

राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान
सेक्टर 26, चंडीगढ़ 160019

AGENDA FOR THE
49th MEETING OF THE BOARD OF GOVERNORS
TO BE HELD ON 13.2.2019 AT NITTTR, CHANDIGARH

49.0 Welcoming the Chairman and Members

PREVIOUS MEETINGS

ITEM NO. B.49.1 TO CONFIRM THE MINUTES OF THE 48TH MEETING OF THE BOARD OF GOVERNORS HELD ON 11.11.2019 AT CHANDIGARH

The minutes of the 48th meeting of the Board of Governors of the Institute held on 11.11.2019 at NITTTR, Chandigarh were circulated amongst all the members vide Institute letter No NITTTR/BOGs/48th/Board/7240-7253 dated 20.11.2019 as **Annexure – 1 Pg. 1**. Copy of the minutes of above said meeting is enclosed as **Annexure-II (Pg. 2 to 14)**. Since no comments were received from any member, hence, the same may be recorded as confirmed.

(For Consideration & Confirmation)

ITEM NO. B.49.2 ACTION TAKEN REPORT ON PREVIOUS DECISIONS

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
ITEM NO. B.48.1	TO CONFIRM THE MINUTES OF THE 47 th MEETING OF THE BOARD OF GOVERNORS HELD ON 23.9.2019 AT CHANDIGARH	As no comments were received from members, hence, the minutes of the 47 th meeting of the Board of Governors held on 23.9.2019 at Chandigarh were recorded as confirmed.	Noted
ITEM NO. B.48.2			
B.43.3.1/ B.42.2/ B.39.2/ B.36.5.8	CASE AGAINST Mrs KANIKA SHARMA, ASSISTANT	After deliberations on the CVC letter, the Board decided to minor penalty to Mrs Kanika Sharma, Assistant Professor in	Decision of the BOGs implemented vide Office Order No. 280, dated 9.1.2020 Annexure – III

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
	PROFESSOR, NITTTTR, CHANDIGARH	the form of censure. The same will be recorded in the personal file and service book of Dr. (Mrs) Kanika Sharma including the ACR dossier. The institute CVO including the CVC in MHRD will be informed accordingly.	(Pg. 15). Dr. Kanika Sharma was imposed with minor penalty in the form of Censure.
B.41.3.2	TO CONSIDER PROMOTION UNDER CAREER ADVANCEMENT SCHEME WITHOUT IMPOSING THREE YEARS CONDITION FROM THE DATE OF COMPLETION OF PhD	After deliberations and going through the brief note, the esteemed members decided to uphold the decision of the BOGs to impose three years requirement after completion of PhD for apply for promotion under CAS Professor.	Office Order No. 264, dated 30.12.2019 has been issued in this regard Annexure – IV (Pg.16)
B.44.4.8	GRIEVANCE OF DR. JS SAINI FORMER PROFESSOR & HEAD, EDIC DEPT. FOR RELEASE OF RETIREMENT GRATUITY	The esteemed members deliberated on the issue and felt that the gratuity is a subject of retirement benefits, hence, the employees retiring after serving the institute should not be deprived of the gratuity. Hence, the institute was advised to pursue the matter with the MHRD, GOI to get the gratuity of its employees on retirement irrespective of CPF, NPS etc.	In this regard letter has been sent to MHRD vide letter No. 8030-31 dated 27.12.2019 Annexure – V (Pg.17). Reply is awaited.
B.44.4.9	CONSTRUCTION WORK IN SECTOR 42 CAMPUS	Noted. Update to be placed in the next meeting of BOGs.	The Chief Architect of U.T. Chandigarh has been approached vide letter No. NITTTTR/CPD/Estate/8340-8342 dated 6.1.2020. Follow-up is being done with the Department Annexure – VI (Pg.18)
ITEM NO.	APPROVAL OF	The minutes of the 43 rd Meeting	

