



Minutes of the 13th Meeting of the Planning and Monitoring Board

Held on : 14.08.2021 (Saturday)
Time : 11 a.m.
Venue : Board Room, 6th Floor, Founder's Block, HITS
Mode : Blended (both physical and online modes)

The following Members were present:

1. Dr. V.N. Rajasekharan Pillai, Vice Chancellor, Patron
Somaiya Vidyavihar University, Mumbai.
2. Dr. S.N. Sridhara, Vice Chancellor Chairperson
3. Dr. M.P. Poonia, Vice Chairman, AICTE Member (online)
4. Rev. Fr. Dr. Xavier Alphonse, Former Principal, Member
Loyola College and Former UGC Member.
5. Mr. Ashok Verghese, Director Member
6. Dr. R.W. Alexander Jesudasan, Member
Pro Vice Chancellor
7. Dr. G. Ilavazhagan, Director (International Affairs) Member
8. Dr. K. Nandakumar, Director (Research) Member
9. Dr. Angelina Geetha, Dean (Engg. & Tech.) i/c. Member
10. Dr. Sheeba Chander, Dean (SPADE) Member
11. Dr. Pon. Ramalingam, Registrar Member Secretary

Dr. Anand Jacob Verghese, Pro Chancellor and Dr. Aby Sam were granted leave of absence.

1. Opening remarks by the Director.

Mr. Ashok Verghese, Director welcomed all the members including the external expert members Dr. V.N. Rajasekharan Pillai, Vice Chancellor, Somaiya Vidyavihar University, Mumbai, Dr. M.P. Poonia, Vice Chairman, AICTE and Rev. Fr. Dr. Xavier Alphonse, Former Principal, Loyola College and Former UGC Member to the 13th meeting of the Planning and Monitoring Board. He briefed the members on the recent

launch of CODE at HITS Campus which was a grand success. Dr. K. Ponmudi, Honorable Minister for Higher Education was the Chief Guest for the launch of the CODE program.

Mr. Ashok Verghese stated that the admission for the academic year 2021-22 for CODE programs has commenced and the Management announced 75% scholarship, as launch offer, for those who join this year.

2. Address by the Vice Chancellor:

The Vice Chancellor extended his hearty welcome to all the members. In his address, he requested all the members to share their valuable advice on the agenda items related to academic and infrastructure.

3. Confirmation of the Minutes of the 12th Meeting of the Planning and Monitoring Board held on 16th February 2021.

Dr. V.N. Rajasekharan Pillai and Dr. Xavier Alphonse pointed out that if any new program is introduced by the University, the same should be informed to the UGC, along with the recommendations of the Academic Council. The UGC will consider this matter and approve the nomenclature of the new programs along with the duration of each program. This will help the students to graduate with new degrees after the completion of the program.

The Minutes of the 12th meeting of the Planning and Monitoring Board held on 16th February 2021 was confirmed.

4. Action Taken Report on the 12th Meeting of the Planning and Monitoring Board held on 16th February 2021.

Rev. Fr. Dr. Xavier Alphonse suggested to discontinue programs with less student strength and introduce new and innovative programs to attract more number of students. Similarly, the conventional programs such as Economics, B.Com. etc. may be dropped and in their places new programs, suitable to the present scenario, can be introduced, because the Deemed Universities have such flexibility.

Action Taken Report on the Minutes of the 12th meeting of the Planning and Monitoring Board held on 16th February 2021 was discussed and approved.

5. Faculty Exchange Programme.

Under Faculty Exchange Program, 52 (Fifty-Two) teaching staff members from HITS had participated in various activities with foreign universities during academic year 2020-21 as given below:

Participation	Number of Teaching staff
Guest lecture at UK, Thailand and Malaysia Universities by online	06
Virtual Conference organized by Cummins Turbo Technologies, UK	20
Guest speakers in World Technology Congress, National Taiwan University of science and Technology, Taiwan	05
Virtual conference – UK and Philippines	09
Participated in the Technical Seminars to explore the possible collaboration with the universities in Germany, Canada, USA	10
Virtual Education Fair at Oman	02
Total	52

Similarly, 34 (Thirty-four) teaching staff members from foreign universities participated in the programs conducted by HITS during 2020-21. The details are as follows:

Participation	Number of Teaching staff
Delivered Guest Lectures by experts from Italy, Sri Lanka, California, Singapore, USA, Thailand, Malaysia, UK, Germany, France, UAE, Bangladesh and Australia	17
Delivered invited talks in 11 Seminars organized by HITS	15
Participated as Guest speakers in Conference conducted by HITS from Bangladesh	02
Total	34

The following have been planned during the academic year 2021-22:

It has been planned to depute 60 teaching staff of HITS to foreign universities and to invite 40 teachers from foreign universities during 2021-22.

The Director (International Affairs) presented a detailed Power Point presentation listing the various activities undertaken by the Office of the International Affairs during 2020-21.

Noted by the members.

6. Students Exchange Programme.

Under Students Exchange Program, 83 (Eighty-three) students from HITS participated in various activities with foreign universities during the academic year 2020-21. The details are as follows:

Activity	Number of Teaching staff
Competition at Japan & USA	12
Summer program at Korea and Indonesia	11
Semester Exchange programme in Hamm-Lippstadt University of Applied Sciences, Germany	03
Semester Exchange Program at South Korea and Russia.	09
Indo Netherland Workshop	27
AUAP – Vex training programme	15
Global Internship in Data Science” organised by AUAP – Ureka.	06
Total	83

Similarly, 02 (Two) students from the University of Leeds, UK visited HITS during 2020-21 and participated in Thozha Alumni Talk.

It has been planned to depute 25 students from HITS to participate in the International WTUN Innovation Hackathon Students’ Competition during 2021-22.

International Student Exchange Programs during 2021-2022:

- (a) Outbound –100
- (b) In Bound (Full Semester) –50
- (c) In Bound (Short Term) –50

Noted by the members

7. Students Study Tours / Internship / Competitions.

International:

Due to the Covid-19 threat, international study tour was not conducted during 2020-21.

However, HITS has planned study tour for students during the academic year 2021-22.

National:

During the academic year 2020-21, **86 (Eighty-six)** students from HITS participated in various National level competitions, conferences, symposium. Details of such competitions are given in **Appendix III**.

Further, it has been planned to depute 160 students to participate in National level competitions during the academic year 2021-22.

Noted by the members

8. Research Publications

Publications during the academic year 2019-20, 2020-21 and target for 2021-22 are as follows.

S.No	Details	2019-20 (Actual)	2020-21 (Actual)	2021-22 (Target)
1	Number of Journal Publications	366	298	450
2	Number of Conference publications	118	204	250
Total		484	502	700

Detailed plan of action by Research Department for 2021-22

Publications (Scopus /WOS indexed): (should have min. 100 joint publications with our sister Institutions) per year

Year – 2021-22 : 700 (20% should be indexed in Q1/Q2 journals and 30 should in top 25 journals of Scopus/WOS)

Dr. V.N. Rajasekharan Pillai informed that journal publications should be from genuine publishers in order to avoid fake, misleading information about publication in journals. He also stated that there should be a Screening Committee to check these issues before the research paper is sent for publication.

The Vice Chancellor informed that HITS encourages publications in journals which are indexed in Scopus / WOS and hence the quality of the journal is guaranteed.

Noted by the members.

9. International and National Conferences / Seminars / Workshops / Guest Lectures / FDPs conducted during the academic year 2020-21 and planned to conduct during the academic year 2021-22 are as follows:

I. (a) The following Table shows the number of International Conferences / Seminars / Guest Lectures / Workshops conducted during the academic year 2020-21:

International			
Conferences	Seminars	Guest Lectures	Workshops
2	1	2	2

(b) The following table shows the number of National Conferences / Seminars / Guest Lectures and Faculty Development Programmes conducted during the academic year 2020-21:

National				
Conferences	Seminars / Workshops	Guest Lectures	Symposia	FDPs
2	40	309	3	18

II. (a) The following shows the number of (i) International Programmes;(2) International Research Publications planned during the academic year 2021-22 in association with International Office.

International (2021-22):

Conferences	-	3
Seminars	-	2
Guest Lectures	-	6
Workshops	-	4
Research Publications	-	20

It was informed that the department of International Affairs will obtain in International Research Projects worth 1 Crore during the academic year 2021-22.

(b) The following Table shows the number of National Conferences / Seminars / Workshops / Symposia / Guest Lectures / FDPs planned for academic year 2021-22:

National					
Conferences	Seminars	Workshops	Symposia	Guest Lectures	FDPs
2	22	50	5	320	7

Dr. V.N. Rajasekharan Pillai informed that conducting of national or an international conference or seminars must adhere to the rules and regulations mentioned in UGC guidelines and also to be informed to the concerned council bodies / agencies about the event details prior to its commencement.

Noted by the members

10. Buildings Constructed and Proposed Construction:

In view of lockdown there has been no progress in the execution of projects.

Building		Planned for 2020-21		Executed during 2020-21	
S.No.	Description	Area (Sq. Ft.)	Expenditure in Crores (2020-21)	Area (Sq. Ft.)	Expenditure in Crores (2020-21)
A	Academic Block				
	Jubilee Block (5 th Floor)	33,607	08.08	25,000	03.70
B	Facilities				
	Jupiter Boys Hostel (Phase-II)	36,500	11.00	36,500	11.00
	Total		19.08		14.70

Proposed Infrastructure development during 2021-22:

Building		Planned for 2021-22	
S.No.	Description	Area (Sq. Ft.)	Expenditure in Crores (2021-22)
A	Academic Block		
	Jubilee Block (6 th Floor)	30,123	9.66
B	Facilities		
	Ladies Hostel Kitchen	3,808	1.75
	Total		11.41

Proposed Infrastructure development during 2022-23:

S.No.	Name	Area (Sq. Ft)	Budget (Rs. In Crores)	Remarks
1	Academic Block			
A	New Academic Block	1,50,000	37.50	
B	Interior for food technology lab in Mess Block.(Jupiter Hostel)	8,500	0.25	Integrated food testing lab facility.
2	Campus Facilities			
A	Staff Quarters (G+3 – 24 units)	25,720	6.60	----
B	Indoor Sports Stadium	40,000	6.00	Multipurpose
C	New STP with enhanced capacity (450 KLD) -80' x 50'	4,000	2.10	Necessitated due to TNRDC Bye-Pass
D	New ladies Hostel Block including kitchen & dining hall.	10,000	2.50	----
E	Vehicle parking along TNRDC Bye-Pass.	20,000	0.25	----
F	Front Compound wall Arch	----	0.60	----
G	Compound wall along TNRDC Bye- Pass & Arch	----	0.80	----
H	Guest House (Jupiter Hostel)	20,000	5.00	----
I	Bio Gas Plant waste unit (1000 sq ft.)	----	0.12	----
J	Storm water drainage	----	1.00	Ground water re-charge
K	Re-routing of sewage line.	----	0.25	As per revised infrastructure needs.
		Total	62.97	

Noted by the members

11. Memorandums of Understanding:

International:

A total of **11 (Eleven)** MoUs with International Universities and Industries have been signed during the academic year 2020-21.

The following are planned for the academic year 2021-22:

- 15 MoUs will be signed with leading foreign universities.
- 5 MoUs will be executed with leading multinational corporates for internship and students' placement.
- Two twinning / dual degree / joint degree programs will be arranged to conduct at UG or PG levels.

National:

A total of **6 (Six)** MoUs with various Industries have been signed during the academic year 2020-21.

The details of International and National MoUs are given in **Appendix IV**.

Rev. Fr. Dr. Xavier Alphonse pointed out that the administration of HITS should see if all the MOUs are active and contents are implemented.

Mr. Ashok Verghese, Director informed to remove the inactive MOUs as suggested by the expert members and to initiate activities with active partner universities. He added that activities with partner universities to be improved. Fellowship for Faculty of Partner Universities to join Ph.D. to be introduced. Adjunct Faculty are to be identified in specific emerging areas for appointment in HITS.

Noted by the members

12. Placement Activities:

A. Below are the placement activities held during the academic years 2019-20, 2020-21 and plan for the academic year 2021-22:

Details	2019-20	2020-21	Plan for 2021-22
No. of Companies	113	115	200
No. of Eligible Students during the academic year	414	585	876
No. of Students Opted for Placements	378	340	876
No. of Students Placed	260	302	800
Total Strength	1041	1380	1309
% Placed Vs Eligible and opted for placements	68.7	88.8	91.32

2020-21

- Industry experts and HR specialists were invited to deliver guest talks to the students.
- Company specific training programmes were conducted for students to prepare them for placements.
- Partnership with 20 + core companies during 2020-21 for recruitments.
- Students were motivated to actively participate in recruitment drives.

The detailed list of Company-wise placement is given in **Appendix - V**.

B. PLAN FOR 2021-22 & subsequent batches

The Placement Department has planned to invite **200** companies across India for recruitment during the year 2021-2022.

