



*National Institute of Foundry and Forge Technology, Hatia, Ranchi*

**Minutes of the  
101<sup>st</sup> Meeting of the  
BOARD OF GOVERNORS**

**Date: 16<sup>th</sup> February, 2017**

**Time: 02.30 PM**

**Venue**

**Indian Institute of Technology  
Delhi**



**National Institute of Foundry and Forge Technology  
Hatia, Ranchi – 834 003, Jharkhand**





*National Institute of Foundry and Forge Technology, Hatia, Ranchi*

**Minutes of the 101<sup>st</sup> meeting of the Board of Governors of National Institute of Foundry and Forge Technology, Hatia, Ranchi, held at 02.30 p.m. on Thursday, 16<sup>th</sup> February, 2017 at Board Room, IIT Delhi**

**Members present:**

- |  |                             |
|--|-----------------------------|
| 1. <b>Shri. Sandeep Gupta</b><br>48, Morar Enclave Colony<br>Gola Ka Mandir,<br>Gwalior (M.P.)   | <b>Chairman</b>             |
| 2. <b>Shri Pandey Pradeep Kumar</b><br>Under Secretary<br>M.H.R.D., Department of Higher Education<br>Technical Section –IV, Govt. of India,<br>Shastri Bhavan, New Delhi – 110115.          | <b>MHRD, Representative</b> |
| 3. <b>Professor Amol A Gokhale</b><br>Department of Mechanical Engineering<br>(Manufacturing Group)<br>Indian Institute of Technology, Bombay<br>IIT Area, Powai, Mumbai, Maharashtra 400076 | <b>Member</b>               |
| 4. <b>Dr. D. Ravi Kumar</b><br>Professor<br>Department of Mechanical Engineering<br>Indian Institute of Technology, Delhi<br>Hauz Khas New Delhi 110 016, India                              | <b>Member</b>               |
| 5. <b>Prof. S.B.Kumar,</b><br>Dept.of MME,<br>NIFFT, Hatia,Ranchi-3  | <b>Member</b>               |
| 6. <b>Prof. P. Talukdar</b><br>Dept. of Forge Technology<br>NIFFT, Hatia, Ranchi-3   | <b>Member</b>               |
| 7. <b>Prof. P P Chattopadhyay</b><br>Director<br>NIFFT, Hatia, Ranchi-3  | <b>Member Secretary</b>     |

**Dr. N.K. Singh**, Professor-in-charge of Administration participated as a Special Invitee.





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At the outset, leave of absence was granted to Professor M. K. Tiwari. The e-mail, containing his comment regarding holding at least four BoG meetings yearly, was reported. The Institute was advised to adhere to the same and to hold, in particular, two meeting in six months. Hon'ble Chairman emphasized the urgency of nomination from the Ministry in BoG for having the resourceful discussion and drawing the effective resolution.

The meeting commenced with the warm welcome by the Chairman to Professor Amol A Gokhale, Professor D. Ravi Kumar and Professor S. B. Kumar, who joined the BoG and also to the other members. Subsequently, the Chairman entrusted the Member Secretary to continue the proceeding. Accordingly, the Agenda Items were deliberated upon as following: -

**Item No. I-1      To confirm the minutes of 100<sup>th</sup> meeting of the Board of Governors (BoG), held on 31<sup>st</sup> August, 2016 in the Board Room, IIT, Delhi**

The minutes of the 100<sup>th</sup> meeting of the BoG, approved by the Hon'ble Chairman, was circulated to all the members of the Board. No comments have been received from members of the BoG. The minutes of the meeting is placed at **Annexure 'I'**.

**Resolution:** *The minute of 100<sup>th</sup> meeting of the Board of Governors is considered to be confirmed, since no comments were received from the member of BoG on circulation of the minutes.*

**Item No. I-2      To report on the action taken on the minutes of 100<sup>th</sup> meeting of the Board of Governors (BoG) held on 31<sup>st</sup> August, 2016 in the Board Room, IIT, Delhi**

Report concerning the action taken on the decisions of the 100<sup>th</sup> meeting of the Board of Governors held on 31<sup>st</sup> August, 2016 is placed as **Annexure 'II'**.

**Resolution:** *The Board noted the action taken report.*

**Item No. II-1      To report on the activities of the institute since last report submitted to the Board**

The regular activities of the Institute such as publishing of results, conducting supplementary and semester examinations have been carried out as per schedule. Classes of all the courses have been conducted accordingly. The details of activities are furnished as **Annexure 'III'**.

