

BMS INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(Autonomous Institution under VTU)

Doddaballapur Main Road, Avalahalli, Yelahanka, Bengaluru - 560064

48th MEETING OF THE BOARD OF GOVERNORS' (BOG) PROCEEDINGS

DATE : 22.05.2024

<https://bmsit.ac.in>





BMS INSTITUTE OF TECHNOLOGY & MANAGEMENT
YELAHANKA, BENGALURU – 560 064

BMSIT&M/2024-25/641

Date: 22.05.2024

Proceedings of the 48th Board of Governors of BMSIT&M meeting held on Wednesday, 22nd May 2024 at 12.00 Noon in the Board Room of BMS Institute of Technology & Management, Yelahanka, Bengaluru.

Members Present:

- | | | |
|--|------------------------------|-----------|
| 1. Sri. Aviram Sharma
Trustee, BMS Educational Trust
Bengaluru – 560019. | Chairman, BoG | In-person |
| 2. Dr. B.S. Ragini Narayan
Educationist,
Donor Trustee, Member Secretary and
Chairperson, BMS Educational Trust
Bengaluru – 560 019 | Member, BoG | In-person |
| 3. Dr. P. Dayananda Pai
Chairman, Century Group
Life Trustee, BMSET, and
Chairman, BoG, BMSCE
Bengaluru – 560019 | Member, BoG | In-person |
| 4. Mrs. V. Rashmi Mahesh IAS
Principal Secretary to Government
Revenue Department (D.M, S&R and Social
Security) | Member, BoG
Govt. Nominee | Online |
| 5. Dr. N C Shivaprakash
Professor (Retd.)
Indian Institute of Science
Bengaluru | Member, BoG
VTU Nominee | In-person |
| 6. Dr. S K Saidapur
Former Vice Chancellor
Karnatak University | Member, BoG | In-person |
| 7. Dr. Binu. P.P
Professor, Mechanical Engineering
SNGCEM, Ernakulam, Kerala | Member, BoG
UGC Nominee | In-person |
| 8. Sri. D M Kiran
Senior Consultant
National Commission for Schedule Tribes | Member, BoG | In-person |

- | | | | |
|-----|---|--------------------------------------|-----------|
| 9. | Dr. Unnat Pandit
Controller General of Patents, Designs and Trademarks, Mumbai
Govt of India | Special Invitee | Online |
| 10. | Dr. Ambika R.
Professor, ECE and
Dean - Students' Welfare
BMSIT&M, Bengaluru | Member,
Faculty
Representative | In-person |
| 11. | Dr. Sanjay H. A.
Principal, BMSIT&M
Bengaluru | Member Secretary,
BoG | In-person |

Invitees Present:

- | | | | |
|----|--|-------------------|-----------|
| 1. | Sri. P. Ravindra Pai
Managing Director
M/s. Century Real Estate Holdings Pvt. Ltd.
Bengaluru | Permanent Invitee | In-Person |
| 2. | Mr. Gautham V Kalathur
Chief Technology Officer
BMS Educational Trust, Bengaluru | Permanent Invitee | In-person |
| 3. | Wg. Cdr. R A Raghavan
Director (Admin)
BMS Educational Trust, Bengaluru | Invitee | In-person |
| 4. | Sri. Venkata Prasad
Deputy Director (Admin)
BMS Educational Trust, Bengaluru | Invitee | In-person |
| 5. | Dr. Shaila Bantanur
Director, BMS School of Architecture
Yelahanka, Bengaluru. | Invitee | In-person |
| 6. | Sri. Khaleel
Director (Projects)
BMS Educational Trust, Bengaluru | Invitee | In-person |
| 7. | Sri. Prakash Dinkar Rao
Senior Manager (Finance 1)
BMS Educational Trust, Bengaluru | Invitee | In-person |
| 8. | Sri. Sanjeeva B S
Senior Manager (Finance 2)
BMS Educational Trust, Bengaluru | Invitee | In-person |
| 9. | Sri. Anirban Sharma
Senior Manager (Finance 3)
BMS Educational Trust, Bengaluru | Invitee | In-person |