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
B. 47.4.5	THE MINUTES 43 rd FINANCE COMMITTEE MEETING HELD ON 23.09.2019	of Finance Committee held on 23.9.2019 at Chandigarh were accepted as approved.	Noted
ITEM NO. B. 48.4.1	TO RATIFY THE ACTION TAKEN BY THE HON'BLE CHAIRMAN BOARD OF GOVERNORS FOR GRANTING EXTENSION TO THE SELECTED FACULTY MEMBERS TO JOIN THE POSTS	Action of the Hon'ble Chairman, BOGs for granting extension of date of joining to the selected faculty members (i) Dr. Ashok Kumar, Associate Professor, Applied Science Dept. (ii) Dr. Balwinder Raj, Associate Professor, Electronics & Communication Engg Department (iii) Dr Rupinder Singh, Professor, Mechanical Engg. Dept.; and (iv) Dr Ujjawal Kumar Kalla, Associate Professor, Electrical Engg. Dept. was ratified by the Board.	Noted
ITEM NO. B. 48.5.1	APPROVAL OF THE MINUTES 44 th FINANCE COMMITTEE MEETING HELD ON 11.11.2019	The Board accepted the recommendations of the 44 th meeting of Finance Committee and approved the Revised Budget Estimates for the year 2019-20 and Budget Estimates for the year 2020-21(Item No. F.44.3.2). Rest of the minutes of the 44 th Finance Committee held on 11.11.2019 shall be circulated among all the esteemed members for approval through circulation.	As no comments have been received from any member, the minutes of 44 th Finance Committee held on 11.11.2019 hence, stands approved
ITEM NO. B. 48.5.2	APPROVE THE ANNUAL REPORT AND AUDITED ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2018-19	The Annual Report of the institute for the year 2018-19 was discussed. The Board asked the institute to circulate the same to esteemed members requesting them to go through the same and offer their inputs/suggestions by 25.11.2019 so that the final print can be taken and the same can be submitted to the MHRD, GOI before 10.12.2019.	Annual Report of the Institute for the year 2018-19 has been submitted to MHRD vide letter No. NITTTR/IMCO/A-3/ 7897, Dated 17.12.2019 Annexure – VII (Pg. 19)

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
		Annual Report for the year 2018-19 was recommended to NITTTR Chandigarh Society for approval.	
ITEM NO. B. 48.5.3	APPROVE THE MINUTES/RECOMMENDATIONS OF THE SELECTION COMMITTEES FOR THE POST OF PROFESSORS AND ASSOCIATE PROFESSORS	<p>The esteemed members deliberated on the process of the selection of the Professors and Associate Professors and, after going through the selection process and subsequent recommendations, approved the process and minutes of the selection committees for the post for Professors in Computer Science and Engg; Entrepreneurship Development and Industrial Coordination [EDIC], Civil Engineering and Educational Television Centre and also approved the process and minutes of the selection committees for the post of Associate Professor in Entrepreneurship Development and Industrial Coordination. The institute was asked to issue offer of appointment to the following candidates who were recommended by Selection Committees as per merit immediately on getting the minutes of 48th meeting of BOGs signed by the Hon'ble Chairman, BOG:</p> <ul style="list-style-type: none"> (i) Dr Rajesh Khanna, Professor, EDIC (ii) Dr Arvind Kumar, Professor, Civil Engg (iii) Dr Piush Verma, Professor (lien vacancy), ETV (iv) Dr Harsh Vardhan Samalia, Associate 	Decision implemented. Offer letters issued. A petition was filed by the institute at the Hon'ble High Court to allow opening of the recommendation for the post of Professor Applied Science. The Hon'ble Court granted permission for the same. Offer letter was also issued.

