



283

राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान
National Institute of Pharmaceutical Education & Research
सैक्टर-67, एस. ए. एस. नगर(मोहाली), पंजाब – 160062
Sector-67, S.A.S. Nagar (Mohali), Punjab -160062

**MINUTES OF THE 83RD MEETING OF THE BOARD OF GOVERNORS (BOARD) HELD ON
15TH DECEMBER, 2023 (FRIDAY) AT NIPER, S.A.S. NAGAR (MOHALI)**

Present physically :-

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| 1. | Dr. Girish Sahni, Former Director General, CSIR | Chairperson |
| 2. | Prof. Dulal Panda, Director, NIPER, S.A.S. Nagar (Mohali) | Member |
| 3. | Prof. Arvind Kumar Bansal, NIPER, S.A.S. Nagar (Mohali) | Member |
| 4. | Prof. Ipsita Roy, NIPER, S.A.S. Nagar (Mohali) | Member |
| 5. | Sh. Darshan Singh Sidhu, Additional Director representing Secretary, Technical Education, Govt. of Punjab. | Member |
| 6. | Wing Cdr PJP Singh Waraich (Retd.), Registrar, NIPER, S.A.S. Nagar (Mohali) | Secretary |

Present virtually :-

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| 7. | Prof. R.S. Verma, Director, Motilal Nehru National Institute of Technology (MNNIT) Allahabad, Prayagraj | Member |
| 8. | Prof. Bikash Medhi, Department of Pharmacology, PGIMER | Member |
| 9. | Mr. Ranga Chandrasekhar, Deputy Drugs Controller (India), CDSCO, Sub Zonal Office, Baddi representing DCGI, MoHFW | Member |

The Registrar & Secretary, Board of Governors (BoG), NIPER, S.A.S. Nagar (Mohali) on his own behalf and on behalf of the Institute welcomed the Chairperson and Members, BoG to the 83rd Board Meeting. He informed that requests for leave of absence have been received from Dr. T. Rajamannar, Dr. Meenakshi Sharma & Dr. Rajesh Jain for the meeting. He also apprised that office of Acting Joint Secretary, DOP, GOI, New Delhi informed that JS has to attend a meeting at Parliament and will join Board meeting online, if feasible for him. The Board noted the leave of absence and other information as reported.

The Director while welcoming the Board members informed that present BoG has completed one year of term and took the opportunity to express his gratitude for the support, guidance and inspiration given to the Institute by the present Board during the last one year. He stated that due to guidance, faith and strong interaction with the Board, the Institute has become more efficient, transparent and futuristic. He apprised the Board that recently Institute has received communication from Ministry intimating that Pfizer Ltd. may be interested in collaborating with NIPER-Mohali on the CoE for "Anti-Viral and Anti-Bacterial Drug Discovery and Development," as it aims to develop new, breakthrough drugs that address unmet medical needs across various therapy areas. The Institute and M/s Granules India Ltd. signed an MoU for creating Centre of Excellence (CoE) thus becoming the first CoE with private sponsorship. He further stated that with the

-283-

guidance of Board Institute could convene many conferences/symposia. He particularly referred two symposia titled *NIPER Students Research Scholarship Symposium* and *AI&ML for Drug Discovery* which presented a great opportunity to the Institute to showcase its facilities and research activities to Pharmaceutical World. He also informed the process for tying up with US Pharmacopeia is being explored. In recent times, the Institute was able to obtain revival of 28 faculty positions, which will have cascading effects in achieving new heights in time to come as it will help the Institute in reducing abnormally high student faculty ratio and considerable improvement in research and teaching. He stated there are numerous other achievements which could be possible with the aid and assistance of the Board only. He concluded his remarks with a request and expectation that ensuing Board meetings be attended by the Board Members in physical mode as this will give more personalized touch on the issues of the Institute. He stated that Board meeting could be arranged where holidays are prefixing/suffixing and in a way that it give ample time to Board members to plan to visit the Institute physically. Thereafter, he requested the Chairperson to address the Board.

The Chairperson in his opening remarks thanked the Board Members particularly external Board Members for making it convenient to participate in six meetings in a year, whereas as per Act/Statutes the Board is expected to meet thrice in a year only. This has helped the Institute in clearing the backlog particularly the administrative issues considerably as the present Board was constituted in November, 2022 after a gap of more than three years. He stated that NIPER, S.A.S. Nagar (Mohali) is mother of all NIPERs having excellent infrastructure and internationally acclaimed faculty and a positive research and academic history behind it and it is high time to focus exclusively on futuristic scientific and research work for achieving and accomplishing newer heights.

