

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND  
RESEARCH, CHANDIGARH**

**AGENDA FOR THE 26<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS  
TO BE HELD ON 27.11.2012 AT 4.30 P.M ONWARDS**

**ITEM NO.B.26.1 TO CONFIRM THE MINUTES OF THE 25<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 23.06.2012.**

The minutes of the 25<sup>th</sup> meeting of the Board of Governors of the institute held on 23.06.2012 were circulated amongst all its members vide institute letter No.NITTTTR/Board/25<sup>th</sup> – Minutes/13421-13438 dated 11.07.2012, for their information and comments. Copy of minutes is enclosed as **Annexure – I** (page Nos.1 to 7). On 31.07.2012, Shri M Sridhar, Under Secretary TS.IV, Ministry of Human Resource Development, Govt. of India (vide letter No.F.No.7-9/2012.TS.IV dated 31.7.2012) sent his observation on the draft minutes of the meeting which are enclosed as **Annexure – II** (page No.8) for discussion. Since no other comments have been received from the members, the same may please be confirmed as recorded.

**ITEM NO.B.26.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 25<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 23.06.2012**

S.No.	Item	Action Taken
B.25.1 (a)	To confirm the minutes of the 23 <sup>rd</sup> and 24 <sup>th</sup> (emergency) meeting of the Board of Governors held on 13.03.2012 and 08.05.2012 at NITTTTR Chandigarh and National Academy of Medical Sciences, New Delhi respectively and to report action taken thereon.  The minutes were confirmed as recorded	Noted
B.20.3.5	To consider re-employment of faculty beyond the age of Superannuation.  This was discussed under separate agenda item No. B.25.4.3.	Noted
B.21.3.8	To approve the qualification and experience for faculty posts.  The Board of Governors discussed the item and decided to follow-up the case with the MHRD for getting approval regarding qualifications for faculty positions. The Board also directed the institute to send the details as desired by the Ministry at the earliest. The representative of	The details as desired by the Ministry has been sent. Reminder is being sent to Ministry of Human Resource Development for approving qualifications for various faculty positions.

	Ministry present in the meeting was also requested to expedite the matter.	
B.22.1	<p><b>To consider protection of pay of Mrs. Kanika Sharma and claim of seniority w.e.f. 17.09.2004.</b></p> <p>The item was also discussed and after detailed deliberations, it was decided that the action taken by the institute regarding grant of the benefits to Mrs.Kanika Sharma in terms of senior scale and seniority w.e.f. her date of joining i.e. 17.11.2004 may be apprised to the Hon'ble High Court.</p> <p>The Board of Governors also discussed the complaint made by Ms.Parul Rajput R/O H.No. 144-S, Model town Hissar regarding irregularities in the appointment of Mrs. Kanika Sharma for the post of Assistant Professor, Electronics and Comm. Engg. Deptt. The report of the institute CVO on the above said complaint was also put up before the Board of Governors. Board of Governors asked the Director that the matter may be looked into first at his level &amp; then with comments be put up to the BOG for further necessary action.</p>	The Hon'ble High Court had been apprised about the decision of the Board of Governors.
B.22.5	<p><b>To report regarding issuance of charge sheet to Shri K.L. Singla, Senior Administrative Officer.</b></p> <p>The Board of Governors was informed that Mrs. Usha R Sharma, IAS, Commissioner, Technical Education Punjab and member of Board of Governors of the institute, who was requested to go through the case and the appeal of Mr. K.L. Singla and give her comments, had since been retired after attaining the age of superannuation. She may be asked; if she has gone through the issue and may convey her opinion on this issue.</p>	Mrs. Usha R Sharma, IAS, Commissioner, Technical Education Punjab and member Board of Governors of institute has superannuated and shown her inability to give opinion on the issue.
B.22.6	<p><b>To consider and approve the pension case of Shri K.L. Singla, Senior Administrative Officer.</b></p> <p>This item was discussed and decided under separate agenda item No. B.25.4.4.</p>	Noted

B.23.3.4	<p><b>To approve the appointment of Assistant Professor, Applied Science (Applied Mathematics) advertised by this Institute against advertisement no. 124-9/2010.</b></p> <p>The action taken by the institute in issuing appointment letter to the selected candidate vide appointment letter No. NITTTR / Admn / E-1 / PF / 6619-21 dated 04.05.2012 was noted by the Board of Governors.</p>	Noted
B.23.3.5	<p><b>To consider the inter-se seniority of CAS promoted faculty and openly selected faculty.</b></p> <p>The item was discussed by the Board of Governors. Since no communication has been received from the MHRD till date, the Chairman, Board of Governors requested Shri M.Sridhar, Under Secretary, MHRD, attending the meeting, to expedite the matter at the earliest.</p>	Till date reply from Ministry is awaited. It is worth mentioning here that NITTTR Bhopal in its 123 <sup>rd</sup> meeting of BoGs held on September 6, 2012 considered the issue of inter-se-seniority amongst the teachers viz directly recruited and promoted through CAS and resolved that the inter-se-seniority of a direct recruit shall be determined with reference to the date of joining and that for the teachers promoted under CAS should be with reference to the latest date of eligibility (as per UGC Guidelines) for the CAS meeting in which they became successful.
B.23.3.8	<p><b>To approve filling up of vacant posts in NITTTR Chandigarh.</b></p> <p>The Board of Governors discussed the item and it was decided that the 36 posts lying vacant may be filled up by advertising in the newspapers after seeking approval from the Chairman, Board of Governors and MHRD.</p>	Speed post letter against No. NITTTR / Admn / RA /18978 dated 29.08.2012 sent to MHRD, New Delhi for allowing the institute to fill up Non-faculty post. Reply from Ministry is awaited.
B.23.3.10	<p><b>Promotion of Dr. Hemant Sood for the post of professor under career advancement scheme.</b></p> <p>The Board of Governors was apprised that a meeting to discuss the promotion case of Dr. Hemant Sood has been fixed on 29.6.2012 and the outcome will be reported in the next meeting of Board of Governors.</p>	The meeting of the committee was held on 16.8.2012 and copy of recommendation is submitted to Board of Governors for consideration and approval.
B.23.3.11	<p><b>To consider the benefit of career advancement scheme to Dr.(Mrs.) Swapna Devi, Associate Professor, ECE.</b></p> <p>This was discussed under a supplementary agenda item No. B.25.4.6.</p>	Noted

