

# MINUTES

## 37<sup>th</sup> MEETING OF GOVERNING BODY OF CHARUSAT

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**Date : December 31, 2022, Saturday**

**Time : 10:30 a.m.**

**Venue : Conference Room, CMPICA Building, CHARUSAT Campus**

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The 37<sup>th</sup> meeting of the Governing Body (GB) of Charotar University of Science and Technology (CHARUSAT) was held as per the schedule.

Following members were present:

1. Shri Surendra M. Patel **Chairman;** President, CHARUSAT
2. Dr. R V Upadhyay **Member;** Provost, CHARUSAT
3. Shri Naginbhai Patel **Member;** Secretary, Kelavani Mandal and CHRF
4. Dr. Harishbhai Patel **Member;** President, Universal Load Banks, USA/India
5. Shri Manubhai Patel **Member;** Prominent Industrialist
6. Dr. Bimal Patel **Member;** Vice Chancellor, Rashtriya Raksha University, Gandhinagar
7. Shri. Hemal Patel **Member;** Expert of Information Technology
8. Dr. Y P Kosta **Member;** Principal, CSPIT & DEPSTAR, CHARUSAT
9. Dr. Manan Raval **Member;** Dean, Faculty of Pharmacy, CHARUSAT
10. Dr. Devang Joshi **Member-Secretary;** Registrar, CHARUSAT (ex-officio)

Following member attended the meeting virtually (Through Zoom Meeting):

1. Shri Virendrabhai Patel; Member ; Trustee, Kelavani Mandal and Treasurer, CHRF

Following invitees remained present on the request of the Chairman:

1. Dr. M C Patel; Secretary, Kelavani Mandal & CHRF
2. Shri C A Patel; Vice-President, Kelavani Mandal
3. Shri Ashok Patel; Advisor to CHARUSAT
4. Dr. B G Patel; Advisor to CHARUSAT
5. Dr. Mayur Sutaria; Coordinator, IQAC, CHARUSAT

Following members/invitees could not remain present:

1. Dr. M. I. Patel; Member ; Eminent Educationist, Industrialist and Philanthropist
2. Shri Devang Patel; Member ; Eminent Philanthropist and Businessman
3. Shri Pankaj R Patel; Member ; Eminent Industrialist
4. Principal Secretary, Dept. of Higher & Technical Education, Gujarat State; Ex-officio Member

## **AGENDA PROCEEDINGS AND RESOLUTIONS:**

**Item 37.22.01: For Confirmation;** Relevant portion of the minutes of Fifteenth Joint Meeting of Governing Body and Board of Management held on April 21, 2022

### **Proceedings and Resolution 37.22.01:**

The Registrar informed that CHARUSAT had organized the Fifteenth Joint Meeting of 36<sup>th</sup> Meeting of Governing Body and 51<sup>st</sup> Meeting of Board of Management (BOM) on April 21, 2022. The minutes were circulated on May 18, 2022. No comments are received from any members. The GB is requested to confirm the relevant portions of the Minutes falling under its purview. As there were no suggestions, the minutes, as circulated were confirmed.

**Item 37.22.02: For Information;** Actions taken on the items of the Fifteenth Joint Meeting of Board of Management and Governing Body

### **Proceedings 37.22.02:**

The Registrar briefed on the actions taken on the items of the Fifteenth Joint Meeting of Governing Body and Board of Management held on April 21, 2022.

**Under Item No. 36.22.02** regarding International Students, Dr.Bimal Patel informed that Rashtriya Raksha University (RRU) is planning to open campuses in Middle East & South East Asia. CHARUSAT can have a dedicated team to collaborate on this. (For an instance, RRU is planning to have campus in Abu Dhabi in immediate future.)

**Under Item No. JM-15.22.04** regarding change in intake of various programmes of CSPIT, Dr. Y P Kosta gave more information about admission scenario of B. Tech. programme. The GB asked him to prepare a note suggesting mechanisms and avenues for sustaining and flourishing admissions in engineering programmes. Dr. Bimal Patel brought out that RRU has many advanced programmes. RRU-CHARUSAT can have joint programmes fusing Security and Science & Technology. The GB asked Provost to intensify collaborative avenues with RRU. The GB asked to nominate dedicated / passionate individuals for the several collaborative avenues already being indicated by RRU. It was also suggested to have Dean, Extension; Dean, Training; Dean, Research to be institutionalized for such initiatives.

**Under Item No. JM-15.22.10(b)** regarding approval of Merit based Scholarship for CHARUSAT students, the GB asked to take appropriate returns from such awardees to instill sense of responsibility in them.

### **Resolution 37.22.02:**

- The GB expressed satisfaction over action taken on the items of the Fifteenth Joint Meeting of GB and BOM held on April 21, 2022.

## Items on Academics and Development

### **Item 37.22.03: For Information and Approval; 12<sup>th</sup> Convocation of CHARUSAT and List of Degree Recipients**

#### **Proceedings and Resolution 37.22.03:**

- The Registrar informed the GB that the 12<sup>th</sup> Convocation of CHARUSAT will be held on 13<sup>th</sup> January, 2023. **Shri Ashok Patel**, Technopreneur and Businessman from USA, has kindly consented to be the Chief Guest of the Convocation and will deliver Convocation address. Shri Ashok Patel is also the chief Patron of our Physiotherapy Institute, Ashok & Rita Patel Institute of Physiotherapy. The planning for organizing the Convocation is in progress.
- The Registrar added that at the 12<sup>th</sup> Convocation of CHARUSAT, 2556 students will be awarded the graduation degree. He informed that the list of degree recipients is approved by respective Dean of Faculties and presented to GB for the approval. The summary of degree recipients is as follows:

Name of the Faculty	Ph.D.	Post Graduate	PG Diploma	Under Graduate	Total
Faculty of Technology and Engineering	6	49	6	1093	1154
Faculty of Computer Science and Applications	1	140	0	284	425
Faculty of Pharmacy	2*	49	0	104	155
Faculty of Management Studies	2*	87	0	124	213
Faculty of Applied Sciences	10	175	0	129	314
Faculty of Medical Sciences	0	66	36	193*	295
<b>Total</b>	<b>21</b>	<b>566</b>	<b>42</b>	<b>1927</b>	<b>2556</b>

*Note: \* Show the approximate number of students who are yet to take their final semester exams/ Viva.*

The GB noted the information and approved the list of 2556 students for the award of Degrees in 12<sup>th</sup> Convocation of CHARUSAT to be held on 13<sup>th</sup> January, 2022.

### **Item 37.22.04: For Information: CHARUSAT has obtained A<sup>+</sup> grade by NAAC**

#### **Proceedings and Resolution 37.22.04:**

The Registrar informed the Body that CHARUSAT has secured Grade “A<sup>+</sup>” with an overall CGPA of 3.26, where in CGPA of quantitative metrics is 3.23 and CGPA of qualitative metrics is 3.35. By achieving this grades, CHARUSAT is now amongst top 80 universities in India.

He further shared that after the visit of NAAC Peer Team in the Month of Feb., several gaps were observed in the assessment outcomes; so reconsideration request in the form of appeal was filed on March 31, 2022. In the reply of appeal from the NAAC a Revisit of the University was Scheduled in the month of July from 07 to 09, 2022.

The first day began with greetings and Provost Presentation at the Board Room. The team members were then divided into groups and visited Departments/ Institutes of the University.

The team also visited general facilities, Library and interacted with IQAC Team. The first day ended with the cultural program by students.

On the second day, the team had interacted with various stakeholders such as Support Cells/Committees, BoM/ GB members, employers, parents, alumni, students, faculty members, non-teaching staff, etc. The second day ended with report Writing.

On the third day, the team mainly focused on the report writing. The day ends with the exit meeting. The result was declared on July 12, 2022.

Dr. Mayur Sutaria informed GB that CHARUSAT regularly conducts Academic and Administrative Audits (AAA) every year through help of external experts.

The GB appreciated the grades obtained. It also directed:

- 1) The external experts for AAA should be put to GB for approval.
- 2) The Academic and Administrative Audit reports should be put to GB highlighting specific targets and action points.