The Chairperson articulated his views that in age of publicity/social media Institute needs to showcase its expertise and research work to the society, particularly the local and international Pharmaceutical world more prominently. The Institute needs to further strengthen its Public Relations and if required, the Institute may consider outsourcing its publicity activities to a professional agency. In response to the Chairperson's comment, the Director informed that he will present a plan for showcasing the Institute's achievements in the next meeting.

Thereafter, the agenda was taken up and a point-wise record of deliberations is contained in the following paragraphs:

- 83.1 To confirm the minutes of 82nd Board of Governors (BoG) meeting held on 6th October, 2023.

The Board unanimously resolved that the minutes of 82nd Board of Governors (BoG) meeting held on 6th October, 2023 at the Institute be confirmed. The Board also approved uploading the minutes of its 82nd meeting on the website of the Institute.

83.2 To report action taken on the minutes of 82nd Board of Governors (BoG) meeting held on 6th October, 2023.

The Board noted the information w.r.t. action taken by Institute on its directions and provided specific observations/directions on the following agenda items/action taken report, which are enumerated hereunder:

1. Agenda Item no. 82.5 with regard to allow faculty members, staff, students to form Startup/legal entity/Company and Incubate at Institute Incubation Center

and

Agenda Item No. 82.2.4 regarding the Centre for Pharmaceutical Innovation and Entrepreneurship (CPIE) to meet current guidelines of Atal Incubation Centre or Nidhi Incubator Scheme or Bionest Scheme, etc., and Implementation of DoP policy guidelines on innovation and Entrepreneurship.

The Board noted that registration of CPIE is still under process. The Board observed that there are agenda items, which are repetitive and have not attained finality.

The Board directed the Institute that the Board's decisions/directions must be completed with utmost urgency and in a time bound manner. The authorities of the Institute may seek interim reports from the concerned or hold follow up meetings wherever required but ensure timely completion of the tasks discussed by the Board.

The Board directed the Institute to prepare the Draft Standard Operative Procedure (SOPs) for Startup/legal entity/Company and Incubate at Institute Incubation Center in a time bound manner as reported to it. If required Atal Incubation Centre or Nidhi Incubator Scheme or Bionest Scheme which are operational in other NIPERs or Organizations be visited by a person or team to finalize the SOPs and other nitty-gritty.

The Board emphasized that the required space has to be identified or to be created by the Institute for the CPIE/Institute Incubation Centre with a sense of urgency as such facilities are very crucial to encourage, motivate and tap the expertise of Researchers particularly young Researchers.

The Board directed to complete all the pre-requisites for registration of CPIE under Section 8 of the Companies Act, 2013 (Amended Act) and put up a consolidated report to it in its next



meeting specifying the areas where its guidance/approval is required. The Director informed he will present a consolidated report on CPIE and incubation center in the next meeting.

2. Agenda Item No. 82.8 regarding increase maternity leave period for female Ph.D. scholars from present 90 days with fellowship (as in NIPER, S.A.S. Nagar) to 180 days with fellowship (as in all Central Govt. Offices/Agencies).

The Board revisited its decision and observed that it has already accorded its in-principle approval to the recommendations of the Senate of the Institute and reiterated that being a welfare measure best possible provisions be made for female Ph.D. students of the Institute.

The Board observed that referring its direction back to Senate and placing recommendations of the Senate again before the Board will consume much time and will not be in the interest of female students of the Institute.

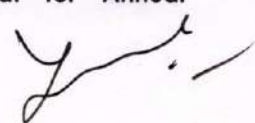
Accordingly, the Board directs the Institute to forward a Comprehensive Report on the matter to the Nodal Ministry for making necessary decisions/amendments in the Ordinances of the Institute. The institute will request the nodal ministry for a necessary action urgently.

3. Agenda Item No. 82.9 regarding Amendment in Clause 33 (b) (i) and (ii) of the Ordinances with regard to dispensing with evaluation of Thesis of Ph.D. student by foreign examiners.

The Board noted that it had already given in-principle approval for the agenda and direct the Institute to forward a Comprehensive Report to the Nodal Ministry as amendment of the Ordinances of the Institute is prerequisite alike maternity leave referred to above. The institute will request the nodal ministry for a necessary action urgently.

