

**AGENDA FOR THE
FIFTEENTH MEETING OF BOARD OF GOVERNORS
TO BE HELD ON 11.10.2009
AT 3.00 PM
IN THE BOARD ROOM OF THE INSTITUTE**

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ITEM No.B.15.1 TO CONFIRM THE MINUTES OF THE 14TH MEETING OF THE BOARD OF GOVERNORS HELD ON 26.06.2009 AND TO REPORT ACTION TAKEN THEREON.

(a) The minutes of the 14th meeting of the Board of Governors of the institute held on 26.06.2009 were circulated amongst all of its members vide institute letter No. NITTTTR/Board/14th /Minutes/7468-7480 dated 30.06.2009, for their information and comments, if any. A copy of the minutes is enclosed as **Annexure-I** at Page Nos. 24 – 31. Since no comments have been received from any of the members, the same may be confirmed as recorded.

(b) **FOLLOW UP**

Item No.B.14.1(a) Confirmation of minutes of the 13th meeting of Board of Governors held on 13.02.2009.

- Noted -

Against Item No.B.14.2

The latest position in respect of the following items which were reported to the Board of Governors in the last meeting and noted by the Board, is as under:

Item B.14.2.1

Minutes of the last meeting	Follow up
Vacancy / Nomination of Chairman, Board of Governors.	The Ministry of Human Resource Development vide their letter No. 7-1/2009-TS.IV dated 29.06.2009 has nominated Dr. K.K. Talwar, Director, Postgraduate Institute of Medical Education and Research, Chandigarh as Chairman, Board of Governors/NITTTTR Chandigarh Society and Dr. K.K. Talwar has assumed the charge on 14th July, 2009.

Item B.14.2.2

Minutes of last meeting	Follow up
Appointment of Director.	Dr. Parijat De has assumed the charge of the post of Director on 01.07.2009 (FN).

Item B.14.2.3

Status of construction of New Hostel Block and Lecture Hall Complex at NITTTTR, Sector 26, Chandigarh.	The latest status report on the construction of these buildings may be perused against fresh agenda item No.B.15.2.2.
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Item B.14.2.4

Empanelment of Mukat Hospital and Heart Institute, a unit of City Clinic (Pvt) Ltd., SCO No.47-49, Sector 34-A, Chandigarh (a private CGHS recognized Hospital) for medical treatment of the institute employees and their families.	Noted
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Item B.14.2.5 :

Superannuation of group 'A' level employees of the institute	Noted
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Against Item No.B.14.3

Item B.14.3.1 : To consider and approve the minutes of 14th meeting of Finance Committee held on 26.06.2009.

Minutes of last meeting	Follow up
The minutes of the 14 th meeting of Finance Committee held on 26.06.2009 were circulated amongst all the members of the Board of Governors at the time of the meeting. The same were approved except recommendations of the Finance Committee against Item No.F.14.2 regarding abolition of sanctioned non-faculty	Noted

posts as per directions of the Government of India, MHRD/Ministry of Finance. These recommendations were modified to the extent that only one post of Data Processing Assistant (Grade-I) in the pre-revised pay scale of Rs.5000-8000 may be abolished and other seven posts viz 5 posts of Technicians and one post of Estate Assistant and one post of Laboratory Attendant may not be abolished keeping in view the requirement of additional staff due to increase of work load under OBC-OSC Scheme. However the vacant non teaching posts may be filled only with the prior concurrence of the Ministry as per their directions from time to time

Item B.14.3.2 : To Consider review of constitution of Selection committee for Faculty and Senior Technical Non-teaching posts (Group 'A' & 'B') in the Pay Band-2 Rs.9300-34800 with grade pay of Rs.4200 (pre-revised pay scale of Rs.6500-10500) and above.