The GB also directed that right from Vice-Chancellor to junior faculty, everyone should be given yearly and semester goals. These has to be monitored diligently. The GB also emphasized segregating good teachers / good researchers and have separate research cadre.

#### **Item 37.22.05: For Information: GSIRF Ranking**

##### **Proceedings and Resolution 37.22.05:**

Registrar informed the Body that in Gujarat State Institutional Rating Framework (GSIRF) 2022 CSPIT, DEPSTAR, IIIM, RPCP, CMPICA, PDPIAS, BDIPS, MTIN, ARIP and University had participated. Total 38 universities and 210 Colleges/Institutions participated. Result was declared on 21st October, 2021. **Our University is ranked with 4 star.**

- CMPICA ranked with 5 star and secured a position among the top institutes in the College Category.
- While, BDIPS and PDPIAS ranked with 3 star in the college category.
- CSPIT ranked with 5 star and Secured position among top 2 Institutes in the Engineering Category. While DEPSTAR ranked with 2 star in the Engineering Category.
- RPCP ranked with 4 star in the Pharmacy Category.
- IIIM ranked with 4 star and Secured position among top 5 Institutes in the Management Category.
- ARIP ranked with 4 star and Secured position among top 3 Institutes in the Medical Category.

The Body noted the information.

**Item 37.22.06: For Information and Approval; Minutes of 25<sup>th</sup> Academic Council Meeting**

**Proceedings and Resolution 37.22.06:**

The Registrar informed that the 25<sup>th</sup> Academic Council meeting was held on 16<sup>th</sup> December, 2022. He presented the salient features and minutes of the meeting for approval.

The Body noted the information, approved the minutes and endorsed the activities and initiatives as approved in the minutes of the 25<sup>th</sup> Academic Council Meeting.

**Item 37.22.07: For Information: Issuance of Laptops to Faculty Members**

**Proceedings and Resolution 37.22.07:**

The Registrar informed the Body that teachers use various ICT tools to enhance the teaching activities at CHARUSAT. CHARUSAT has issued Laptops to its faculty members to enable them to carry out their roles and responsibilities effectively. This practice is adopted to reinforce and enhance the usage of ICT in all academic processes. All the currently employed and newly appointed faculty members were given Laptops. A total of 414 faculty members have been issued the laptops which entailed an outlay of Rs. 3.11 Crores.

The Body appreciated the initiative. Shri Hemalbhai suggested to add a clause or two on data privacy so that CHARUSAT does not have to take troubles in case anybody puts laptop to ulterior use.

**Item 37.22.08: For Information: Bring Your Own Device (BYOD) policy being implemented**

**Proceedings and Resolution 37.22.08:**

The Registrar informed the Body that as technology becomes more and more prevalent in the classroom, the idea of 'Bring Your Own Device' (BYOD) offers teachers and students alike new ways to explore learning. BYOD is a trend that is gradually gaining popularity and has revolutionized the classroom by generating fresh learning opportunities.

When students have the right device with them for education, they can engage themselves in a more dynamic and rewarding way. It offers great portability alongside some flexibilities like:

- Time to focus on studies instead of trying to get rid of software/hardware errors caused due to other students.
- Use the favourite and familiar software rather than remain dependent on the software installed/available in the lab.
- Complete the coursework and studies at any location with access to the materials and software you need without being tied to campus computer labs.
- Continue with work without interruption due to the power failure.
- Feel more comfortable while using your own devices

The university also intends to use the same BYOD principles in future laboratories, and in order to encourage the same, the university is planning to provide the latest configurations laptops with subsidies amount to the students. CHARUSAT is launching **CHARUSAT Laptop Scheme** to

provide a laptop to the students of (UG/PG) @ concessional rate for the current year i.e. 2022-2023. The subsidy will be given to the students as per the leftover duration in years of the program students are enrolled in. Subsidy details are as follows:

Leftover Duration in Program	Subsidy Provided by the University
1 Year	10%
2 Years	20%
3 Years	30%
4 Years	40%
5 Years	50%

25<sup>th</sup> December, 2022 is the last date to receive the online applications from students who are willing to have this laptop. Until today, 140 students have shown their willingness to buy the laptop. More responses are expected till the last date of receipt of application.

