



Faculty Handbook 2018

Indian Institute of Technology
(BHU), Varanasi

Vision:

To attain global recognition in research, and training students for meeting the challenging needs of industries and society, while molding the character of the grandaunts conforming to a high integrity standard.

Mission:

Providing high quality undergraduate and post graduate education in tune with changing needs of industry. Generating knowledge and developing technology through quality research in frontier area of ceramic and interdisciplinary fields. Fostering industry-academia relationship for mutual benefit and growth through short-term courses, workshops, and exchange visits.

To attain global recognition in research and training students for meeting the challenging needs of ceramics & allied industries and society.

The Institute

Indian Institute of Technology (BHU), Varanasi (abbreviated IIT (BHU), Varanasi or simply IIT (BHU)) is an Institute of national importance located in Varanasi, Uttar Pradesh, India. Founded in 1919 as the Banaras Engineering College, it became the Institute of Technology, Banaras Hindu University in 1968. It was converted as Indian Institute of Technology (Banaras Hindu University) in 2012 by an Act of the Parliament through the Institutes of Technology (Amendment) Act, 2012 vide Gazette Notification dated 29.06.2012. IIT(BHU) has 14 Departments and 3 Schools.

Governance Structure

Indian Institute of Technology (BHU), Varanasi is an Institute of national importance created by an Act of the Parliament through the Institutes of Technology (Amendment) Act, 2012 vide Gazette Notification dated 29.06.2012. All the IITs are administered centrally by the IIT Council, an apex body established by the Government of India. The Minister of Human Resource & Development, Government of India, is the Chairman of the Council.

The Visitor:

The president of India's is officially the chief of the IITs; (s)he is called the Visitor of the Institutes. In reality, the Institute does not deal directly with the Visitor, but routes all papers which require her approval through the ministry of Human Resource Development, MHRD for short.

The Council:

At the very top of all the IITs' administration is the IIT Council. The Chairman of the Council is the Minister of Human Resource Development, which is the central ministry under which our Institute comes. The Council is a very large organization with a large number of (ex-officio) members, e.g. the Chairmen and the Directors of all IITs.

The Board of Governors:

IIT(BHU) has Board of Governors or BoG responsible for its overall administration. The BoG meets often. Almost all major policy decisions have to be approved by the Board. For instance, all appointments, major purchases, constructions, etc. require approval and authorization of the Board. The meetings of the Board are generally spaced every six months. The Chairman of the Board approves items which cannot await the next meeting of the Board and such decisions are approved in *post-facto* by the BOG.

The Senate:

It comprises all professors of the Institute decides the academic policy of the Institute. It controls and approves the curriculum, courses, examinations and results. It appoints committees to look into specific academic matters arising from time to time. The teaching, training and research activities of various departments of the Institute are periodically

reviewed to improve facilities and maintain standards. The Director of the Institute is the ex-officio Chairman of the Senate.

Other Statutory authorities of the Institute are the **Finance Committee** and the **Building and Works Committee**.

The Director and Other Functionaries:

The Director is the Principal Academic and Executive Officer of the Institute. The Director is responsible for the proper administration of the Institute and for the imparting of the instruction and maintenance of discipline therein.

The Registrar is the custodian of records, funds of Institute and other properties of the Institute. He is also Secretary to the Board of Governors, the Senate, the Finance Committee and the Building and Works Committee.

There are five Deans who have been delineated various functions by the Director as per the following details:

- (i) Dean (Faculty Affairs): All establishment matters of faculty members since recruitment till superannuation fall under the responsibility of the Dean (Faculty Affairs).
- (ii) Dean (Academic Affairs): The office of the Dean (Academic Affairs), called the Academic Section, is responsible for the implementation of the decisions taken on academic matters by the Senate, the Senate Under Graduate Committee (SUGC) and the Senate Post Graduate Committee (SPGC). Acts as a channel of communication between students, instructors, departments/interdisciplinary programmes and SUGC/SPGC. The under graduate (UG) and post graduate (PG) offices of the Academic Section assist the SGUC/SPGC and its subcommittees in their tasks.
- (iii) Dean (Research & Development): Research and development activities fall under the Dean (Research & Development). The office maintains records of project grants received from funding agencies. It helps in placing purchase orders, appointing staff, and preparation of certificates required for submission to the funding organizations.
- (iv) Dean (Resource & Alumni): The Resource & Alumni Affairs of the Institute are looked after by the Dean (Resource & Alumni). It coordinates alumni process and works out resource generation activities of the Institute.