B.23.3.12	<p>To consider change of recruitment rules for the post of LDC under 10% quota.</p> <p>This was discussed under agenda item No. B.25.4.2.</p>	Noted
B.25.3.1	<p>To ratify appointments of Assistant Professors advertised by this institute against advertisement no. 127-1/2011 – regarding.</p> <p>The Board of Governors ratified the action taken by the Chairman in approving the selections of Assistant Professors vide UO No. NITTTTR / Admn / RA / 13 dated 3.5.2012.</p>	<p>Selected candidates have joined duty. In the case of Assistant Professor Educational Management, no candidate was found suitable. The post is now again to be advertised.</p> <p>The following persons have since been appointed as Assistant Professors in the institute in various departments on dates mentioned against each :-</p> <ol style="list-style-type: none"> <li>1. TN Thukral            03.08.2012 ( Education &amp; Educational Mgt.)</li> <li>2. Amerdev Singh    17.08.2012 (EDIC)</li> </ol>
B.25.4.1	<p>To consider and approve the minutes of the 23<sup>rd</sup> meeting of Finance Committee held on 23.06.2012</p> <p>The Board of Governors approved the minutes of the 23<sup>rd</sup> meeting of Finance Committee held on 23.06.2012 at 3.00 P.M.</p>	Noted
B.25.4.2	<p>To consider change of recruitment rules for the post of LDC under 10% quota.</p> <p>The Board of Governors decided that the matter may be discussed after the joining of the regular Director.</p>	As directed by the Board the said item is being placed at item No.B.26.4.4 for consideration of the Board.
B.25.4.3	<p>To consider re-employment of faculty beyond the age of Superannuation.</p> <p>The members discussed the recommendations of the Peer group appointed for considering re-employment of three faculty members (Professor KM Rastogi, Professor AN Pathak and Professor YK Anand) after their superannuation on contract basis for a period of one year.</p>	In compliance of the decision of Board of Governors, Dr. K.M. Rastogi, Dr. Y.K. Anand and Dr. A.N. Pathak were re-employed vide Institute letters dated 22.8.2012. Dr.Y.K. Anand and Dr. K.M. Rastogi joined their duties w.e.f. 22.08.2012 and 24.08.2012 respectively. Dr. A.N. Pathak did not join till date. Moreover Dr. K.M. Rastogi who had earlier joined, has now tendered his resignation w.e.f. 14.9.2012.

	<p>It was decided that these vacant posts may be advertised by following proper procedure. However, till the time, the posts are filled up by the regular incumbents, the above three superannuated faculty members may be given re-employment for a period of one year on contract basis on a consolidated salary of Rs.50,000/- per month without giving any other benefit. Regarding accommodation to the re-employed faculty members, it was decided that the facility of accommodation may be provided if the same is available after charging licence fee as per rules.</p>	
B.25.4.4	<p><b>To consider admissibility of retirement benefits on superannuation retirement of Shri K.L. Singla.</b></p> <p>The members discussed the item in detail. Regarding admissibility of pension to Shri K.L.Singla, it was decided that the directions given by the MHRD, Govt. Of India vide its letter No.F.No.7-23/2010 TS.IV dated 30.4.2012 indicating the views expressed by the Department of Expenditure regarding the limit on the amount of pension which states that the total of two or more civil pensions cannot exceed full pension, may be followed.</p> <p>As regards the amount of gratuity, the Board decided that the period for which the gratuity can be granted may be restricted to 33 years qualifying service, as laid down in the rules.</p>	All retirements benefits have been released to Shri K.L. Singla.
B.25.4.5	<p><b>Placement of status report on various issues relating to the institute.</b></p> <p>The issues no.1 to 4 and 6 under the above item were noted by the Board of Governors. Regarding a pending vigilance case under issue no. 5, Board of Governors directed that the case may be processed as per the prescribed procedures by administration and progress made in this regard may be put up in its next meeting.</p>	The case is being investigated by the CVO against the appointment of Mrs. Kanika Sharma, who was offered the post of Assistant Professor, Electronics and Communication Engineering against advertisement No.124-9/2010. Reply from CVO is still awaited.