Avinam
sharma

Members Absent:

The following members had expressed their inability to attend the Meeting on account of their pre-occupation:

1. **Sri. Ravi Venkatesam** Member, BoG
Trustee, BMSET and
Chairman, BMSSA
Bengaluru
2. **Dr. Anil G.N.** Member,
Professor, CSE, and Faculty Representative
Vice Principal
BMSIT&M, Bengaluru
3. **Regional Officer** Member, BoG
AICTE, SWO AICTE Nominee
Bengaluru
4. **Director of Technical Education** Member, BoG
Government of Karnataka
Bengaluru

Sri. Aviram Sharma, Chairman, BoG, BMSIT&M, extended a warm welcome to Dr. B S Ragini Narayan, Donor Trustee and Chairperson, BMSET, Dr. P. Dayananda Pai, Life Trustee, BMSET, Mrs. V Rashmi Mahesh IAS, Principal Secretary to Government, Revenue Department (D.M, S&R and Social Security), Dr. N C Shivaprakash, VTU Nominee, Dr. S K Saidapur, Former Vice Chancellor, Karnatak University, Sri. D M Kiran, Senior Consultant, National Commission for Scheduled Tribes, Dr P P Binu, UGC Nominee, Sri. P Ravindra Pai, Permanent Invitee, Sri. Gautham V Kalathur, Permanent Invitee and all other members and Invitees for the 48th Meeting of the Board of Governors.

Mrs. V Rashmi Mahesh IAS, Principal Secretary to Government, requested that the BoG meeting commence on time.

Mrs. V Rashmi Mahesh IAS, Principal Secretary to Government, made the following observations:

1. Non-receipt of BoG Meeting Notice from BMSET/BMS Institutions.
2. Unable to forward petitions/emails received as there is no response/reciprocity. Also, requested the Trust officials to provide email for future correspondence.
3. Invitation for BMS Trust Meetings to be extended.

Sri. Aviram Sharma, assured to share the BMS Educational Trust email ID for future correspondence and also assured that the Meeting Notice/Communication will be forwarded to the email id of Mrs. V Rashmi Mahesh IAS.

Sri. Aviram Sharma placed on record that Wg. Cdr. R A Raghavan, Director, Administration, BMSET, will liaise between the BMS Educational Trust and the Government Nominee.



Aviram
Sharma

Dr. P Dayananda Pai recorded that all efforts had been made to ascertain the appointment of a new Trustee by the Commissioner and Director of Collegiate Education but to no avail.

In reply, Mrs. V Rashmi Mahesh IAS informed us that the Principal Secretary of Higher Education may be contacted for official orders.

Sri. Aviram Sharma introduced Dr. Sanjay H A, the incumbent Principal BMSIT&M, to the Hon'ble BoG Members.

Dr. Sanjay H A welcomed all the Hon'ble Members of the BoG, gave a brief self-introduction, and then proceeded with the agenda for the Meeting.

Mrs. V Rashmi Mahesh IAS, Principal Secretary to Government, made the following observations:

1. Mandatory Disclosure of the Institute as per AICTE Norms to be updated/incorporated in the BMSIT&M website within 3 to 4 days.
2. Any disclosure as per VTU is also to be disclosed.
3. All Institutions under BMSET to comply with the Mandatory Disclosure Policy.
4. Any other observations/dissent expressed by Mrs. V Rashmi Mahesh IAS will be recorded in the Proceedings of the 48th BoG Meeting of BMSIT&M.
5. BoG/Other Meetings of the Institutions/Trust to be informed to Mrs. V Rashmi Mahesh IAS, Principal Secretary to Government.

Sri. Gautham V Kalathur recorded that the Mandatory Disclosure is already available on the BMSIT&M website as a sub-link and will be updated as advised.

Mrs. V Rashmi Mahesh, IAS, recused from the Meeting.

SECTION -1 FOR CONFIRMATION

48.1.1 Confirmation of the minutes of the 47th BoG Meeting held on 23.02.2024.

The minutes of the 47th Meeting of the Board of Governors held on 23.02.2024 were placed for confirmation, and the same was confirmed.