Minutes of last meeting	Follow up
The constitution of Selection Committee for faculty and senior technical non teaching posts (Group 'A' and 'B') in Pay Band-2 Rs.9300-34800 with Grade Pay Rs.4200/-(Pre-revised pay scale of Rs.6500-10500) and above as well as for promotions under the Career Advancement Scheme of AICTE for faculty, was reviewed and the constitution amended as under:	Noted

Sr. No.	Existing Constitution	Selection Committee	Amended constitution	
1.	Chairman, Board of Governors or his nominee	Chairman	Chairman, Board of Governors or his nominee and in their absence Director of the Institute.	Noted
2.	Director of the institute	Ex-Officio Member	No change	

3.	Head of the department not below the rank of Professor:	Co-opted Member	No change
4 (a)	Vice Chancellor of Panjab University, Chandigarh or his nominee not below the rank of Professor in a Technical Institute / Department of the University :	Member	No change
(b)	Nominee of AICTE not below the rank of Professor :	Member	No change
5.	Experts :		
	i) For Lecturers – two subject experts out of which one must be present :	Members	No change
	ii) Three subject experts for Assistant Professors / Professors out of which two must be present :	Members	No change

Noted

proposed entitlement may be compared and verified. It was also resolved that the entitlement of institute employees for certain type of houses under the new pay structure should continue to be the same as at present according to the pay in the pre-revised pay scales.	03.02.2009 has been adopted by the institute for non-academic employees of the institute
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Item B.14.3.4 : Placement of status report on various issues relating to the institute.

Minutes of last meeting	Follow up
<p>The status report on the following issues as reported to the Board of Governors was noted :</p> <ol style="list-style-type: none"> 1. Filling up of backlog vacancies of SC/STs and OBCs. 2. Annual Report and Audited Accounts. 3. Comments in respect of outstanding audit paras. 4. Progress of expenditure of Plan (General) , Plan OBC-(OSC) and Non Plan Scheme during the period ending 31.05.2009. 5. Pending vigilance matters and enquiry report thereto. 6. Redressal of public grievances. 	<p>The latest status report in respect of these issues is given in fresh agenda Item No.B.15.4.13</p>

Item B.14.3.5 : To consider extension of deputation terms for 3rd year of Dr.B.S. Pabla, Professor (In situ) Mechanical Engineering Department presently on deputation with Chandigarh Administration.

Minutes of last meeting	Follow up
<p>It was resolved that the deputation term of Dr BS Pabla with UT Administration, Chandigarh as Principal, Chandigarh College of Engineering & technology, Chandigarh may be extended for third year i.e upto 12.08.2010 on usual terms</p>	<p>Noted</p>

Central Government Rules. However Dr Pabla will continue to share the academic load of the Mechanical Engineering Department of the Institute during his extended term of deputation	
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ITEM NO.B.15.2 : ITEMS FOR REPORT

The following items are reported for information :

ITEM No.B.15.2.1 TO REPORT REGARDING RE-CONSTITUTION OF ACADEMIC COUNCIL OF THE INSTITUTE

The Academic Council of the Institute has been re-constituted in terms of Rule 13 of the Rules and Regulations of NITTTR, Chandigarh Society, vide Office Order no.121 dated 24.08.2009, a copy of which is attached as **Annexure-II** at page nos.32-33 alongwith a copy of Rule 13 ibid.

IT IS FOR INFORMATION

ITEM NO.B.15.2.2 TO REPORT REGARDING STATUS OF CONSTRUCTION OF NEW HOSTEL BLOCK AND LECTURE HALL COMPLEX AT NITTTR, SECTOR 26, CHANDIGARH.

The latest status report about the on-going construction of New Hostel Block and Lecture Hall Complex at NITTTR, Sector 26, Chandigarh, is given as under :

- Structural work of all the building i.e. Boys Hostels, Girls Hostel, Dinning Hall, Electrical Sub-Station and the Additional Lecture Halls has been completed.
- The flooring and Internal/External Plaster of the Boys Hostels 1&2 has been completed. Joinery and paining works are under progress.
- Brick work in the Girls Hostel has also been completed. Internal plaster and Flooring at the Ground Floor is completed and these works are under progress at upper floors.