B.25.4.6	<p><b>To consider grant of promotion under career advancement scheme to the eligible faculty of the institute.</b></p> <p>The Board of Governors decided that the matter may be taken up by the regular Director.</p>	The cases of promotion under CAS are under process.
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## ITEM NO.26.3 ITEMS FOR REPORTING

### ITEM NO.B.26.3.1 TO REPORT REGARDING APPOINTMENT OF DIRECTOR

The Government of India, MHRD, has offered the post of Director to Dr. M.P. Poonia, Professor and Dean, Malaviya National Institute of Technology (MNIT), Jaipur, vide their letter No. F.No.7-18-2011 TS.IV dated 26.06.2012. Dr. M.P. Poonia has joined as Director of National Institute of Technical Teachers Training and Research, Sector 26, Chandigarh w.e.f. 20.07.2012 (FN) (copy of Circular No.NITTTR/79 dated 26.07.2012 enclosed as **Annexure - III** at page Nos.9 to 10.

### ITEM NO.B.26.3.2 TO REPORT REGARDING RELIEVING OF Dr. S.K. DAS FROM THE POST OF DIRECTOR (ADDITIONAL CHARGE)

The Govt. of India vide letter F.No.7-18/2011 TS-IV dated 29.03.2012 had given the additional charge of the post of Director of NITTTR, Chandigarh to Prof. (Dr.) Samir Kumar Das, Director, Dr. BR Ambedkar NIT, Jalandhar for a period of six month w.e.f. 1.4.2012 or till the appointment of a regular incumbent to the post or until further order, which ever is the earliest.

Accordingly Prof. S.K. Das, Director, Dr. BR Ambedkar NIT, Jalandhar had taken over the additional charge of the Director, NITTTR, Chandigarh on 2.4.2012. He worked as Director (additional charge) upto 19.08.2012. The services rendered by Prof. (Dr.) Samir Kumar Das, as Director Incharge, NITTTR Chandigarh is highly appreciated.

### ITEM NO.B.26.3.3 TO REPORT CONTINUANCE OF SERVICE OF INSTITUTE EMPLOYEES AFTER ATTAINING THE AGE OF 50/55 YEARS

On the recommendations of the Screening Committee, held on 30.8.2012, Director is pleased to approve, the continuance in service of following institute employees on completion of 50/55 years of age till the normal age of Superannuation under FR 56(j) read with Rule 48 of Central Civil Services (Pension) Rules, 1972.

Sr. No.	Name & Designation	Date of completion of 50/55 years of age
1.	Mrs. Kamlesh Batra, Assistant	17.08.2012
2.	Shri Ramesh Kumar, Personal Assistant	26.08.2012

This is, however, subject to review in future by the appointing authority under rules in the public interest.

**ITEM NO. B. 26.3.4 TO REPORT ABOUT NOMINATION OF ONE FACULTY MEMBERS ON THE BOARD OF GOVERNORS OF THE INSTITUTE.**

The Director has nominated Dr. J.S. Saini, Prof. & Head, Rural Development Department, NITTTR Chandigarh on the Board of Governors under Rule 4(g) of Memorandum of Association of NITTTR Chandigarh Society for a term of one year from 01.07.2012 to 30.06.2013.

**ITEM NO.B.26.3.5 TO REPORT REGARDING COMPLETION OF PROBATION PERIOD OF INSTITUTE EMPLOYEES**

The Chairman, Board of Governors, vide U.O. No.NITTTR/Admn/17 dated 5.9.2012 has approved the completion of probation period of the following staff members of the institute, against the post and from the dates mentioned below:

Sr. No.	Name	Designation and Department	Date of joining	Date of clearance of probation
1.	Pradeep Kumar	System Programmer Computer Sc. Department	09.08.2010	08.08.2012
2.	Amrendra Sharan	Junior System Programmer Computer Sc. Department	12.08.2010	11.08.2012

**ITEM NO.B.26.3.6 TO REPORT RETIREMENT OF STAFF ON THEIR SUPERANNUATION / VOLUNTARY RETIREMENT DURING THE PERIOD FROM 01.07.2011 TO 30.09.2012**

The following institute employees have retired on Superannuation from the institute on the dates mentioned below :

Sr. No.	Name (Sarvshri)	Post	Date of Superannuation
1.	Hari Singh	Section Officer	30.11.2011
2.	K.L. Singla	Sr. Admn. Officer	31.12.2011
3.	YK Anand	Professor	31.01.2012
4.	KM Rastogi	Professor	31.03.2012
5.	PM Ramakrishna	Personal Assistant	30.06.2012
6.	Om Parkash	Section Officer	31.07.2012
7.	Ravinder Kaur	Private Secretary	31.07.2012
8.	Ram Lal	MSA	20.07.2012 (voluntary retirement)
9.	DG Goswami	Section Officer	30.08.2012

**ITEM NO.B.26.3.7 TO REPORT REGARDING MEMORANDUM OF UNDERSTANDING BETWEEN NITTTR CHANDIGARH AND OTHER INSTITUTES**

To enhance the scope of activities of the institute, the institute has signed MOUs on 26.09.2012 with following three institutes :

- (i) Malaviya National Institute of Technology (MNIT), Jaipur
- (ii) BR Ambedkar National Institute of Tecnology, Jalandhar
- (iii) Himachal Pradesh Technical University, Hamirpur.

