

	अंडमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION डॉ. भीमराव अंबेडकर प्रौद्योगिकी संस्थान Dr. B.R. AMBEDKAR INSTITUTE OF TECHNOLOGY (NAAC ACCREDITED) पहाड़ गॉव पोर्ट ब्लेयर अंडमान तथा निकोबार द्वीप समूह PAHARGAON, PORT BLAIR- 744103 ANDAMAN & NICOBAR ISLANDS Proceeding of 12th Meeting of the Board of Governors	
Date: 21st September 2021 Time: 2:30 pm Venue: Board Room, DBRAIT, Port Blair (Through VC)		

The minutes of the meeting of the 12th Board of Governors was held on 21st September 2021 at 2:30 pm, (Through VC), at Board Room, DBRAIT

The following were present:

Through VC

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| 1 Prof. K. K. Aggarwal | Chairman |
| 2 Shri Pandey Pradeep Kumar | Member, Deputy Secretary (TE), MHRD |
| 3 Dr. Bhupendra Goswami | Member, Regional Director, AICTE, Eastern Region |
| 4 Shri. Saikat Roy Chowdhury | Member, Regional Director, CII |
| 5 Prof. R D Kaushik | Member (Representative of Pondicherry University) |
| 6 Dr. K Panneerselvam | Special Invitee, NIT-Trichy, Mentor Institute |
| 7 Prof. Nithyanand Prabhu | Special Invitee, Mentor, DBRAIT |
| 8 Prof. N C Shivaprakash | Special Invitee, Performance Auditor of Mentor Institute |

In Person

- | | |
|----------------------------|------------------------------------|
| 9 Shri. Surendra Prahladka | Member, President, ACCI |
| 10 Dr. Utpal Sharma | Member |
| 11 Smti S Aishwarya | Member (Institute Faculty) |
| 12 Shri Altamash Mustafa | Member (Institute Faculty) |
| 13 Shri B.K. Jena | Member Secretary, Dean (Academics) |

Leave of Absence:

- | | |
|-------------------------|-------------------------------------|
| 1. Prof. Ajoy Kumar Ray | : Member |
| 2. Shri. Kamlesh Kumar | : Member, JS (Hr. Edn), A & N Admin |
| 3. Nominee of MSBTE | : Member |

At the outset Chairman welcomed all the members and special invitees for the 12th BoG meeting. In the opening remarks Chairman BoG also highlighted that the institute has been able to maintained the NIRF ranking for last 3 years in addition 2 of 3 B.Tech Programs have been accredited by NBA which is noteworthy. He also appreciated the effort made by faculty members for taking action on various projects which are related to local area and A & N Administration. The Chairman BoG also emphasized that the one of the

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mandate of any technical institute is to identify local issues and provide solutions. It is indeed matter of appreciation that DBRAIT Team have been able to fulfil this mandate to great extent.

The details of the discussion on each of the agenda items are as under:

1.0 Action Taken on the 11th BoG Meeting proceedings.

1.1 Confirmation of the proceedings of the 11th meeting of the Board of Governors held on 20th March 2021.

The Proceedings of the 11th meeting of the Board of Governors held on 20.03.2021 were circulated to the members. No comments have been received. The proceeding may be confirmed at **Annexure-I** (page no.13-26) of Agenda note.

Decision:

The BoG confirmed the proceeding of the 11th BoG meeting referred above.

1.2 Action Taken report on the proceeding of 11th meeting of the Board of Governors held on 20th March 2021.

The Action Taken Report on the proceedings of the 11th meeting of the Board of Governors is attached at **Annexure-II** (page no.27-30) of Agenda note.

Discussion & Decision:

The BoG noted the Action Taken Report, as regards the Recruitment for the post of Professor (Agenda no. 3.1) of the Action Taken Report, the recruitment could not be taken up due to the fact

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that Pondicherry University did not nominate subject expert for conduction the interview despite repeated reminders. Prof R D Kaushik was requested to take up the matter with Pondicherry University and update in the 12th BoG.

Prof R D Kaushik informed the BoG that he has communicated to the concerned authority of Pondicherry University but no response was received.

2.0 Approval Items

2.1 Approval for new ACR format, a component of 360 degree

The Institute has implemented 360-degree feedback system for the teaching faculty for the academic year 2020-21 as per AICTE Notification 1st March 2019 which has following 6 components (As per Annexure-IV at Page No. 45 of AICTE Notification 1st March 2019):

Components	Marks
Teaching Process	25
Student Feedback	25
Department Activity	20
Institute Activity	10
ACR	10
Contribution to Society	10

All the components except for ACR have been clearly defined that AICTE and Institute has further broken down the marks for each of the task and was presented before the 11th BoG. A software is also been developed to capture all the attributes so that the subjectivity is removed. All the Faculty members were also

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sensitized and the inputs so received were incorporated depending on their relevance.

