

MINUTES

52nd MEETING OF BOARD OF MANAGEMENT OF CHARUSAT

Date : September 10, 2022, Saturday

Time : 10:30 a.m.

Venue : I²IM Conference Room, I²IM Building, CHARUSAT Campus

The 52nd meeting of Board of Management of Charotar University of Science and Technology (CHARUSAT) was held as per schedule.

Following members were present:

| | | | |
|----|-----------------------|--------------------------|---|
| 1. | Shri Surendra M Patel | Chairman; | President, CHARUSAT |
| 2. | Dr. R V Upadhyay | Member; | Provost, CHARUSAT |
| 3. | Dr. Atul Patel | Member; | Dean – Faculty of Computer Applications; nominated by Shri Charotar Moti Sattavis Patidar Kelavani Mandal |
| 4. | Dr. M. Balaganapathy | Member; | Principal, ARIP, CHARUSAT |
| 5. | Dr. Darshan Patel | Member; | Principal, BDPIPS, CHARUSAT |
| 6. | Mr. Devang Joshi | Member-Secretary; | Registrar, CHARUSAT (ex-officio) |

Following members/invitees could not remain present:

| | | | |
|----|-------------------------|----------------|--|
| 1. | Shri Naginbhai M. Patel | Member; | President, Matrusanstha & CHRF |
| 2. | Shri Nayanbhai Patel | Member; | Executive Director, Packam Controls Private Limited & Industrialist of Repute |
| 3. | Shri H T Patel | Member; | Former President, API Business, Zydus Cadila Healthcare Ltd., Nominated by Shri Charotar Moti Sattavis Patidar Kelavani Mandal |
| 4. | Shri Deepenbhai Patel | Member; | Industrialist, Dubai |

Following invitees remained present on the special request from the Chairman:

| | | |
|----|-------------------|-----------------------------|
| 1. | Dr. M C Patel | Secretary, Kelavani Mandal |
| 2. | Shri Ashok Patel | Advisor, CHARUSAT |
| 3. | Dr. B G Patel | Advisor, CHARUSAT |
| 4. | Dr. Mayur Sutaria | Coordinator, IQAC, CHARUSAT |
| 5. | Dr. S P Kosta | Advisor, CHARUSAT |

INITIATION:

The Registrar informed the Board that Smt. Harshaben Patel had left for heavenly abode on 7th September, 2022 in USA. She is a donor of Rs. 1 Crore to CHRF and wife of Shri Naginbhai Patel - President, Matrusanstha & CHRF. The Board offered tribute to the departed soul by observing 2 minutes silence before the commencement of the meeting.

PROCEEDINGS AND RESOLUTIONS:

Item 52.22.01: For Confirmation; Relevant portion of the minutes of Fifteenth Joint Meeting of Governing Body and Board of Management held on April 21, 2022

Proceedings & Resolution 52.22.01:

CHARUSAT had organized the Fifteenth Joint Meeting of 36th Meeting of Governing Body and 51st Meeting of Board of Management (BOM) on April 21, 2022. The minutes were circulated on May 18, 2022 and suggestions were invited from members and invitees. As there were no suggestions, the Board confirmed the relevant portions of the Minutes falling under its purview.

Item 52.22.02: For Information; Actions taken on the items of the Fifteenth Joint Meeting of Board of Management and Governing Body

Proceedings 52.22.02:

The Registrar briefed on the actions taken on the items of the 15th Joint Meeting of Board of Management and Governing Body of CHARUSAT.

Under Item No. 34.21.08(2) regarding Startup Projects, the President suggested to have a separate center for Entrepreneurship Development, Incubation and Acceleration. He asked for a comprehensive infrastructure development plan for next 3 years alongwith this suggestion.

Under Item No. JM-15.22.04, the Provost presented action taken as follows:

| Points | Suggested action/s | Action taken |
|--|--|--|
| Research and Innovation | At-least two publications/ faculty member and out of those WoS listed one must be in Journal Publications now onwards for better rating of the University. | Research publication in Q1-rated Journal is 40%. All faculties were asked to publish in SCI indexed journal. |
| Policy for Professor and Associate Professor of Practice | To formulate and execute policy for Professor and Associate Professor of Practice | The policy for Professor and Associate Professor of Practice is prepared. Two Professors are recruited. |
| Career Advancement | Appointment/ promotion of faculty members under CAS | The Phase-2 of the CAS is completed. The process of changing AGP from 6000 to |

| | | |
|--|---|--|
| Scheme (CAS) of Faculty Members | | 7000 of 99 Teachers and AGP from 7000 to 8000 of 15 teachers' is completed. Other CAS revision is under process. |
| Smart Classroom | At-least one smart classroom at every institute | The preliminary work for Smart Class room at every institute is done. One such class room shall begin functioning at CMPICA. The finance approval is sought. |
| National / International collaborations (approx. five) | More number of national/ International collaborations | Entered into an international collaboration between Malaysia and CHARUSAT. |
| Administrative restructuring | Administrative restructuring | The administration restructuring is under process. The 70-80% work is completed and rest will be ended by September 2022. |

Dr. M C Patel suggested to enhance our Research efforts so that our labs and facilities are constantly be in use.

Under Item No. JM-15.22.04 regarding change in intake of various programmes of CSPIT, the Board directed to increase intake of Advance Branches. It also asked to introduce more Certification Programmes.

Under Item No. JM-15.22.1(a) regarding development of Campus at Kathlal, the Registrar presented a report, submitted by the Committee. The President directed that this report should be put to Kelavani Mandal. A comprehensive discussion should be done there about dimensions on:

- i) Who will initiate Campus? University or Kelavani Mandal?
- ii) Can Kelavani Mandal collaborate with other Mandal for Campus?
- iii) Location of the Campus?

The discussion of above points should be reported to the Board.

Resolution 52.22.02:

The Board noted and approved the actions taken under items of the 15th Joint meeting of Board of Management and Governing Body of CHARUSAT.

Items on Academics and Research

Item 52.22.03: For Information and Discussion; Visit of NAAC Team

Proceedings & Resolution 52.22.03:

The Registrar shared that CHARUSAT has obtained A⁺ grade in Second cycle of NAAC. The first visit of NAAC Peer team happened from 9th-12th February, 2022. The outcome was

“A” grade. CHARUSAT had appealed to NAAC against “A” grade outcome. Subsequently appeal was sustained by NAAC and revisit happened during 7th-9th July, 2022. The outcome of this visit has resulted in “A+” grade to CHARUSAT. Dr. Mayur Sutaria, Coordinator, IQAC, was requested to share the details.

Dr. Mayur shared that with A+, CHARUSAT is amongst top 100 universities of India and amongst top 5 universities in Gujarat. He further shared strengths, weaknesses, Opportunities, Challenges, etc. as pointed by NAAC. The President said SWOC is a continuous process. We have to do it continuously. He also directed that based on SWOC given by NAAC we have to increase more of our strengths and address our weaknesses/challenges seriously.

President also directed to have comprehensive MoUs with internationally reputed Universities so that CHARUSAT and State students shall get global level opportunities at doorsteps with affordability.

Item 52.22.04: For Information and Approval; Activities and future action plan for International Student Cell (ISC)

Proceedings 52.22.04:

The Registrar presented a brief report of initiatives, activities, future plans, requirements, achievements and Budget of ISC. Mr. Kruten Patel, Executive Officer, ISC, gave presentation containing the salient points of the report.

Resolution 52.22.04:

The Board approved the report alongwith the requirements and budget as per **Annexure-1, Page No. 11.**

Item 52.22.05: For Information and Approval; Minutes of 24th Academic Council Meeting

Proceedings & Resolution 52.22.05:

Registrar conveyed the Board that the 24th Academic Council meeting was held on 20th June, 2022. He presented the salient features and minutes of the meeting for approval.

The Board approved the minutes of 24th Academic Council meeting.

Item 52.22.06: For Information and Approval; CHARUSAT-Saras 3D Project

Proceedings & Resolution 52.22.06:

The Registrar shared 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. The donation was facilitated by a Scientist settled in USA. 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. So far, 09 schools have been shortlisted, a tripartite agreement has been signed and the installation of the systems and the teachers' training sessions have commenced. The final 03 schools for this program are still in the process of being determined.

The Board noted the information and approved the initiative.

Item 52.22.07: For Information and Approval; Admission to Ph.D. Programmes

Proceedings & Resolution 52.22.07:

The Registrar informed the Board that the University initiated a paperless procedure for PhD admissions for July 2022 intake with an attempt to attract potential candidates from national as well as international arena. The intake was decided based on laboratories and availability of vacancies with qualified research supervisors.

The selection process comprises of a Written Test (CDET) followed by presentation by shortlisted candidates. The applicants who have cleared national level tests are directly invited to presentation phase.

He further presented the summary of the applications received as mentioned as follows:

| Faculty (1) | Applications Received (2) | Not Eligible (3) | Cleared National Eligibility (Direct Interaction) (4) | CDET Attended (5) | Qualified CDET (6) | Not qualified after CDET (7) |
|--|--|---------------------------------|--|----------------------------------|-----------------------------------|---|
| FTE | 28 | 2 | 5 | 21 | 21 | 0 |
| FMD | 23 | 2 | 1 | 20 | 18 | 2 |
| FAS | 76 | 16 | 13 | 47 | 34 | 13 |
| FPH | 13 | 0 | 7 | 6 | 6 | 0 |
| FMS | 14 | 0 | 0 | 14 | 13 | 1 |
| FCA | 9 | 1 | 0 | 8 | 7 | 1 |
| TOTAL | 163 | 21 | 26 | 116 | 99 | 17 |
| QUALIFIED FOR FINAL INTERACTION | | | | (Column 4 + 6) 125 | | |

The Board noted the information and approved Rs. 15,000/- per month as Ph.D. Fellowship (CPSF). It also directed to take all measures to attract good researchers at CHARUSAT.

Item 52.22.08: For Information; Admission Scenario at different faculties

Proceedings & Resolution 52.22.08:

Registrar informed the Board that CHARUSAT has taken following actions to foster the admissions:

- a) Increasing reliance on social media
- b) Devising fully automated online system to handle admission inquiries, follow-ups, admission confirmations, etc.
- c) Give best programmes offerings and student experiences

The Registrar presented the details of admissions to various programmes to the Board. The Board noted the information and appreciated the efforts for admissions.

Item 52.22.09: For Information; Visit of Registrar to United Kingdom (UK)

Proceedings & Resolution 52.22.09:

The Registrar informed the Board that our well-wishers and donors namely Shri Kiritbhai R Patel, Dr. Ambrish J Patel, Shri Kamlesh G Patel, and Shri Indra A Patel had formed a Trust by name "**Charusat Educational and Healthcare Trust (CEHT)**". It was registered about 2 ½ years ago but was not very functional due to Covid. The Trustees decided to organize a Launch Event for CEHT on 16th July 2022 in Wembley UK. Considering their invitation, a team from CHARUSAT, Shri Vishnubhai Patel- Trustee Kelavani Mandal & Vice President CHRF, Shri Virendra Patel Trustee Kelavani Mandal and Vice President CHRF, Shri Navneetbhai Patel – Vice President Matrusansta, Dr. Devang Joshi - Registrar CHARUSAT, Dr. Uma Patel COO - Charusat Hospital attended the event.

Meeting Donors / Well-Wishers

Post event, Dr. Devang Joshi along with Shri Virendrabhai, Shri Vishnubhai and Dr. Uma Patel had visited select donors / well-wishers and shared the activities carried out by the two mega projects CHARUSAT University and CHARUSAT Hospital in the Campus and appealed them to contribute for the noble cause.

Visit to Various Universities

The Team visited various universities viz. Salford University (on 20/7/2022), Edge Hill University (on 20/7/2022), University of Portsmouth (on 21/7/2022), Kings College (on 26/7/2022), and Oxford University for exploring the opportunity for collaboration for student exchange/Faculty exchange/Joint Research and other such collaboration initiatives with CHARUSAT University.

