

CHARUSAT UNIVERSITY

Minutes of the 58th meeting of Board of Management of Charotar University of Science and Technology (CHARUSAT) University held on 5th September, 2024 (i.e Thursday) wherein following members remained present.

1. Shri Surendra M Patel (<i>ex-officio</i>)	Chairman	President, CHARUSAT
2. Dr. R V Upadhyay (<i>ex-officio</i>)	Member	Provost, CHARUSAT
3. Shri H T Patel	Member	Former President, API Business, Zydus Cadila Healthcare Ltd.
4. Shri Ashok Patel	Member	Advisor, CHARUSAT
5. Shri Vipulbhai Patel	Member	Jt. Secretary, Kelavani Mandal
6. Dr. Bhaskar Pandya	Member	Dean, Faculty of Humanities, CHARUSAT
7. Dr. Trushit Upadhyay	Member	Principal, CSPIT - CHARUSAT
8. Dr. Bankim Patel	Member	Principal, DEPSTAR - CHARUSAT
9. Dr. Mayur Sutaria	Member	Coordinator - IQAC - CHARUSAT
10. Dr. Atul Patel (<i>ex-officio</i>)	Member-Secretary	Registrar, CHARUSAT

Shri Narendrabhai Patel expressed his inability to attend the meeting.

Following invitees remained present.

1. Dr. M C Patel	Secretary of Matrusanstha, Kelavani Mandal & CHRF
2. Dr. Vijay Chaudhary	I/c Dean, Faculty of Technology & Engg. CHARUSAT
3. Dr. Gayatri Dave	Dean, Faculty of Science, CHARUSAT
4. Dr. Samir Patel	I/c Dean, Faculty of Pharmacy, CHARUSAT
5. Dr. Dhara Patel	I/c Dean, Faculty of Medical Science, CHARUSAT
6. Dr. Reshma Sable	I/c Dean, Faculty of Management Studies, CHARUSAT
7. Dr. Sanskruti Patel	I/c Dean, Faculty of Computer Science & Appl., CHARUSAT
8. Dr. Shailesh Khant	I/c Dean, Research, CHARUSAT

In the beginning of the meeting, Dr. Atul Patel, Registrar of the University welcomed all the members and invitees of the meeting. Thenafter the items of the agenda were transacted and the resolutions were passed as under;

ITEM NO.	PARTICULARS
58.24.01	<u>RESOLUTION</u> Resolved that the minutes of the previous meeting held on 1 st June, 2024 as circulated with the agenda as <i>Appendix – I</i> , <u>be confirmed.</u> (Note: The Chairman signed the minutes as a token of confirmation)

58.24.02

RESOLUTION

In the beginning; Dr. R V Upadhyay, Provost informed that for specification of financial statement to be presented / submitted before various government entity such as FRC, NAAC, NBA etc. the constituted committee of the university has clearly defined various expenditure head exhibiting the financial status of the university which will fine tune the specification of expenditure. It was further informed that it will help in effective allocation of the expenditure. After noting the information furnished to the members, it was **resolved that** the action taken on various decisions of the previous meeting held on 1st June, 2024 as circulated with the agenda as *Appendix – II*, be noted and approved.

58.24.03

RESOLUTION

Resolved that the appointment of Dr. R V Upadhyay as Provost of the university be extended w.e.f 1st September, 2024 till further order but limited to next three years which was unanimously agreed by the members.

58.24.04

RESOLUTION

It was informed to all the members that so far as Career Advancement Scheme (CAS) is concerned, the same is having defined guidelines for the faculty members of the university. However, considering equal involvement by the non-academic staff in the academic and administrative aspects, it was felt that the pay and promotion policy should also be defined for them. Accordingly, the university introduced and notified Career Advancement Scheme for the non-academic staff in July'2024 which will not only upgrade the pay structure but also upgrade the cadre of an employee.

It was further informed that while framing the guideline; various criteria such as qualification, experience & performance of the concern are taken into consideration for the upgradation. The detail of increase in actual expenditure due to implementation of the policy will be furnished in the next meeting. It was also informed to the members that to provide financial aid to the non-academic staff members, Credit Society is established which provides immediate financial assistance in terms of personal loan on reduced interest rate.

After considering above information, following suggestions were made by the members.

- On required intervals; professional training be organized for the non-academic staff of the university.
- Suitable medical insurance policy for the employee and their family should be sought of by the university.

After having detail deliberations, it was **resolved that** the Career Advancement Scheme for Non-academic staff as circulated with the agenda as *Appendix – III* be approved.