The collaboration with the three institutes shall ensure effective implementation of academic programmes and undertaking of research as well sharing of expertise and resources. Copies of MOUs are attached as **Annexure - IV** (page No.11 to 20).

**ITEM NO.26.4 ITEMS FOR CONSIDERATION**

**ITEM NO.B.26.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 24<sup>th</sup> MEETING OF FINANCE COMMITTEE HELD ON 19.10.2012**

The 24<sup>th</sup> meeting of Finance Committee of the institute will be held on 19.10.2012 at 11.30 AM. Agenda papers for this meeting are attached herewith as a separate booklet (**Annexure – V**). The minutes of the meeting of Finance Committee will be placed before the Board of Governors for its consideration and approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM NO.B.26.4.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 14<sup>TH</sup> MEETING OF ACADEMIC COUNCIL HELD ON 26.09.2012**

The 14<sup>th</sup> meeting of the Academic Council of the institute was held on 26.09.2012 at 3.30 PM. The following items were discussed and approved :

A.14.0	To inform the members of the Academic Council about the Objectives of the Council
A.14.1	To confirm the Minutes of the Thirteenth Meeting of the Academic Council held on 28.02.2012
A.14.2	To note the action taken on the decisions made in the 13 <sup>th</sup> Meeting of the Academic Council held on 28.02.2012
A.14.3	To report on the achievements of the institute for the period April, 2012 to September, 2012



A.14.4	To consider the Proposal for acquiring Accreditation Status of ME Instrumentation & Control, and ME Electronics & Communication Engineering programmes
A.14.5	To consider the Proposal of acquiring Deemed to be University Status
A.14.6	To consider the Proposal of starting ME programme in Renewable Energy
A.14.7	To consider the Proposal of starting ME programme in Civil Engineering (Infrastructure)
A.14.8	To consider the Proposal of starting Executive MBA degree programme
A.14.9	To consider the proposal of admitting technical teachers & staff from other Regions in institute short term courses
A.14.10	To consider the Proposal of organizing short term courses of one to two days duration for students of Technical Institutions
A.14.11	To consider filling up of vacant seats under General category teacher candidates from amongst General category candidates from industry and other organizations in all M.Tech / ME programmes from the academic session 2013
A.14.12	To consider revision of syllabus by including at least two of the subjects like 'Research Methodology', 'HRD & Training Methods', 'Project Planning & Management', 'Educational Technology for Engineering Education' and 'Communication Skills' in all M.Tech/ME programmes from the academic session 2013
A.14.13	To seek guidance and directions from the members of the Academic Council for general improvement in the programmes & activities of the institute
A.14.14	Any other item with the permission of the Chair

Agenda and minutes of the meeting are attached herewith in a separate booklet as **Annexure - VI**

THE BOARD MAY CONSIDER AND APPROVE THE MINUTES OF ACADEMIC COUNCIL

**ITEM NO.B.26.4.3 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2011-2012**

The Annual Report of the institute for the year 2011-2012 will be placed before the Board of Governors at the time of the meeting. It is to mention here that the Annual Report of the institute does not contain audit certificate and utilization certificate as the same have not yet been received from the Audit Office, though the audit of the institute accounts has been conducted by the Principal Accountant General (Audit) Punjab & U.T. Chandigarh from 06.07.2012 to 19.07.2012. It is informed that as soon as the institute receive the above certificates from PAG (Audit) Pb. & UT Chandigarh it will be intimated to the Board of Governors. The Annual Report of the institute for the year 2011-12 including Audit Certificate (after getting it approved from the Chairman, Board of Governors, NITTTR Chandigarh), will be sent to the Ministry of Human Resource Development, New Delhi for placing on the table of the Parliament by 31<sup>st</sup> December, 2012.

THE BOARD MAY CONSIDER AND MAKE RECOMMENDATION TO THE NITTTR CHANDIGARH SOCIETY FOR APPROVAL

**ITEM NO.B. 26.4.4 TO CONSIDER CHANGE OF RECRUITMENT RULES FOR THE POST OF LDC UNDER 10% QUOTA**

Presently there are 20 posts of LDCs in PB-1 (5200-20200) with Grade Pay of Rs. 1900/- in the institute as per details given below:

Post	Sanctioned	In Position	Vacant	Mode of Appointment approved by BOGs in its 17 <sup>th</sup> meeting held on 28-7-2010
LDCs	20	10	10	90% by direct recruitment (graduate will be preferred).  10% from the internal employees in Pay Band of Rs 5200-20200 with Grade Pay of Rs 1800/- having minimum qualification of Matriculation through competitive examination/test. There is no age bar for internal candidates.

Out of these 20 posts of LDCs, only two posts comes under 10% quota-. The institute had filled one post of LDC against 10% quota from category "D" employees on 28.2.1991, after having his competitive exam/test on seniority basis. The institute may fill 2<sup>nd</sup> post of LDC under 10% quota from MSAs, who are having matriculation qualification through competitive examination/test on the basis of seniority-cum-fitness. Request of Joint Action Committee of the institute employees in this regard is enclosed as **Annexure - VII** at page No.21 to 22.

It is also added here that the Board of Governors in its 17<sup>th</sup> meeting held on 28-7-2010, have approved promotions upto Assistant level without any competitive exam/test, only on the basis of seniority-cum-fitness subject to fulfilment of minimum educational qualifications.