The Board noted the information.

Item 52.22.10: For Information; Celebration of “Azadi ka Amrit Mahotsav”

Proceedings & Resolution 52.22.10:

The Registrar conveyed the Board that “Azadi Ka Amrit Mahotsav” is a series of events organized by the Government of India to commemorate the 75th Anniversary of India’s

Independence. He then presented a brief report on various activities carried out by CHARUSAT Rural Education Development Programme (CREDP).

The Board noted the information.

Item 52.22.11: For Information; Donation received from Shri Veenaben Thakorebhai Patel

Proceedings & Resolution 52.22.09:

The Registrar informed the Board that we have received donation of Rupees one crore Shri Veenaben Thakorebhai Patel, Nadiad/UK on 06.8.2022 through Smt. Madhuben J Patel, Joint Secretary, Kelavani Mandal. The Esteemed donor happens to be a friend of Smt. Madhuben Patel. Bi-furcation of donation is given as per below table:

| Sr. No. | Contribution for | Amount in Rs. |
|---------|--|----------------------|
| 1 | Obstetric and Gynecological laboratory | 85,00,000/- |
| 2 | Gold Medal fund (Two Gold Medals) | 15,00,000/- |
| | Total | 1,00,00,000/- |

The Board noted the information and expressed gratitude towards Shri Veenaben Thakorebhai Patel for the prestigious donation.

Items on Financial Management

Item 52.22.12: For Approval; Minutes of Finance Committee Meeting

Proceedings 52.22.12:

The Registrar informed that 49th and 50th meetings of Finance Committee of CHARUSAT were held on 3rd June, 2022 and 26th July, 2022 respectively. He brought out the salient features of the meetings as follows:

Salient Features of 49th & 50th Finance Committee Meetings:

- Approval of purchase of Equipments worth Rs. 57 Lakhs and \$ 30000 from 1/2/2022 to 30/6/2022
- Approval of purchase of Furniture & Fixtures worth Rs. 27.21 Lakhs from 1/1/2021 to 30/6/2021
- Approval of Lab. Development for CE-CSE of CSPIT at an estimated cost of Rs. 81.17 Lakhs
- Approval of budget of Rs. 8.16 Lakhs for the establishment of Psychology Lab
- Approval of budget for establishment of Instruments/Apparatus Cable & Wire Testing Laboratory with an estimated cost of Rs. 21 Lakhs in Electrical Engineering department of CSPIT
- Approval of budget for Various Software, WiFi excess point, Personal Computer Systems, 3D Printer, IOT Components, Furniture Requirements for DEPSTAR Building at estimated cost of Rs. 124.68 Lakhs

- Approval of budget for Phase IV-V Pop up automatic sprinkler system installation for Technology Zone Landscape Area at Charusat Campus with an estimated cost of Rs. 25 Lakhs
- Approval of budget for the establishment of second environmental Engineering Laboratory of PDPIAS at Department of Civil Engineering with an estimated cost of Rs. 20 Lakhs
- Approval for Renewal (AMC/TECS) of ANSYS Academic Multiphysics Campus License Software for Mechanical, Civil, Electrical and EC departments of CSPIT with an estimated budget of Rs. 16.24 Lakhs
- Approval of release of 15% (164% to 189%) Dearness Allowance from August, 2022 without any arrears

Following Non-budgeted items were endorsed by the Finance Committee:

- Approval of budget for SARAS-3D Hardware Procurement worth Rs. 336.61 Lakhs
- Approval of expenditure for Digital Examination System with a total cost of Rs. 333.11 Lakhs + GST as applicable
- Approval of budget for construction of Staff Quarter – 3 with an estimated expenditure of Rs. 840 Lakhs
- Approval of budget for construction of New Dining Hall with an estimated expenditure of Rs. 102.75 Lakhs

The minutes of the meetings (without annexures) was presented for the approval.

