

Minutes of the 12th Meeting of the Board of Management held on November 4, 2017 in the Board Room of the IIHMR University

The 12th meeting of the Board of Management was held on Saturday, November 4, 2017 at 10.00 AM in the Board Room of the University. Dr. S.D. Gupta, the Chairman of the University chaired the meeting. The following members of the Board were present in the meeting.

1. Dr. Vivek Bhandari – President
2. Dr. P.R. Sodani – Pro-President
3. Dr. Ashok Agarwal – Member
4. Mr. Anand Agarwal – Member
5. Shri Sudarshan Jain – Member
6. Dr. Rishikesh T Krishnan – Member (Through Skype)
7. Shri Narayan Ramaswamy – Member
8. Shri Hemant Kaul – Member
9. Dr. Monika Choudhary – Faculty Nominee
10. Dr. Richa Singh Debgupta – Alumnus (Special Invitee)
11. Dr. Michael J. Klag, Former Dean, JHSPH (Special Invitee)
12. Dr. Gautam Mukherjee, Registrar - Member Secretary

At the outset Dr. S.D. Gupta, Chairman extended warm welcome to all the members present. He introduced Dr. P.R. Sodani, Pro-President, Dr. Michael J Klag, Former Dean, JHSPH, U.S.A., and Dr. Gautam Mukherjee, the new Registrar to all the participating members. The Chairman granted leave of absence to Dr. Arindam Das, Faculty Nominee, and Dr. Vikas Agarwal, Alumnus (Special Invitee). He requested Dr. Vivek Bhandari, President to give a brief opening statement regarding happening since the last meeting.

Dr. Vivek Bhandari informed the Board regarding key developments at IHMRU during the intervening months from the last Board meeting. He mentioned new joining of Dr. Anand Venkatesh, Dr. Charu Mathur, Dr. Sameer Phadnis, Dr. Piyusha Majumdar, Dr. Neeti Kasliwal and Dr. Alpna Gupta in the faculty strength. He expressed the hope that the augmented faculty would contribute towards academic excellence. He also mentioned about IIHMR's relationship with the BRLF, progress of MPH collaboration with JHSPH, details of Research and Seminars and about distinguished visitors who came to the IIHMRU and the dynamic new website launch of the IIHMR University.

1. Confirmation of the minutes of the 11th Meeting of the Board of Management

The Registrar informed the Board of Management that the Minutes of the 11th Meeting of the Board of Management of the IIHMR University held on June 24, 2017 were circulated to all the members of the Board. No comments/observations from any member have been received so far. The Board unanimously approved the minutes of the 11th meeting.

2. Review of Action Taken Report:

- I. **Massive Open Online Courses (MOOC's) and Table Agenda 2(1) & 9:** The Board again reiterated the need as well as immense scope of open online courses. It also expressed its concern regarding the slow progress achieved so far. It recommended that the process of Program Project Report (PPR) and Self Learning Material (SLM) development may be expedited and Chairman may form a sub-committee to examine viable projects and submit same in the next Academic Council so that these courses can be started from the next

Academic session. It was also mentioned that UGC has also now encouraged online courses realizing the changing scenario of evolving job market and net based popular courses. The faculty assigned this task should work on this expeditiously.