(v) **Dean (Students' Affairs):** The Dean (Students' Affairs) is the coordinating authority for all student activities at IIT (BHU), and is responsible for the general welfare of the students at the Institute. The DoSA is also the ex-officio President of the Students' Parliament and the Chief Counsellor of the IIT (BHU) Gymkhana. As the President of the Students' Parliament, the DoSA oversees the general functioning of the legislative body, and appoints elected representatives to the offices of the Vice President, the Assistant Vice President, and the Conveners of various parliamentary committees, who report to the DoSA on all matters concerning the Parliament. The Dean (Students' Affairs) also looks after the matters of student welfare, including hostel affairs, and takes care of the needs of students requiring any special attention.

Head & Coordinator: Each Department and School has a Head and Coordinator, respectively who carry out the various functions as per the delegation of the Director

The Joint Registrar/Deputy Registrar/Assistant Registrars report to the Deans/the Registrar directly as per the division of work and are accountable for their area.

Formalities after getting offer letter and at the time of joining

Person who has been selected and offered a faculty position in the Institute has to send his/her acceptance and likely date of joining within one month from the issue of the offer letter to the Office of Faculty Affairs. He/she may also intimate confirm date of joining well in advance so that guest house can be booked accordingly.

Apply for a PAN card and the Aadhar card immediately, if it is not available. These are legal documents mandated by the Government of India. They are also required for maintaining a clean record of income taxes.

Bank account details are also required for payment of salary after joining the Institute. Hence, one can open a bank account in any bank in India, if not having the same.

Newly appointed faculty members of the Institute are provided following formats with the offer letter to be submitted at the time of joining:

(i) Attestation Form

- (ii) Family Declaration
- (iii) Home Town Declaration Form
- (iv) Family Declaration Form for LTC purpose
- (v) Marital Status

They are also requested to bring with them the following in original along with a set of self attested xerox copies:

- (i) The High School Certificate or equivalent in proof of your date of birth/age
- (ii) Certificates and Mark-sheets of educational qualifications
- (iii) Certificate of Medical Fitness
- (iv) Caste Certificate (if applicable)
- (v) Recent passport size photographs

If they are already in service, the following original certificates are required issued from present employer:

- (a) Relieving Letter
- (b) Last Pay Certificate
- (c) Character Certificate

The newly appointed faculty member has to report in the respective Department/School along with all abovementioned documents. The joining report forwarded by the Head/Coordinator is accepted by the Office of the Faculty Affairs and it is circulated to all concerned. In case of any difficulty/for any assistance regarding joining formalities, a newly appointed faculty member may contact Assistant Registrar (Faculty Affairs).

Formalities after joining the Institute

The Salary Section under the Deputy Registrar (Accounts)/Assistant Registrar (Accounts-II) issues Employee Id on the basis of the joining report circulated by the Office of the Faculty Affairs.

The newly joined faculty member has to submit bank account details, copy of PAN Card, Aadhar Card and Forms related to National Pension System (NPS) to the Salary Section of the Institute.

After getting Employee Id, one can apply online for issue of Identity Card through the link provided at our website.

The in-charge, Centre for Computing and Information Services may be contacted for issue of login id & password for internet and e-mail id.

Library Card is issued by the Senate Library on submission of the form.

Campus Accommodation:

At present there is no accommodation available on the campus. A number of multi-storey apartments are under construction and likely to be available very soon for allotment to faculty members. As an interim measure, one BHK flats are allotted to newly appointed faculty members in the Guru Rabindranath Tagore Apartment subject to availability.

Seed Money:

It is a scheme to support newly appointed faculty members to submit a project proposal upto limit of maximum Rs. 10.00 Lacs to establish research infrastructure and other facilities. For any assistance in this regard, a newly appointed faculty member may contact the Office of the Dean (Research & Development).

Service Book:

Service Book of faculty members is maintained by the Service Book & Pension Section of the Institute. All major events relating to official career shall be recorded in the Service Book.

Services and Benefits:

Pay and Allowances: salary is paid directly to the bank account of the individual on the last working day of the month excepting for the month of March when it is paid on the first working day of April. The *Financial Year* for tax purposes is from April 1st of a given year to March 31st of the following year. The income tax uses *assessment year* for submission of Income Tax Returns, which is the financial year in which the return is filed. A printed salary slip is given to every employee around the end of the month showing details of earnings and deductions and the net pay that will be paid to the bank account of the employee.

LTC:

The leave travel concessions shall be admissible on completion of one year's continuous service under the Central Government and provided that it is certified by the appropriate administrative authority that the employee concerned is likely to continue to serve under the Institute for a period of at least two years in the case of Leave Travel Concession to hometown and at least four years in the case of leave travel concession to any place in India to be reckoned from the date of his joining the post

under the Central Government.

Those who are newly recruited by the government are allowed to travel to their home town along with their dependent family members on three occasions in a block of four years, and to any place in India on the fourth occasion. This facility is available to the faculty only for the first two blocks of four years after joining the government for the first time. The blocks of 4 years shall apply with reference to the initial date of joining even if the employee subsequently changes job within the government. The existing blocks will remain unchanged but the entitlements of the new recruit will be different in the first eight years of service.

All the declared dependents are eligible for LTC and the travel need not be taken up together. All return journeys must be completed within six months of outward journey.

If both the spouses are working for the Institute, they can claim LTC separately only if the declared dependents are different, i.e. if the wife has declared her parents to be dependent on her, she can claim for them separately. The children can avail LTC only from one of the parents. If you take LTC for spouse under your LTC entitlement, he/she cannot independently claim LTC for self. Each spouse can declare separate "Home Town" and take LTC for their respective hometowns.

Encashment of Leave for LTC: Normally, Government employees cannot encash their accumulated earned leave excepting at the time of retirement. However, at the time of taking LTC an employee is permitted to encash up to 10 days of accumulated earned leave subject to the condition that such encashment will not exceed sixty days during the entire career of an employee. If both husband and wife are employees, each can encash such earned leave even when they are traveling together. The encashment of earned leave for the purpose of LTC will not have any bearing on the maximum number of days (300) for which earned leave can be cashed at the time of retirement.

Travel Eligibility. The employee and all dependents are eligible to travel by air if the AGP of the employee is Rs. 5400/- and above. They are also eligible to travel by AC-First Class if travelling by train (provided the AGP is Rs. 7600 or higher). Those with AGP of Rs 10,000 and above (and those who are in HAG scale) can travel in Business/Club class by Air while those below can only avail economy class. Please note that no taxi or road mileage is admissible to reach the airport/railway station or for internal travel to destination except where road travel is done by buses run by Govt. organizations (for which you will have to produce

the tickets). LTC rules are strictly observed and it is necessary to attach Xerox copies of your tickets along with your claim (In case of Air travel Boarding Passes must be retained and produced along with e-tickets; production of an e-ticket without the boarding passes is not acceptable as proof of travel. (For journeys which involve water transport, detailed rules are available which may be checked with the administration).

LTC Advance: 90% of the estimated cost of journey can be taken as an advance, only where the journey is expected to be completed by all persons travelling (including the return journey) within 90 days of taking the advance. In case the expected date. At present, for all official purposes, travel is permitted only by Air India. Waivers can only be granted (on a case-by-case basis), by the Ministry of Civil Aviation (MCA). As what is (hopefully a temporary) austerity measure, business class travel is presently suspended for LTC. Extending the same logic, at IITB, faculty members are strongly advised to travel only by economy class irrespective of eligibility, when on official travel of completion is more than 90 days, please draw advance only for outward journey. When LTC advance is drawn and the tickets purchased for an amount lower than the advance drawn, the excess amount should be refunded to the Institute immediately. If this is not done penal interest on the excess amount is charged, which cannot be waived by authorities. The employee must take formal leave for availing LTC for self. You cannot avail LTC using only the officially closed days. The leave can be even a casual leave, in which case it is convenient to enclose a Xerox copy of your casual leave card along with the final LTC claim. Faculty members can avail LTC during vacation also, but with prior intimation (with the destination specified) to administration. Submit the final LTC claim as soon as the return journey is completed.