Resolution 52.22.12:

The Board noted the information and approved the minutes of 49th and 50th Finance Committee meetings.

Items on HR Management

Item 52.22.13: For Information; Resignation of Dr. Amit Ganatra, Dean, Faculty of Technology & Engineering and Principal, DEPSTAR

Proceedings & Resolution 52.22.13:

Registrar informed the Board that Dr. Amit Ganatra –Dean, Faculty of Technology & Engg. and Professor & Principal - DEPSTAR had resigned. He has been invited to act as Provost of Parul University. He was relieved from his services on 30th July 2022 after due farewell.

The Registrar brought out that Dr. Amit Ganatra was a Board member too. Hence, with his exit, a member has to be nominated.

The Board directed that the President be given power to nominate.

Item 52.22.14: For Information; Appointment/ Resignation/ Deputation of teaching and non-teaching staff

Proceedings 52.22.14:

The Registrar presented the detail information regarding the new joiners and the resigned employees as well as Summary Report of all the employees of CHARUSAT for approval.

Resolution 52.22.14:

The Board approved the summary report of all the employees of CHARUSAT. The Board asked to present Turnover ratio Cadre-wise and Category-wise. Also, it directed to reduce the turnover ratio from 6.31 to 5.

Item 52.22.15: Any other item with the permission of the Chairman

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

Dr. Devang Joshi
Registrar

Date: 22nd September, 2022

ANNEXURE 1

(ITEM No. 52.22.04)

A SUMMARY REPORT ON INTERNATIONAL STUDENT CELL (ISC)

A Summary Report by International Student Cell (ISC)

International Students' Cell has admitted 89 international admissions for the A.Y. 2022-23 as on date, resulting in a flat revenue generation of about **2.65 crores**. As a result of which we are having a total of **180** students with **20+** Nationalities on campus as on date.

Following is a brief report of initiative, activities, future plan, requirements and achievement of International Student Cell.

Initiatives:

The following are the initiatives carried out by International Students' Cell:

Government Scheme availment

- Coordination of Study in India program and successfully registered CHARUSAT & PDPIAS under the scheme
- Coordination of Study in Gujarat program.
- Coordination for admissions through DASA.
- Registered CHARUSAT under Bihar Credit Card Scheme.

Social Media Promotions

- Active promotions on social media for wide publicity and generating leads which are nurtured to admissions.
- Handling Digital Media handles of CHARUSAT.
- Coordinating for preparation of all social media posts and banners of CHARUSAT.
- Coordination for Photo and Video shoot for campus and students.