Keeping in view of above, the institute may kindly be allowed to fill up the post of LDC under 10% quota from those employees who are in the Grade Pay of Rs. 1800/- without any competitive examination/test on the basis of seniority-cum-fitness, subject to fulfilment of minimum educational qualifications.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM NO.B.26.4.5 TO CONSIDER SPONSORSHIP OF INSTITUTE FACULTY FOR ME/Ph.D. PROGRAMMES UNDER THE QUALITY IMPROVEMENT PROGRAMME OF THE AICTE.**

On the recommendations of the 56<sup>th</sup> meeting of the Finance & Personnel Committee (vide item No. F 56.8), the Board of Governors in its 89<sup>th</sup> meeting vide item No. B 89.12 held on 18.6.2001 approved the following rules for sponsoring institute faculty under the QIP of the AICTE:

1. Only full time regular/permanent members of the faculty with a minimum service of five years will be eligible to apply under the QIP for Master's/Doctoral degree programmes.
2. Computer Programmers/System Programmers/Guest Lecturers/Visiting Lecturers/Teaching Assistants/adhoc Faculty members, Technical Assistants and workshop staff and such other categories of staff will not be eligible under the QIP. Only the teachers will be eligible.
3. The sponsored faculty member should satisfy the minimum eligibility criteria prescribed by the AICTE under the QIP as amended from time to time as well as other terms and conditions of the scheme.
4. The sponsored faculty member will be bound to abide by all the terms and conditions of the QIP programme programme of the AICTE as amended from time to time.
5. Only one faculty member of the AICTE will be sponsored at one point of time for Ph.D programme and one for Master's Degree programme
6. The sponsored faculty member will have to execute a Bond to serve the Institute for atleast three years after completion of Master's Degree Programme or Ph.D Degree programme as the case may be, failing which he will be liable to pay the institute all expenses incurred by the Institute including salary alongwith 18% interest p.a. and Rs.50,000/- as penalty. The sponsored faculty member will be treated on deputation for the period of the course i.e. maximum 1-1/2 years for Master's degree and 3 years for Ph.D degree programme. However salary for that period will continue to be paid by the Institute i.e. pay and DA
7. The sponsored faculty member will not be allotted Institute accommodation during the period of his deputation. In case Institute accommodation is already allotted to him he will have to vacate the same after retention of maximum two months, extension for another two months may be granted on payment of market rent. Sponsored faculty member will be eligible to receive scholarship and other contingency grants from the AICTE under the scheme. However the Institute will not be liable to pay any benefit other than pay and DA for the period of course
8. The faculty member sponsored under the QIP will not be eligible for availing study leave during his service. The faculty member who has already availed study leave will not be considered for sponsorship under the programme
9. Sponsorship of the candidates under the scheme will be subject to the requirement of the Institute, availability of funds and administrative convenience
10. Any faculty member who will not be able to complete the course under the QIP due to any reason whatsoever, will be liable to rejoin the Institute immediately, and refund all the expenses incurred by the Institute including salary with 18% interest.
11. No substitute will be provided to the department against the sponsored candidate. The Department will have to manage their academic and other activities locally with the existing faculty without incurring any extra expenditure for the same.
12. In case of receipt of more applications for sponsorship under QIP, preference will be given to the seniors. However, no faculty member aged more than 50 years will be sponsored under the scheme.

As per the provision mentioned at Sr. No.5 above only one faculty member can be sponsored at a time. The present provision for sponsoring one faculty for M.Tech/ME and Ph.D at a time is grossly inadequate under the QIP of the AICTE in view of the changed qualifications for the post of faculty at this Institute.

It is proposed that the institute may be allowed to sponsor the faculty for M.Tech ME/Ph.D programmes under the quality Improvement Programme to 5-10 % of the faculty at a time. All others rules will remain the same.

THE BOARD OF GOVERNORS MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS

**ITEM NO.B.26.4.6 TO CONSIDER PARTICIPATION IN TEQIP-II - INFORMATION AND APPROVAL OF BOARD**

In response to the advertisement by NPIU asking for proposals for participation in the World Bank Assisted Project TEQIP-II, Institute has sent the proposal. Last date for the receipt of proposals was 6<sup>th</sup> September 2012 and the Institute submitted the proposal in time.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM No.B.26.4.7 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE**

As per directions received from the Ministry of Human Resource Development vide its letter No. 4-6/2006-TS.IV(Part) dated December 6, 2006, the 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 issues is being placed which is as under:

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

There are no backlog vacancies of SC/STs and OBCs at this institute.

**2. Annual Report and Audited Accounts**

The Annual Accounts of the Institute for the year 2011-12 have been audited by an Audit Party from the office of the Principal Accountant General (Audit), Punjab & U.T. Chandigarh during the period from 06.7.2012 to 19.7.2012. The Audit Certificate is awaited.

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

- i) The remaining 14 outstanding audit paras (5 No. para for the period from 1995-96 to 2007-08 and 9 No. paras for the year 2010-11) are being pursued with the Audit office for their consideration and settlement.
- ii) Regular audit of the Institute Accounts/records for the financial year 2011- 12 has been conducted by an Audit Party from the office of the Principal Accountant General(Audit), Punjab & UT Chandigarh during the period from 27.8.2012 to 12.9.2012. Inspection & Audit Report is awaited.

