

**MINUTES OF THE MEETING OF THE BOARD OF MANAGEMENT OF IEC UNIVERSITY, BADDI, (H.P.)
HELD ON JUNE 29TH, 2013 AT 12.00 PM AT UNIVERSITY CAMPUS, BADDI**

THE FOLLOWING MEMBERS WERE PRESENT IN THE MEETING

Members

Dr Navin Gupta	Vice-Chancellor	Chairman
Dr. R. K. Lalwani	Pro Vice-Chancellor	Member
Dr H.R. Verma	Dean of Academic Affairs,	Member
Sri Vijay Kumar	Teacher nominated by Sponsoring Body	Member
Ms. Reetika Sood	Teacher nominated by Sponsoring Body.	Member
Sri R.K. Srivastava	Advisor to Chancellor	Member Secretary

Special Invitee

1. Dr DB singh Director IEC CET
2. Dr BP Sagar Director Pharmacy IEC CET
3. Abhijit Kumar Member Finance Committee
4. Sri Rupesh Ananad Member Finance Committee

The chairman presided over the meeting on finding the quorum being present he announced the meeting as commenced.

He then welcomed all the members present at the meeting. Dr. Vinay Maitry and Dr. A.K. Khare having shown their inability to attend the Meeting, leave of Absence was granted to them by Chairman. He then briefed the committee about the broad vision and mission of the University and took the matters in the circulated Agenda one by one for discussion and approval of Committee.

Item no 1

To take note of filling of vacancy of office of member of Board of Management

The Chairman was informed that Dr. R.K. Lalwani was appointed as Pro Vice Chancellor of the University and consequent upon his appointment as Pro Vice Chancellor, he is appointed as the Member of Board of Management of the University. The Chairman welcomed and extended heartfelt greeting to Dr. R.K. Lalwani on Board of Management of the University.

Dr. R.K. Lalwani was appointed as the Pro Vice Chancellor of the University on 22.04.2013. Prof. Ramesh Kumar Lalwani received his PhD from Indian Institute of Technology, Kharagpur based on his doctoral thesis titled "Noise and Vibrations generated by Ball Bearings". For the next two years, he led the research group on "Elastic Wave Propagation in rods" at the institute fur Mekanik at Technical University Hannover, Germany. In 1975 he participated at International Centre for Mechanical Sciences, Udine, Italy. In 1976 he was appointed as a faculty at University of Benin, Benin City. In 1981 he joined as Head of Agriculture Engineering Department at the Federal University of Technology, Makurdi. He was then appointed as the dean of the Faculty of Engineering at University of Jos, Jos in 1985. In 1986 he was selected to join Tatung University of Technology, Taipei, Taiwan whereas Professor and consultant to Tatung Company he contributed in many research projects and publication along with teaching and guiding post graduate students. In 1989 he was awarded a citation which states " Professor Ramesh Kumar Jamnadas Lalwani of Tatung Institute of Technology has devoted himself to scholastic research and published many outstanding papers in different academic journals. We are hereby honored, in recognition of his great contributions to Science and Technology, to present him this Hsieh-Chih Association Award". In 1991 he joined Gajra Bevel Gears, Dewas as their ISO-9001 consultant. In 1992 he was appointed as the Principal of A. C. College of Engineering, Sangamner. Since then he has been working in many Indian Institutes of Technical education. He has published 3 books, many memoirs, and research papers. He is a life member of Indian Society for Technical Education and Fellow of the Institute of Engineers [India], Member of International NFPA, USA. From 2009 to 2011 he was professor of Mechanical Engineering in top Malaysian and among the top 180 universities of the World the University of Malaya. In June 2011 he joined as Dean SelaQui Academy of Higher Learning, Dehradun, India. In 2012 he joined DBIT as its Director. The Chairman thanked Dr. Lalwani for being a part of IEC University and for contribution of his Immense Knowledge.

Item no 2

To consider and approve minutes of the Last meeting of Board of Management.

After discussion the Board confirmed the Minutes of the Meeting of members of Board of Management held on February 15, 2013 and instructed compliance with the decisions taken. (Annexure 1)

Item no 3

Action Taken Report of last Meeting of the Board of Management of the University.

Action Taken Report of the last meeting of Board of Management was tabled and read. The members discussed at Length and approved the same. (Annexure 2)

Item no 4

To consider and approve the recommendations of the Academic Council of the University.

The recommendations of meeting of Academic Council held on June 29, 2013 were placed before the Board. The members discussed the matter at length and approved the same. (Annexure 3)

Item no 5

To Consider and approve the recommendations of Finance Committee

The Chairman apprised the Members that the University has a fully functional Committee known as Finance Committee the role of which is to decide upon the matters relating to preparation of Budget for the Academic Year and approval of the same. The Finance Committee advises the Board of Management as to how the Expenditure should be incurred. The Chairman further apprised that it is the duty of finance Committee to prepare Books of Accounts of the University.

The recommendations (as provided under Annexure 4) of Meeting of finance committee held on June 15, 2013 were placed before the Members. The Members discussed the matter at length and approved the same.

Item no 6

To consider and approve the following policies for IEC University.

The Chairman placed before the members following new policies to be implemented in IEC University. The members approved the matter and instructed compliance to the same. (Annexure 5)

New Policies:

1. Anti Corruption
2. Data Protection
3. Official Secrecy policy
4. Responding to Student Feed back Mechanism
5. Equality Policy
6. Intellectual Property rights (IPR)
7. Health & safety policy
8. Foreign Collaboration policy
9. Migration

Item no 7

To discuss issue of Booklets for rules, policies and procedures

The members discussed and took note to publish booklets in the form of IEC Manual including Rules, Policies, and Procedures etc. in two parts, one for Students and other for Faculties and other staff of IEC University. The Chairman instructed disbursement of IEC Manual to all concerned.

Item no 8

To discuss constitution of old and new Committees.

The Board took note of the constitution of Committees (as provided under Annexure-6) in operation of the University. The Members further discussed and decided upon to constitute new committees as under:

- 1. Examination Committee**
- 2. Women welfare Committee**
- 3. Industry procurement Committee**

Item no 9

To appraise the visit of various councils for B.Arch, B.pharma and LLB courses.

The members of the Board appraised that approval of 'Council of Architecture' has been received and application has been forwarded for inspection being done by 'Pharmacy Council' and 'Bar Council of India' in the University.

Item no 10

To discuss sitting fees to be paid to members of Academic Council, Board of Management, Governing Body, Planning Board, finance Committee and Other Committees of the University and remuneration for Guest Lectures.

Members discussed the sitting fees which should be paid to each member of Academic Council, Board of Management, Governing Body, Planning Board, finance Committee and Other Committees of the University. After a brief discussion, the members resolved to pay, the Sitting fees to be paid to each Member for attending the Meetings as following:

NAME OF AUTHORITY	SITTING FEES PER MEETING
ACADEMIC COUNCIL	500/-
BOARD OF MANAGEMENT	750/-
GOVERNING BODY	1000/-
PLANNING BOARD	500/-
FINANCE COMMITTEE	500/-
OTHER COMMITTEES	250/-

The Members further discussed and approved to pay a sum of Rs. 1000/hour for providing Guest Lectures in the University.

Item no 11

Any other matter with the permission of the Chair.

The Chairman appraised the Members and took note of the visit of Foreign Delegates in the University. The chairman also suggested to have a Learning and Management System and informed the Board about installation of ERP Program throughout the University for Examination & registration Purposes for the time being.

Vote of thanks.

There being no business left to discuss the Meeting ended with Vote of thanks.

(Chairman)

(Secretary)

Date:

Date: