

January 1, 2020

OFFICE ORDER NO. DIR/2020/ 01

Sub: **Reconstitution of Apex Co-ordination Committee, Standing Committees and Other Committees of HBNI Constituent Institution at IGCAR (HBNI-IGCAR)**

In supersession of all earlier orders, the Apex Co-ordination Committee, Standing Committees and Other Committees of HBNI-IGCAR for facilitating the conduct of academic programmes is reconstituted with immediate effect, with the members as given in Annex - 1 to Annex - 6. The roles and responsibilities of all the committees are given in Annex - 7.

Academic Programmes


HBNI has already formulated rules and regulations governing the academic programmes to be offered by it. The following academic programmes are being offered at HBNI-IGCAR under the aegis of HBNI from 2006.

1. Ph.D. in Physical Sciences, Chemical Sciences, Engineering Sciences
2. M.Sc. (Engg.) in Engineering Sciences
3. M.Phil. in Physical Sciences and Chemical Sciences
4. M.Tech. in Engineering Sciences
5. P.G. Diploma for Trainee Scientific Officers in Training School

Deans & Coordinator

For conducting the above academic programmes at HBNI-IGCAR, the following function as Deans / Coordinator of HBNI-IGCAR:

Dean (Academic) Engineering Sciences	Prof. Anish Kumar Head, UMS, NDED, MMG
Dean (Academic) Physical Sciences	Prof. R. Rajaraman, Head, MPS, MPD, MSG
Dean (Academic) Chemical Sciences	Prof. N. Sivaraman AD, MFCG, MC&MFCG
Dean (Student Affairs)	Prof. T. S. Lakshminarasimhan AD, RMG, SQRMG
Coordinator (Academic Courses)	Dr. Vidya Sundararajan Head, P&HRMD, RMG, SQRMG


(Arun Kumar Bhaduri)
Director, IGCAR

- Annex – 1: Apex Coordination Committee
- Annex – 2: Standing Committee in Engineering Sciences
- Annex – 3: Standing Committee in Physical Sciences
- Annex – 4: Standing Committee in Chemical Sciences
- Annex – 5: Committee for dealing matters relating to Scheduled Castes & Scheduled Tribes
- Annex – 6: Anti-Ragging Committee
- Annex – 7: Roles & Responsibilities of the Committees of HBNI-IGCAR

To

1. Chairman, Council of Management, HBNI & Chairman, AEC
2. Vice Chancellor, HBNI
3. Director, HBNI
4. Dean, HBNI
5. Director, BARC
6. Director, RRCAT
7. Director, VECC
8. CE, NFC
9. Members of the Coordination Committee, Standing Committees & Other committees of HBNI-IGCAR
10. All IGCSC members

Apex Co-ordination Committee of HBNI-IGCAR

1.	Prof. B. Venkatraman Director, SQRMG & ESG & Chairman, Standing Committee of Physical Sciences	Chairman
2.	Prof. K. Ananthasivan Director, RpG & Chairman, Standing Committee of Chemical Sciences	Co-Chairman
3.	Prof. Shaju K. Albert Director, MMG & MSG & Chairman, Standing Committee of Engineering Sciences	
4.	Prof. N. Sivaraman AD, MFCG, MC&MFCG & Dean (Academic) Chemical Sciences	
5.	Prof. Anish Kumar Head, UMS, NDED, MMG & Dean (Academic) Engineering Sciences	
6.	Prof. R. Rajaraman Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	
7.	Dr. Vidya Sundararajan, Head, P&HRMD, RMG, SQRMG	
8.	Prof. T. S. Lakshminarasimhan AD, RMG, SQRMG & Dean (Student Affairs)	Convener

Standing Committee of HBNI-IGCAR for Engineering Sciences

1.	Prof. Shaju K. Albert Director, MMG & MSG	Chairman
2.	Prof. S. Murugan AD, CDHG, RDTG	Co-Chairman
3.	Prof. R. Divakar AD, MEG, MMG	
4.	Prof. T. S. Lakshminarasimhan AD, RMG, SQRMG & Dean (Student Affairs)	
5.	Prof. V. Jayaraman Head, MCD, MC&MFCG	
6.	Prof. Anish Kumar Head, UMS, NDED, MMG & Dean (Academic) Engineering Sciences	Convener

Standing Committee of HBNI-IGCAR for Physical Sciences

1.	Prof. B. Venkatraman Director, SQRMG & ESG	Chairman
2.	Prof. N. V. Chandra Shekar Head, CMPD, MSG	Co-Chairman
3.	Prof. K. Devan Head, RND, RDG	
4.	Prof. John Philip Head, CSTD, MMG	
5.	Prof. Sandip Kumar Dhara Head, SND, MSG	
6.	Prof. M. T. Jose Head, HISD, HSEG, SQRMG	
7.	Prof. T. R. Ravindran Head, LSSS, CMPD, MSG	
8.	Prof. Awadhesh Mani Head, LTSS, CMPD, MSG	
9.	Prof. R. Rajaraman Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	Convener

Standing Committee of HBNI-IGCAR for Chemical Sciences

1.	Prof. K. Ananthasivan Director, RpG	Chairman
2.	Prof. M. Kamruddin AD, ANG, MSG	Co-Chairman
3.	Prof. B. Prabhakara Reddy AD, MFRG, MC&MFCG	
4.	Prof. V. Jayaraman Head, MCD, MC&MFCG	
5.	Prof. S. Ningshen Head, ACPS, CSTD, MMG	
6.	Prof. K. I. Gnanasekar Head, NCSS, MCD, MC&MFCG	
7.	Prof. T. S. Lakshminarasimhan AD, RMG, SQRMG & Dean (Student Affairs)	
8.	Prof. Rajesh Ganesan, Head, LMCS, MCD, MC&MFCG	
9.	Prof. N. Sivaraman AD, MFCG, MC&MFCG & Dean (Academic) Chemical Sciences	Convener