58.24.05

RESOLUTION

Resolved that the recommendations made by the Finance Committee in its 61st meeting held on 16th May, 2024 and 62nd meeting held on 18th July, 2024 as per the minutes circulated with the agenda as *Appendix – IV & V* with following salient features be noted and approved.

- A Proposal received from CMPICA to organize "International Conference on Soft Computing and its Engineering Applications (icSoftComp2024)" during 10th December, 2024 to 12th

December, 2024 at Bangkok (Thailand) with requirement of estimated financial support of Rs. 4,80,050/- (i.e difference of estimated expenditure of Rs. 10,94,000/- and revenue of Rs. 6,13,950/-) [refer resolution no. 61.24.04]

- B** Proposal of WIN Cell for Memory upgradation of Cloud Infrastructure of the university by opting 2 TB RAM (32 nos. of 64GB) costing to Rs. 11.35 lakhs. [refer resolution no. 61.24.05]
- C** Purchase of 30 numbers of 1.5 ton Air Condition (A.C) for the fourth floor of Girls Hostel no. 5 & 6 along with estimated expenditure of Rs. 15.66 lakhs. [refer resolution no. 61.24.06]
- D** Installation of VRF system along with power distribution panel at Multi Utility Building in the university campus costing to Rs. 153 lakhs. [refer resolution no. 61.24.07]
- E** Replacement of existing 190 computer system with upgraded configuration and thereby purchase of Core i7 processor costing to Rs. 142.85 lakhs at CMPICA laboratory. [refer resolution no. 61.24.10]
- F** Approval of expenditure for broadcasting the admission advertisement on Red FM (93.5) and Radio Mirchi costing to Rs. 14.31 lakhs. [refer resolution no. 61.24.11]
- G** Extending financial support to CHARUSAT Hospital by the CHARUSAT University upto Rs. 2.5 crore per annum and to transfer the same into the account of Charotar Moti Sattavis Patidar Kelavani Mandal. [refer resolution no. 61.24.12]
- H** Proposal received from CSPIT for second phase infrastructure development at 2nd Floor of A6 building for establishment of required facilities such as classroom, laboratories, faculty rooms etc. for B.Tech (AIML) programme costing to Rs. 1,12,23,415/-. [refer resolution no. 62.24.03]
- I** Proposal received from Dean, Faculty of Technology & Engineering for establishment of "Applied Blockchain Centre" at the university under the MoU signed with IDS-BBN costing annual subscription charges of Rs. 6.50 lakhs. [refer resolution no. 62.24.04]
- J** Proposal received from Librarian, Central Library of the university for renewal of database "EBSCO – Nursing Collection" for Manikaka Topawala Institute of Nursing (MTIN) costing to Rs. 9,10,975/- for the duration of June'24 to May'25. [refer resolution no. 62.24.05]
- K** Purchase of one DG-Set (250KVA) and other electric devices costing to Rs. 31,38,800/- for the development of new laboratory at P.D.Patel Institute of Applied Sciences from the contribution share of ongoing project grant i.e PURSE. [refer resolution no. 62.24.06 (A)]
- L** Requirement of Fire Alarm System, CCTV and Command & Control room for Multi-Utility Building located at the university campus costing to Rs. 45.00 lakhs. [refer resolution no. 62.24.06 (B)]
- M** Requirement of Electric Fencing for CHARUSAT campus compound wall costing to Rs. 25.00 lakhs. [refer resolution no. 62.24.06 (C)]
- N** Purchase of 70 nos. of two seater benches (black/orange) for Indukaka Ipcowala Institute of Management (I²IM) costing to Rs. 5,25,000/-. [refer resolution no. 62.24.06 (D)]
- O** SOPHOS Firewall upgradation for varied cyber security, bandwidth control, internet surfing, VPN connectivity etc. and thereby opting for annual subscription costing to Rs. 38.13 lakhs. [refer resolution no. 62.24.07 (A)]
- P** Installation of CCTV camera in six buses of CHARUSAT having recording with live streaming costing to Rs. 7.77 lakhs. [refer resolution no. 62.24.07 (B)]
- Q** Purchase of 11 number of all in one desktop computers (i.e HP-AIO-200G3) for various institutes of the university costing to Rs. 8.30 lakhs (including tax). [refer resolution no. 62.24.07 (D)]

