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Defence Institute of Advanced Technology(DIAT),  
Deemed University (DU), Girinagar,  
Pune-411 025

Mr. Srinivas  
for file

19/8

DIAT/F/10(3)/BOM/2013-Adm 08<sup>TH</sup> Aug 2014

**MINUTES OF THE 4<sup>TH</sup> MEETING OF THE BOARD OF MANAGEMENT (BoM) OF  
DIAT(DU) HELD AT DIAT(DU) PUNE AT 1200 HRS ON 07<sup>TH</sup> JULY 2014**

1. The following were present:-

(a) Dr Prahlada	VC, DIAT (DU)	Chairman
(b) Dr G Malakondaiah	CC(R&D) HR, DRDO Hqrs	Member
(c) Sh RG Viswanathan	Addl FA(R&D), DRDO Hqrs (Thro Video Conference)	Member
(d) Dr Hina Gokhale	DHRD DRDO	Spl Invitee
(e) Prof Girish Kumar	IIT Bombay	Member
(f) Dr Ranjit Date	MHRD Rep	Member
(g) Dr Sangeeta Kale	Dean (Academics), DIAT(DU) Pune	Member
(h) Dr PK Khanna	DIAT (DU) Pune	Member
(i) Dr SK Das	DIAT (DU), Pune	Member
(j) Dr A Kumaraswamy	CoE, DIAT(DU), Pune	Invitee
(k) Sh Ramesh Jahagirdar	FO/DIAT	Spl Invitee
(l) Rear Admiral (Retd) VS Batra, VSM	Registrar, DIAT(DU) Pune	Secretary

2. Registrar, DIAT(DU) welcomed all to the 4<sup>th</sup> meeting and informed the BoM Ganesh and Prof Rajanna have sought leave of absence. Thereafter, VC directed to proceed with the agenda for the meeting.

3. Registrar listed the agenda for the meeting as tabulated below:-

	Point
(a)	Progress on minutes of the last meeting.
(b)	Ratification of Minutes of the meeting held on 27 <sup>th</sup> Mar 2014
(c)	Approval of Annual Accounts of FY 2013-14.
(d)	Appointment of Statutory Auditors for 2014-15

(e)	Registration under Service Tax Act
(f)	Purchase of replacement vehicle for downgraded Jeep (Mahindra)
(g)	Status of M Tech admission for AY 2014
(h)	Status of Ph D admission for AY 2014
(i)	Commencement of three new M Tech Programmes
(j)	Contract for Faculty Tasks and Assignments
(k)	Re-designation of Drivers
(l)	Pay fixation of Scientific Officer
(m)	M Tech Programme in Bio Technology (Proposed by DRDO Hq/DHRD)

4. Registrar apprised the BoM on the progress on the minutes of the 3<sup>rd</sup> meeting of the BoM as tabulated below:-

	Point	Progress
(a)	Commencement of new M Tech programmes	Being discussed in detail as an Agenda Point
(b)	NAAC Team Visit	Visit is scheduled from 11-13 Aug 2014.
(c)	NBA Team Visit	Team could not visit in May 2014 and is now visiting DIAT from 01-03 Aug 2014
(d)	Training Allowance to DRDO Scientists posted to DIAT on the lines of similar allowance sanctioned for ITM	SOC is being forwarded to DHRD for formal approval.

5. Thereafter, Registrar sought ratification of the minutes of 3<sup>rd</sup> BoM meeting held on 27<sup>th</sup> March 2014. The BoM ratified the minutes.

#### Reporting Issues

6. Registrar apprised the BoM that UGC has nominated Dr SG Dhande as UGC Rep on DIAT Planning and Monitoring Board(PMB).

#### Agenda Points

7. Annual Accounts for FY 2013-14. FO presented the annual accounts for the financial year 2013-14. It was brought out that significant computerization in the finance section coupled with manpower reduction has resulted in finalization of the accounts within three months of the end of the FY 2013-14. BoM placed on record the good work done by FO and his team. Whilst discussing the financial statement, Addl FA advised/sought clarifications on the following:-

- (a) There is a need to exercise economy in incurring Administrative expenditure. In this context he advised that manpower contracted for security may be reviewed in due

course. Also it emerged that there is a need to debit expenditure being incurred on MILIT to MILIT budget which is a DRDO Lab. After brief discussion, it was resolved that same could be looked at whilst deciding the final status of MILIT later this year.

(b) The basis of conclusion of MoU with IISc for conduct of M Tech in Technology Management as also authority to pay part advance to IISc was sought. It was clarified by the FO that based on AIP during the BoM meeting held on 27<sup>th</sup> Mar 2014 and the financial implications being Rs 30 Lakhs approx, the same was done under delegated powers (Serial 3) of the VC. However, need to keep DRDO Hq in the decision loop in future was duly noted. Further detailed letter alongwith MoU signed with IISc with details of semester-wise payments vis-à-vis quantum of IISc association will be sent to DRDO Hq to regularize the transaction.