(1) Soft skills training for students:

- (a) 30 hrs per student in a year

(2) Pre placement training:

- (a) 20 days during summer after the 6th semester
- (b) Feedback score for the program should be more than 80% and attendance at 90%

(3) Revenue generation through Corporate Partnerships, Training and Consultancy: Rs. 1.00 Crore

91% of the final year students will be placed in the industries during 2021-22

Note: Focus to be given on core company placements

Further, in order to improve the placements, the following strategies will be implemented:

- Organizing corporate, connect series, HR-talk series and guest lectures by industry experts from Tier 1 companies to encourage and prepare the students for placement.
- Improving the number of placements in dream / super dream / core companies by introducing diagnostic assessments (AMCAT) from 2nd year to final year.
- Organizing training programs based on the assessment reports to increase the placement percentage considerably.
- Partnering with new organizations and improve campus recruitment.

- Initiating incremental training from first year onwards and intensive training programs for current third/final years
- Involving more alumni to increase placement opportunities for the students.

Members pointed out that the percentage of calculation of number of students placed shall be based upon the number of eligible students and not based on the number of students opted for placement. The data indicate that only 50-60% of eligible students are being placed every year through Placement Department. The placement of the students should be increased significantly to 90% of the eligible students. The Placement Department was advised meticulously plan to achieve the target for 2021-22.

Noted by the members

13. New Faculty members appointed during 2021-22.

67 (Sixty-Seven) faculty members have been appointed and joined HITS during the academic year 2021-22. The list of staff is given in **Appendix VI** for the information of the Planning and Monitoring Board. Further list of staff is given in **Appendix – A**.

For the information of the Board, the number of new faculty members appointed during the academic years 2018-19; 2019-20 and 2020-21 are given in the following Table:

Year	No. of New Faculty Recruited
2019-20	36
2020-21	47
2021-22	67

Mr. Ashok Verghese, Director stated that the above figure with respect to faculty recruited includes replacement of the faculties who had resigned during the year 2020-21.

Noted by the members

14. Sponsored Research Projects.

Sponsored Research Projects sanctioned during 2019-20, 2020-21 and planned for 2021-22 are given below:

Projects	2019-2020 (Actual)		2020-2021 (Actual)		2021-2022 (Plan)	
	Number	Amount in lakhs	Number	Amount in lakhs	Number	Amount in lakhs
Number of Projects Sanctioned	6	179.41	2	70.73	5	200

During the academic year 2020-21, 25 (Twenty-five) Sponsored Research Project proposals have been submitted to the various funding Agencies. The details are given in **APPENDIX - VII**.

Plan of action for 2021-2022

- 20 funded research projects will be obtained from International funding agencies.
- Call for proposals have been circulated to faculty members.
- Training will be conducted for faculty members on preparation of project proposals
- Incentives will be given for obtaining funded projects
- Collaborative research in interdisciplinary areas by faculty will be encouraged.

The targets for Funded Research Projects + Training and Consultancy for 2021-22 is TEN crores.

Rev. Fr. Dr. Xavier Alphonse appreciated the progress in the Research activities in HITS. He said that in order to improve Research Climate among faculty members, HITS should adopt the following ways: (i) Awareness and Education; (ii) Enhancement of incentives to the faculty and (iii) invite International Researchers to our campus for interaction with our faculty members.

The Registrar informed that HITS has appointed a Dean for Research initiatives in order to improve the research quality among faculty members.

Noted by the members

15. Approval and Accreditation status plan for coming years:

A. NBA Accreditation:

The NBA Expert Team visit to the University is expected during September / October 2021 for five B.Tech Programs.

1. B.Tech. (Information Technology)
2. B.Tech. (Aerospace)
3. B.Tech. (Mechatronics)
4. B.Tech. (Electronics and Communication Engineering)
5. B.Tech. (Electrical and Electronics Engineering)

B. I.E.T. Accreditation:

The University had applied for IET Accreditation for the following nine programs in July 2017. The visit of the Advisory Committee from IET has been completed. The report and documents as per IET prescribed format have been submitted. The Expert Committee visit for evaluation and assessment of the following nine programs by IET is awaited.