- R Re-cabling and networking (CAT – 5 to CAT 6) of ground floor of admin building of the university costing to Rs. 13.50 lakhs. [refer resolution no. 62.24.07 (E)]
- S Requirement of budgetary provision for developing ICT facility (i.e creating networking point, cabling, WIFI access point etc.) at Multi-Utility Building costing to Rs. 72.00 lakhs. [refer resolution no. 62.24.07 (F)]
- T Additional payment of Rs. 2,50,46,904/- due to increase in ceiling amount of employee gratuity from Rs. 10 lakhs to Rs. 20 lakhs and thereby making total payment of Rs. 4,57,56,852/- towards Group Gratuity Cash Accumulation Scheme of LIC. [refer resolution no. 62.24.09]
- U Increase in the convocation registration fees from existing Rs. 2000/- to Rs. 3000/- for all the students receiving their degree in the academic year 2024-25 and onwards. [refer resolution no. 62.24.12 (A)]
- V Proposed budgetary requirement of Rs. 1,03,24,600/- for the 14th Convocation of the university to be tentatively held in January'2025. [refer resolution no. 62.24.12 (B)]

58.24.06 A RESOLUTION

Resolved that the information furnished with regard to key achievements in terms of various funded research project / consultancy project grants received by the constituent institute of the CHARUSAT university as per the detail circulated with the agenda as per *Appendix – VI*, be noted and approved.

B RESOLUTION

The Provost briefed the members that half yearly Academic and Administrative Audit (AAA) report of CHARUSAT University encompasses various information such as staff development & other event detail, research activity, students' development activity etc. In addition, the same is also being audited by the nominated external members and the suggested observations are also looked into for further development. Herein following specific information was intimated to the member.

- The publication of faculty member in reputed Q1 journal is increased from 18% to 38%
- Intensive training in terms of orientation to domain specific is provided to the faculty members
- To enhance the knowledge & skills, Faculty Development Programme is organized by the university
- To enhance the research publication; faculty members are encouraged to identify their thrust area of research

After having informative and suggestive discussions, it was **resolved that** the report on the Academic and Administrative Audit (AAA) of CHARUSAT university conducted during academic year 2023-24 with observations as circulated with the agenda *Appendix – VII* be noted approved.

58.24.07 A RESOLUTION

Resolved that detail of Memorandum of Understanding (MoU) signed by the university along with various activities conducted / proposed to be conducted during the month of May'24 to July'24 (i.e 01.05.2024 to 31.07.2024) as per the detail circulated with the agenda as per *Appendix – VIII*, be noted.

Herein it was suggested that as observed by the institute(s) offering various technical courses; possibility should also be explored for having on hand training for the students opting for various specialization in the field of science at the relevant industry. In view of that the Dean, Faculty of Science informed that as defined in the National Education Policy – 2020 component of On Job Training (OJT) is included in the B.Sc. courses and now the students will be provided with the required training as part of their curricula.

B RESOLUTION

Resolved that detail of admission granted to various academic programmes run under the constituent institute(s) of the university for the academic year 2024-25 i.e as on 14.08.2024 as circulated with the agenda as *Appendix - IX* be noted.

In addition to above agenda items, following information was shared with the committee members.

- Registrar informed that Ramanbhai Patel College of Pharmacy (RPCP), a constituent institute of CHARUSAT, has secured 90th rank in the National Institutional Ranking Framework (NIRF) 2024.
- The Dean - Faculty of Pharmacy informed to the members that Ramanbhai Patel College of Pharmacy (RPCP) has received various instrument from Cadila Healthcare Ltd. worth Rs. 1.30 core which is being utilized for various research and experimental purpose by the institute. Herein it was suggested by the President, CHARUSAT that utilization report with due acknowledgment along with the intimation of NIRF ranking be submitted to the Cadila Healthcare Ltd.
- Registrar informed that Chandaben M Patel Institute of Computer Application (CMPICA) is organizing international conference during the month of December'24 at Bangkok (Thailand) wherein nearly researcher from around 32 countries have submitted their research paper. The selected paper will be published by the Springer and the conference will be converted as "Conference Series".
- The university has received intimation from Fee Regulatory Committee (FRC) defining Fee Structure of various U.G and P.G courses offered by Faculty of Medical Science i.e Physiotherapy, Nursing and Optometry, to be made effective for the academic year 2024-25 to 2026-27.
- Approval received from the Appellate Committee, Centre of Excellence vide letter dated 14.08.2024 on approval of Fee Structure of various technical courses run under the CSPIT, DEPSTAR, CMPICA, RPCP and I2IM.

The meeting ended with vote of thanks to the chair.

Date : 6th September, 2024



Dr. Atul Patel
Registrar and
Member Secretary