4. Agenda Item No. 82.2.1 regarding modification in format for Annual Performance Assessment Report (APAR) for the faculty of the institute.

The Board noted the proposed weightage of Annual Performance Assessment Report (APAR) for Career Advancement Scheme (CAS) interview in the proposed APAR format. The Board unanimously resolved to approve the format for Annual



-280-

Performance Assessment Report (APAR) for the faculty of the institute for implementation.

The Director will present the report of the implementation of new APAR and CAS promotion scheme in the next meeting.

5. Agenda Item No. 82.2.3 regarding Institutional product oriented project monitoring and functioning mechanism.

The Board noted that the Institute has constituted three separate committees for Chemical, Biological and Pharmaceutical Sciences for Institutional product oriented project monitoring and functioning mechanism and an Institutional committee to coordinate with external committee and other institutional modalities is also formed.

The Board keeping in view the importance emphasized the need for the Institute to act in a time bound manner. The Director assured the Board that efforts shall be made to have the first meeting of all the three Committees in February 2024 positively as it requires availability of the external experts as well.

The Director will present the final progress report in the next meeting.

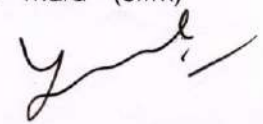
While deliberating on the issue, the Board suggested that any agenda item to be discussed by the Board normally should not extend beyond two meetings without any justified reason. The Director, being the Principal Executive Officer of the Institute, should ensure closer/completion of agenda items.

6. Agenda item No. 82.2.6 regarding Personal Promotion Scheme duly approved by Board in its 59th meeting dated 23.03.2014 for Non-Teaching Employees of the Institute.

The Board noted that matter with regard to cut off date of Personal Promotion Scheme (PPS) for the non-academic employees is being pursued with the Ministry and file/matter is under process.

The Board advised the Institute to pursue the matter both formally and informally with the Ministry so as to reach to a logical conclusion at the earliest.

7. Agenda Item No. 82.2.7 regarding "specific clause of arbitration" (MoA point 14) in the case of Universiti Teknologi Mara (UiTM) Memorandum of Agreement (MoA).



279

The matter was deliberated along with agenda item No. 83.9 and decision of the same is applicable in this case as well. Besides, it was apprised to the Board that proposed MoA with UITM has become infructuous as the project tenure is over.

8. Agenda Item No. 81.5 regarding Budget regarding Estimates (BE) FY 2023-24, Recurring [Grant in Aid (Salary) & Grant in Aid (General)] and Non- Recurring [Grant in Aid (Creation of Capital Assets)] of the Institute.

The Board was requested to read Sanction Orders for release of funds of Rs. 10 Cr. in GIA-General & Rs. 15 Cr. in GIA-Salary to NIPER-Mohali for the year 2023-24 instead of release of Sanction Orders for release of fund of Rs. 9 Cr. in GIA-General & Rs. 12 Cr. in GIA-Salary to NIPER- Mohali for the year 2023-24 as reported in the agenda item inadvertently.

The issue regarding deficit of Grants-in-Aid was deliberated on and the Board directed the Institute that besides making persistent efforts with DoP for additional release of grants, the Institute should also develop a plan of revenue generation and in this regard, motivate the faculty members to work toward this goal.

9. Agenda Item No. 81.2 regarding extension of benefits of *Retirement Gratuity and Death Gratuity* to NIPER Employees as applicable to the Central Government Employees covered under NPS.

The Board directed the Institute keep following up the matter with the Nodal Ministry.

10. Agenda Item No. 81.2.6 regarding vacant posts at NIPER, S.A.S. Nagar (Mohali).

It was apprised by the Director that the Institute has worked out the category wise distributions of 28 faculty posts (Professor- 10 posts, Associate Professor-11 posts and Assistant Professor- 7 posts) revived by the Government referring DoP vide their letter No. F. No. 51020/ 1/ 2017/ NIPER (Pt.II) (22269) dated 26.09.2023 as per the rules/guidelines for roster. The department wise allocation of posts is under consideration and once finalized, these posts will be advertised.

The Board emphasizing the needs of earmarking time line by which whole process of appointment of faculty is expected to be completed without diluting any statutory compliance and asked

278

for a tentative date for the same. The Institute has promised to recruit all vacant faculty positions within two years.