**Resolution:** *The Board noted the activities of the Institute.*





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**Item No. II-2**

**To report on the activities of Placement Cell**

**Placement statistics (From Oct 2016 to 30<sup>th</sup> Jan 2017):  
(Students passing in June-July 2017)**

Programme	Total No. of Students	No. of students placed (till 31 <sup>st</sup> Jan., 2017)	
B. Tech	130	40	Placement continuing
ADC	73	30	”
M.Tech (FFT)	22	06	”

Company Name	PROGRAMME		
	B.Tech	ADC	M. Tech
KPMG Bangaluru	03		
Tata Motor Mumbai	06		
Tata Motor Pune		04	
DCM Engg. Ltd. Ropar	08		
Lakshmi Machine Works Ltd. Coimbatore	04		03
3 D Foundry Tech Pvt. Limited Mumbai			01
MPM Foundry Solutions Nagpur	05		
Hindalco Industries Ltd Mumbai	03		
Steel Strips Wheel Ltd Chandigarh	08	17	
ISGEC Heavy Engg. Ltd. Yamunanagar Haryana		03	02
Sriram Piston & Rings Ltd., Alwar Rajasthan		06	
Hinduja Foundries	03		

**Resolution:** *The members noted the placement report and expressed their satisfaction.*





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**Item No. II-3**

**To report on the electrical and civil work carried out since last Board**

Sl. .	Work Done Departmentally	Expenditure (Rs.)
1.	Repair work of electrical panels 2nos.	90000/=
2.	AMC of 320 KVA Two Nos. DG Set	41400/=
3.	Purchase of Electrical Items for the Gymkhana	22100/=
Sl. o.	Work Done Departmentally	Expenditure (Rs.)
1.	Beautification of NIFFT campus for Golden Jubilee function.	92324/=
2.	Painting of main gate alongwith side boundary wall (outside portion)	58408/=
3.	Replacement of 18 No.'s PVC Doors of the toilets of the Homi Jahangir Bhabha (HJB) Hostel	78544/=

**Resolution:** *Noted.*

**Item No. II-4**

**To report on the status of various court cases**

The status of Various Court Cases along with brief detail of each case, are furnished in **Annexure 'IV'** as per the format stipulated by the Ministry of Human Resource Development, Government of India.

**Resolution:** *Noted.*

**Item No. II- 5**

**To report on the status of filling up of vacant posts since last Board meeting**

**FACULTY SELECTION**

Faculty Selection Committee meeting was held during 20<sup>th</sup> / 21<sup>st</sup> February and 27<sup>th</sup> May, 2016 at New Delhi for the Departments of Manufacturing Engineering, Metallurgical and Material Science Engineering and Applied Science and Humanities.





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The following selected candidates joined the respective department w.e.f. the dates mentioned below: -

Position	Department	Selected Candidate(s)	Date of Joining
Assistant Professor	DASH (Physics)	Dr. Parthasarathi Mandal	10 Nov., 2016
	Manufacturing Engineering	Dr. Sambit Kumar Parida	15 Nov., 2016
		Dr. Ratnakar Das	10 Nov., 2016
		Dr. Subroto Kumar Soren	11 Jan., 2017
		Mr. Anand Mohan Murmu	21 Nov., 2016
	DASH (Electrical Engineering)	Dr. Vikash Kumar Gupta	01 Dec., 2016
	DASH (Env. Engineering)	Dr. Subhankar Basu	15 Nov., 2016

The following selected candidates sought extension for joining: -

Position	Department	Selected Candidate(s)	Probable Date of Joining
Assistant Professor	DASH (Mathematics)	Ms. Madhusmita Tripathy	June, 2017
	DASH (Chemistry)	Ms. Poulomi Roy	May, 2017
Associate Professor	DASH (Mathematics)	Dr. Hare Krishna Nigam	17 March, 2017

The following selected candidate declined the offer of appointment: -

Position	Department	Selected Candidate
Assistant Professor	Manufacturing Engineering	Dr. Pranab Das

**Resolution:** *The Board noted the status.*

**Item No. II-6**

**To report regarding the confirmation of Assistant Registrar's appointed in Dec. '14**

The following Assistant Registrar's were appointed by the Institute in Dec., 2014 who successfully completed their 02 year period of probation and hence, the process of their confirmation wef the dates shown below has been initiated: -

Name	Position	Date of Joining	Date of Confirmation
Rajneesh Mishra	Assistant Registrar (Admin)	18 Dec., 2014	18 Dec., 2016
Avinash K. Verma	Assistant Registrar (Accts)	16 Dec., 2014	16 Dec., 2016
Manoj K. Xalxo	Assistant Registrar (Acad)	08 Dec., 2014	08 Dec., 2016

**Resolution:** *The Board noted the status.*





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**Item No. II- 7**

**To report about:**

- (i) Status of achievement of different financial targets;
- (ii) Expenditure made in both plan and non-plan heads, since last board meeting; &
- (iii) The release of plan and non plan from the ministry against the allocation.