4. **Progress of Plan and Non Plan expenditure**

The Status report on progress of expenditure under Plan-(Non-Recurring)-Creation of Capital Assets, Plan (General)-Recurring and Non-Plan (Recurring) scheme at the end of 2<sup>nd</sup> quarter i.e. 30.9.2012 of the financial year 2012-13 is placed in Finance Committee vide item No.F.24.3.2, may please be perused.

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

One case is still pending.

6. **Redressal of public grievances**

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

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## SUPPLEMENTARY ITEMS

**ITEM NO.B.26.4.8 TO CONSIDER AND APPROVE THE PROPOSAL FOR ESTABLISHING INTERNATIONAL CENTRE FOR SKILL DEVELOPMENT AND TWO R & D CENTRES IN SECTOR 26, CHANDIGARH.**

Proposal for establishing International Centre for Skill Development and two R & D Centres in Sector 26, Chandigarh.

To meet the new challenges of technical education and to strengthen R&D activities in the Institute, it is proposed to develop the three centers to meet the enhanced needs:

1. International Centre for Skill Development
2. Centre for Renewable Energy and Environment
3. Centre of Excellence for Design

The total area required for the three centers is about 22,500 sqm. A land area of 0.90 acres in Sector 42 residential campus is available. However, it will be more convenient to get a land nearby the existing campus in Sector 26 for administrative convenience. Since land nearby about 3 acres is lying vacant near St. Kabir School (about 500 metres) from the present main campus, it is proposed to surrender the residential land in Sector 42 campus and request Chandigarh Administration to allot the vacant land opposite to St. Kabir School for establishing the above centers.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM NO.B.26.4.9 TO INFORM ABOUT THE DIFFICULTIES IN FINALIZATION OF PENSIONARY DUES OF EMPLOYEES COVERED UNDER NEW PENSION SCHEME.**

The Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi vide its letter No.F 11-4/2004.TS.IV dated May 5, 2004 had forwarded a copy of Notification dated December 22, 2003 issued by the Ministry of Finance, Department of Economic Affairs, ECB & PR Division, New Delhi with the direction that the new pension scheme will be mandatory for all new recruits to the Central Autonomous Organizations from 1st January, 2004 onwards

Accordingly the Institute vide letter No.6776-77 dated 3.6.2004 had requested to clarify whether the said scheme is applicable to the Central Autonomous Organizations including this Institute which is also an autonomous body of the Central Government under the administrative control of the Ministry of Human Resource Development.

In response to the above said letter of the institute, the Govt. of India vide letter No.F.No.5(12)/2004-ECB&PR dated July 09, 2004 directed the institute that new entrants in all Autonomous Bodies/PSUs under various Central Ministries/Departments recruited on or after 01.01.2004 will be governed by the New Pension Scheme.

Further the Government of India, Ministry of Human Resource Development vide its letter No..F-19-15/2008-IFD dated 31.7.2008 had forwarded a copy of letter No. 1(9)/E.V2004 dated 30.7.2007 of Ministry of Finance, Department of Expenditure wherein the MHRD had suggested that the employees presently under CPF scheme who were recruited prior to 1.1.2004 may be considered for shift from CPF to New Pension scheme from 1.1.2004.

In this regard an item No. F.12.8 was placed in the 12<sup>th</sup> meeting of the Finance Committee held on 24.10.2008 and the Board of Governors on the recommendations of Finance Committee allowed this institute to shift from CPF to New Pension scheme from 1.1.2004. Accordingly the institute employees who were under the CPF-cum-Gratuity Scheme prior to January 1, 2004 were permitted to shift to New Pension Scheme 2004 as applicable from 1.1.2004. They were advised to exercise their option failing which this opportunity may not be provided to them in future. Accordingly 16 employees exercised their option to switch over from CPF to New Pension Scheme from 1.1.2004.

The Institute vide various letters had requested to Govt. of India (Integrated Finance Division) to send necessary modalities/guidelines for transfer of data/funds to the Appropriate authority(NSDL or Bank of India). It was also stated that the employees who were sub scribing to Contributing Provident Fund(CPF) upto to 31.12.2003, their CPF accumulations are lying with the Institute. It was requested to clarify as to whether these CPF accumulations should be paid to the concerned employees or continue to be retained by the Institute.

But the Institute did not receive any guidelines for transfer of funds of employees governed under New Pension Scheme either from Pension Fund Regulatory and Development Authority, New Delhi or from National Securities Depository Ltd (NSDL) Mumbai or from the Bank of India(the Trustee Bank), Mumbai.

Some of the employees have now requested to withdraw their options from new Pension scheme and to continue to be with the earlier scheme i.e. CPF-Cum Gratuity scheme. Accordingly the Institute requested MHRD to allow the same but the Ministry, vide letter No.7-24/2011-TS.IV dated 18<sup>th</sup> August, 2011 intimated that this was not permissible.

Later on 13 employees jointly represented not to transfer their contributions of CPF prior to 01.01.2004 i.e. upto 31.12.2003 to Central Recordkeeping Agency.The Institute vide letter No.NITTTR/Admn/E-1/017333 dated 18 August, 2012 informed the Govt.of India and all the representations of the employees were sent to the Ministry. In response to the said institute letter, the Govt.of India, MHRD vide letter No.7-24/2011 TS.IV dated 28 August, 2012 informed the institute that the representations of thirteen officials of the Institute have been forwarded to Chief General Manager, Pension fund regulatory and development authority, New Delhi for comments on the same.