The Institute is aware that recruitment of new faculty will bring down the Student Faculty ratio substantially, which is 1:30 and very high at present. The Director informed the Board that in order to speed-up the recruitment process Prof. I.P. Singh has been made in charge of Recruitment Cell and assured the Board that it shall be endeavoured to recruit all the faculty as early as possible following statutory compliance. He expressed his confidence that half of the revived faculty positions should be filled within a year.

The director emphasized that all faculty positions will be filled up within 2 years.

- 83.3 To ratify the minutes of the 43rd Finance Committee held on 20th November, 2023.

The Board noted the minutes particularly 'Sh. Vikas Mittal, Member, Finance Committee of the Institute vide his email dated 17th November, 2023 expressed his inability to attend the instant meeting and also conveyed to withdraw from the Finance Committee as he is not been able to devote time to Finance Committee due to his other engagements and being stationed at Gurgaon. The Secretary apprised that since Sh. Vikas Mittal is one of the nominees of the Board of Governors (BoG) to represent Industry in the Finance Committee in pursuance to Clause No. 3.4.1.1 (d) of the Statute, hence, the matter would be brought to the attention of Board in its ensuing meeting for fresh nomination in his place in the Finance Committee...'

After thorough deliberations, the Board resolved to approve/ratify the minutes of the 43rd Finance Committee meeting held on 20th November, 2023.

- 83.4 To ratify the minutes of the 21st meeting of Laboratory Services, Building And Works Committee (LSBWC) on 27th October, 2023.

After thorough deliberations, the Board unanimously resolved to approve/ratify the minutes of the 21st meeting of Laboratory Services, Building and Works Committee (LSBWC) on 27th October, 2023.

- 83.5 To report the Separate Audit Report (SAR) of the Comptroller and Auditor General of India, New Delhi on the Accounts of the Institute for year ending 31st March, 2023 and adoption of Accounts for the Year 2022-23 by the Board.

The Board noted the observations of the Finance Committee on the SAR and thereafter held thorough deliberations on the SAR, the Board observed that the points raised are regular/advisory in nature and no

-277-

glaring observation/objection is made by the office of Director General of Audit (Central), Chandigarh.

The Board also noted that Institute is responsive to the point raised in the o/o Director General of Audit (Central), Chandigarh vide letter no. DGA(c)/KVeay/SAR/NIPER2022-23/23-24/1101 dated 19th October, 2023. Thereafter, the Board unanimously resolved to endorse/adopt the adoption of Accounts for the year 2022-23 of the Institute.

83.6 A report on Citizen Charter of the Institute.

After thorough deliberations, the Board agreed in-principle with the proposed Citizen Charter circulated amongst the learned Members of the Board electronically on 14th December, 2023.

However, the Board also observed that without Standard Operating Procedure (SOPs) for implementation of Citizen Charter in the Institute, the desired results would be difficult to achieve. The SOPs will not only help to achieve betterment of deliverance of service but also be helpful for fixing of responsibility of the employees delinquent in providing service as per the Citizen Charter.

The Board directed the Institute to put up the SOPs for implementation of Citizen Charter and arrange a presentation on the same in its next meeting. The Director assured the Board that he would present the SOPs in the next meeting.

83.7 To consider enhancement limitation of Rs. 2.00 lacs as specified in Clause 3.5.2 (b) of NIPER Statute.

The Board noted that as per Statutes, the Institute follows GFR rules which have been amended from time to time. The Board deliberated upon the necessity to amend clause 3.5.2 (b) of the Statutes of Institute in accordance with the provisions for execution of various works contained in General Finance Rules, as amended from time to time.

After thorough deliberations there was unanimity in the Board to approve to amend Clause Clause 3.5.2 (b) of NIPER Statute as *"to give the necessary administrative approval and expenditure sanction for execution of various works pertaining to repairs and maintenance in accordance with the provisions contained in General Finance Rules as amended from time to time, within the grant placed at the disposal of the institute"*.

The Board observed that as per clause 27 (3) of the Principal NIPER Act 1998 a new Statute or addition to the Statutes or any amendment or repeal of a Statute shall require the previous approval of the Visitor who may assent thereto or withhold assent or remit it to the Board for consideration. Accordingly, the

-276-

Board directed the Institute to pursue the matter for amendment with the Nodal Ministry particularly as the decision will impact other NIPERs also as they have also been governed by the same Act and Statutes.

- 83.8 To report MoU being signed with CPWD Chandigarh for carrying out construction/upgradation/extension/renovation at the institute.