The total outlay for the above is expected at about Rs. 1.5 Crores considering laptop price of Rs. 1 Lakh. This will be offset against annual purchases of computers undertaken for next two/three years. CHARUSAT purchases computers worth Rs. 2 Crores every year.

The Body appreciated the initiative.

#### **Item 37.22.09: For Information: Infrastructural Projects planned**

##### **Proceedings and Resolution 37.22.09:**

The Registrar presented to the Body about the progress on building infrastructure, for the new projects undertaken by Shri Charotar Moti Sattavis Patidar Kelavani Mandal and CHARUSAT as below:

##### **a) Projects On-hand:**

(Booked in Kelavani Mandal Accounts)

Projects on-hand	Sq. Mtr.	Estimated Cost (In Crores)	Cost upto March-2023 (In Crores)
Construction of Hostel Block-5	6321	11.00	6.00
Construction of Hostel Block-6	6321	11.00	2.50
MCA Second Floor	3200	04.50	0.45
D Z Patel School		02.00	1.25
<b>Total</b>		<b>28.50</b>	<b>10.20</b>

##### **b) Upcoming Projects:**

Projects on-hand	Sq. Mtr.	Estimated Cost (In Crores)	Cost upto March-2023 (In Crores)
NRI Hostel (To be booked in Kelavani Mandal Accounts)	10824	17.00	3.00
Sports Complex (To be booked in CHARUSAT Accounts)	23105	11.80	1.50
Staff Quarter – 3 (To be booked in CHARUSAT Accounts)	2569	04.00	2.00
<b>Total</b>	<b>36498</b>	<b>32.80</b>	<b>6.50</b>



He added that these projects will be executed in a time frame of 15-18 months. Accordingly budget provision is made in current year and will be made in next year.

The Body noted the information.

#### **Item 37.22.10: For Information: SARAS 3D and Cable & Wire Testing Laboratory**

##### **Proceedings and Resolution 37.22.10:**

##### **SARAS 3D:**

The Registrar shared with the Body that CHARUSAT promotes the study of science and math education at the university through foundational courses. By collaborating with SARAS-3D, CHARUSAT goes a step further in its effort to improve school education in the subjects of science and math through premium 3D stereoscopic and interactive kits. After thoughtful consideration, CHARUSAT decided to donate 12 schools with 3D–Genius kits, each worth 50 lakhs by market value. 3D-Genius kit is further subdivided into classroom and laboratory solutions. Via the progressive presentation of knowledge utilizing 3D colourful simulations, models, and graphs, this kit enables students to learn through experimentation. Learning in a virtual lab-like environment deepens the students’ sensory connection to the material, propelling them to learn faster.

SARAS-3D had published press-release in multiple newspapers and CHARUSAT had invited over 100 schools through mailers to nominate their schools under this sponsorship program. Due diligence was conducted after acquiring the school application to identify the most passionate and deserving schools. 13 schools have the 3D-Genius kit installed, and both the children and the teachers are finding the learning process to be enjoyable. To comprehend the learning graph, a survey would be carried out towards the end of the month and a quarter after that.

Shri Kalpendu Shastri, a philanthropist and scientist based in USA had been kind enough to sponsor this whole initiative. He has also donated to create an endowment to promote strengthening of Basic Science knowledge amongst university students.

##### **Cable & Wire Testing Laboratory:**

The Registrar informed the Body that M & V Patel Department of Electrical Engineering have established “PVC Cables & Wire Testing Laboratory as per Indian Standards”. Shri J. C. Patel, who is an industrialist, manufactures the PVC granules of different grades for cable industries volunteered to give expert guidance for the laboratory development. The total expense incurred to establish the laboratory is Rs. 21 Lakhs including equipments, furniture, etc.