SECTION-2 ACTION TAKEN REPORT

48.2.1 Action taken report on the resolutions made in the 47th BoG Meeting held on 23.02.2024.

The action taken report on the points was noted and accepted.

Agenda Point No.	Decision / Resolution	Action Taken / Status
47.3.2	Mr. Gautham V Kalathur Suggested to the Dean (CG) that the Data represented as a percentage of total students would be more beneficial to understand.	The Principal's explanation and the data provided were noted and accepted by the BoG Members.

47.3.2	Dr. P. Dayananda Pai opined that Data collection on students opting for family business would shed light on the placement of core branches.	The Principal's explanation and the data provided were noted and accepted by the BoG Members.
47.3.2	Sri. Ravi Venkatesam enquired if the Institute has conducted a survey wherein the reason/s for differentiation in recruiters' pay package is investigated.	<p>Dr. Sanjay H A, Principal, Placed on record that sixteen companies participated in the survey, and the differentiation in pay package is primarily due to the following reasons:</p> <ol style="list-style-type: none"> 1. Institutions of National Importance, such as IITs and NITs, are favoured by recruiters. 2. Perception, NIRF Ranking and Number of years in existence also lead to differentiation in pay. <p>Sri. Gautham V Kalathur enquired about the possibility of building a perception that students holding a Degree from either of the institutions (BMSIT or BMSCE) are treated on par with students from any other Institution. In reply, the Principal explained that Student Quality may be shown in terms of Innovation, research, etc.</p>
47.4.7	Dr. N C Shivaprakash suggested offering Interdisciplinary Courses like Computer Science with Mechanical Engineering or Integrated five-year Programs may help resolve the admission problem to M.Tech Programs.	The Principal's explanation and the data provided were noted and accepted by the BoG Members.

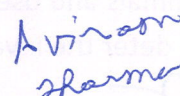
SECTION-3 SUBJECTS FOR INFORMATION

48.3.1 I) Academic Matters

a) Change of leadership at BMSIT&M:

Dr. Mohan Babu G N's Superannuation was noted, and the assumption of charge by Dr. Sanjay H A as Principal of BMSIT&M was welcomed.

b) NABL Accreditation of Civil Laboratories: The Hon'ble BoG Members noted the NABL Accreditation of the three Civil Engineering laboratories. Dr. N C Shivaprakash congratulated the Civil Engineering Department on the efforts. The Principal placed on record that the Institute is exploring the possibility of NABL Accreditation of Electrical Labs.

- c) **Examination Results:** The Principal explained the result analysis to Hon'ble BoG Members. He also explained that remedial measures, such as proctoring and remedial classes, are taken to improve the results.

Dr. N C Shivaprakash enquired if the results presented were post-make-up examinations. The Principal, in reply, confirmed that make-up exams are allowed after the even semester examinations as per VTU Norms. The results exhibited were semester-end results. Further, the Principal explained that management students' results are 60% in the first year and 85% in the second year. Sri. Aviram Sharma concurred with the Principal's observation and opined that one of the reasons for poor results in the first semester could be students failing in basic science courses.

- d) **Expert Team visits from AICTE, VTU-LIC:** The Hon'ble BoG Members noted the details provided by the Principal.

e) **Industry Institute Interaction:**

- i. Collaboration with Oracle CSR and Volunteering.
- ii. Collaboration with TCS.
- iii. Collaboration with EPICOR.
- iv. Department Industry Interaction Committee (DIIC)
- v. Visit to PC Process Company.

The BoG members noted the Institute's initiatives to collaborate with MNCs for Curriculum Development, Internships and Placements.

f) **Visits by Academic Team to BMSIT&M:**

- i. DTE Team Visit to Explore IP Cell Activities
- ii. Delegation of Senior Professors from RYMEC visit

g) **Principal's Townhall meetings with:**

- i. Students (2nd and 4th Semester Students and Non-Karnataka Students)
- ii. Faculty Members
- iii. Department Visits

Dr. S K Saidapur suggested that students should be encouraged to develop Creative Thinking, Critical Thinking, Decision-Making, Self-Learning, and Project-Based Learning to become self-sufficient.

Sri. D M Kiran suggested that the Institute may enrol in Unnat Bharat Abhiyan, which would help solve problems related to society (Energy, Water and Environment).

Sri Gautham Kalathur informed the BoG that our students have already undertaken projects under Unnat Bharat Abhiyan to address the Farmers' concerns. Krishi Drone "Raita Mithra" captures photos/video to identify the animals and uses Artificial Intelligence (AI) to set Ultrasonic sound frequency to deter the invading animals, thereby avoiding man-animal conflicts.

h) Curriculum Development Initiatives:

i) Revamping Curriculum of 2022,2023 and 2024 Batches:

Dr. S K Saidapur enquired if feedback from the stakeholders (Students) was received regarding the change in curriculum. The Principal replied affirmatively.

Further, Dr. S K Saidapur suggested that the faculty members may be asked to write a preamble before drafting the Curriculum/Syllabus. The Principal noted the suggestion for future implementation.

i) FDP/Refresher Course/Workshop conducted:

- i. Refresher Course on Interdisciplinary cutting-edge Technologies in Science.
- ii. FDP on Innovation in Material Science and Analytical Techniques.
- iii. Bureau of Indian Standards Workshop at BMSIT&M.

The information provided by the Principal on the FDP/Refresher Course and the workshop was noted by the Hon'ble BoG Members.

j) Student Development Programs (SDP) organised:

- i. Student Induction Program (SIP) for 2nd Semester students.
- ii. Basic Training on "Human Rights".
- iii. "Girls in ICT" Day organised by the Department of CSE in collaboration with Oracle.
- iv. Empowering Women at Sea.

The Hon'ble BOG Members noted the Student Development Programs initiated by the Institute.

k) Student Project Funding received:

- i. 47th KSCST Funded Projects.
- ii. Indian Water Works Association (IWWA) funding for UG Projects.
- iii. Startup funding for Dostbin is from the government of Karnataka and IITM.

The efforts of the students were noted and appreciated by the Hon'ble BoG Members.

l) Students' Achievements in Co-Curricular and Extra-Curricular Activities:

- i. Performance in GATE-2024: The achievements of Mr. Sudhanva Satish, Mr. Abhishek C Hiremath and Mr. Dhruva S Kashyap were noted by the Hon'ble Members and appreciated.
- ii. KSTA Award to CSE Students.
- iii. First Runner-up and Second Runner-up in Codesprint 2.0.
- iv. Students' achievement in "Adhiveshana", a Management fest.
- v. NCC Advanced Leadership camp.
- vi. NCC Cadets appeared for NCC "B" and "C" certificate exams.

The achievements of the students in Co-curricular and Extra-curricular activities were appreciated by the Members of the BoG.

m) Faculty Members' Achievement:

The members of the BoG noted the achievements of faculty members.

II. Research Publications/Research Fundings/Patents and Consultancy:

- i. **Publications:** The Principal recorded that for the Year 2023 (Jan to Dec), 209 publications were in SCIE, WoS and Scopus. Similarly, for the year 2024 (Jan to April), 60 publications were in SCIE, WoS and Scopus.
- ii. **Research Fundings:** The BoG Members noted the Research Funding Data presented by the Principal.
- iii. **Patents Granted:** The BoG Members noted the Patents data presented by the Principal.
- iv. **Consultancy services provided by BMSIT&M:** The BoG Members noted the Consultancy services provided by BMSIT&M.

III. Administrative Matters:

- i. **Installation of Floodlights at Basketball and Volleyball Courts.**
- ii. **Basketball Court Painting.**
- iii. **Opening of Bakery.**
- iv. **IT initiatives at BMSIT&M.**
 - a. **Implementation of Chatbot in BMSIT&M Website.**
 - b. **Formation of Social Media Team.** The formation of the Social Media Team was noted by the BoG Members. Sri. Kiran D M observed that the number of followers of the Instagram account was very low. The Principal, in reply, informed the BoG Members that the Instagram account was created a month ago. Hence, the followers were fewer in numbers. Sri. Kiran D M suggested including some of the students in the Social Media team, thereby increasing the visibility of the Instagram profile among students.