- Brick work in the Lecturer Hall Complex is completed. Internal plaster work is under progress.
 - All the Flooring work, Brick work and plaster work of the Dinning Hall have been completed. Finishing, joinery and paining works are in progress.
 - Most of the Civil works for the Electrical Sub-Station have been completed. The electrical Installation of various items in the Sub-Station are being installed.
 - Connecting corridors of boys Hostel with dinning hall has been completed.
 - Some of the Additional works and landscaping are under progress.
(About 75% Construction Work Completed).
- Upto date expenditure : Rs.5,11,53,638/-
 - Deposit money with CPWD : Rs.4,05,00,000/-

IT IS FOR INFORMATION

ITEM NO. B.15.3 ITEMS FOR RATIFICATION

ITEM NO.B.15.3.1 TO RATIFY THE ADOPTION OF SCHEME OF REVISION OF PAY SCALES OF TEACHERS AND EQUIVALENT CADRES OF NITTTR CHANDIGARH.

The Chairman, Board of Governors, vide U.O. No.NITTTR / Admn./15 dated 31.08.2009, copy attached as **Annexure-III** at page Nos.34-65, has approved the adoption of revision of pay scales of teachers and equivalent cadres of NITTTR, Chandigarh, as notified by the Government of India, Ministry of Human Resource Development vide their letter No.F.No.23-1/2008-TS.II dated 18.08.2009.

THE BOARD OF GOVERNORS MAY RATIFY THE DECISION OF THE CHAIRMAN, BOARD OF GOVERNORS

ITEM NO.B.15.3.2 TO RATIFY THE CONFIRMATION OF INSTITUTE FACULTY WHO HAVE SUCCESSFULLY COMPLETED THEIR PROBATION .

The Chairman, Board of Governors, vide U.O. No.NITTTR/08 dated 29.07.2009, copy attached as **Annexure-IV** at page Nos.66, has approved the confirmation of the following faculty members of the institute who had completed their probation period successfully.

Sr.	Name	Post on which confirmed	Date of joining
1.	Dr.(Mrs.) Swapna Devi	Assistant Professor (Electronics)	08.11.2004
2.	Mrs.Ritula Thakur	Lecturer (Electrical Engineering)	31.05.2006
3.	Shri Amit Goyal	Lecturer (Rural Development)	05.06.2006

THE BOARD OF GOVERNORS MAY RATIFY THE DECISION OF THE CHAIRMAN, BOARD OF GOVERNORS

ITEM NO.B.15.3.3 TO RATIFY PROMOTIONS OF INSTITUTE FACULTY ON 'IN-SITU BASIS' UNDER THE CAREER ADVANCEMENT SCHEME OF ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

The Chairman, Board of Governors, vide U.O. No. NITTTR / Admn./14 dated 31.08.2009, copy attached as **Annexure-V** at page Nos.67-86, has approved the promotions of the following two institute faculty members to the post of Assistant Professors on 'in-situ basis' under the Career Advancement Scheme of All India Council for Technical Education.

1. Mr.Rajesh Kumar, Lecturer (Senior Grade)
2. Mr.Sunil D. Jassal, Lecturer (Senior Scale)

THE BOARD OF GOVERNORS MAY RATIFY THE DECISION OF THE CHAIRMAN, BOARD OF GOVERNORS

ITEM NO. B.15.4 ITEMS FOR CONSIDERATION

ITEM NO.B.15.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 15TH MEETING OF FINANCE COMMITTEE TO BE HELD ON 11.10.2009.

The 15h meeting of Finance Committee is scheduled to be held on 11.10.2009. Agenda papers for this meeting are attached herewith as **Annexure-VI** in a separate booklet. The minutes of the meeting of Finance Committee will be placed before the Board of Governors at the time of the meeting for consideration and approval.

THE BOARD MAY CONSIDER AND APPROVE THE MINUTES

ITEM NO.B.15.4.2 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2008-09.

The Annual Report of the institute for the year 2008-09 is attached as **Annexure-VII** as a separate booklet. The report does not contain copy of audit certificate as the same has not yet been received from the Audit Office though the audit of the institute accounts was conducted by the Principal Accountant General (Audit) Punjab & U.T. Chandigarh from 3 – 14 July, 2009. The matter is being pursued. In case the certificate is received from the Audit Office by the time of meeting, then the same will be placed before the Board of Governors at the time of meeting, otherwise the same will be incorporated in the Annual Report before its submission to the Ministry for its placement in the Parliament.