Furnished at Annexure 'V'.

**Resolution:** *Noted.*

**Item No. III-1**

**To consider and approve the minutes of the 101<sup>st</sup> meeting of the Administrative and Finance Committee held on 16<sup>th</sup> February, 2017 at IIT, Delhi**

Minutes of the 101<sup>st</sup> meeting of the Administrative and Finance Committee scheduled on 16<sup>th</sup> February, 2017 at IIT Delhi shall be placed on table for consideration and approval.

**Resolution:** *Board approved the 101<sup>st</sup> AFC minutes with following opinion:*

**Item No. I- 3: Status regarding the procurement of equipment for the department of ME through tender.**

In view of the resolution of the AFC for Item No. 100.III-3 regarding the procurement of various equipment for the departments of Foundry Technology and Manufacturing Engineering, the matter for the said procurement was submitted before the Tender Committee which resolved to place the Purchase Order following the **Purchase Rules** of the Institute. The details are placed as Annexure 'III'.

**AFC Resolution:** *Noted.*

**BoG Resolution:** *The Board advised the Institute to conduct another round of tendering process for the equipments, The Board also entrusted Professor D. Ravi Kumar to provide the necessary technical contribution.*

**Item No. II-5: Purchase of Desktop Computers for Academic and Administrative Offices**

The Institute plans to procure Desktop Computers for all the Academic and Administrative Offices so that the research and office work can proceed smoothly. A proposal for the purchase of Desktop Computers for the Academic and Administrative Offices is placed at Annexure 'VIII'. It is proposed to place the order for the said procurement through Government E-Marketplace (GeM).

**AFC Resolution:** *The AFC advised the institute to place the issue before BoG for considering the technical aspects.*





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**BoG Resolution:** *The Board entrusted Professor D. Ravi Kumar to provide the necessary technical contribution in finalizing the specification of the Desktop computers and UPS.*

**Item No. II-7:** **To consider for authorizing the Director to approve the procurement of equipment upto an amount of Rs. 05,00,000/= (Rupees Five Lakh Only)**

In order to expedite the purchase of equipment required for various undergraduate and postgraduate laboratories being established / renovated, it is proposed that the Director may be authorized to approve the procurement of individual equipment upto an amount of Rs. 05,00,000/= (Rupees Five Lakh Only).

**AFC Resolution:** AFC advised the Institute to place the agenda in the BoG meeting for consideration.

**BoG Resolution:** *The Institute was advised to place the agenda in the next BoG meeting furnishing the relevant reference of NITs.*

**Item No. II-8:** **To consider the revised Proposal on Hostel Management Council**

In pursuance with the resolution adopted in the 99<sup>th</sup> meeting of the AFC vide item No. II-8, various references regarding the constitution of Hostel Management Council were reviewed which are NIT Rourkela, IIT Bombay, NERIST, MNNIT Allahabad, IIT Delhi, NIT Trichy, NIT Goa, etc.

Keeping the above references in view, the revised proposal on the Constitution of the Hostel Management Council prepared by the Hostel Committee is placed at **Annexure 'IX'**.

**AFC Resolution:** The AFC advised the Institute to place the agenda in the BoG meeting for consideration.

**BoG Resolution:** *The Board entrusted Professor D. Ravi Kumar to provide the necessary contribution in the aspect of fund management as furnished in the proposal.*

**Item No. II-11:** **To report about the status regarding the procurement of equipment for various departments through tender/EoI/CSIR-CMERI, Durgapur**

In pursuance with the resolution for Item No. 100.III-2 regarding the proposed budgetary estimate obtained from CSIR-CMERI, Durgapur, the details of such





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assignments undertaken by CMERI earlier in Institutes under MHRD are placed at **Annexure 'XII'**.

**AFC Resolution:** The AFC advised the Institute to place the agenda in the BoG meeting for consideration.

**BoG Resolution:** *The Board advised the institute to conduct the process of procurement of the equipments as per the stipulated rule and guidelines.*

**Item No. III-IV : Conduct of Online Recruitment Test for Non-teaching posts by NIT Rourkela**

The Institute advertised vacancies for non-teaching posts vide Advt. No. NIFFT/ESTT./NT POSTS/MAY 2014 dated May 2014 against which more than 10,000 applications were received by the Institute. In order to complete the recruitment process, it is proposed to conduct an Online Recruitment Test for these posts. NIT Rourkela has agreed to the conduct the said Online Recruitment Test for the advertised posts with a financial implication of Rs. 7,50,000/= (Rupees Seven Lakh Fifty Thousand Only).

