund of the employees</p>

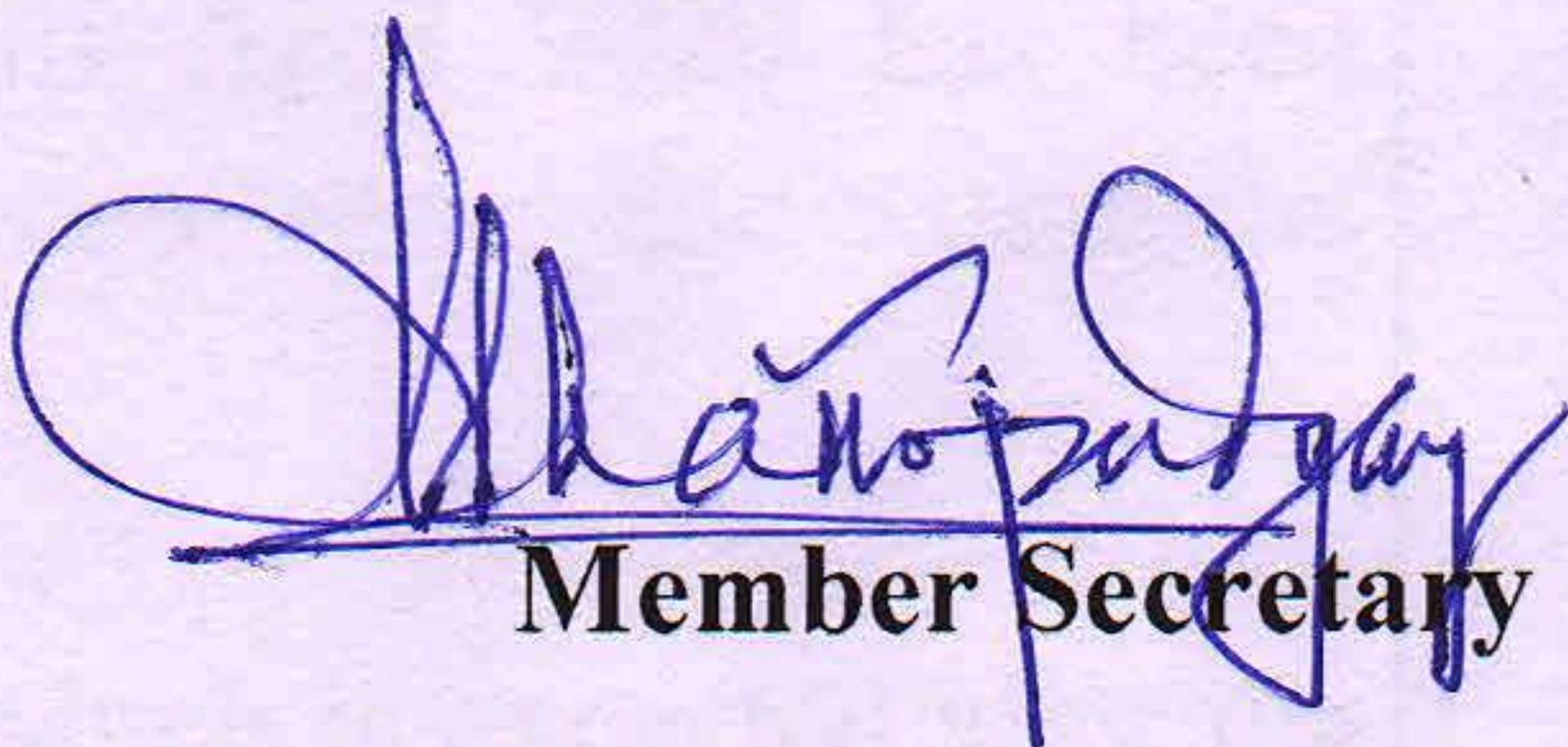
	<p>Resolution: Approved</p> <p>(d) Extra Item No.: 110.AFC.III.1:- To consider proposal for hiring PR agency</p> <p>Resolution: Approved</p>
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Item No.: 110.BoG.II.2	To consider time extension for completion of faculty recruitment process.									
	<p>The Institute has advertised for 22 vacant posts of Asst. Professor vide Advt. No. NIFFT/Estt./Rect./2019/04. Last date for receipt of application was 20.01.2020.</p> <p>As the applications were invited in hardcopies, the process of essential data entry into Excel for further processing has been completed at the first phase. Status of applications received is as follows:-</p> <table> <tr> <th>Branch</th><th>No. of Applications</th></tr> <tr> <td>Foundry</td><td>255</td></tr> <tr> <td>Forge</td><td>211</td></tr> <tr> <td>Manufacturing</td><td>308</td></tr> <tr> <td>MME</td><td>150</td></tr> </table> <p>However, due to the lockdown guidelines, further scrutiny and short-listing of the applications to be called for presentation and/or interview could not be taken up.</p> <p>The process will be resumed and efforts will be put in to complete scrutiny and short-listing of the applications by August 2020. Subsequently, presentation and/or interview will be scheduled during Sep/Oct 2020 and final result may be published in Nov 2020.</p> <p>In view of above explained circumstances, it is proposed to consider time extension for completion of faculty recruitment process till 31.12.2020.</p>	Branch	No. of Applications	Foundry	255	Forge	211	Manufacturing	308	MME
Branch	No. of Applications									
Foundry	255									
Forge	211									
Manufacturing	308									
MME	150									
Resolution:	The Board advised the Institute to conduct online interview after ensuring quality of audio/video connectivity and use of required internet band width. The time extension as proposed was approved.									

Extra Item No.: 110.BoG.III.1	Online PG Certificate Course for Final Year B. Tech. Students'
	<p>Due to the COVID-19 pandemic, campus recruitment scenario for the Institute is not encouraging. So far only 50% of the students have been recruited. It is evident that for next few months, there will not be any significant change in the situation.</p> <p>In view of the above, the Institute proposes to offer an online P.G. Certificate course in the domain of Smart Manufacturing to engage the unemployed final semester students and to strength their employability.</p> <p>The course will be offered to the final year students of B. Tech.</p>

	<p>programme of the Institute without any courses fee and separate admission process.</p> <p>The faculty for the courses which are outside the domain of expertise of the Institute (e.g. AI, Machine Learning, etc.) will be arranged from other Institutes and/or industries as Visiting Faculty based on the recommendation of the Director.</p>
Resolution	<p>The Board approved the proposal of online PG certificate course of one year alongwith hiring of visiting faculty as per requirement.</p>

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


Member Secretary

Chairman, BoG