National Pension System (Formerly New Pension Scheme): Govt. of India, Ministry of Finance, Department of Expenditure have introduced a new defined contribution pension scheme replacing the existing system of defined benefit pension system. The New Pension Scheme has come into operation with effect from 1st January 2004 and is applicable (mandated) to all new entrants to government service except to Armed Forces joining service on or after 1st January 2004. Important features of the National Pension System (NPS) can be seen on the website of NSDL and PFRDA. At the time of joining, duly filled-in subscriber registration form for joining the National Pension System is to be submitted in Salary Section of the Institute. In a few weeks, PRAN (Permanent Retirement

Account Number) is allotted and monthly deductions from your salary will commence.

Children Education Allowance:

Under this scheme an employee can avail reimbursement of Rs. 1500/- per month, per child, subject to the annual ceiling of Rs. 18000/- per child (up to maximum of two children). This includes the expenditure such as tuition fee, admission fee, laboratory fee, special fee charged for agriculture, electronics, music and any other subject, fees paid for use of any aid or appliances by the child, library fee, games/sports fee and fee for extra-curricular activities, cost of one set of text books and note books, two sets of uniforms and one set of school shoes. Hostel subsidy will be reimbursed up to the maximum limit of Rs. 4500/- per month per child subject the maximum of two children. However, the hostel subsidy and children education allowance cannot be availed concurrently. Under the scheme, reimbursement can be claimed once in every quarter in the prescribed format which will accompany the self-certified original receipt in support of the claim for reimbursement. The claim for reimbursement per quarter may vary but the total should not exceed the maximum annual ceiling prescribed. Reimbursement of children education allowance and hostel subsidy will be applicable for expenditure of school going children only i.e., first to twelfth. This reimbursement is taxable under income tax rule.

Cumulative Professional Development Allowance (CPDA):

The Institute provides several grants to a newly joined faculty member launch her/his research career quickly. Cumulative Professional Development Allowance (CPDA) for Rs. 3 lakhs a block of 3 years is also provided to meet expenses for participating national/international conferences, paying membership fees of professional bodies and contingent expenses.

Health Services:

Health care facility is provided by the Institute through Employees Health Centre of BHU and SS Hospital BHU. Apart from this, a number of hospitals, clinics, pathology & radiology centres have been empanelled by the Institute for providing better medical facilities. Medicines which are prescribed can be purchased from outside and later reimbursed on submission of the Bills. Efforts have

also been taken for cashless medical facilities through these empanelled centres. Cases can also be referred to specialists or for surgery etc. to one of the recognized hospitals/nursing homes approved by the Institute. For details regarding rules and services provided by the Institute, including medical reimbursement, the faculty can visit the website or contact the office concerned.

Leave Provisions:

During the period of service, an employee is eligible for various types of leave. Technically, no leave is a matter of right and has to be sanctioned by the competent authority. However, except under unusual circumstances (for instance, if a group of employees wish to take mass casual leave to register protest against something) and discipline related cases, leave is generally not refused, though Departments/Schools may sometimes have reasons for not recommending sanction of leave in case services are required for any purpose. For complete information, faculty members should refer to the Institute's statutes available on the website or consult the Office of the Faculty Affairs. Leave Provisions for employees of the Institute are given at SCHEDULE-E of Statutes which is available on the website at the following link:

www.iitbhu.ac.in/contents/institute/admin/statutes/doc/first_statutes_IIT_BHU_english.pdf

Conduct Guidelines:

Conduct Rules for the Employees of the Institute are given at SCHEDULE-C of Statutes which is available on the website at the following link:

www.iitbhu.ac.in/contents/institute/admin/statutes/doc/first_statutes_IIT_BHU_english.pdf

Retirement Benefits

Superannuation: This is the term used for official termination of regular appointment. It happens on the last day of the month in which someone completes 65 years of age, if the birthday is from 2nd to the last day of the month and on the last day of the preceding month if the birthday is the first day of the month.