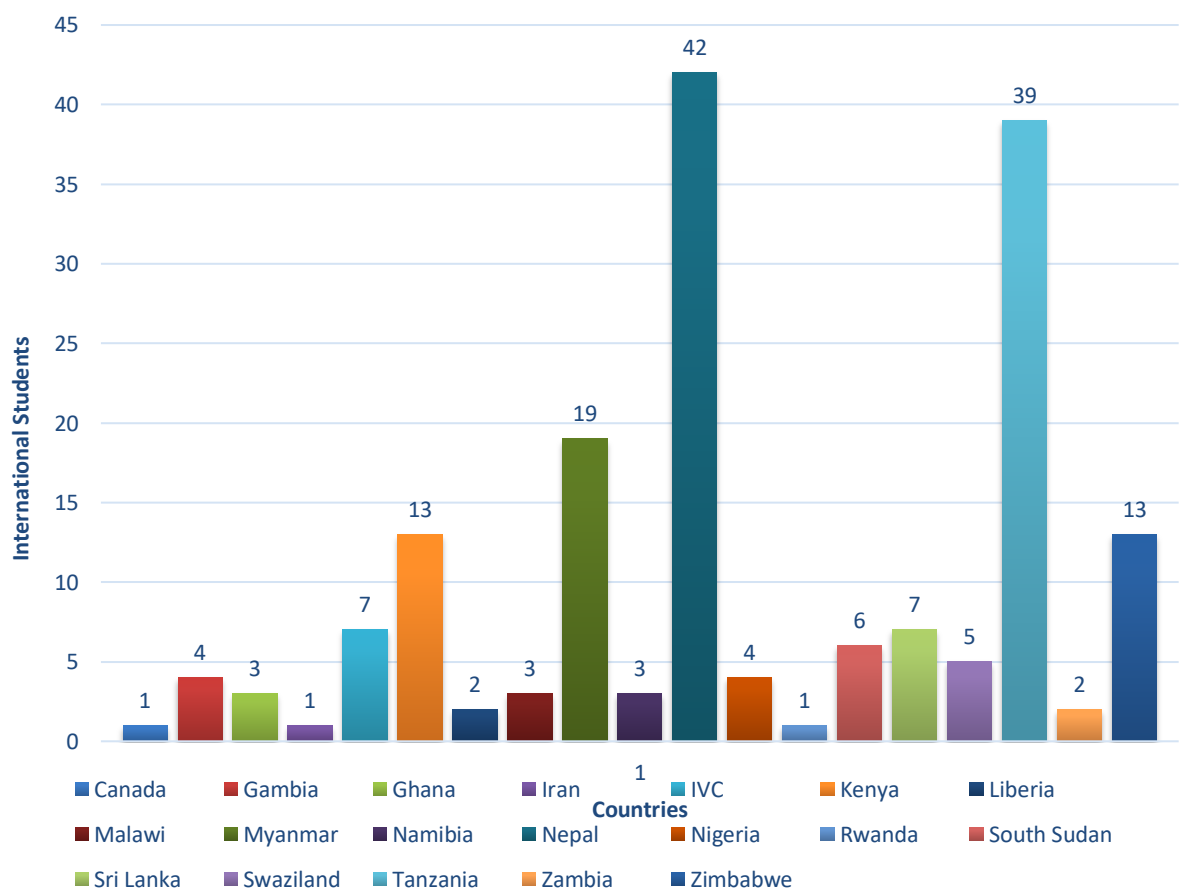
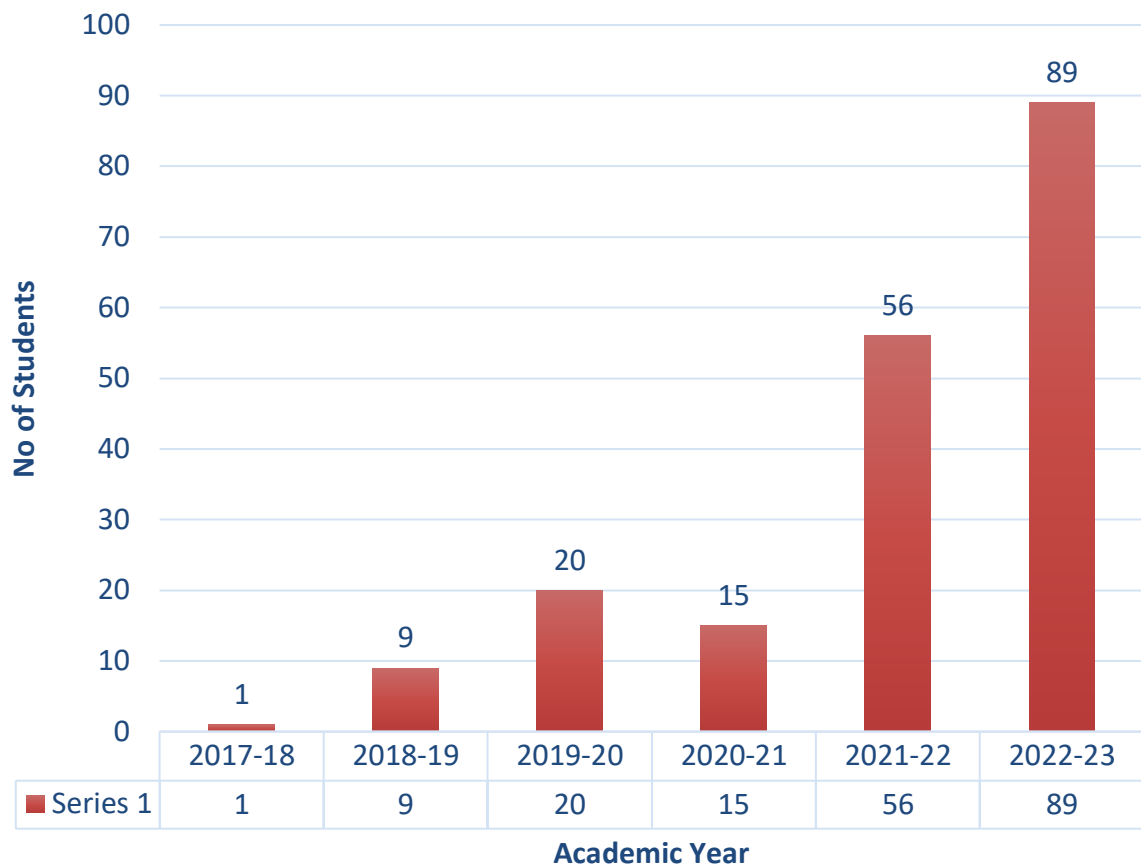
Activities:

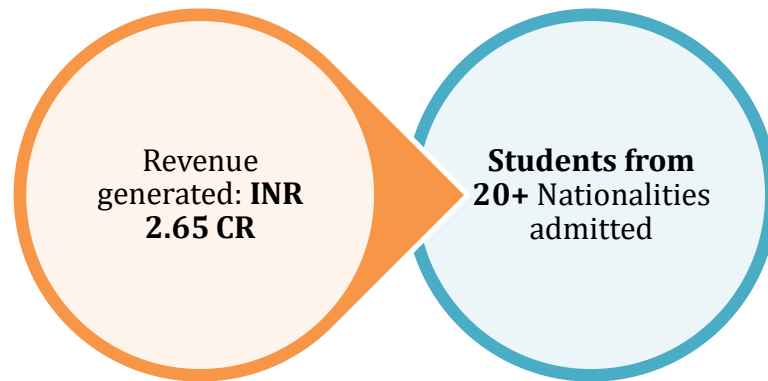
The following are the activities carried out by International Students' Cell:

1. Counselling of prospective students and managing leads
2. Preparing marketing materials (Brochures, Standee, Banners, Videos, etc.) for promotions of CHARUSAT.
3. Various schemes to enhance admissions e.g., Buddy Referral Program, Scholarship through Ministry of Education, Preferred Country Scholarship, etc.
4. Generating offer letters for national and international admissions and its follow up.
5. Fees management of international as well as out state students.
6. MOUs for collaboration with universities, consultants, AIESEC, Agency Assessment form, CHARUSAT Emailers.
7. Comprehensive Student Facilitation:
 - ✓ Special counselling sessions
 - ✓ Airport pickup, residence and settling in campus
 - ✓ Conducting orientation programme for newly arrived foreign students
 - ✓ Opening of Bank account, Sim Card, FRRO, Vaccination, etc.
8. Cultural Events & Tours:
 - ✓ Cultural assimilations through celebration of various Indian festivals and country specific festivals.
 - ✓ Engagement during vacations through various activities like cultural tours and engagements.
 - ✓ Celebrations of All Independence Day of all countries

Impact:

No of International Students year wise

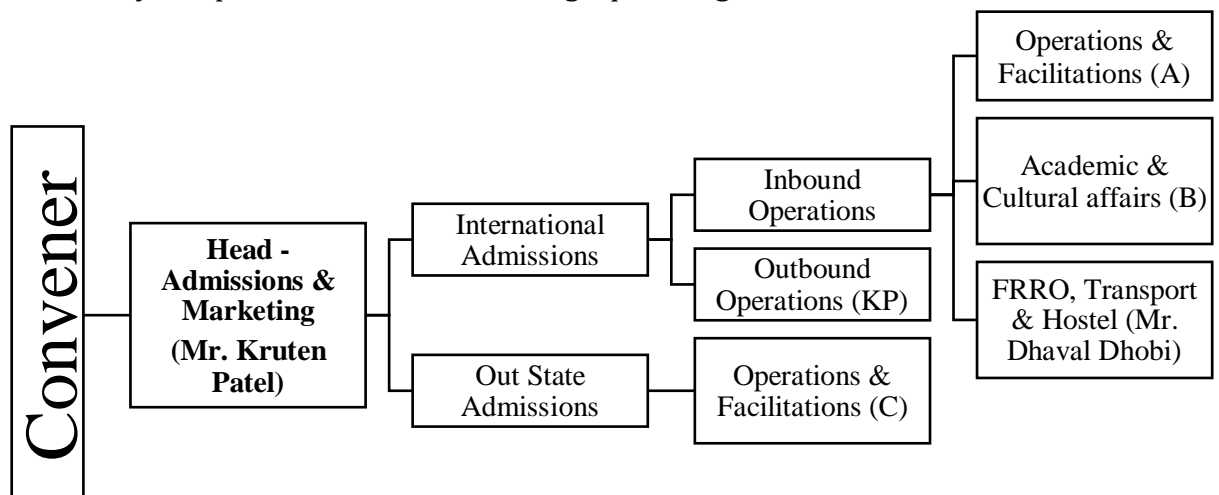




Requirements/Future Plan:

The following are the requirements cum future plan for AY 2023-24:

1. Residence for Boys and Girls with non-vegetarian mess.
2. Good office complex with amenities with international standards.
3. Library cum Reading room for students after college hours and on holidays.
4. Meeting/Conference room with projector and computer.
5. 5 Cubical for staff cum interns seating arrangement.
6. On campus jobs for students.
7. Vacation tours for students to explore Indian culture. CHARUSAT shall facilitate transport and faculty expense.
8. Pantry with Refrigerator, RO, Induction (Use: CDPC/ISC/Alumni Cell).
9. Washroom for international students and guests.
10. Hostel Rector: Male & Female well versed with English language.
11. A CHARUSAT Admission Cell to be formulated which will be looking after for international and out state admissions as well as marketing and promotions of the University. Proposed structure for strategic planning of admissions for AY 2023-24:



12. Proposed Budget for ISC for AY 2023-24

| Target Country | Target Student count | Outreach/Promotional Activity | Budget (INR) |
|---|----------------------|---|------------------|
| Tanzania, Kenya, Zimbabwe, Zambia & West Africa | 30 | Participation in education fairs to interact with school management, teachers, students, etc. | 800000 |
| | | Flyer distribution/ Hoardings/ Distribution of leaflet in schools/ On spot admission fair/Meeting with Expatriate Indians/ Canopy/Principals Meet | 800000 |
| | | Hoardings, Distribution of leaflet in schools, Radio Adverts, on spot admission fair, Meeting with Expatriate Indians/Canopy/Principals Meet | 400000 |
| Uzbekistan, Russia, Vietnam, Indonesia | 10 | News Magazine, News Papers, Radio-FM, Hoardings, Workshops for students at various locations | 480000 |
| | | School visits/Inviting school coordinators/Principals meet along with media/ School Sponsorships | 480000 |
| Asian Countries | 10 | School Visits/on spot fair/radio adverts/Flyer distribution/Canopy/Principals Meet | 320000 |
| Sri Lanka & Maldives | 05 | Participation in education Fairs. School visits/principals meet/organizing fairs at various locations/hoardings/Flyer distribution | 320000 |
| Study in India Fairs | 20 | Participation in education Fairs. School visits/principals meet/organizing fairs at various locations/hoardings/Flyer distribution | 1600000 |
| Social Media | NA | University promotions across India and abroad | 500000 |
| Facilitations | NA | Miscellaneous (Tours facilitation, Events, etc.) | 300000 |
| Total | | | 60,00,000 |

| Budget for AY 2022-23 | |
|-----------------------|---------------|
| Budget approved | INR 50,00,000 |
| Budget utilized | INR 17,00,000 |
| Budget left | INR 33,00,000 |