(c) Need to carry out physical muster of all inventory by a BOO within next six months.

8. BoM thereafter approved the annual accounts for FY 2013-14 for appending to the Annual Report 2013-14 which has been sent for printing to facilitate tabling during the Budget Session of the Parliament.

#### Appointment of Statutory Auditors

9. The Finance Officer informed that M/S M K Bhatia & Co. CAs, the present statutory Auditors of DIAT(DU) have completed their two year term (F.Y.2012-13 and F.Y. 2013-14) and their performance has been satisfactory. As per the standard practice, three year term is given to Statutory Auditors. The Finance Committee in its XII Meeting deliberated and has recommended reappointment of M/S M K Bhatia & Co., CAs, empanelled with C & AG of India, as Statutory Auditors of DIAT (DU) for the year FY 2014-15. The firm has proposed audit fees of Rs.40,000 /- for 2014-15 plus out of pocket expenses, as compared to Rs.35,000 /- plus out of pocket expenses for FY 2013-14.

10. After brief discussion, BoM approved the appointment of Statutory auditors as per details at para 9 above.

#### Registration of DIAT under Service Tax Act

11. The FO brought out that DIAT(DU) is conducting a number of customized courses for Defence PSUs and other organizations. The fees charged for above courses attract service tax liability. Hence, it is required to register with Service Tax authorities to collect and deposit the service tax with the govt.

12. After brief discussion, BOM approved the proposal to register with service tax authorities and authorised Finance Officer to carry out all necessary documentation.

#### Purchase of Replacement Vehicle

13. Registrar stated that Jeep (Mahindra) on the inventory of DIAT is more than 10 years old and has run nearly 3 Lakh miles thus meeting the twin criteria for replacement.

14. After brief discussion BoM approved procurement of Innova at an approx cost of Rs 11 Lakhs against DGS&D RC.

#### Status of M Tech Admission for AY 2014

15. Registrar apprised the BoM about the details of students admitted for 14 M Tech programmes for AY 2014:-

(a)	Army.	05
(b)	Navy.	20
(c)	Airforce.	18
(d)	ICG.	05
(e)	DRDO.	19
(f)	Scholarship.	76 (so far 48 have accepted)
(g)	Sponsored.	06 (5 Bharat Forge, 01 CWPRS).
	Total.	149

16. Addl FA observed that there is a need to re-visit the ceiling imposed on admission of scholarship students to exploit the full capacity of DIAT particularly in view of very favourable faculty-student ration. Prof Girish Kumar and Dr Ranjit Date also favoured the proposal. CC(R&D) HR whilst reiterating the need for continued focus on DRDO and Services advised that the proposal be studied in detail and way ahead presented to the next BoM meeting for implementation during AY 2015.

#### Status of Ph D Admission for AY 2014

17. Registrar apprised the BoM about details of students admitted for PhD for AY 2014:-

(a)	Services.	01(AF)
(b)	Sponsored(DRDO).	03(01 AM, 02 AC)
(c)	Scholarship.	27
(d)	Total.	31

18. Addl FA queried the procedure being followed to select subjects of Research to ensure that DRDO requirements are appropriately addressed. VC explained the procedure whereby subjects are based on desired research areas based on feedback/interactions with DRDO Labs. After brief discussion, Addl FA asked for a presentation on the subjects of research being pursued by DIAT to the BoM. VC directed Dean to make the presentation at the next BoM.

### New M Tech Programmes

19. Registrar apprised the BoM that following new M Tech Programmes are proposed to be started from AY 2014:-

- (a) Technology Management in collaboration with IISc.
- (b) Underwater Systems.
- (c) Biosciences and Technology.

20. Details of students committed by various stakeholders are tabulated below for the new Programmes:-

Service	UW System	TM	Bio
Army	-	-	-
Navy	-	01	-
Airforce	-	06	-
ICG	-	03	-
DRDO	03	01	04
Industry	02 (BEL, WIL)	-	-
Total	05	11	04

21. Registrar stated that there continues to be some procedural problem in arranging interviews for the Naval candidates for UWS and TM programmes. During the discussion it also emerged that there is lack of clarity on procedure to be followed for levying fees to Open category candidates particularly in the context of Rs 40 lakhs being paid to IIT M for UWS Programmes. After very detailed discussions, following decisions were taken:-

- (a) TM programme to continue.
- (b) UWS Programme be deferred to AY 2015. HoD ME may be directed to inform the IIT M accordingly. In the meantime all related issues be finalized with absolute clarity.