Re-employment: Faculty members are usually reappointed till the end of semester based on a recommendation from the department. (Further extensions are possible till the age of 70, and are made on case-to-case basis depending on recommendations from the department.) During the period of re-employment, a faculty receives pension as well as a component of salary in such a way that the two together do not exceed

the last drawn salary. Further, many service benefits come to an end. The reappointment letter will make it clear as to what benefits will still be available. As per the current practice, the medical facilities will continue during the period of re-employment.

Retirement schemes: For those who joined the Institute before 01.01.2004, there were two retirement schemes to choose from, viz., Contributory Provident Fund-cum-gratuity Scheme (CPF) and General Provident Fund-cum-Pension-cum-gratuity Scheme (GPF). The salient features of these schemes are as follows.

GPF: If someone has chosen this scheme, he/she is eligible to draw a pension throughout the remaining life at a rate as shown below. Further, after death, family will be eligible for a family pension too.

Pension: The maximum rate of pension is half the basic pay at the time of retirement, or 50% of the average monthly remuneration drawn during the last ten months of service, whichever is beneficial, along with the applicable rate of D.A. Pension accelerates with age beyond 80 as for regular pension.

Commutation of Pension: It is possible to offer to the Institute that a percentage of the pension be commuted, i.e. a faculty can opt to receive a onetime lump sum amount and a smaller pension. The maximum commutation possible is 40% of the basic pension. This offer may be made to the Institute either at the time of superannuation or even afterwards. However, if the offer is made after one year of superannuation, the pensioner would be required to undergo a medical examination.

Family Pension: After the death of the employee, a reduced pension is payable to dependent family members. All such dependents must have been declared before superannuation and must have continued to remain qualified as dependents. The family pension is calculated as 60% of the basic pension defined earlier. In case an employee dies while in service, the rate of family pension will be 50% of the last salary drawn by the employee for a period of 10 years, after which it would revert to the regular rate stated above. In case an employee dies after retirement but before reaching 67 years of age, the family pension till such time will be equal to the pension that would have been payable had the employee not so died. In addition, applicable D.A. is also payable. Note that family pension amount is not affected by any commutation that the employee might have done. Family pension also accelerates with age beyond 80 as for regular pension.

General Provident Fund (GPF): This is basically what an employee keeps aside every month from his/her salary. The minimum amount one has to save is 6% of the basic pay and the maximum cannot exceed basic pay. The amount of subscription can be increased and/or decreased once during a financial year. The attractive thing about this is when an employee receives it back, the amount is tax free. Further, the subscription qualifies for tax reduction too. Government of India announces the interest payable for deposits in GPF, Loans (called advances) can be taken from the GPF to meet various contingent expenditures like illness and education related expense of dependents, obligatory family expense like marriages and sradh, to meet cost of legal proceedings or simply to buy consumer durables. Such loans must be refunded in a maximum of 36 monthly instalments and are interest free (as the amount actually belongs to you!). Facility of nomination is available. One can also make permanent withdrawals from GPF for all the above mentioned purposes after 15 years of service or for purchase of an accommodation (including renovating ancestral house) any time during the service.

Gratuity: A lump sum amount known as gratuity is payable to an employee on superannuation. The amount payable is a fourth of the emoluments for every completed six months of service, subject to a maximum of Rs 10 Lakhs. The emolument includes basic pay and D.A. drawn by the employee on the day of superannuation.

Contributory Provident Fund (CPF): If someone has opted for this scheme, no pension is payable to him/her. However, the gratuity as described under GPF scheme is payable. In this scheme, the contribution is a minimum 10% of the basic pay with the maximum being 100% of the same. The Institute contributes 10% of the basic pay to this fund as well. The deposits under the scheme earns interest at a prescribed rate and like the GPF is tax free in the hand of the retiree. Loans and withdrawals may be made from the subscription account like the GPF scheme.