**Committee of HBNI-IGCAR for dealing with matters relating to
Students belonging to Scheduled Castes & Scheduled Tribes**

1.	Prof. S. Ningshen Head, ACPS, CSTD, MMG	Convener
2.	Prof. S. Thirunavukkarasu SO/F, NDED, MMG	Member
3.	Prof. S. Ravi SO/F, PIED, MMG	Member
4.	Dr. M. Suba SO/D, RpG	Member
5.	Shri Vankadoth Shiva Research Scholar	Student Member
6.	Ms. K. Bharathi Manjula Research Scholar	Student Member

Anti-Ragging Committee of HBNI-IGCAR

1.	Prof. Arun Kumar Bhaduri Director IGCAR & Director HBNI-IGCAR	Chairman
2.	Prof. N. Sivaraman AD, MFCG, MC&MFCG & Dean (Academic) Chemical Sciences	
3.	Prof. Anish Kumar Head, UMS, NDED, MMG & Dean (Academic) Engineering Sciences	
4.	Prof. R. Rajaraman Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	
5.	Ms. S. Abhirami Research Scholar	
6.	Shri M. Harish Research Scholar	
7.	Prof. T. S. Lakshminarasimhan AD, RMG, SQRMG & Dean (Student Affairs)	Convener

Roles & Responsibilities of the Committees of HBNI-IGCAR

1. Apex Co-ordination Committee

The Apex Co-ordination Committee shall be the principal executive body for implementing all the HBNI-IGCAR related matters. It will be responsible for all policy matters relating to administrative, academic and other related issues concerning HBNI-IGCAR. The committee shall ensure maintenance of highest quality in all programmes being pursued at HBNI-IGCAR. The committee shall:

- i. Recommend the procedures to be followed and monitor the implementation of the same as per HBNI guidelines
- ii. Recommend to HBNI for recognizing the scientific staff of IGCAR as faculty members of HBNI
- iii. Consider issues relating to IGCAR collaboration with other research/academic institutions under HBNI scheme
- iv. To interface with the Academic Council, the Board of Studies and the Deans of HBNI for quality and effective implementation of programmes of HBNI.

All the proposals and recommendations of the Apex Co-ordination Committee would be put up to Director HBNI-IGCAR for approval.

2. Standing Committees

(1) Ph.D. (for Employees)

1. To interview employees to ascertain their suitability for research leading to Ph.D.
2. To assist selected Ph.D. candidates in the choice of guide and topic of research.
3. To advise Dean (Academic) on the composition of doctoral committees for the selected Ph.D. candidates.

Employees will be admitted to HBNI-IGCAR for pursuing Ph.D. as per approved process by selection interview. For employees who have joined directly, i.e. not through BARC Training School, the selection process would consist of a screening test followed by selection interview.

(2) Ph.D. (for Students)

1. To advise Dean (Academic) on the composition of Monitoring Committee for the selected Student, till a Doctoral Committee is appointed.
2. To assist the student in the choice of guide and topic for research.
3. To advise Dean (Academic) on the composition of Doctoral Committee.

Students will be admitted to HBNI-IGCAR for pursuing Ph.D. as per approved process consisting of a screening test followed by selection interview. The students will report to Dean (Student Affairs). After the allotment process is completed, the students would report to the assigned guides.

The following procedure would be adopted in identifying the research topics for the students and assigning them.

1. The requirement of Research Scholars, discipline-wise from each group would be sought from the Group Directors. A consolidated report based on the inputs received from Group Directors would be put up to Director, IGCAR.
2. The number of Research Scholars recruited each year would be decided based on the overall requirements and available infrastructure.
3. The recruitment process will be carried out by the Committee constituted for each discipline.
4. A committee constituted by Director, IGCAR would oversee the allotment of the research projects to the JRFs selected.
5. The overall co-ordination for recruitment will be carried out by Dean (Student Affairs) along with the Administration.

(3) M.Sc. (Engg.) [Only for Employees]

1. To interview applicants to judge their suitability for research leading to M.Sc. (Engg.)
2. To assist selected candidates in the choice of guide and topic for research.
3. To advise Dean (Academic) on the composition of the M.Sc. (Engg.) Committee. Employees will be admitted to HBNI-IGCAR for pursuing M.Sc. (Engg.) as per approved process by selection interview. For the employees who have joined directly, i.e. not through the BARC Training School, the selection process would consist of a screening test followed by selection interview.

(4) M.Tech. (For Fresh Training School Graduates)

1. To assign project guide and topic of project within a month of receipt of application for enrolment. While the domain of the project will be selected in consultation with Head of Division, where the BARC Training School Graduate is placed, the Standing Committee will help the candidate in selecting the exact topic and the guide.
2. To advise Dean (Academic) on the constitution of an M.Tech. Committee for the students.

3. Dean (Academic)

The Academic Deans would be responsible for all the academic matters pertaining to their respective disciplines (Engineering, Physical and Chemical Sciences).

4. Dean (Student Affairs)

Dean (Student Affairs) will be responsible for:

- i. Coordination with the Academic Deans and Coordinator (Academic Courses)
- ii. Admission and placement of HBNI scholars, ensuring timely payment of scholarships and contingency allowances, infrastructure and logistic requirements
- iii. Management of hostels, alumni affairs and placement cell.
- iv. Matters relating to discipline including anti-ragging as well as addressing grievances.

5. Coordinator (Academic Courses)

Coordinator (Academic Courses) will coordinate between the Academic Deans and Dean (Student Affairs) for the smooth functioning of the academic programmes of the HBNI courses at the BARC Training School at IGCAR.