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
		<p>Professor, EDIC (v) Dr Hemant Kumar Vinayak, Associate Professor, EDIC In Computer Science and Engineering, none was found suitable, hence, needs to be re-advertised.</p> <p>Envelopes having the recommendations of the selection committees for the post of Professors in (i) Applied Science (ii) Media Centre, and (iii) Rural Development were not opened complying with the decision of Hon'ble High Court of Punjab and Haryana. The institute was asked to file an urgent petition in the Hon'ble High Court of Punjab and Haryana to open the envelopes having the recommendations of the selection committee for the said three departments. These envelopes will be opened in future based on the decision of Hon'ble Court. Till then, these envelopes will be kept unopened.</p> <p>The Board advised the institute to start the process of recruitment for the left out vacant faculty positions.</p>	
ITEM NO. B. 48.5.4	APPROVE THE MINUTES/RECOMMENDATIONS OF THE SCREENING COMMITTEE FOR GRANTING OF GRADE PAY OF Rs.7,000/- [LEVEL-11] FROM Rs.6,000/- [LEVEL-10] UNDER CAREER	<p>The Board approved the process and recommendations of the Screening Committee to grant grade pay of Rs.7,000/- [Level-11] from Rs.6,000/- [Level-10] under Career Advancement Scheme [CAS] for the following faculty members:</p> <p>(i) Mrs Himi Gupta</p>	Decision implemented vide Office Order No. 253 dated 17.12.2019 Annexure – VIII (Pg.20)

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
	ADVANCEMENT SCHEME [CAS]	(ii) Mrs Mala Kalra (iii) Dr Rakesh Kumar	
ITEM NO. B. 48.5.5	TO APPROVE THE MINUTES/RECOMMENDATIONS OF THE SELECTION COMMITTEE FOR PROMOTION FROM ASSOCIATE PROFESSOR TO PROFESSOR UNDER CAREER ADVANCEMENT SCHEME [CAS]	The esteemed members after going through the recommendations of the Selection Committee approved the selection process and the minutes of the Selection Committee to promote Dr Poonam Syal as Professor under CAS. The institute was advised to issue the letter of promotion to Dr Poonam Syal who has been recommended by the Selection Committee to be promoted as Professor under CAS.	Office Order No. 256 dated 20.12.2019 has been issued In this regard Annexure –IX (Pg .21)
ITEM NO. B. 48.5.6	MERGING/ RENAMING OF SOME DEPARTMENT FOR CONSOLIDATION OF MANPOWER AND ACTIVITIES	The esteemed members appreciate the visionary initiative of the institute to integrate manpower in order to meet the upcoming challenges to improve the quality of technical education by way of offering various diversified programmes that can meet the requirement of industry and technical education system of the country. Therefore, the proposal of merging the Department of Computer Science &Engineering and the Department of Information Management and Coordination was approved by the BOGs. The BOGs also agreed, in principle, to rename the same as 'Department of Informatics and Commuter Science and Engineering.' The Board also approved the merging of Media Centre and Educational Television Centre [ETV] and, in principle, agreed to rename the same 'Department of Multimedia and Virtual Reality Engineering'.	Decision implemented vide office order No.263 dated 30.12.2019 Annexure – X (Pg.22)

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
		<p>The Director of the institute, Prof Navdeep Goyal of PU Chandigarh and Prof SS Dharmi of NITTTR, Chandigarh will look into the names of the newly formed departments and finalize the names of the same. If the proposed names are acceptable to the 3-member committee, then the same will continue or else the names that will be suggested by the 3-member committee will be the names of these two newly formed departments out of this merging.</p> <p>These departments will start their initiative to offer new academic training programmes and academic programmes from the upcoming Operational Plan and academic session.</p>	
<p>ITEM NO. B. 48.5.7</p>	<p>REDUCING THE POST DEAN FROM THREE TO TWO AND MAKING IT NON-HONORARIUM BASED POST</p>	<p>The Board, after deliberations on the agenda item, decided to create two posts of Deans for facilitating the decisions and various activities of the institute. The existing Dean of Extension Services and Consultancy will be renamed as 'Dean, Industrial Coordination, Consultancy & Extension Services.' This post will be offered to the Professor from CAS. The Professor in CAS, being in the system, is aware of the strengths, networking and various other activities of the institute, hence, CAS Professor will be the right person to hold the position of Dean, Industrial Coordination, Consultancy & Extension Services.</p> <p>The Director of the institute will</p>	<p>Decision implemented vide Office Order No. 262 dated 27.12.2019 Annexure-XI (Pg.23)</p>