1. B.Tech. Aeronautical Engineering
2. B.Tech. Aerospace Engineering
3. B.Tech. Mechanical Engineering
4. B.Tech. Mechatronics
5. B.Tech. Automobile Engineering
6. B.Tech. Computer Science and Engineering
7. B.Tech. Information Technology
8. B.Tech. Electronics and Communication Engineering
9. B.Tech. Electrical and Electronics Engineering

C. Ranking:

HITS achieved 107th position at the National Level under Engineering category in NIRF-2020.

Dr. V.N. Rajasekharan Pillai pointed out that HITS has to make aggressive marketing about the NAAC, NBA and NIRF, in order to improve admission.

Noted by the members

16. Patents (National and International):

i. Patents obtained during 2020-21:

- (a) National : 03
(b) International : 11

ii. Target for National and International Patents for 2021-22

(a) National:

Year	Filed	Published	No. of Patents to be obtained
2021-22	150	50	10

(b) International:

Year	Filed	Published	No. of Patents to be obtained
2021-22	50	35	15

Noted by the members

17. Research Chair:

Minimum ONE Research Chair per year with Corporate support.

Noted by the members

18. Admissions (Excluding Online & Digital programs) 2021-22 target:

1. Engineering & Technology	-	1500
2. Other Programs	-	1000
Total	-	2500

PG Strength to be increased substantially. Others include PG, SLAAS, SAHS & SOL.

Open & Digital Education 2021-22	-	500
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International Student Admissions: (additions to the existing count and from minimum 20 Countries) target for 2021-22: 100 students.

In Bound (Full Program – NRI and Foreign Nationals) – 2021-22 - 25

Ph.D. Scholars enrolment for 2021-22

Fulltime 80 + PDF 10 + Part Time 110 = Total 200

Noted by the members

19. Off Campus Centre:

Programmes:

(a) U.G. Programs:

- B.Tech – Marine Engineering
- B.Tech – Aeronautical / Aerospace / Aircraft Maintenance Engineering
- B.Tech – Computer Science Engineering (AI & Data Science)
- B.Tech – Automotive Electronics

(b) ***P.G. Programs:***

M.Tech – AI & Data Science
MCA - Multimedia and Animation
MBA - General

(c) ***General:***

BBA
B.Com.
BCA

Location: Padappai HIET Polytechnic College Campus.

To the clarifications raised by the members, the Registrar stated that the University has planned to start Off campus centre at Padappai from this academic year 2021-22.

Members noted all the above information.

20. Presentation by the Vice Chancellor:

The Vice Chancellor presented a PPT on Hindustan Performance Management to the board members. The presentation highlighted the targets fixed for every department for 2021-22.

The target is assigned to the respective HODs and also to the faculty of the departments.

The periodic analysis will be carried out meticulously so that the staffs and faculties of the departments can improve their performance to achieve the target.

If a department has achieved the target, then a huge amount of incentive is granted to the department which can be shared among everyone in the department. Likewise, for each responsible position, the key performance indices are identified for fixing the targets.

The objective of the HPM is to entertain / to create awareness in a person to aware about his roles and responsibilities at HITS.

Rev. Fr. Dr. Xavier Alphonse appreciated the proposal and implementation of “Hindustan Performance Management” in which all the Officers, from the Vice Chancellor, Pro Vice Chancellor, to the faculty members will aware of their responsibilities. Further Dr. Xavier Alphonse suggested that the performance could be reviewed periodically (every 3 month) so as to check the progress made every individual staff.

21. Any other business with permission of the Chair.

Feedback of the Members

Dr. Rajasekharan Pillai thanked HITS for inviting him for the meeting of the Planning and Monitoring Board. He further suggested that HITS should have develop image like specialty in specific domains in emerging areas. He said that a brand name is very important just like foreign universities, where one particular area is focused and advertised. HITS can seek the help from Professional Advertising Agencies for this purpose.

The Vice Chancellor stated that HITS has an action plan. He further said that the Management of HITS is looking for launching KCG Satellite at a cost of 1.50 Crores and they are looking for a Company which is technically equipped for the same. HITS is planning to involve students and faculty members in the development of the Satellite.

Dr. Xavier Alphonse said that he is honored to be a part of the Planning and Monitoring Board of HITS.

22. Concluding remarks:

The Pro-Vice Chancellor concluded by summarizing the discussions of the meeting and thanked all the board members, especially Dr. V.N. Rajasekharan Pillai, Dr. M.P. Poonia and Rev. Fr. Dr. Xavier Alphonse for their valuable presence and suggestions.



REGISTRAR.