THE BOARD MAY RECOMMEND THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2008-09 TO NITTTTR CHANDIGARH SOCIETY FOR APPROVAL.

ITEM NO.B.15.4.3 TO CONSIDER FILLING UP OF VARIOUS VACANT NON FACULTY POSTS.

The following non-faculty posts have fallen vacant from the dates noted against each:

Sr. No.	Name of the Post	No. of vacant posts	Pay structure Rs.	Date from which fallen vacant
1.	Chief Librarian	01	12000-420-18300 (Pre-revised)	03.09.2008
2.	Senior Production Assistant	02	PB-2 9300-34800 +GP 4200	06.12.1999 24.09.2001
3.	Estate Assistant	01	PB-1 5200-20200 +GP 2800	21.09.2005
4.	Technicians	07	PB-1 5200-20200 +GP 2800	31.08.2002 31.05.2005 27.07.2007 31.10.2007 17.01.2008 31.07.2009 31.07.2009
5.	Driver Ordinary Grade	02	PB-1 5200-20200 +GP 1900	31.01.2007 10.04.2008
6.	Laboratory Attendant	02	PB-1 5200-20200 +GP 1900	31.10.2003 30.06.2009
7.	Assistant (Legal)	01	PB-1 5200-20200 +GP 2800	30.04.2009
	Total Posts	16		

These posts could not be filled due to imposition of ban imposed by the Govt. of India on recruitment against vacant non-faculty posts until the ratio between faculty and non-faculty comes to 1:1.1. Though the institute aims to achieve the fixed target ratio of faculty and non-faculty posts to 1:1.1, yet it is not in the interest of the institute to keep the above noted essential vacant posts without which the affairs of the institute cannot be managed properly.

The institute may, therefore, be allowed to fill up the above-mentioned essential sanctioned posts by relaxing the stipulated ratio of 1:1.1.

Moreover, in the recent past, the activities of the institute have increased many-fold due to enlargement of the objectives of the institute and raising of its status from a regional to a national institute. Besides, the requirement of staff has also increased due to implementation of reservation policy of the Government of India for OBCs. The institute is facing acute shortage of staff because it has already abolished 60 sanctioned posts and other 16 posts are lying vacant. All the above said posts are urgently required for the smooth functioning of the institute. These can also not be outsourced.

The Board of Governors may consider and recommend to the Ministry for granting permission to fill up these posts.

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE.

ITEM No. B.15.4.4 TO CONSIDER FILLING UP OF VACANT FACULTY POSTS ON CONTRACT BASIS

There are twenty sanctioned posts of faculty which are lying vacant in the institute. It includes ten posts of Professors, two posts of Assistant Professors and eight posts of Lecturers. Though all these posts were advertised by the institute once or twice, the recruitment could not be done due to certain administrative reasons e.g. for want of a regular Director, expiry of the term of Chairman, Board of Governors, notification of revised pay scales of faculty and the like. New guidelines regarding qualification and experience etc for recruitment of faculty after the notification of new pay scales by Ministry of Human Resource Development are awaited from the MHRD/AICTE. After the guidelines are received, recruitment rules of the institute will be amended accordingly. This process is likely to take quite some time. However, due to acute shortage of faculty in the institute, the academic work of the institute is suffering greatly. It is proposed that some

vacant posts may be filled as per existing recruitment rules on contract basis through walk-in-interview. It is also proposed that two Project Associates may be engaged against one vacant post of faculty on consolidated remuneration basis. This arrangement will ease the position, at least for some time. However, the institute will continue to make all out efforts to fill up all the vacant posts on regular basis as early as possible.

THE BOARD OF GOVERNORS MAY CONSIDER THE PROPOSAL AND APPROVE.

ITEM NO.B.15.4.5 TO CONSIDER THE REQUEST OF DR. PARIJAT DE, DIRECTOR FOR PERMISSION TO STAY IN THE INSTITUTE GUEST HOUSE UNTIL HE SHIFTS TO THE DIRECTOR'S LODGE.