The Institute has already remitted NPS subscriptions from 01.01.2004 onwards to CRA, Mumbai. The CPF of these employees upto December 2003 are in the process of transfer because directions from MHRD/PFRDA are awaited.

Dr.KM Rastogi, who joined service prior to 01.01.2004 and was earlier being governed under CPF scheme, had opted/shifted to NPS. He retired on superannuation after attaining the age of 65 years on 31.3.2012. His CPF balance alongwith Institute's contribution (Employer's share) upto 31.12.2003(i.e. the period prior to start of NPS in 01.01.2004) has also been remitted to Central Recordkeeping Agency as per directions of the PFRDA, New Delhi vide PFRDA letter dated 26.3.2012 and and 27.4.2012.

Since Dr.KM Rastogi is governed under NPS, this office is not clear about his entitlement to Gratuity in view of the fact that the Govt. of India, Ministry of Finance vide letter dated 21.04.2004(in response to queries by certain field offices) that the matter has been taken up with the Ministry of Finance, Department of Economic Affairs and reply was awaited. Therefore, the institute referred the case to the Ministry vide letter No.NITTTTR/BG&ITA/NPS/7815 dated 17.05.2012 requesting that the matter may please be looked into and clarification in regard to admissibility of retirement Gratuity to Dr.KM Rastogi.

It is pertinent to mention here that many employees are due for retirement within next one to three years. The delay in the matter would create difficulties in finalization of their pensionary dues and cause problem to them.

THE BOARD MAY KINDLY CONSIDER AND ADVISE

**ITEM NO.B.26.4.10 TO CONSIDER CHANGE OF QUALIFICATION FOR THE POST OF SENIOR ADMINISTRATIVE OFFICER**

Chairman, Board of Governors vide UO No. 27 dated 4-5-1994 has approved the following qualifications for the post of Senior Administrative Officer:

**Qualifications for the Post of Senior Administrative Officer**

1. A degree of recognized university (preferably in science)
2. About 15 years experience of administration, accounts, establishment and stores purchase in Government, Quasi Government or Autonomous organizations preferably in Educational Institution of which 7 years should be in a responsible supervisory position. Ability to prepare Agenda notes and proceedings of meetings.
3. Should possess the knowledge of Govt. rules and regulations
4. Age not less than 35 years and not more than 45 years (Relaxable in exceptional cases)

**Desirable Qualifications and Experience**

Master's Degree in Public Administration / Company Secretary / Masters in Business Management / Specialized courses in Business Management / Specialized courses in Personnel Management and Organisational Administration.

Experience in Personnel Management and Administration in educational institutions / research organizations.



In the light of changed scenario at the institute, scope of institute and market requirements, the competent authority had constituted a committee consisting of Dr BS Pabla, Dr JS Saini, Dr. P. Bapaiah and Dr. Rakesh K. Wats to review the qualifications for the post of Senior Administrative Officer.

The committee met on 16.10.2012 at 3.00 p.m. and proposed the following qualifications and experience for the post of Senior Administrative Officer in the light of the present requirements of the institute.

**Proposed Qualifications for the post of Senior Administrative Officer**

1. Bachelor's degree from a recognized university with minimum 55% marks.
2. Minimum 15 years experience in administration, accounts, establishment, purchase and stores in Government, Quasi Government or autonomous organizations, preferably in an educational institution, of which minimum 8 years of experience in supervisory position with Grade Pay of Rs.4600/- or equivalent or minimum of 5 years experience with a Grade Pay of Rs.5400/- or above.
3. Should possess the knowledge of Government Rules and Regulations including RTI and RTE.
4. Age not more than 45 years. (No age bar for internal candidates).

**Desirable Qualifications and Experience**

1. Master's degree in Business Management / Business Administration / Public Administration or Bachelor's degree in Law (Professional) with minimum of 55% marks or SAS qualification from organized services.
2. Experience in Personnel Management and Administration in educational institutions / research organizations.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE PROPOSED QUALIFICATION FOR THE POST OF SENIOR ADMINISTRATIVE OFFICER

**ITEM No.B.26.4.11 TO CONSIDER AND APPROVE THE AMENDMENTS/MODIFICATIONS IN HOUSE ALLOTMENT RULES OF THE INSTITUTE**

Due to change in eligible criteria and licence fee etc. recommended by the 6<sup>th</sup> Central Pay Commission, the existing House Allotment Rules are required to be amended. The Director of the Institute constituted a committee to review the exiting House Allotment Rules of the Institute.

Amended / modified House Allotment Rules recommended by the committee are attached as **Annexure - VIII** at page No. 23 to 43 for kind consideration and approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM No. B.26.4.12      APPROVAL FOR ISSUANCE OF APPOINTMENT LETTER FOR THE POST OF ASSISTANT PROFESSOR, APPLIED SCIENCE (APPLIED MATHEMATICS) TO THE NEXT IN PANEL AND CANCELLATION OF APPOINTMENT OF Dr ADITYA KAUSHIK WHO WAS OFFERED THE POST OF ASSISTANT PROFESSOR, APPLIED SCIENCE (APPLIED MATHEMATICS) REGARDING**

The interview for the post of Assistant Professor, Applied Science (Applied Mathematics) was held on 24-5-2011. The selection committee selected the following candidates in order of merit.