**AFC Resolution:** The AFC approved an amount of Rs. 7.5 lakh for conducting the non-faculty recruitment.

**BoG Resolution:** *Noted.*

**Item No. III-2**

**To ratify the constitution of the following Committees:**

**(i) Committee for Grievance Redressal**

The Institute receives appeals and grievances concerning the promotion and service related issues from the faculty and staff members. In view of this, Hon'ble Chairman BoG has kindly accorded his permission to constitute the following committee to advise the institute regarding the future course of action on such issues: -

Professor S. K. Sarangi, Former Director, NIT, Rourkela	: Chairman
Dr. S. Chatterjee, Registrar, IIT Delhi	: Member
Deputy Registrar, NIFFT	: Member secretary

**(ii) Committee to consider the technical and financial aspects concerning construction of new buildings**

Hon'ble Chairman BoG has kindly accorded his permission to constitute the following committee to advise the institute regarding the technical and financial aspects concerning construction of new buildings: -





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Professor Biswajit Bhattacharjee, IIT Delhi	: Chairman
Prof. S. K. Das, NIT Rourkela	: Member
Prof. Nirjhar Dhang, IIT Kharagpur	: Member
Mr. G. Dewan, MECON Ltd., Ranchi	: Member
Prof. IC (Admin), NIFFT, Ranchi	: Member
Assistant Registrar, NIFFT, Ranchi	: Member secretary

**Resolution:** The Board ratified the constitution of the committees

**Item No. III-3      To consider the implementation of “E-Office”**

The Institute received **D.O. letter No. F.4-2/2017-TS.VII dated 23<sup>rd</sup> January, 2017** regarding implementation of e-office in all the Centrally Funded Technical Institutions (CFTIs) for improving the operational efficiency in Govt. processes and services delivery mechanisms.

**Resolution:** *The Board advised to conduct the implementation of E-Office as per MHRD letter No. F.4-2/2017-TS.VII dated 23<sup>rd</sup> January, 2017.*

**Item No. III-4      To consider the creation of RKFL-NIFFT Center for Advanced Manufacturing (CAM) at Jamshedpur**

RKFL and NIFFT have jointly signed a MoU to set up the Center for Advanced Manufacturing (CAM) with an aim to provide training and education to the technicians and engineers engaged in profession and to conduct Industry centric research at reliable scale ration and technology readiness level in the emerging areas.

CAM is conceived in line with Make in India and Skilling India initiative by Govt. of India with the particular focus on contemporary and futuristic manufacturing activities in general capital goods industries, strategic sectors like defense, nuclear, power, steel, space and other sectors in India.

**Proposal is placed at Annexure ‘VI’ for the consideration of BoG.**

**Resolution:** *Noted.*

**Item No. IV      Any other item(s) with the permission of the Chair**  
**Item No. IV-1      Appointment of Dean (Research & Consultancy)**

In addition to the positions of Dean (Academics), Dean (Planning & Development) and Dean (Students Affairs), need has been felt for the position of Dean (Research & Consultancy) who will look after various research & development activities, consultancy works, industry-academia interaction, entrepreneurship development programme, continuing education, etc.





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The present position of Associate Dean (Research & Continuing Education) will cease with the appointment of Dean (Research & Consultancy).

**Resolution:** *Approved.*

**Item No. IV-2**

**Re-constitution of Internal Committees**

Time to time, the Institute constitutes Internal Committees to carry out various academic and administrative tasks. With the induction of new faculty members and staff, these internal committees have been re-constituted, the list of which placed as **Annexure VII.**

**Resolution:** *The Board resolved that tenure of each of the committees would be maximum of two years. It was also resolved that the Director may re-constitute the committee at any time after one year.*

**Item No. IV-3**

**Advertisement for the post of Registrar / Executive Engineer / Medical Officer (Lady)**

Presently, the post of Registrar at the Institute is vacant. In order to attract and retain qualified and experienced administrators, it is proposed that: -

(a) The age of superannuation be fixed at 62 years.

(b) Tenure of the post be fixed for five years.

In connection with the above, the MHRD letter F. No. 2-11/2012-TS.VI dated 18<sup>th</sup> October, 2012 regarding the Sanction of the post of Registrar at the Institute and the Model RR for Non-teaching posts at NITs are placed on the table.

Similarly, as per the Model RR for Non-teaching posts at NITs, the RR for the posts of Executive Engineer and Medical Officer (Lady) are also proposed.

**Resolution:** *The Board advised the Institute to obtain the opinion from the committee constituted to consider the service related matters and the same is to be circulated among the members for opinion.*

(Member Secretary)