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
		<p>submit a list of three senior most CAS Professors along with their performance reports for the last two years to the Hon'ble Chairman, BOGs to nominate one CAS Professor from the list of 3 CAS Professors to hold the position of Dean, Industrial Coordination, Consultancy & Extension Services.</p> <p>The tenure of the Dean, Industrial Coordination, Consultancy & Extension Services will be for two years. The Dean will not be paid any honorarium. However, the Dean will be allowed to reimburse telephone/mobile bill liming to maximum of Rs.1,000/- per month.</p> <p>Similarly, the existing designation of Dean, Research & Development and Dean, Academics and International Affairs will be merged to a single position of 'Dean, Academics, Research & Development'. This position will be held by a direct professor.</p> <p>The Director of the institute will submit a list of three senior most direct Professors along with their performance reports for the last two years to the Hon'ble Chairman, BOGs to nominate one direct Professor from the list of 3 direct Professors to hold the position of Dean, Academics, Research & Development.</p> <p>The tenure of the Dean, Academics, Research & Development will be two years. The Dean will not be paid any</p>	

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
		<p>honorarium. However, the Dean will be allowed to reimburse telephone/mobile bill limiting to maximum of Rs.1,000/- per month.</p> <p>The change in the designation of above stated two Deans will take immediate effect i.e. the existing Dean holding the position will have the changed name and will continue to draw honorarium till they complete their tenure. However, any Dean appointed after the approval of the minutes will be based on this decision.</p>	

ITEM NO.B.49.3:	ITEMS FOR REPORTING
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ITEM NO. B 49.3.1 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 and letter No.23-4/2-014-TS-IV dated 11th September, 2014, 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.
7. Status of achievement of different targets provided in Result Framework Document.
8. Expenditure made in both Plan and Non-plan Heads, since last Board meeting.
9. The release of Plan and Non-Plan fund from the Ministry against the allocation.
10. Status of filling up of vacant post since last Board meeting.

Accordingly, the status report on the respective issue is placed as under:

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

There is no backlog vacancy of SC/ST and OBCs at this institute at the present moment.

However, based on the recent letter of Ministry, institute is in a process of advertising vacant faculty positions for SC/ST/OBC/EWS.

2. **Annual Report and Audited Accounts**

Annual Accounts of the institute for the year ended 31 March 2019 has been audited by the Office of the Director General of Audit (Central) Chandigarh and Audit Certificate has been received vide letter No. DGA(C)/K.Exp/SAR-NITTTTR/2019-20/2295 dated 26.11.2019. The Annual Report along with the audit statement was submitted to Ministry on 17.12.2019.

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

There are 20 outstanding audit paras which are being pursued with the Audit office for settlement. The details of the 20 outstanding paras are as under: But these paras are not listed on the central portal.

Year	No. of Outstanding Para
2002-2003	1
2005-06	1
2013-2014	1
2015-2016	1
2016-2017	4
2017-2018	3
2018-2019	9
Grand Total	20

4. **Progress of Revenue and Capital Expenditure**

The status of progress of Capital and Revenue Expenditure upto 24.1.2020 is shown at Sr. No. 8

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

Action has been taken as per the instruction of CVC and as per the advice of BOG (Case of Dr. Kanika Sharma). CVC has been requested to close the matter.

6. **Redressal of public grievances**

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

7. **Status of achievement of different targets provided in Result Framework Document**

The targets achieved shall be placed on the Table for the consideration of Hon'ble Members.