The last component i.e. ACR has been revisited to capture the attributes which are otherwise not captured in the remaining component and was sent to A&N Administration along with few models ACR of NIT/other engineering college for approval.

The A&N Administration vide a letter No. 8-12/2021/D-IV(PF-I) dated 16th July 2021 informed that the ACR of Madhav Institute of Technology and Science, Gwalior may be adopted. Accordingly, following parameters are proposed in the new ACR is attached at **Annexure-IV** (page no. 37-39) of Agenda note.

S. No.	Parameters of existing APAR	Parameter for the proposed ACR	Remarks
1	Part-A: To be filled by the faculty members - Brief description of work done during the period - Result of papers taught. Indicated the number of students appeared, passed and % of result and No. of students securing 50-60%, 70%, 71-80% and above 80% - Efforts made to provide special attention to weak students. Indicate number of additional classes/remedial class conducted along with documentary evidence - Research papers published/innovation in teaching introduced - Participation in conference/symposium/wo	Part-A: To be filled by the faculty members - Students Results- 10 Marks - Initiatives taken during the year/ Innovations carried out in teaching learning and other practices etc. - Work done during the year which deserves a special mention. - Other achievements (if any not included in other 360 degree components)	

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rkshop/refreshers courses/orientation course etc. enclosed certificate 6. Student counseling/Placement activity (Specify No. of Students) 7. community Service/Continuing Education 8. Contribution to Campus/Hostel life 9. Any other special contribution/achievement (Please do not mention routine work)	
Part-B: To be filled by HoD 1. Point wise comments on Information given in Part-II 2. Please comment on her/his quality of performance having regard to standard of teaching and results obtained and constraints if any 3. Please comment on the extent to which she/he is dedicated and motivated and her/his willingness and initiative to learn and systematize work 4. Please comment on any special contribution made for the overall development made for the overall development of the Department/College 5. Knowledge of sphere of work please comment briefly on her/his knowledge in the subject 6. Inter personal relations and team work please comment on the quality of	Part-B: To be filled by Principal in consultation of HoD 1. Qualitative Aspects- 10 Marks 2. Quality of work/performance 3. Attitude & ownership towards work 4. Initiative & decision making capability 5. Leadership and Team work (relationship with seniors, juniors, colleagues) 6. Punctuality 7. Integrity of the officer 8. Any special quality 9. Overall remark (Extraordinary, Excellent, Very good, Good, satisfactory) Extraordinary: 10

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relationship with superior/colleagues please also comment on her/his capacity to work as a member of a team and provide team spirit	Excellent : 9 Very good: 8 Good : 7 Satisfactory: 6	
7. Relationship with student Please comment on the her/his accessibility to the students and responsiveness to their needs		
8. Attitude towards students belonging to OBC/Schedule Tribe/Weaker sections of the society and willingness to deal with them		

Decision:

The BoG approved the ACR format and advised to implement along with other components of 360 degree feedback from the session under review i.e. 2020-21.

2.2 Guidelines for awarding best teachers

As per the decision taken in the 11th BoG it was advised to prepare guidelines for awarding best teacher for incentivizing faculties for their outstanding academic and research contribution. In this regard an attempt has been made to articulate the guidelines for best teacher's award. The same shall be presented through ppt during the meeting on 21st September 2021.

Discussion:

The BoG appreciated the proposal. The Chairman BoG suggested that once a faculty is awarded 'Best Teacher' in an

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academic session, the same faculty should not be considered for next 2 academic sessions to give fair chances to other faculties. The award money for the first and second Best Teacher award should be atleast Rs.15000/- and Rs.10000/- respectively, the institute may arrange sponsorship for the award amount. The President ACCI informed that the matter shall be taken up with the Chamber for the finding the sponsorship.

Decision:

The BoG approved the draft guidelines for the Best Teacher Award and advised to start implementing the same from the current academic session. The BoG also advised that a condition may be included in the document that any teacher who gets best teacher award may not be eligible for applying for next two years.

2.3 Policy for Endowment fund

At present there are no policy related to receiving endowment fund by the Institute / Department. Few philanthropic organization/ Individuals have approached the Institute for starting meritorious award in the name of their parents/family member. In the absence of any policy, the Institute is not able to receive fund for various meritorious award. A draft endowment policy has been attempted and shall be presented in the 12th BoG.

Discussion:

The BoG appreciated the proposal. The BoG advised that care must be taken to verify the credentials of the donors at the

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discretion of the institute in order to avoid any illegitimate donors. BoG also advised to have the provision of 80G/12A for tax exemption of the contributed amount so as to attract more donors to the Endowment fund.