Dr. Parijat De, Director, has requested vide his letter dated 06.07.2009, copy attached as **Annexure-VIII** at page No.87, that since his family has been staying at Kolkata, in a Government quarter, therefore, he cannot shift to the Director's Lodge in the institute campus and he may be allowed to stay in the institute guest house for a period of one year or so till his family joins him at Chandigarh and he shifts to the Director's Lodge. He has also given his consent that during his stay in the institute guest house he will not draw House Rent Allowance and also pay license fee as applicable for Director's Lodge.

Professor-in-Charge guest house has recommended that Dr.Parijat De may be allowed to enjoy the facility of institute guest house without any additional charge, since Dr.Parijat De will not be claiming House Rent Allowance during the period of his stay in the institute guest house. A copy of his recommendations is attached as **Annexure-IX** at page No.88.

It is also stated that Dr.Parijat De is entitled for House Rent Allowance @ 20% on his pay which comes approximately to Rs.15,000/- per month. The licence fee for Director's lodge is Rs.639/- per month. The charges for single occupancy in the institute guest house is, however, Rs.200/- per day i.e.

Rs.6,000/- per month. Thus, the rental charges of guest house are much lower than HRA's entitlement of Dr.Parijat De.

It is worthwhile mentioning here that the Director's Lodge in the institute campus which is meant for the residence of Director, has been lying vacant for the last about three years, because the Director's post was lying vacant during this period and the Acting Director did not occupy the house.

Board of Governors, may kindly consider the request of Dr.Parijat De to use the facility of a room in the institute guest house for one year or so during which period he will not draw house rent allowance and also pay license fee as applicable to Director's lodge. As regards the Director lodge, the same may be used for some other bonafide purposes of the institute during the above said period, if deemed fit.

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE.

ITEM NO.B.15.4.6 TO CONSIDER AND CONFIRM INSTITUTE FACULTY WHO HAVE SUCCESSFULLY COMPLETED THEIR PROBATION .

The following faculty members, who were appointed on posts noted against each, have completed their probation period successfully and have become eligible for confirmation on the respective posts :-

Sr.	Name	Post on which to be confirmed	Date of joining	Date of completion of probation period
1.	Dr.SS Pattnaik	Professor (ETV)	26.04.2004	25.04.2006
2.	Dr.S.S. Dhani	Assistant Professor (Mechanical Engineering)	03.08.2004	02.08.2006
3.	Dr (Mrs) Maitreyee Dutta	Assistant Professor (Computer Science)	21.02.2006	20.02.2008

4.	Shri P. Sudhakar Rao	Lecturer (Mechanical Engineering)	07.10.2004	06.10.2006
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The availability of permanent posts for confirmation has already been de-linked by the institute on the basis of Government of India, Department of Personnel & Training's O.M. No.18011/1/86-Estt(D) dated 28.03.1998, with effect from 01.04.1998, with the approval of Board of Governors accorded in its 51st meeting held on 18.03.1989 vide item No.B.51.24, on the basis of recommendations of Finance & Personnel Committee vide item No.F.22.22.

In pursuance of the above noted decision of the Board of Governors, the faculty members who have completed their probation period successfully with other conditions for confirmation having been fulfilled, may be considered for confirmation.

All the above noted faculty members are satisfying the eligibility conditions for confirmation as per rules as all are educationally qualified for the posts in which they have been appointed, they also satisfy the age limit prescribed for respective posts and have been duly examined by the appropriate medical authority and found fit. There is nothing adverse against them. The Annual Confidential Reports as well as special reports from the respective Heads of Department regarding their work and conduct are also in order. No vigilance case too is either pending or contemplated against any one of them.

BOARD OF GOVERNORS MAY CONSIDER CONFIRMATION
OF THE ABOVE NOTED FACULTY MEMBERS ON THE
RESPECTIVE POSTS

ITEM NO. B.15.4.7 TO CONSIDER AMENDMENT OF THE CONSTITUTION OF STANDING COMMITTEE FOR SPONSORSHIP OF INSTITUTE FACULTY TO INTERNATIONAL CONFERENCES AND TO DELEGATE POWERS TO THE DIRECTOR OF THE INSTITUTE TO CONSTITUTE THE STANDING COMMITTEE AND FOR FINAL APPROVAL.

The Board of Governors of the institute in its 54th meeting held on 15.02.1990 vide item No.B.54.15 had approved the criteria for sponsoring the institute faculty to present papers in the International Conferences and constituted a Standing Committee to examine and recommend such cases for sponsorship. The existing constitution of the Standing Committee, as approved by the Board of Governors, is as under :

Sr. No.	Existing constitution of Standing Committee
01.	One Board Member to be nominated by the Chairman, Board of Governors as Chairman of the Standing Committee
02.	Two Professors (subject experts) as Members to be nominated by the Chairman, Board of Governors
03.	Director of the institute

Therefore, as and when the Standing Committee is required to be constituted, the institute has to send the case to the Chairman, Board of Governors. This being a routine matter of the institute, the power to constitute the Standing Committee and to consider and approve the recommendation of the committee, may be delegated to the Director of the institute.

The above noted constitution of the Standing Committee may also be amended as under :

1. Chairman : A prominent academician / technocrat to be nominated by the Director
2. Members : Two outside Professors from related disciplines.

BOARD OF GOVERNORS MAY CONSIDER THE PROPOSAL AND APPROVE.

ITEM NO.15.4.8 TO CONSIDER THE REVIEW OF EFFECTIVE DATE OF IMPLEMENTATION OF CAREER ADVANCEMENT SCHEME OF AICTE FOR PROMOTIONS OF INSTITUTE FACULTY ON IN-SITU BASIS.

The Government of India, Ministry of Human Resource Development vide their letter No.34-104/95-TS.II dated 09.10.1998 had issued the scheme of revision of pay scales of teachers in Centrally Funded Degree Level Technical Institutions following the revision of pay scales of Central Government employees on the recommendations of Fifth Central Pay Commission. The Scheme, interalia, provided career advancement for faculty through the selection process for which appropriate guidelines were required to be laid down by the AICTE in consultation with the Government of India. In pursuance thereof the AICTE issued the guidelines for Career Advancement Scheme vide their letter No. 1-65/CD/NEC/98-99 dated 31.07.2001. The said scheme was adopted by the institute with the approval of the Board of Governors accorded in its 90th meeting held on 25.09.2001 vide Item No.B.90.12. A copy of the resolution of the Board of Governors is attached as **Annexure-X** at page 89. Subsequently the Government, MHRD vide their letter No.F.35-2/99-TS.II dated 08.04.2002 **clarified that the Career Advancement Scheme may be implemented only with the prospective date, i.e from the date of its announcement by the AICTE or the date from which the Governing Body of the institute approves its implementation whichever is later.** A copy of the clarifications issued by the Ministry is attached as **Annexure-XI** at page 90-91. Accordingly the scheme was implemented in the institute from 25.09.2001 i.e the date from which the Governing Body of the Institute had approved its implementation in the institute. Later on, the Government of India, MHRD vide their DO No.7-19/2002-TS.IV dated 19.09.2002 directed that the effective date of benefit of Career Advancement Scheme to the incumbents should only be from a prospective date on which the Selection Committee meeting takes place. The

directions were reiterated vide Ministry's letter No. F.7-19/2002.TS.IV dated 29.10.2002. Copies of these letters are attached as **Annexure-XII and XII-A** respectively at page Nos.92 and 93. Accordingly the directions of the Ministry were followed and the beneficiaries of the Scheme were given the financial benefit and designation from the date of meeting of the Selection Committee from time to time. However the concerned faculty members have now requested that the benefit of Career Advancement Scheme be given to them from the date of issuance of guidelines by the AICTE i.e July 31, 2001 or from the date of their eligibility for promotion under this scheme, whichever is later.

A faculty member has also represented for implementation of the scheme from 01.01.1996 as per letter No.FD/PSSC/Clarif/2002/1dated 03.01.2003 of AICTE, copy enclosed as **Annexure XII-B** at page Nos.93(a) to 93(c).

THE BOARD OF GOVERNORS MAY CONSIDER AND DECIDE.

ITEM NO.15.4.9 TO CONSIDER THE REVIEW OF GRANT OF INCREMENTS TO ASSISTANT PROFESSORS OF THE INSTITUTE ON ACQUIRING Ph.D DEGREE.