Sri. Aviram Sharma informed us that a similar process is followed at BMSCE; each department has a team of faculty members and students who ensure the coverage of events and increase the number of followers.

IV. Events and Celebration at BMSIT&M:

- i. **International Women's Day Celebration.**
- ii. **VTU North Division Intercollege Kabaddi Tournament at BMSIT&M.**
- iii. **Talk on "Safe Campus, Safe City".**
- iv. **Farewell for 2020-24 Batch Students.**
- v. **Talents Day Celebration.**

The Principal presented various events and celebrations conducted to the Hon'ble BoG.

48.3.2 Status of Placements:

The Principal presented the Placement data for the 2024 batch. He also recorded that the institution is working to improve the percentage of on-roll placement.

Sri. Gautham V Kalathur informed the BoG that the percentage of placements is likely to improve as the efforts and recruitment processes continue.

Dr. N C Shivaprakash enquired about the highest and median salaries. The Principal, in reply, informed the BoG Members that the highest salary offered was ₹26 Lakhs per annum, and the median salary offered by the companies was ₹6 Lakhs per annum for the 2024 batch.

The Hon'ble BoG Members noted the Status of Placement.

SECTION-4 MATTERS FOR RATIFICATION

48.4.1 Ratification of the Procurement of Books/Furniture/Equipment, etc., made after the 47th BoG Meeting:

Details of books, furniture, equipment, etc. procured after the 47th BOG Meeting held on 23.02.2024, were noted and ratified.

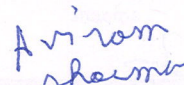
48.4.2 Ratification of Staff Appointment/Attritions/Study Leave/Transfers after the 47th BoG meeting:

Staff Appointment/Attritions/Study Leave/Transfers after the 47th BoG meeting held on 23.02.2024 was noted and ratified.

Dr P. Dayananda Pai enquired if the reasons/details for leaving BMSIT&M were collected. The Principal responded affirmatively. Sri. Gautham V Kalathur responded that salary was the main reason for attrition. Wg. Cdr. R A Raghavan reasoned that Manipal University offers higher salaries to attract Assistant Professors with Ph.D. The Principal informed the Hon'ble BoG Members that Amity University, Bengaluru, is also targeting Assistant Professors (with/without PhD) working in BMSCE, BMSIT&M, RVCE and RIT by offering 30% (1.3 to 1.4 Lakhs per month) more salary to entice them. Sri. Gautham V Kalathur also pointed out that Assistant Professors holding PhD degrees are offered Associate Professor positions to attract competent teachers.

Dr. N C Shivaprakash enquired about the starting salary offered at BMSIT&M. The Principal replied that BMSIT&M follows AICTE's 7th CPC. The Principal informed the BoG Members that if the newly appointed faculty members are appointed on a higher salary, there will be a cascading effect on the existing faculty members.

Sri. Gautham V Kalathur noted that faculty members who are leaving BMSIT&M are staff members with less than 2 to 3 years of service at BMSI&M (faculty members are using their 2 to 3 years of experience at BMSIT&M as leverage to negotiate a higher salary from the prospective employer).



Dr. N C Shivaprakash suggested that the Institute may use the services of an Adjunct Professor or a Professor of Practice. Dr. Sanjay H A, the Principal, agreed with Dr. N C Shivaprakash to bring in a Professor of Practice to assist the Faculty and students in Research and Project Guidance.

48.4.3 Status of ongoing Civil Works and ratification of Civil / Construction Works made after the 47th BoG meeting:

Details of the Civil Works were noted, and works completed after the 47th BoG Meeting held on 23.02.2024 were noted and ratified.

48.4.4 Ratification of the Promotion of Teachers under "Career Advancement Scheme – 2024.

The Teachers promoted under the "Career Advancement Scheme - 2024" were noted and ratified.

