

IIT KHARAGPUR AI4ICPS I HUB FOUNDATION

Regd. Office: IIT KHARAGPUR CAMPUS, DIST. PASCHIM MEDINIPUR, KHARAGPUR
MIDNAPORE WB-721302

CIN: U73100WB2020NPL241238

2nd Meeting of the Hub Governing Body (HGB)

Date: Tuesday, 15th March 2022

Time: 12.00 PM – 1.00 PM

Place: Board Room, IIT Kharagpur

Online: meet.google.com/cme-bkce-fvc

Attendees:

1. Prof. Virendra Kumar Tewari, Director, IIT Kharagpur; Chairperson HGB of AI4ICPS; Director, IIT KHARAGPUR AI4ICPS I HUB FOUNDATION
2. Prof. Amit Patra, Deputy Director, IIT Kharagpur; Member, HGB, AI4ICPS FOUNDATION; Director, IIT KHARAGPUR AI4ICPS I HUB FOUNDATION
- PIC Rajarhat Research Park; Member HGB, AI4ICPS
3. Prof. Suman Chakraborty, Dean SRIC, IIT Kharagpur; Member, HGB, AI4ICPS
4. Prof. Siddhartha Das, MD STEP, IIT Kharagpur; Member, HGB, AI4ICPS
5. Prof. Sudeshna Sarkar, Professor Department of computer Science, IIT Kharagpur; Member, HGB, AI4ICPS; Director, IIT KHARAGPUR AI4ICPS I HUB FOUNDATION; Project Director, AI4ICPS
6. Dr. K. R. Murali Mohan, Mission Director, NM-ICPS DST Govt. of India; Member, HGB, AI4ICPS
7. Dr. Debdoot Sheet, Assistant Professor, Department of Electrical Engineering, IIT Kharagpur; Member-Secretary HGB of AI4ICPS; Joint Project Director, AI4ICPS
8. Mr. Bhat Dittakavi, Chief Executive Officer (CEO), AI4ICPS (Invitee)

Agenda:

1. Approval of the minutes of the 1st HGB meeting on 10 February 2021
2. Introduction of Bhat Dittakavi, Chief Executive Officer (CEO) of AI4ICPS
3. Brief Presentation by CEO on
 - a. Current Activities
 - b. Roadmap till 31 December 2022
4. Induction of CEO into the HGB
5. Induction of Industry Representative to the HGB (as per HGB constitution guidelines of NM-ICPS)
6. Procurement and HR Policies and SOPs
7. Advertisement and processing for recruitment of COO, CIO, CTO, 2 Engineering Managers (EM), 6 Project Engineer(s), HR & Communication Executive and Legal Associate.
8. Tentative Interview schedule for CXO roles in early May

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1st Meeting of the Hub Governing Body (HGB) of the IIT KHARAGPUR AI4ICPS I HUB FOUNDATION

Date: 10 February 2021, Wednesday

Time: 1:00 - 2:00 PM

Venue: Board Room, IIT Kharagpur, and Online via Google Meet

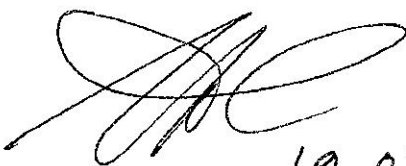
[<https://meet.google.com/sgt-mnag-kzt>]

Attendees:

1. Prof. Virendra Kumar Tewari, (Director, IIT Kharagpur), Chairperson
2. Prof. Sriman Kumar Bhattacharyya, (Dy. Director, IIT Kharagpur), Member
3. Prof. Suman Chakraborty, (Dean SRIC, IIT Kharagpur), Member
4. Prof. Siddhartha Das, (MD STEP, IIT Kharagpur), Member
5. Prof. Amit Patra, (PIC Rajarhat Research Park, IIT Kharagpur), Member (Online)
6. Prof. Sudeshna Sarkar, (Project Director AI4ICPS), Member
7. Dr. K. R. Murali Mohan, (Mission Director NM-ICPS), Member (Online)
8. Dr. Debdoot Sheet, (Jt. Project Director AI4ICPS), Member-Secretary

Minutes:

1. The Chairperson welcomed all members of the HGB to the meeting.
2. The Chairperson appraised all members of the HGB about their roles and responsibilities per AOA of the Hub (Article 46 of the AOA of the Hub). The HGB members acknowledged them.
 - a. The Chairperson proposed that the HGB meet at least twice per year and the members accepted it.
3. The Project Director informed the committee about advertising for the post of CEO, to comply with the terms of the Tri-Party Agreement.
 - a. The Chairperson sought suggestions on the anticipated profile and experience of the candidate, also including salary, perks, incentives, contract terms, etc.
 - b. Candidate to have at least a B. Tech / B.E. / M.Sc degrees from IITs and similar scale of reputed universities of the world, with experience in areas of AI, ML and CPS. Candidates with advanced degrees in Management shall be preferred. Candidates should have experience in similar key management positions in well established organizations. Candidate to be within the age group of 45-55 years. The salary to range in Rs. 2.5-3.0 Lakhs per month, and annual/periodic review based performance linked appraisal.
 - c. The advertisement to be made by and job contract to be executed by the Project Director subsequent to approval of the HGB Chairperson.

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19.02.2021

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4. Mission Director NM-ICPS suggested processing of other recruitments on long term contracts after the recruitment of the CEO. The HGB accepted the same.
5. Mission Director NM-ICPS suggested to recognize the TBI with DPIIT to avail funds earmarked for this purpose by several other Ministries.
6. The Chairperson sought advice on matters of appointment of a Law Firm for scrutiny of contracts, agreements, job contracts, etc. for the Hub. The Mission Director suggested utilizing the Institute's existing facilities for processing them for recruitment of the CEO and post the CEO's appointment to engage professional services.
7. The Chairperson appraised the HGB that M/s D. Das and Kamaluddin have been appointed as the Statutory Auditor for the Hub for 2020-21 subsequent to the requirements per Companies Act, 2013.
8. The Project Director appraised the HGB that the unutilized amount available with SRIC from the initial Grant in Aid has been transferred to the Savings Bank Account of the Hub, and the UC-SE from an external Auditor are processed. The same would be submitted to NM-ICPS for release of the remaining amount for Year 1.
9. The Chairperson informed the HGB of the resignation of Prof. Bhrigu Nath Singh as a Director of the Hub. He also proposed the appointment of Mr. Tamal Nath, Registrar, IIT Kharagpur as an ex-officio Director of the Hub and the transfer of the Shares from Prof. Bhrigu Nath Singh to Mr. Tamal Nath. The members accepted the proposal.



19/02/2021

Prof. Virendra Kumar Tewari

Chairperson, HGB

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