The Government of India, Ministry of Human Resource Development, Department of Education vide their letter No.34-104/95-TS.II dated 09.10.1998 had issued the scheme of revision of pay scales of teachers in Centrally Funded Degree Level Technical Institutions following the revision of pay scales of Central Government employees on the recommendations of Fifth Central Pay Commission. The scheme, interalia, provided incentive for Ph.D both at the time of recruitment as well as during service to the teachers. The relevant clause of the original scheme reads as under:

- (a) At the time of recruitment as Lecturers, four and two advance increments will be admissible those of the Science/Humanities faculty who hold Ph.D and M.Phil degrees respectively; and to

those of the technical faculty who hold Ph.D and ME/M.Tech degree respectively.

- (b) One increment will be admissible to those Science/Humanities teachers with M.Phil and to those technical faculty with ME/M.Tech who acquire Ph.D within two years of recruitment.
- (c) A Lecturer with Ph.D will be eligible for two advance increments when he moves into Selection Grade as Assistant Professor.
- (d) A teacher will be eligible for two advance increments as and when the teacher acquires Ph.D degree in the service career (Clause was deleted subsequently).

The scheme was adopted by the institute with the approval of Board of Governors. Later on the Government of India, MHRD vide their letter No.F.No.7-13/2004-TS.IV dated 13.12.2004, copy attached as **Annexure-XIII** at page No.94-95, intimated that two advance increments on obtaining Ph.D degree are admissible for **Lecturer**. It was also categorically stated that advance increments are not applicable on acquiring Ph.D degree if a faculty has acquired Ph.D degree after becoming **Assistant Professor** through ACP where Ph.D is a part of the prescribed qualifications. The following clause was also **deleted** by AICTE as intimated vide above letter dated 13.12.2004:

A teacher will be eligible for two advance increments as and when the teacher acquires Ph.D degree in the service career, Clause 6.0(c) of AICTE notification 1-65/Cd/NEC/98-99 dated 15th March 2000 stands **deleted**.

It is worthwhile mentioning here that Ph.D is an essential qualification for the post of Assistant Professor and those who do not possess Ph.D at the time of promotion or appointment as Assistant Professor, they are required to complete Ph.D within a period of seven years from the date of their promotion or appointment as the case may be. This is as per AICTE guidelines which have been adopted by the institute. However the Assistant Professors of the

institute are demanding two advance increments on their acquiring Ph.D degree while they were working as Assistant Professors.

However, increments for Ph.D. are demanded by the Assistant Professors who are appointed by open selection before 01.01.1996 and Ph.D. was optional for them.

Copies of the representations made by the institute faculty in this regard are also attached as **Annexure-XIV** at Page Nos. 96 to 101.

BOARD OF GOVERNORS MAY CONSIDER AND DECIDE.

**ITEM NO.F.15.4.10 TO CONSIDER ADOPTION / EXTENSION OF
MODIFIED ASSURED CAREER PROGRESSION
SCHEME TO THE ELIGIBLE EMPLOYEES OF THE
INSTITUTE**

The institute had adopted the Assured Career Progression Scheme 1999 of the Central Government for the non teaching employees of the institute. The said scheme remained in operation until August 31, 2008 i.e. until the date of introduction of the Modified Assured Career Progression Scheme 2008.

The Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training), New Delhi have notified the Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian employees vide Office Memorandum No.35034/3/2008-Estt(D) dated May 19, 2009, a copy of which is enclosed as **Annexure-XV** at page No. 102-111. This scheme is operational from 01.09.2008.

Para 14 of Annexure-I to the aforesaid Office Memorandum dated May 19, 2009 of the Department of Personnel and Training reads as under:

“The MACPS is directly applicable only to Central Government Civilian employees. It will not get automatically extended to employees of Central Autonomous / Statutory Bodies under the administrative control of a Ministry / Department. Keeping in view

the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained.”

As the institute had been following the Assured Career Progression Scheme 1999, and there is no other promotional scheme available to the non teaching employees of the institute, therefore, it is proposed that the Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian employees as amended from time to time, may be adopted and extended to the employees of the institute as per provisions of the scheme.