1. Dr. Aditya Kaushik
2. Dr Komal
3. Ms Sargam Preet

The selection was approved by the Board of Governors in its 23<sup>rd</sup> meeting held on 13-3-2012.

Dr Aditya Kaushik (who is at Sr. No.1) was offered appointment letter to the post of Assistant Professor, Applied Science (Applied Mathematics) vide letter No. NITTTR/Admn/E-1/PF/6619-21 dated 4-5-2012. In the appointment letter it was indicated that he has to join duties as early as possible but not later than 30 days from the date of issuance of appointment letter. He was also advised to communicate his acceptance within a period of 10 days from the issuance of this appointment letter, failing which it will be presumed that he is not interested in accepting the offer and the offer will be treated as cancelled.

On 29-5-2012, Dr Kaushik requested the institute to grant him an extension of six months (i.e. upto 15-12-2012) to join the post. However, the competent authority granted him extension upto 03-08-2012 to join the post vide this institute letter No. NITTTR/Admn/RA/16097-16098 dated 27-7-2012. On 3-8-2012, Dr Kaushik again requested to grant him extension upto 03-11-2012 for joining the above post. Dr Aditya Kaushik was given final extension upto 5-11-2012, for joining the post vide this institute letter No. NITTTR/Admn/RA/23768 dated 5-10-2012. In the letter it was clearly mentioned that this would be the final extension granted to him for joining the post. It was also indicated that in case he fails to join the duties by 05-11-2012, none of his claims against this post will be entertained and the post will be offered to the next person in the panel of selected candidates. It is now informed that Dr Kaushik has neither reported for duty on 5-11-2012, nor conveyed anything regarding his joining the institute which clearly indicates that he is no more interested to join the post.

Board of Governors being the appointing authority in this case may kindly consider and approve cancellation of appointment of Dr Aditya Kaushik for the post of Assistant Professor, Applied Science (Applied Mathematics).

**Rule Position**

The Board of Governors in its 52<sup>nd</sup> meeting vide Item No. 52.10 held on 16-6-1989 had approved that the validity period of panel of selected candidates be kept as one year, which may be extended with the approval of Chairman, Board of Governors on merit of each case for further period of six months.

As per decision of the Board, the above panel of selected candidates is still valid. Dr. Komal (Registration No. 29) has been placed at Sr.No.2 in the merit list of selected candidates for the post of Assistant Professor, Applied Science (Applied Mathematics). It is therefore, proposed that Board of Governors may kindly consider and approve issuance of appointment letter to Dr Komal who is next in panel.

BOARD OF GOVERNORS MAY KINDLY APPROVE ISSUANCE OF APPOINTMENT LETTER TO Dr. KOMAL WHO IS NEXT IN PANEL FOR THE POST OF ASSISTANT PROFESSOR, APPLIED SCIENCE (APPLIED MATHEMATICS) AND CANCELLATION OF APPOINTMENT OF Dr. ADITYA KAUSHIK FOR THE POST OF ASSISTANT PROFESSOR, APPLIED SCIENCE (APPLIED MATHEMATICS)

**ITEM No. B.26.4.13 APPROVAL OF SELECTION FOR THE POST OF ELECTRONICS ENGINEER ADVERTISED BY THIS INSTITUTE AGAINST ADVERTISEMENT No. 132-2/2012**

Chairman, Board of Governors had approved the constitution of selection committee meeting for the post of Electronics Engineer vide UO No. NITTTR/Admn/RA/20 dated 28-09-2012. Accordingly, the interview for the post of Electronics Engineer was held on 09-11-2012, in the Board Room of the institute as per the schedule given below:

Sr No	Name of the post	Pay Band with AGP	No. of Posts	Date of Interview
1	Electronics Engineer	PB-3 (15600-39100) Grade Pay Rs 5400/-	One	09-11-2012 at 3.00 PM

Dr Neelam Prakash, Professor and Head, Electronics and Communication Engineering Department, Punjab Engineering College (Deemed University) Sector 12, Chandigarh and Dr. AK Chatterjee, Professor and Head, Electronics Engineering Department , Thapar University, Patiala attended the selection committee meeting as outside experts.

Vice Chancellor, Panjab University, Chandigarh had nominated Shri RK Chhabra, Chairperson and Dean, Faculty of Engineering and Technology, UIET, Panjab University, Chandigarh as his representative for attending the Selection Committee meeting on 09-11-2012. Accordingly, Shri RK Chhabra assisted the Selection Committee meeting on the above said date.

Dr. N. Sathyamurthy, Director, Indian Institute of Science Education and Research, SAS Nagar (Mohali) who was nominated as Board Member for attending the above meeting could not attend the meeting, being out of country.

Board of Governors may kindly approve the following:

1. Constitution of the Selection Committee which actually met on 09-11-2012 as per details at Annexure-I.
2. Recommendations of the Selection Committee as per Annexure-II.
3. Issuing of appointment letter to the selected candidate Shri Anil Kumar, who is at Sr. No. 1.

BOARD OF GOVERNORS MAY KINDLY APPROVE ISSUANCE OF APPOINTMENT LETTER TO SHRI ANIL KUMAR FOR THE POST OF ELECTRONICS ENGINEER, WHO IS AT Sr.No.1 (Registration No.23)