The laboratory is fully equipped with sophisticated test equipments and conducts approximately 14 different tests on cables & wires such as smoke density test, oxygen index test with temperature index, HCL gas emission test, thermal stability test, tensile & elongation test (before & after ageing), hot deformation test, volume & surface resistivity test, conductor resistance test, specific gravity test, loss of mass test, Shore A hardness test as per the Indian standards.

The laboratory is going to be utilized for third party verification tests for cable & wire industries, vocational certification courses and teaching CHARUSAT students.

The Body appreciated both the initiatives.

### Item 37.22.11: For Information: Paperless Examination

#### **Proceedings and Resolution 37.22.11:**

The Registrar shared that in the years 2019-20, CHARUSAT became the first university in Gujarat to introduce Digital Paperless Examination as a part of examination reform programme. In collaboration with Ppyrus LittleMore Innovation Labs, CHARUSAT successfully conducted the examination of first year students using PEXA software. Drawing of question paper and evaluation process carried out through the same software. The students are provided E-Tablets in which hall tickets are provided along with question paper. The students write the answers to both descriptive and multiple choice questions (MCQs) using the same E-Tablet. Beginning with the Even Term of the academic year 2022–2023, CHARUSAT opted to use the DigiTaal E-Tablet to administer all exams in a paperless mode. For this purpose, CHARUSAT purchased 1250 DigiTaal E-Tablets with 71 Charging Stations, each has a capacity to charge 20 devices simultaneously. This has entailed a total cost of Rs. 3.08 Crores to CHARUSAT. The detailed bifurcation is as follows:

Items	Rate	Quantity	Amount
DigiTaal	22250	1250	27812500
Docking Station (Charging Station)	71	16500	1171500
Stylus Pen	150	2200	330000
Stylus Pen's Tips	6000	10	60000
<b>Total</b>			<b>29374000</b>
<b>Tax (IGST 5%)</b>			<b>1468700</b>
<b>Amount Paid</b>			<b>30842700</b>

Following are the advantages of using this paperless examination system:

- Complete automated system for setting as well as conduction of university examinations
- Less chances of lapses in the assessment. e.g. total of marks, carry forward of marks will be done automatically done by system. System will prompt in case any of question not assessed by the examiner
- Time saving in question paper setting, printing of question paper and collection of answer script. No need to enter marks manually it will be done by the system
- No use of paper. It will save the usage of approx. 11,60,000 pages per years
- Software which will use the inventory of action verbs and terms provided by OBE Team to decide whether tenets of bloom's taxonomy are mapped in the question paper
- This can be considered as a futuristic initiative and can be a good model for other universities. CHARUSAT will be able to provide services to other organizations to conduct examination in paperless mode.

The Body noted the information.

**Item 37.22.12(A): For Information:** Memorandum of Understanding (MoUs) signed by CHARUSAT during September, 2021 to December, 2022

#### **Proceedings and Resolution 37.22.12(A):**

The Registrar presented the summary of MoUs signed by CHARUSAT during September, 2021 to December, 2022.



**Item 37.22.12(B): For Information:** Memorandum of Understanding (MoUs) signed by CHARUSAT Innovative Venture Foundation (CIVF)

CHARUSAT has established CHARUSAT Innovative Venture Foundation (CIVF) under Section-8 Company with following objectives:

- To promote, incubate and nurture Entrepreneurship and Innovations amongst the students, teachers and community at large.
- To provide a platform for inter-institutional and industry-academia partnerships for collective problem solving using innovative approaches.
- To facilitate aspiring entrepreneurs in identifying and researching challenges of economic or social relevance through innovation.
- To facilitate commercialization of IPR of the University for Societal Development.

CIVF has signed MoUs with PatentWire Consultant Pvt. Ltd., New Delhi and National Research Development Corporation, Ministry of Science and Technology, Government of India, for commercializing patents of CHARUSAT.

The Body suggested the following:

- Funding requests coming to CIVF be scrutinized diligently.
- Entrepreneurs have to be taught financial disciplines.
- CIVF and CHARUSAT shall sign a MoU for role clarities and close collaboration.