Encashment of Leave at the time of superannuation

A maximum 300 days of earned leave may be accumulated by an employee. All unutilized earned leave up to this maximum duration is encashable at the time of superannuation. In case the amount of earned leave to the credit of the employee is less than 300 at the time of retirement, the shortfall can be made up from the half pay leave to the credit of the employee to the extent of such short- fall. However, the half pay leave will only be cashed at half rate and no commutation is

permitted. The rate of encashment is the total emoluments (basic + D.A.) per day on the date of retirement assuming a month to consist of 30 days. For instance if an employee has, at the time of retirement, 200 days of earned leave and 300 days of half-pay leave to his/her credit, encashment will be for 200 full days and 100 half days, the balance of half pay leave will lapse.

Voluntary Retirement

The minimum period of service for voluntary retirement with full pension (as determined by pay at the time of taking such retirement) is 20 years.

Premature Retirement

All faculty members who have entered service before attaining the age of 35 years have the option of retiring after attaining the age of 50 years.

New Pension Scheme (for those who joined the service on or after 1.1.2004)

The New Pension Scheme (NPS) is applicable for all employees who joined the Institute on or after 1.1.2004. The funds will be managed by the National Security Depository Ltd (NSDL). At present, loans and withdrawals from the fund are not permissible. What follows is the information on NPS for Central Government servants. Under this scheme, an individual account will be opened in the name of every employee to whom the employee will contribute 10% of his emoluments every month. This account number is known as the Permanent Retirement Account Number (PRAN). This, in turn, will provide you two personal accounts:

A mandatory Tier-I Pension Account: You will have to contribute a minimum of 10% of your basic pay plus D.A. to the Tier-I account every month. You will not be able to withdraw from this account till you retire from service. The Government (the Institute) will contribute to this account 10% of your basic plus D.A. Subject to a ceiling to be decided by the Government, your contribution, along with the contribution by the employer, will be invested by NSDL in debt instruments and stocks (85% fixed income and 15% equity).

A voluntary Tier- II Savings Account: A purely optional savings scheme without any tax benefit, from which withdrawals and loans are permitted. No matching contribution from the employer/Government

will be made. Tier-II is however not yet operational for Government sector.

Other Facilities

Main Library

The Institute has a well stocked Main Library having a vast collection of books/journals across streams in engineering, science & technology, humanities, social sciences. The library also has a very good collection of the bound volume of old (Since 1918) and new periodicals, codes and standards etc. Apart from this there are five independent Departmental libraries.

Central Instrument Facility (CIF)

It is one of the newly formed Specialized Core Facilities at Indian Institute of Technology (Banaras Hindu University), Varanasi. Its mission is to provide futuristic research infrastructure and quality education services in support of advanced instrumentation. The CIF is offering a complement of sophisticated instruments and technical expertise to support faculty/student research and industrial R&D. The CIF is headed by Dr. Rajiv Prakash, Professor Materials Science & Technology, along with full time professional staff / scientists, each with their own specific expertise. PG student assistants are also available for smooth operation of the instruments.

Sports Facility

The Students' Gymkhana manages all student activities at the campus thorough its executive and non-executive wings, the Gymkhana councils and the Students' Parliament respectively. The Director of the Institute is the patron of the Gymkhana while the Dean of Student Affairs (DoSA) acts as the ex-officio President of the Gymkhana.

There are various play grounds i.e. Badminton courts, lawn tennis courts, table tennis hall, basket ball courts, cricket grounds, athletics etc for students, teachers & staff.

Training & Placement Cell

The Training & Placement Office, IIT (BHU) Varanasi facilitates the process of placement of students passing out from the Institute besides collaborating with leading organizations and institutes in setting up of

internship and training program of students. The office liaises with various industrial establishments, corporate houses etc which conduct campus interviews and select graduate and post-graduate students from all disciplines. The Training & Placement Office provides the infra-structural facilities to conduct group discussions, tests and interviews besides catering to other logistics. The Office interacts with many industries in the country, of which nearly 200 companies visit the campus for holding campus interviews. The industries which approach the institute come under the purview of: Core Engineering industries IT & IT enabled services Manufacturing Industries Consultancy Firms Finance Companies Management Organisations R & D laboratories. The placement season runs through the course of the year commencing the last week of July through to March. Pre-Placement Talks are also conducted in this regard as per mutual convenience. Job offers, dates of interviews, selection of candidates etc. are announced through the Training & Placement Office. The Placement Office is assisted by a committee comprising representatives of students from the undergraduate and post-graduate engineering streams. The committee evolves a broad policy framework every year besides a set of rules which are inviolable. Students members are closely co-opted in implementing these policy decisions.