SECTION-5 SUBJECTS FOR DISCUSSION / APPROVAL

48.5.1 Revision of Research Policy: A policy on promotion of research and consultancy is in place at BMSIT&M encouraging faculty members to involve themselves in research and consultancy activities. With a vision to increase its reach to all types of research publications underlining higher quality and encourage collaborative research among faculty members with reputed institutions, the existing research policy is required to be revised. The revised policy was placed before the Hon'ble members of the BoG as detailed below.

Sl. No	Section	Existing Research Policy	Proposed Research Policy		
			Quality/Quartile Range	ABCD Quality Journals List Rating	Cash Incentive ₹
1.	Award of Cash Incentives for Research Publications	Only SCI were considered	Q1- Extremely High Quality	A*	₹ 24,000/-
			Q2- High Quality	A	₹ 15,000/-
			Q3- Medium Quality	B	₹ 10,000/-
			Q4- Acceptable Quality	C	₹ 5,000/-
			Journals in Scopus but not in Scimago	-	₹ 2,500/-

The Principal explained that incentivising publications in Q1, Q2, Q3 and Q4 ranked journals that cover SCIE, WoS and Scopus indexing, are necessary to foster an environment conducive to research activities and publications. The Principal informed the BoG Members that the revised Incentive policy, once approved, shall be in force for 3 years, and a more stringent policy shall come into effect later. The Hon'ble BoG Members noted and approved the revised incentives for Research Publications, as detailed below.

1. Cont.	Award of Cash Incentives for Research Publications	<ul style="list-style-type: none"> The Author's Position remains three only. The incentive was shared equally for all BMSIT authors. If one Author is external and the other is from BMSIT&M, the incentive is only 50% of the maximum amount. 	The Author's position can be any, but the distribution is in the table below.				
			First Author	Second Author	Third Author	Other authors	Distribution of incentive
			BMSIT&M				100%
			BMSIT&M	External	External/ None	External/ None	100% to first Author
			BMSIT&M	BMSIT&M	BMSIT&M		Percentage (totalling to 100%) contribution to be decided by the authors and submit the signed consent
			BMSIT&M	BMSIT&M	External/ None		Percentage (totalling to 100%) contribution to be decided by the authors and submit the signed consent
External	BMSIT&M	BMSIT&M		Percentage (totalling to 75%) contribution to be decided by the authors and submit the signed consent			

			External	BMSIT&M	External/ None		Second (75%)
			External	External	BMSIT&M		Third (50%)
			BMSIT&M	External	BMSIT&M		Percentage (totalling 100%) contribution to be decided by the authors and submit the signed consent
			External	External	External	BMSIT&M	30% of the total amount will be shared by any number of authors

The Principal explained the distribution of incentives among the internal authors of BMSIT&M . The Hon'ble BoG Members noted and approved the Revised Distribution of incentives among BMSIT&M authors and external authors, as detailed above.

2	Technical Books	There was no incentive to write technical books	Rs.5000/- for writing technical books with publishers such as WILEY/Springer/Taylor Francis/CRC/Pearson
---	-----------------	---	---

The Principal explained the need to incentivise the publication of Technical Books by faculty members with reputed publishers such as WILEY/Springer/Taylor/Francis/CRS/Pearson. The Hon'ble BoG Members noted and approved the incentives to be extended to faculty members authoring TechnicalBooks.

3	Incentives for sponsored research projects (State Level and National Level)	3% of the sanctioned amount for funded projects (Commonly 3% for State as well as National)	3 % of the sanctioned amount for state-funded projects and 5% of the sanctioned amount for nationally funded projects
---	---	---	---

The Principal reasoned that the revision would encourage/motivate the Faculty Members to work on Projects Funded by National Agencies, thereby helping the Institute obtain a better NIRF Ranking. The Hon'ble BoG Members noted and approved the revised incentives for faculty members securing Funded Projects from the National Agencies.

4	Professional Body Memberships	The incentive for professional body membership was the existing	100% Annual Membership fee reimbursement of any Indian professional body 75% Annual Membership fee reimbursement of any International professional bodies for co-ordinators of the society.
---	-------------------------------	---	--

The Principal proposed membership fee reimbursement for those faculty members, who coordinate, lead and promote International professional body activities, to keep their membership active. The Hon'ble BoG Members noted and approved the Professional Body Membership Fees reimbursement proposed by the Principal.