## **Items on Financial Management**

**Item 37.22.13: For Approval;** Minutes of Finance Committee Meetings

**Proceedings 37.22.13:**

The Registrar informed the Body that the 51<sup>st</sup> & 52<sup>nd</sup> meetings of Finance Committee of CHARUSAT were held on 8<sup>th</sup> September, 2022 and 15<sup>th</sup> November, 2022 respectively. The salient features of the Meetings are as follows:

**Salient Features of 51<sup>st</sup> & 52<sup>nd</sup> Finance Committee Meetings:**

- Approval of purchase of Equipments worth Rs. 714.97 Lakhs from 1/7/2022 to 30/9/2022
- Approval of purchase of Furniture & Fixtures worth ` 41.45 Lakhs from 1/7/2022 to 30/9/2022
- Approval of expenses for procurement of Projectors and related accessories worth Rs. 20 Lakhs
- Approval of proposal for Establishing Foundation Courses Labs at CHARUSAT with an estimated budget of Rs. 10.80 Lakhs
- Approval of budget of Rs. 51.75 Lakhs for 12<sup>th</sup> Convocation of CHARUSAT
- Approval of budget of Rs. 95.95 for the development of Obstetrics & Gynecological Nursing Simulation lab at MTIN

- Payment of Gratuity installment of Rs. 1 Crore
- Approval of expenses of Rs. 16.45 Lakhs for AIU Inter-University Sports Tournament - 2022
- Approval of budget worth Rs. 60 Lakhs for activities and future action plan for International Students Cell (ICS) for Admission Year 2023-24
- Approval of budget of Rs. 13.75 Lakhs for Vrund-22 (The Annual Garba Festival of the University)
- Approval of expenditure of Rs. 16.27 Lakhs for Software and Equipment Purchase for EC Department, CSPIT
- Approval of expenses worth Rs. 120 Lakhs for the development/furniture work of Girls Hostel 6

The Finance Committee has approved it. The Registrar presented the minutes of the meetings (without annexures) to the GB.

**Resolution 37.22.13:**

The Body noted and approved the minutes of 51<sup>st</sup> and 52<sup>nd</sup> meetings of Finance Committee.

**Item 37.22.14:** Any other item with the permission of the Chairman

- Dr. Bimal Patel suggested that all the faculty members should have roles in four domains:
  - 1) Teaching & Learning
  - 2) Research & Development
  - 3) Institute Development
  - 4) Training & Extension

For Extension activities the teachers/students should be encouraged to regularly keep abreast of events happening nationally and internationally. Opportunities need to be identified wherein Faculty/students can contribute. He gave an example to have Hackathons to channelize IT talent of country to solve its problems. It is there on website. This can be taken as an opportunity for faculty/students of CHARUSAT. Every year few points can be identified for a year; can be shared amongst students/staff. Every year it can be updated.

He also mentioned about scheme of having Raksha Shakti School across the Nation by Home Ministry. This opportunity can also be explored.

- Registrar informed about the Gujarat Nursing Council inspection going on at Manikaka Topawala Institute of Nursing. He brought out that CHARUSAT has applied for a new programme namely Post Basic B.Sc. Nursing for 20 seats intake. If all goes well,

CHARUSAT shall get permission for the same. With that, programmes at MTIN will be as under:

<b>Programme</b>	<b>Duration</b>	<b>Intake</b>
B.Sc.(Nursing)	4 Years	60
General Nursing & Midwifery (GNM)	3 Years	40
M.Sc. (Nursing) <ul style="list-style-type: none"> <li>• Medical-Surgical Nursing</li> <li>• Child Health Nursing</li> <li>• Obstetrics &amp; Gynecological Nursing</li> <li>• Community Health Nursing</li> <li>• Mental Health Nursing</li> </ul>	2 Years	20
Post Basic B.Sc. Nursing	2 Years	20

- The GB resolved to have more participation of female at all levels. GB members may recommend for external experts whose guidance can be sought at all levels.

*There were no other items, hence the meeting ended with the Vote of Thanks to the Chairman.*

**Dr. Devang Joshi**  
**Registrar**

Date: 4<sup>th</sup> January, 2023