The Board while going through the agenda inquired, if Institute is also considering similar MoUs with other Government entities who are specialized in carrying out construction/upgradation/extension/renovation work?

It was explained to the Board that Central Public Works Department (CPWD) is the only authorized Central Government agency to undertake construction, repairs and maintenance works for autonomous organizations like the Institute as Deposit Works whereas other Government organizations like NBCC, BSNL etc. carry out construction/upgradation/extension/renovation work under Project Management Consultancy (PMC) mode and levy Service/Consultancy Charges in terms of percentage. It was apprised to the Board that the CPWD has agreed to execute the work from scratch till end, without levying any departmental/consultancy charges to the Institute.

The Board resolved to approve the proposed MoU with this response and also authorized the Director of the Institute to accept minor modification (s) in the MoU, if so required, by the Institute/CPWD.

- 83.9 To provide directions regarding the CDA/Agreement MoUs where the Agreements are of International nature.

There were extensive deliberations on the agenda as the Board noted that Institute is facing issues pertaining to 'jurisdiction' in finalizing terms of contracts and thus touched upon each aspect/situation so as to resolve the issues being faced by the Institute in the most befitting manner.

The Board noted that in two types of contracts/situations where the Organization is Indian (National) and agrees with the SAS Nagar as Jurisdiction and where the organization is international with an office in India and agrees with the SAS Nagar as Jurisdiction and the laws of India Institute should be processed further by the Institute in a time-bound manner as per extant rules. In case of international organizations (second case), further approvals, if required as per Act and Statutes, should be obtained before execution.

After threadbare deliberations, the Board unanimously resolved to direct the Institute as under:

- 275-
1. In situations where Organization is Indian and does not agree with the SAS Nagar (Mohali) as Jurisdiction but prefers New Delhi/Mumbai etc. as jurisdiction, the Director being the Principal Executive Officer of the Institute may take decision in their wisdom on case to case basis keeping tangible and intangible benefits expected from the MoU. However, in the event the Director wishes to take guidance from the Board, the Director may bring such cases for the consideration of the Board with their recommendations.
 2. The ibid decision shall also apply in situations where Organization is international with NO office in India but agrees with the SAS Nagar (Mohali) as Jurisdiction and the laws of India.
 3. In the situations where organization is international with *No office in India* and *Do Not Agree* with the SAS Nagar (Mohali) as Jurisdiction and the laws of India despite best efforts of the Institute then it would be imperative upon the Institute to bring such contracts/situations for the consideration and decision of the Board

The Board also discussed that since international MoUs are of technical cum legal nature and at times require expert advice having knowledge of both Research and international laws, hence, Institute may identify such experts. Earlier decision of the Board for including a legal expert and an external expert in the committee, needs to be implemented.

The Board also made it clear that first preference of *jurisdiction* in any of the five situation(s)/contract(s) has to be S.A.S. Nagar (Mohali).

Further, in pursuance to the above, the Board approved CDA Agreement with Esperante Development B. V of Netherlands and Consultancy Agreement between Sirona BioSciences Inc of USA for further processing as per rules. With regard to CDA Agreement between Shivanka Research, of New Jersey, USA, the Board directed the Institute to try to convince the Organization to agree with local jurisdiction and if Shivanka Research does not agree then matter be reported to it in next meeting for further directions with outlining specific monetary and research benefits expected by the Institute from the contract.

The Board deliberated the signing processes of the MOU and CDAs. There are many stages before signing of MOUs and CDAs. The procedure is time-consuming and at times leads to the loss of interest as well as the opportunity of obtaining funding and forging collaboration. Considering the importance of time-bound projects, the board directed that the national MOUs and CDAs be approved by the director, while the Board will approve the international MOUs and CDAs. The institute should report all signed MOUs to the Board.

83.10 Administrative matters to be reported to the Board.

Noted.

83.11 To table Bilingual Annual Reports including Annual Statement of Accounts for the period 2022-2023 of NIPER, S.A.S. Nagar (Mohali).

The Board unanimously resolved to adopt and approve the tabled Bilingual Annual Reports including Annual Statement of Accounts for the period 2022-2023 of the Institute.

There being no further points, the meeting ended with thanks to the Chair and by Chair to the members.

[विंग कमांडर पी.जे.पी. सिंह वडैच (सेवानिवृत्त)]
कुलसचिव, सचिव-शापीमंडल, नाईपर,
एस. ए. एस. नगर (मोहाली)