22. M Tech Programme in Bio. M Tech in Biosciences and Technology to continue as per the directions of the DRDO Hq vide their letter DHRD/70500/DIAT/DU/C/M/01 dated 10<sup>th</sup> June 2014 (Appendix A).

### POINTS-19 Programme

23. Registrar apprised the BoM that POINTS-19 programme will commence on 04<sup>th</sup> Aug 2014. Approximate strength of the batch, as intimated by DOP/DRDO Hq, is likely to be 50.

~~Registrar and PD POINTS apprised the BoM about broad structure of the Programme which~~

would be progressively fine-tuned in consultation with DHRD/DRDO. Rear Admiral(Retd) VS Batra, Registrar DIAT(DU) Pune has been designated as the Programme Director with team comprising of the following to manage the Programme:-

- (a) Dr Somanchi Murthy, Chairman PHMC.
- (b) Dr Ganapati Joshi, Deptt of AE.
- (c) Dr S Banerjee, Deptt of AC.
- (d) Dr R Gode, Deptt of AM.
- (e) Sh TVA Subramanian, DR(Admin).

24. Registrar sought indulgence of DRDO/DHRD in early finalisation of the cluster specific training. CC(R&D) HR advised that whilst organising visit to Local DRDO Labs, MILIT should also be included. Further, following decisions were taken:-

- (a) Expenditure on outstation moves of the Scientists be incurred centrally by DIAT and reimbursement claimed through local JCDA(R&D) against specific sanction issued by DRDO/DHRD or by seeking appropriate enhancement of Grant-in-Aid. Addl FA advised FO to work out modalities with JCDA.
- (b) Feasibility of allotment of Rooms to Scientists on single occupancy basis (since done) in the POINTS Hostel at DIAT(DU) Pune may be examined/explored and other commitments, if any, be regulated to facilitate the same.

#### Contract Faculty Tasks and Assignments

25. Based on the directions of the Governing Council and BoM, Registrar presented a template of concluding contract for hiring Academic Services. Details are placed at Appendix B. Prof Girish Kumar advised that ownership of papers and patents should remain assigned to the individual faculty. Dr Date apprised the system followed in US where the ownership is vested in the Institute. After detailed discussion, BoM decided the following:-

- (a) Whilst authorship will be in the name of individual faculty, ownership shall be vested with DIAT.
- (b) Proposed period of 3-5 years is appropriate.
- (c) As advised by the CC(R&D) HR, scope of work content be limited to Teaching only and research related scope needs to be limited to being only co-supervisor.
- (d) Concept paper may be rewritten accordingly and brought before the next BoM Meeting in Sep 2014.

#### Re-designation of MT Drivers

26. Registrar sought change of nomenclature of MT Drivers to vehicle operators as has been done by DRDO. After brief discussion, it was decided to maintain status quo at DIAT.

Fixation of Pay of Scientific Officer(SO)

27. Registrar stated that post of SO as per Statute is in Pay Band 2 with Grade pay of Rs 5400/-. As per revision of pay scales after 6<sup>th</sup> CPC grade pay of Rs 5400/- is in Pay Band 3. After discussion, BoM approved Pay scale for SO in Pay Band 3 with Grade pay of Rs 5400/- at DIAT. The Statute will stand amended accordingly.

Achievements of DIAT during Last One Year

28. Dean made a detailed presentation on achievements of DIAT during last one year. Details are placed at Appendix C. After brief discussions, Dean was directed to present the same with comparison with preceding years in graphic form for better appreciation.

29. Prof Girish Kumar once again reiterated the need to set up Incubation Centre at the DIAT and suggested that DIAT needs to encourage entrepreneurship amongst the DIAT Faculty/Researchers. Addl FA also endorsed the proposal. VC directed Dean to constitute a Committee to make a concept paper which could be presented at the next BoM meeting.

30. VC thanked all for constructive participation in the meeting. There being no further point, the meeting was adjourned.

31. Next meeting of the BoM will be held on 12<sup>th</sup> Sep 2014, Friday (to be confirmed) at Pune.



(VS Batra)  
Rear Admiral(Retd)  
Registrar

Enclosures: Appendices A-C

Distribution:

All Members

Copy to:-

Chancellor, DIAT through CC(R&D) HR/DRDO Hqs,

Secretary Defence (R&D) and SA to RM

MHRD (Secretary Higher Education), Secretary UGC

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DHRD/70500/DIAT/DU/C/M/01  
Defence Research & Dev Org (HQs)  
Dte of Human Resource Dev  
'B' Block, DRDO Bhawan  
New Delhi - 110011

10<sup>th</sup> Jun 2014

To  
The Registrar  
DIAT, DU  
Pune

**SUB: M. TECH PROGRAMME IN BIO TECHNOLOGY**

Reference your letter No. 16<sup>th</sup> May & 17<sup>th</sup> May 2014.