Main Workshop

Pandit Madan Mohan Malviyaji, the founder of Banaras Hindu University, recommended for a full – scale workshop in erstwhile Banaras Engineering College (BENCO) established in the year 1919 with a vision to develop practical engineering aptitude among young technocrats. In addition to this, the Main Workshop was being utilized for producing miscellaneous building construction items such as cast iron grill, benches and engineering equipment which includes lathe, electric fan, etc. It has a floor area of about Four Hundred Forty Five square meters. This unit was also providing technical assistance for maintenance and fabrication to nearby Industries: for example Martin Burn Electricity Company, Diesel Locomotive Works (DLW). The mission is acquiring the most modern equipment to transform the existing inadequate and age-old technical support and educational facilities, and designing the training programs for the students and the workshop staff (whole of BHU and also of the other institutions) to meet the requirements of the teaching, practice and research (basic and

applied) that would also help in providing the necessary support and consultancy to the industries.

Centre for Computing and Information Services

Centre for Computing and Information Services (CCIS) previously known as Computer Unit is a recent addition to the central facilities of Indian Institute Of Technology (Banaras Hindu University) Varanasi. It was lately inaugurated by Prof. Rajeev Sangal, Director, IIT (BHU). It purveys the academic and information technology related requirements of the institute.

Centre for Computing and Information Services offers high end computational servers, high availability web servers, network services, computer lab and provides a robust platform for various academic and research importunities of the institute. Licensed software, email services and in house software development for the institute need are also managed by the Centre. All the facilities are backed up by AC and UPS system. CCIS is one of the growing unit and projects are in early stage for developing it into a facility center poised horizontally to meet the crescent demand of industry standard technical solution, computerization and for research and development areas of the institute.

Web Management & Email Services

The Office of Institute Web Committee (IWC) manages the official intranet / internet websites and E-mail services of IIT (BHU) Varanasi.

MCIIE

Malaviya Centre for Innovation, Incubation and Entrepreneurship (MCIIE) is a Not for Profit Society at IIT (BHU), dedicated to promote innovation and Entrepreneurship. It is a pedestal to help knowledge driven enterprises to establish and prosper under organized scientific guidance. It also facilitates swift commercialization of a product based on sophisticated technology.

The main objective of the MCIIE is to produce successful firms that will leave the program financially viable and free-standing. These incubators “graduates” create job, commercialize new technologies, and strengthen national economies. Incubator tenants not only benefit from business and technical assistance, they also benefit from official affiliation with

the incubator, a supportive community with an entrepreneurial environment, direct link to entrepreneurs, and immediate networking and commercial opportunities with other tenant firms.

Institute Repository

This site provides relevant, pertinent and recent announcements, notification, committee constitutions, some important recent activities that have taken place in the institute. The areas included are as follows:

Director, Academics, Departments, R&D, Students, Faculty, Facilities, Admin, Finance, Infrastructure, Alumni and Generalia.

Guest House

The IIT guest house, officially known as Gandhi Technology Alumni Centre, is the closest place available for accommodation near to the Institute. The centre was inaugurated in April 2006 by the Vice Chancellor, BHU Prof. Panjab Singh. The centre was constructed at a cost of Rs. 4 crores by Gandhi Remembered Foundation. The trust was established by our alumni Shri Ramesh C Mody (class of 1955), who lives in USA. The same trust has also constructed Gandhi Smriti Girls Hostel, located across IT guest house.

The guest house has 72 double-seated rooms at present. The guest house has a dining hall facility, 24 hour hot and cold water, TV, two separate beds, heating and air-conditioning for the room, geyser, etc. Good quality lunch/dinner/breakfast is available in the mess.

About the Institute

The Institute was established in 1919 and it is one of the oldest engineering institutes in India. This is the only IIT located within a University campus. This provides a rich avenue for various academic and research collaborations across a myriad of disciplines like Arts, Sciences, Medicine, Commerce, Management, Agriculture, and Sociology etc.