5	Support for Conference	₹.4000/- fees towards registration and travel/accommodation	Up to Rs.10,000/- Registration + Travel and accommodation as per actuals, both together not exceeding Rs.20,000/- (within India) Up to 1.25 lakhs for attending international conferences, the faculty member should have published at least two publications in Q1/Q2 journals in the previous two years. The Conference must be listed in the core ranking portal (A*, A and B)
---	------------------------	---	--

The Principal informed the Hon'ble BoG Members about the existing and proposed changes to support attending the Conferences by the Faculty Members.

a. Conference within India:

- i. Registration fees enhanced to ₹ 10,000
- ii. Least of the actual Total Expenses (Registration Fees + Accommodation + Travel Expenses) or ₹ 20,000/-
- iii. Maximum of two times in a year.

b. International Conference:

- i. Up to 1.25 lakhs for attending international conferences.
- ii. Faculty members should have published at least two publications in Q1/Q2 journals in the previous two years.
- iii. The Conference must be listed in the core ranking portal (A*, A and B)

The Proposed changes supporting Conference Attendance were noted and approved by the Hon'ble BoG Members.

Appreciating the efforts to incentivise the research activities, Dr S K Saidapur opined that all faculty members should involve in research activities with passion and cash incentives shall only serve as goodwill measures from the institute.

Sri Gautham V Kalathur expressed that the incentive policy followed at BMSIT&M is meant to motivate the Faculty Members to conduct research and attract new Faculty Members inclined towards research.

Dr N C Shivaprakash informed the BoG Members that eminent Institutions follow what is known as the "PDF", Personal Development Fund, in which any Incentive/Money earned by the Faculty on account of Funded Projects, Consultancy and Paper Presentations should be remitted to their PDF account. The Faculty may buy books or conduct research activities with incentive money.

48.5.2 College Logo Finalization: The Principal explained the need for changes in the Institute Logo, in line with AICTE records.

Changes Made to the Logo:

- i. Replacing "and" by "&" in BMS INSTITUTE
- ii. OF TECHNOLOGY and MANAGEMENT.
- iii. Removing the space between letters BMS.
- iv. Inclusion of Date of Establishment.



The changes were noted, and the new logo, as shown, is approved for adoption.

48.5.3 Document Retention Policy:

i. **SEE Booklet Retention Policy:**

BMSIT&M, as an Autonomous institution, is responsible for conducting and evaluating the Semester End Examination (SEE) for its students. BMSIT&M has been following the digital valuation system by scanning the SEE answer scripts since the first autonomous batch. In this regard, it is required to have a policy on retaining hard copies of SEE answer scripts by the institution in line with VTU.

- a. VTU, as a university, has a policy of retaining the SEE answer booklets for nine months from the date the final results of the said examination are announced.
- b. It is proposed to follow the VTU, Affiliating University, guidelines of retaining SEE answer booklets at BMSIT&M and discard SEE answer booklets of all examinations after 9 months of announcing the results of the said examinations through a proper disposal process.

The SEE Booklet Retention Policy, in line with VTU norms, was noted and approved by the Hon'ble BoG Members for adoption.

Avinash
sharma

ii. **Accounting Records Retention Policy:**

BMSIT&M has been preserving accounting records since 2002. The IT norms stipulate accounting records to be preserved for a period of 10 years. In this connection, it is proposed to retain the recent 10 years' accounts records and digitise the previous years' records.

The Accounting Records Retention Policy was noted and approved by the Hon'ble BoG Members for adoption.

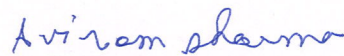
SECTION-6 ANY OTHER SUBJECT WITH THE PERMISSION OF THE CHAIR

The Members of the BoG complimented the Principal and his Team for the excellent work carried out.

The Meeting concluded with thanks to the Chair.



MEMBER SECRETARY
BoG, BMSIT&M



CHAIRMAN
BoG, BMSIT&M