Decision:

The BoG approved the above proposal subjective to the condition that the credentials of the donor should be checked before accepting the donation. Further the institute should explore the possibility of bringing this under 80G/12A.

3.0 Reporting /Discussion Items

3.1 Status of ongoing/new projects sanctioned/under consideration

As a part of Research & Consultancy activity, the teaching faculty of different departments have undertaken sponsored/funded projects from different agencies. The status of various project are as under:

S. No.	Project Details	Funding Agency	Amount (Rs. In Lakh)	Present Status
1.	Installation of Automated Monitoring and Control System for slow sand water treatment plants at Port Blair	Andaman Public Works Department (APWD)	7.96	Preliminary survey in process The project to be extended for all the water treatment plants for the entire Islands.

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2.	Design and development of user choice based fresh juice making vending machine	Ministry of Food Processing Industries	35.54	A Committee set-up to monitor the project
3.	Installation of LAN at Pay & Accounts Office and Mayabunder Court	Pay & Accounts Officer and District Court, Mayabunder	9.00	Final Stage
4.	Design and installation of CCTV Camera surveillance system in ICMR	ICMR	11.00	Amount received. Work in progress
5.	Design and installation of CCTV Camera surveillance system in Chatham Saw Mill	Forest Department	50.00	Design submitted. Approval awaited
TOTAL			113.50	

(Rs. 61.00 Lakh approved and Rs. 52.50 Lakh in process)

Decision:

The BoG appreciated the different projects being taken up by the institute for solving problems directly related to the islands and advised to take up more projects for addressing local issues.

3.2 Update on the activities of IQAC Cell

As per requirement of AICTE and NAAC an Internal Quality Assurance Cell (IQAC) has been established which is overseen by committee consisting of four faculty members, 2 each from Degree & Diploma Program. The key objective of the IQAC Cell is to take up initiatives related to pedagogical innovations, monitor effective implementation academic delivery system, promote research and development activities and process Career Advancement Scheme (CAS) cases as per the applicable AICTE / UGC regulations in a time

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bound manner. So far 09 out of 12 have been processed / dispose off.

Decision:

The BoG noted the activity undertaken by the IQAC Cell.

3.3 Implementation of NEP 2020

A committee has been constituted the Chairman BoG to prepare the roadmap for implementation of NEP in DBRAIT. The First meeting of the committee was held on 24th April 2021 and the minutes of the meeting is attached at **Annexure-III (page no. 31-36.)** of Agenda note. Following actions have been taken consequent to above meeting.

1. Webinar on NEP organized which was participated by 90+ students and faculties & 10 resource person from the institute were roped in.
2. The girls students were sensitized about various AICTE scholarships and 10 students selected for PRAGATI scholarships.
3. A comprehensive study of the University curriculum was carried out and compared with the relevant NPTEL curriculum around 30% of subjects of different curriculum has 80% of common topics with NPTEL. Hence, a scheme has been formulated to encourage students to register in NPTEL. The gist of the scheme is as under:

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- (i) The NPTEL courses where the content matching score is more than 40% should be selected by the subject teacher along with the regular curriculum subjects (particularly for GREY SUBJECTS where previous results are less than 60%). Care must be taken that the pre-requisite criteria are met based on the students' learning so far.
- (ii) The teacher who takes Computer Programming for first semester BTech (CSE/CIVIL) and enroll for NPTEL course should also be given Computer Program for B.Tech (ECE) in the second semester.
- (iii) A NPTEL course thus selected should be registered and enrolled for exam by the students and the faculty as a course mentor unless the faculty has already successfully completed the course. The faculty should guide and check with the students to attempt all the assignments of the enrolled course.
- (iv) Atleast 01 courses on Emerging Trends/ Future Skills / Market Driven technologies offered by NPTEL-MOOCs should be compulsorily insisted for enrollment for certification in 3rd or 4th years.
- (v) NPTEL course mapping with GATE curriculum has to be carried out and courses which are covered in GATE should compulsorily be enrolled starting from 3rd year onwards.
- (vi) Subjects identified to be offered in the current semester (except GATE subjects identified in Sl. No 4) should be circulated among other faculties who have taught those subjects in past for obtaining concurrence on content similarity.
- (vii) In order to motivate students for taking up NPTEL courses, various incentivization measures has been identified-

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- a. 50% of the exam registration fee shall be reimbursed on successful certification of the course.
 - b. Upto 30% percentage of internship requirement may be fulfilled through NPTEL-MOOC courses on Emerging Trends/ Future Skills / Market Driven Technologies Emerging Trends/ Future Skills / Market Driven technologies as per the no. of credits.
 - c. Credits for NECC courses may be fulfilled through NPTEL-MOOC courses on similar areas.
 - d. A certificate of Honors and a cash award of Rs. 5000 shall be given if a student obtains 10 or more credits through NPTEL MOOCS certification of which 50% must be GATE Subjects with at least ELITE grade.
4. One of the components of NEP is sensitizing students with our traditional knowledge and creating a platform for understanding present achievement and glorious past. A year long activity has been chalked out which will be undertaken by different faculties. Detail is as **Annexure-V (page no. 40-41)** of Agenda note.