- II. **Recommendations regarding presentation by Dr. Ranjan Prusty on evidence based and actionable dietary advise to pregnant and lactating women (P&LW) in Rajasthan:** The Board was apprised of the follow-up action in consultation with the Secretary, WCD, Government of Rajasthan, for improving nutritional aspects of PLW's and the effort of IIHMRU to develop a scientific research paper for publication as a knowledge partner and same was noted. Dr. Prusty should develop a publishable manuscript, and a research brief for wider dissemination.
- III. **Progress under the 3 schools of IIHMRU:** The Board was apprised about the progress in the sphere of admission, course curriculum and its impact on the employability and placement issues, marketing strategies, summer training issues and industrial interface in order to ensure quality education and grooming exercises. The Board discussed at length to focus and priorities timelines, dedicated resources, and optimum utilization of stakeholders and also to harness the alumni network. It was emphasized that applicants desiring to join the University need to be improved so that the selection process tends towards academic excellence. The issues of Outlook Survey of B-Schools also came in discussion and the Board felt that though ranking is not important, but faculty may be sensitized towards quality improvement in teaching – aligning curriculum to industry's needs, appropriate pedagogy and developing teaching material. The Board also observed that summer training in both Health and Hospital as well as Pharma Management needs to be augmented so that reasonable packages to our alumni will ensure positive shift in the admission process. Summer training should be well-structured and closely supervised.
- IV. **Research Projects:** Dean Research made a presentation regarding ongoing projects. The Board expressed its concern that the faculty is not motivated enough to identify and write projects and the success rate of written projects vis-a-vis sanctioned projects is not favourable. The faculty should develop themselves as experts in order to convince funding agency to trust them and increase the success rate of converting draft projects to MoUs. The Board observed that there was a wide variation in the project revenue budget because research projects and actual revenue achievements up October 2017. The Board observed that PIs should ensure revenue generating projects by promoting academic visibility. This can be achieved by producing technical reports in peer review journals.
- V. **MDP and Training Efforts:** Dean Training made a presentation on various training efforts and MDPs. The Board appreciated that the Sri Lankan Health Minister and delegation from Kandahar University, trainees from Nepal, Bhutan, Bangladesh have participated in our training programmes.
- VI. **Additional Reporting Item of Fee Fixation recommendation for next three Academic Years:** The Board was apprised of the second meeting of the Fee Fixation Committee. The FFC met on 14-10-2017 under the chairmanship of Justice P.C. Jain, and members Mr. Hemant Kaul and Mr. Deepak Agarwal. The Committee approved maximum limit of 20% increase in the first year of MBA Hospital and Health Management in session 2018-20 and 10% in MBA Pharmaceutical Management, MBA School of Development Studies and Ph.D. Committee also approved an upper limit of 10% increase each for MBA academic session 2019-21 & 2020-22 and Ph.D. Academic session 2019-22 & 2020-2023.
- VII. **Alumni Relationship, sponsorship and Fund Raising:** The Board was apprised of various efforts in sponsorship and fund raising and involving alumni. Prof. Michael J. Klag, Former Dean of JHU advised the IIHMRU marketing team for initiating a framework for branding and effective communication.

- VIII. **Financial Transitioning of the IIHMRU Act:** The Board was apprised of the various steps for transitioning as an independent body to comply with the Act and the Board noted the same.
- IX. **Construction of Hostel building:** The Board was apprised of the various activities in construction of campus and interaction with JDA and Airport Authority:
- X. **Marketing Activities:** The Board was apprised of the various marketing activities and the Board noted the same.

3. Reporting Items:

The Board thoroughly noted the activities undertaken by the University since the last meeting and expressed satisfaction on the overall progress during this period.

4. Issues for Discussion and Decisions:

1&2: HR Policy: The President had constituted a Committee comprising of Prof. Nutan Jain, Dr. Tanjul Saxena, Associate Professor and Ms. Sapna Awataramani, Assistant Registrar (HR). The Committee tried to make a presentation, but the Board felt that the draft HR Policy needs improvement and may be deferred. They observed that draft policy should not have been brought to BOM meeting. The members observed that they were not consulted for their inputs while developing HR Policy. Dr Ashok Agarwal observed that the committee should have consulted with the management the justification of the new HR policy keeping in view the core values of the organization and the framework of the existing HR Policy. They also suggested involvement external experts from HR, Labour, ESI, PF.

3: Presentation of Agile Project: PI Prof. P.R. Sodani made a presentation on PMA Agile project and the Board noted the details.

4: Presentation of School of Development Studies: Dr. Goutam Sadhu and Prof. Anand Venkatesh made a presentation on the future road map of the SDS and the Board noted the details.

5. Finalization of Convocation and the Chief Guest

After discussion, it was resolved that the Convocation shall be held on a Saturday in the first or second week of June 2018. It was also resolved that the Chairman and President would discuss and finalize the name of the Chief Guest and report to the Board.