2. Please refer to this office letter No. even dt. 03<sup>rd</sup> April 2014 wherein the recommendations of DMC on the subject has been communicated.
3. A meeting for further clarifications as regard conduct of M. Tech programme in Bio technology was held on 15<sup>th</sup> May 2014 in O/o DS & CC R&D (HR). The decisions of the meeting are as follows:
  - (i) Course will be conducted on trial basis during AY 2014 (two years duration) and reviewed before AY 2015.
  - (ii) Course would be on regular basis.
  - (iii) No UGC approval would be required.
  - (iv) Recruitment of permanent faculty will be considered after two years.
  - (v) As five sponsored students from DRDO are likely to attend the program upto five non-sponsored students may be admitted.
4. You are requested to take further action accordingly.
5. Also, the issue may be included in the agenda of the next BoM meeting for approval of the Board.

(VK Singh)  
Jt Dir/HRD  
for Director

Copy to :-

The Vice Chancellor - for information please  
DIAT, DU  
Pune



CONTRACT FOR FACULTY TASKS AND ASSIGNMENTS

1. Based on directions of the GC during its meeting on 11<sup>th</sup> Nov 2013; BOM in its meeting on 13<sup>th</sup> Dec 2013 had approved the proposal to assign project/job based contract on IIT Madras model, at contracted remuneration. Following tasks could be assigned in the contract

- Theory Classes of M Tech
  - Practical of M Tech
  - Project of M Tech
  - Ph D Course work
  - PhD Research Guidance
  - Seminars/Symposia/Workshops/exhibitions
  - Paper Publication
  - Patent registration
  - Question paper setting, invigilation, evaluation and assigning of marks.
  - Association with sundry training courses
  - Associate with student related co-curricular, extension and field based activities.
  - Professional Development activities
  - Associate for collaboration with domestic and international academic institutions
  - Involvement in student services, Institute community and Administrative assignments
  - Associate in sponsored R&D, Consultancy
  - Any other task assigned by VC.
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2. Each assignment will be quantified for the purpose of evaluation with a minimum efficiency criteria laid down.
  3. This would be in the form of a contract for hiring Academic Services over a period of 3-5 years with proviso to review every six months.
  4. Contract can be terminated by either party by giving one month notice.
  5. The total contract will be based on all inclusive yearly contract value payable monthly based on assessed progress. Contract value may be reviewed/revised every six months based on CPI/WPI.
  6. All patents and papers will be the property of DIAT.
  7. The individual will be governed by DIAT/DRDO security clauses.
  8. The individual cannot enter into a parallel contract with any institution/enterprise without prior express permission of DIAT.
  9. Any other clause applicable to DIAT personnel hereinafter.
  10. Individual to abide by DIAT conduct rules.
  11. DIAT will be indemnified of any liability toward individual during period of contract.
  12. Transportation, Medical and Accommodation will be borne by the individual and DIAT will have no liability/commitment.
  13. There would be no assurance for regular job at DIAT.
  14. Minimum days of work/week at DIAT will be specified in the contract.
  15. Expenditure on DIAT approved/sponsored visits will be DIAT liability on actual basis. Travel entitlement will be restricted to train/economy class air travel to be approved on case to case basis.
  16. The contract will be liable for cancellation on breach of any terms and conditions as per the final decision of the contract awarding authority.
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17. In case of any dispute, decision of VC DIAT will be final and binding.
18. Jurisdiction for any litigation will be within jurisdiction of Pune. Registrar DIAT will be the handling agency.
19. Contract operating authority will be specifically designated in the contract.

DIAT ACHIEVEMENTS DURING LAST ONE YEAR

- International Publications ~ 138 (48)
- Patents Filed / Sanctioned – 25 (2)
- National Deputation for presenting papers in conferences: By Students: ~ 60 (15)
- Faculty Serving In various National and International Committees and Bodies: 50
- Faculty working as Referees of peer-reviewed International Journals : almost 70% of DIAT faculty

Adjunct and Visiting Faculty at DIAT

Visiting Professor : 02(05)

Adjunct Professor : 12 (4)

- Ongoing Projects: 32 (11)

In Pipeline - 08

New Facilities Commissioned

1. Pulsed Laser Deposition System.
2. Corona Pooling.
3. Vector Network Analyser.
4. Incubators and Laminar flow System.
5. Sputter Deposition System.
6. Small Angle X-ray Unit.
7. Material Engineering Labs Renovated.
8. Nano Chemical Technology Lab.
9. Mechanical Systems Design and Analysis Lab.