Decision:

The BoG appreciated the comprehensive approach adopted by the institute to implement NEP 2020 by dovetailing NPTEL/MOOCs courses with regular curriculum for promoting self paced learning and welcomed the incentive proposed for motivating the students to take up MOOCs certification. The BoG also advised that NPTEL/MOOCs courses can be aligned with university curriculum as and when university implements NEP.

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The BoG noted and appreciated the events conducted/ planned for "Azadi ka Amrit Mahotsav".

3.4 NBA Accreditation & NIRF ranking

The NBA accreditation audit was carried out from 12th to 14th March 2021 for all the 03 B.Tech Programs wherein 02 B.Tech Programs viz. Electronics and communication Engineering and Civil Engineering have been accredited for 02 years.

The B.Tech Computer Science and Engineering program went for an appeal for reassessment based on some components where there was scope of few improvements. The physical meeting was conducted on 25th August 2021 at NBA office, New Delhi. The decision is awaited.

The Institute retains its ranking in the band of 201-250 NIRF 2021.

Decision:

The BoG noted.

3.5 Status on Community Radio Station & Campus Water Project

The work of tower erection for the upcoming Community Radio Station has been completed. The equipment installation and studio setup is under process and it is expected to go for 'On Air Live testing' by end of this month.

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Status on Rain Water Filter unit and on IWRRC

Rain water harvesting project has been taken up to make the campus self-sufficient in water and to solve the water crisis during dry seasons. The campus has been divided into 6 clusters. 1 to 5 clusters would be provided with rain water harvesting tank and the water from the 6th cluster would be diverted to the pond created near the auditorium is 14,388,170 litres and the capacity of tank proposed near academic block is around 5,48,025 litres.

The IWRRC has covered more than 75% of gram panchayat together for South & Middle Andaman district with GIS survey of existing water resources and completion of detailed project report for individual panchayats. The design and function of rain water filter unit 'Ritu-Karotar' has been developed by IWRRC & its implementation was discussed with Chouldhari Panchayat. Chouldhari Panchayat agreed to install 'Ritu-Karotar' in 10 households to promote and popularise the practice of rain water harvesting and its utilisation for household purpose.

IWRRC also provided GIS Mapping (Data Corrections) for APWD sources of every tehsil of A & N Islands. This GIS data conversion allows data from different sources to be merged in one common format, which allows for easy access, analysis and utilization like Mapping, Agricultural Applications, and Surveying etc.

Decision:

The BoG noted the progress of various ongoing projects.

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The BoG gave consent for the DST project jointly being done with IIT Madras. The BoG further appreciated the institute being selected as one of the Co-Principal Investigator for one of the DST Sponsored Project on Brackish/ Seawater desalination project to be submitted by IIT- Madras as the Principal Investigator (PI) institute, IIT-Delhi (Co-PI) and NIT Pondicherry (Co-PI) institute and DBRAIT (Co-PI), wherein centre of excellence shall also be established in the institute as part of the proposed project.

3.6 Status on Affiliation

Pondicherry University not yet communicated affiliation to the B.Tech Programs for the Academic year 2021-22 whereas the last date for grant of affiliation to Institution with University was 3rd September, 2021 as notified by AICTE. Due to delay in grant of affiliation the admission process for the academic session 2021-22 could not be initiated which has created a state of concern for the aspiring students of these remote islands.

Decision:

The Chairman BoG suggested that since the matter is in sub-judice, the board shall refrain from making any comments.

3.7 Result Analysis & Academic Audit

It has been observed that there has been a gap in the documentation requirements at the department/faculty level as required for the outcome based education under the latest formats of NBA/NAAC. In order to ensure a well-documented and efficient academic delivery and monitoring system, an intensive academic

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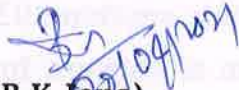
audit has been scheduled. The audit shall be conducted by a senior level three-member committee. The report shall be submitted in next BoG.

Decision:

The BoG noted.

4.0 Any other items with the approval of Chairman

Meeting ended with thanks to the Chair.


(B.K. Jena)
Dean (Academic)
Member Secretary


(Utpal Sharma)
Principal

(Prof. K.K. Aggarwal)
Chairman