At present, the Institute has approx 300 faculty members in the 17 academic units including 10 Engineering Departments, 3 Science Departments, 3 interdisciplinary schools and 1 Humanistic Studies Department. The Institute is proud to have several stalwarts as faculty in

various Departments, including Fellows of National Societies/Academies, JC Bose Fellows, Bhatnagar awardees etc.

The Institute has a workshop, which provides Educational platform, where science is translated into technology. It provides practical training to students to expose them to various manufacturing processes, fabrication facilities in project /dissertation work to the students of all branches of Engineering, all possible facilities to the students in realizing the products that come out of their creative and innovative thinking, support consultancy services for Industries/Research units near Varanasi. The Institute possesses Central Instrument Facility (CIF) with the aim to provide futuristic research infrastructure and quality education services in support of advanced instrumentation. It offers an array of sophisticated instruments and technical expertise to support faculty/student research and industrial research and development.

Health care facility is provided by the Institute through Employees Health Centre of BHU and SS Hospital BHU. Apart from this, a number of hospitals, clinics, pathology & radiology centres have been empanelled by the Institute for providing better medical facilities. Efforts have also been taken for cashless medical facilities through these empanelled centres.

There are ample opportunities for the spouse of a faculty member to enhance qualifications in any field with the co-existence of BHU. Opportunities are also available to work in the interested area due to employment opportunities in the University and in the city. The faculty recruitments are through a rolling advertisement and selections are conducted following a standard transparent process.

Computer Network within the campus has been upgraded. Net connectivity is now convenient having wired network facility in each building and wi-fi facility around the campus. In the Computer Centre of the Institute a good library of software is available which is very useful in research activities and data analysis. A High Performance Computer of 650 TF is being established in the Institute under the National Computing Mission.

Curriculum of the Institute has been modernised and revamped making it more attractive and lively for both the teacher and the learners. The

curriculum aims to weave research and innovation into the course structure and to create understanding/harmony with one's self, family, society and nature. It is having project based learning, which enhances excitation of imagination and creativity and inculcates the habit of working with hands.

The Institute has arranged Peer Review of the Departments/Schools by external experts in the respective fields with an idea to improve its teaching/research as well as overall performance. The review is also aimed to encourage better exposure in the field in terms of teaching & research and also to get ideas for attracting young, dynamic, multi talented, well qualified and meritorious candidates for faculty positions.

Teaching- Learning Cell of the Institute strengthens the teaching environment of the institute by way of initiating several activities. It covers all aspects of teaching, pedagogy, laboratory projects, assessment etc. with the vision for facilitating studies, R&D and implementation of innovative teaching-learning methodologies/ technologies under teaching-learning processes within the Institute. The Institute has a Quality Improvement Programme Centre and it also participates in QEEE.

The Institute has a well stocked Main Library having a vast collection of books/journals across streams in engineering, science & technology, humanities, social sciences and five independent Departmental libraries. The faculty of the Institute can have access to the Central Library of the BHU and the Cyber Library. The library has e-subscription to almost all digital libraries.

A number of multi-storey apartments are under construction and likely to be available very soon for allotment to faculty members. As an interim measure, one BHK flats are allotted to newly appointed faculty members in the Guru Rabindranath Tagore Apartment.

IIT(BHU) is located in Varanasi within the campus of Banaras Hindu University on the southern edge of Varanasi, near the banks of the river Ganges. Varanasi is a major religious hub in India, it is the holiest of the seven sacred cities in Hinduism and Jainism, and played an important role in the development of Buddhism and Ravidassia. Varanasi is well connected with other parts of country by Road, Rail and

Air. It lies along National Highway 2, which connects it to various major cities in India and is served by several railway stations and Lal Bahadur Shastri International Airport. Varanasi has been a cultural centre of North India for several thousand years and is considered an ancient seat of learning. The city is known worldwide for its many Ghats, embankments made in steps of stone slabs along the river bank where pilgrims perform rituals. Sarnath - where Lord Buddha gave his first sermon is just 10 Km from the city centre.