6. Resolution for empowering the new Registrar & CFAO for GST compliance

The Board was informed that previous Registrar Shri Bajrang Lal Sharma had since resigned as Dr. Gautam Mukherjee has joined the University as Registrar on 01/09/2017. It was decided that the Board permits the new Registrar & CFAO for all GST compliances as per the following resolution.

“RESOLVED THAT Dr. Gautam Mukherjee (Registrar) (PAN AEGPS 8829D) & Mr. Prasoan Jain (CFAO) PAN ADJPJ0483C) (anyone) of the IIHMR University, Jaipur be and is hereby authorized in place of earlier authorized person Shri Bajrang Lal Sharma, Ex Registrar, IIHMR University, Jaipur to sign the GST returns, documents, letters, correspondences etc., to represent on behalf of IIHMR University, Jaipur for assessments, appeals or otherwise before the Goods and Service Tax authorities, to submit various document electronically and / or physically and to make applications, communications, representations, modifications/alterations/additions/corrections to the documents, papers, forms

etc. filed with GST authorities, as and when required and to take necessary actions on all GST related issues.

7. The Chairman invited items/issues other than the agenda items.

The following table agenda items were put before the Board for discussion and approval:

- 8. Table Agenda - Opening FCRA Account of IIHMRU:** A Table Agenda was submitted before BoM regarding opening of FCRA account of IIHMRU. It was suggested that IIHMR University should apply for FCRA registration as a separate legal entity. The Board passed the following resolution for opening FCRA account of the University.

RESOLUTION

“RESOLVED THAT A FCRA Bank Account be opened in the name of “IIHMR University, Jaipur” at HDFC Bank Ltd.

RESOLVED FURTHER THAT all Cheques on the banking account be signed and all bills, notes and other negotiable instruments be drawn, accepted, and made on behalf of the IIHMR University by Mr. Prasoon Jain and Dr. Gautam Mukherjee jointly.

RESOLVED FURTHER THAT Mr. Prasoon Jain, CFAO, is hereby authorized to executive necessary documents, agreement form(s), authority letter(s), account opening form and/or any other related documents from time to time for this purpose. He is also authorized for executing all the necessary documents/agreements/forms etc. for taking net banking facility in the said account.

FURTHER RESOLVED that a copy of this resolution be and hereby be submitted to the bank duly certified by President & Registrar”.

- 9. Table Agenda: Resolution for establishment of Distance Education Department in IIHMR University:** The matter related to establishment of Distance Education Department in IIHMR University to run short-term and long term online was discussed in the last Board Meeting held on June 24, 2017. The matter was again brought to the notice of the Board that the UGC has agreed to promote online courses. The Board passed the following Resolution for establishment of Distance Education Department, which will also include courses developed on MOOCS on Swayam.

RESOLUTION

“RESOLVED THAT the IIHMRU may establish a separate Distance Education Department in principle and to work out the modalities of running such courses. It shall include courses developed for MOOCS on SWAYAM and prepare Program Project Report (PPR) and Self Learning Material (SLM) which may be submitted in the next meeting of Academic Council/Board of Management. For this purpose, the President is authorized to constitute a sub-committee and fix a time frame to finalize all the modalities to run such online courses”.

- 10. Table Agenda:** A Comparative Analysis of Budget v/s Actual for the period April to September 2017: The Board expressed its concern for non-approval of written projects by the Funding Agency. Board

suggested to revise the annual revenue budget for FY 2017-18 as the actual revenue from research activities for first six-month period was very low as compare to proportionate annual budget for FY 2017-18.

- 11. Table Agenda: Finance Committee for IIHMRU:** It was suggested to constitute a separate Finance Committee for IIHMR University. The Board discussed the agenda item in detail and decided that the Finance Committee of IIHMR Society will also function as the Finance Committee of the University and will separately examine the financial issues of the University when it meets for the IIHMR Society on the same day.

The meeting ended with vote of thanks to the Chair.

Registrar