BOARD MAY CONSIDER TO ADOPT / EXTEND THE MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) TO THE ELIGIBLE EMPLOYEES OF THE INSTITUTE.

ITEM No. B.15.4.11 TO CONSIDER AND APPROVE THE DESIGNATION OF MULTI SKILLED ATTENDANTS TO MULTI SKILLED EMPLOYEES.

In deference to the recommendations of the 6th Pay Commission, designations of all erstwhile Group 'D' employees were changed to Multi Skilled Attendants by getting it passed in a meeting of the Board of Governors. However, it was found later on that such former Group 'D' employees have been given the designation of Multi Skilled Employee in the Department of Posts of the Government of India vide its O.M.No.1-20 / 2008-PCC, dated 27.03.2009.

The concerned employees union of the institute has requested the administration to adopt the designation of Multi Skilled Employee/Multi Skilled Assistant instead of Multi Skilled Attendant. As this involves no financial liability on the part of government or the institute and because this is already in vogue in a sister department of Government of India, it is proposed that the

request be entertained and all Multi Skilled Attendants of the institute may, henceforth, be re-designated as Multi Skilled Employees.

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE PROPOSAL.

ITEM No. B.15.4.12 TO CONSIDER AND APPROVE APPOINTMENT OF TWO DEANS (ACADEMIC AND ADMINISTRATION).

Presently all the administrative and academic issues are brought directly to the level of Director which is not a healthy practice. It is, therefore, proposed that two senior most Professors of the institute may be appointed as Dean (Academic) and Dean (Administration) with some special pay, if that is deemed fit. No additional post is being sought for. This arrangement will improve the functioning efficiency of the Institute

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE PROPOSAL

ITEM No. B.15.4.13 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE.

As per directions received from the Ministry of Human Resource Development vide their letter No. 4-6/2006-TS.IV(Part) dated 6 December 2006, status report on the following issues is required to be reported to the Board of Governors in its every meeting:

1. Filling up of backlog vacancies of SC/STs and OBCs.
2. Annual Report and Audited Accounts.
3. Comments in respect of outstanding audit paras.
4. Progress of Plan and Non Plan expenditure.
5. Pending vigilance matters and enquiry report thereto.
6. Redressal of public grievances.

Accordingly, the status report in respect of the above said issues is as under:

1. **Filling up of backlog vacancies of SC/STs and OBCs**

There is no backlog vacancy belonging to SC/ST category. However, there is only one backlog vacancy of Lecturer for OBC category. The vacancy will be filled up in due course of time.

2. **Annual Report and Audited Accounts**

Annual accounts of the institute for the year 2008-09 were audited by the Principal Accountant General (Audit), Punjab & U.T. Chandigarh from 18.5.2009 to 22.5.2009. The report from Audit is however awaited. An agenda item in this regard is submitted to the Finance Committee vide Item No.F.15.3 which may be perused there.

3. **Comments in respect of outstanding Audit Paras**

The status may be perused under agenda item No.F.15.4 of the 15th meeting of Finance Committee.

4. **Progress of Plan and Non Plan expenditure during the period April 2009 to June, 2009**

The status may be perused under agenda item No.F.15.5 of the 15th meeting of Finance Committee.

5. **Pending vigilance matters and enquiry report thereto**

There is no pending vigilance case in the institute.

6. **Redressal of public grievances**

There is no pending matter of public grievances in the institute.

**SUPPLEMENTARY AGENDA ITEM FOR 15TH MEETING OF
BOARD OF GOVERNORS TO BE HELD ON 11.10.2009 AT
THIS INSTITUTE**

**ITEM NO.B. 15.4.14 TO CONSIDER AND APPROVE THE MINUTES OF
THE NINTH MEETING OF ACADEMIC COUNCIL.**

The ninth meeting of the Academic Council of the institute is scheduled to be held on 01.10.2009 at this institute. The agenda for the said meeting is attached herewith. The minutes of the meeting will be circulated at the time of meeting.

BOARD OF GOVERNORS MAY APPROVE THE MINUTES

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