8. **Expenditure made in both Capital and Revenue Heads.**

(Rs. in lakhs)

Particulars	Expenditure from 1.4.2019 to 24.1.2020
Capital: Non Recurring (OH-35)	189.00
Revenue: Training- Recurring, & Pension etc (OH-31)	1022.00
Revenue: Salary & Retirement Benefits (OH-36)	1715.00
Non-Salary (out of IRG)	130.20

9. **Release of Capital and Revenue fund from the Ministry against the allocation**

(Rs. in lakhs)

Particulars	Budget Allocation	Grant-in-aid Received upto 31.1.2020
Capital: Non Recurring (OH-35)	300.00	230.00
Revenue: Training-Recurring, Pension etc (OH-31)	900.00	745.00
Revenue :Salary & Retirement Benefits (OH-36)	1800.00	1353.00

10. **Status of filling up of vacant posts since last Board meeting**

The same is placed as agenda item No. 48.5.3

1. The Municipal Corporation, Chandigarh has signed a Memorandum of Understanding (MoU) with the National Institute of Technical Teachers Training and Research (NITTTR) for assistance in quality control during execution of road works, besides providing standard designs of roads based on proper survey of each and every city road under the MC. Estimated charges to be received shall be Rs.30-33 lakhs per annum with a provision of 10% enhancement every year.
2. Punjab Energy Development Agency has signed a memorandum of understanding (MoU) with National Institute of Technical Teachers Training and Research (NITTTR) for Research & Development Projects on Energy Conservation & Energy & Energy Efficiency under "State Energy Efficiency Research & Outreach Program"
3. Department of Electrical Engineering has entered an MoU with Typhoon HIL, Switzerland for setting up of Industry supported HIL laboratory. As a part of this collaboration Typhoon HIL Switzerland shall sponsor one research scholar every year in the area of Electrical Engineering. Also, it will give a technical support for the development of MOOC courses such as HIL for Smart Grid, renewal energy and distributed generation, electric vehicles and other related areas.

ITEM NO.B.49.4:	ITEMS FOR RATIFICATION			
ITEM NO. 49.4.1	<p>TO RATIFY THE ACTION TAKEN BY THE HON'BLE CHAIRMAN BOARD OF GOVERNORS FOR GRANTING EXTENSION TO THE SELECTED FACULTY MEMBERS TO JOIN THE POSTS</p> <p>Hon'ble Chairman Board of Governors has approved the extension to the following faculty for joining the institute:</p>			
	Sl. No	Name & Designation of the faculty member	U.O.No.& Date	Date of Extension
	1	Dr.Rajesh Khanna Professor, EDIC	35 dated 12.12.2019	15.3.2020
	2	Dr.Arvind Kumar Agnihotri, Professor Civil Engineering	36 dated 18.12.2019	26.2.2020
	3	Dr.Harsh Vardhan Samalia Associate Professor EDIC	PA/182 dated 26.12.2019	26.2.2020
	4.	Dr. Ujjwal Kumar Kalla Associate Professor Electrical Engg. Department	37 dated 31.12.19	15.2.2020
<p>BOARD OF GOVERNORS MAY KINDLY RATIFY THE DECISION TAKEN BY THE HON'BLE CHAIRMAN, BOARD OF GOVERNORS.</p>				

ITEM NO.49.4.2	TO RATIFY THE ACTION TAKEN BY THE HON'BLE CHAIRMAN BOARD OF GOVERNORS REGARDING COMPLAINT AGAINST DR (MRS) KANIKA SHARMA NITTR, CHANDIGARH
<p>The Chairman Board of Governors vide UO No 38 dated 30.12.2019 has given the approval to issue the order of minor penalty in the form of CENSURE to Dr (Mrs) Kanika Sharma, as per the direction given by the Board of Governors in its 48th meeting held on 11.11.2019. The copy of the office order has been recorded in the Personal File, Service Book and ACR dossier of Dr Kanika Sharma. The institute CVO has also been informed (Annexure – XII Pg No. 24)</p> <p>BOARD OF GOVERNORS MAY KINDLY RATIFY THE ACTION TAKEN BY THE HON'BLE CHAIRMAN, BOARD OF GOVERNORS AS THE DECISION OF BOGs.</p>	
ITEM NO.49.4.3	TO RATIFY PERMISSION FOR OPENING THE ENVELOP PERTAINING TO THE SELECTION OF PROFESSOR, APPLIED SCIENCE - REGARDING
<p>Hon'ble Chairman Board of Governor has granted permission for opening the envelop pertaining to the selection of Professor, Applied Science vide UO No. 01 dated 6.1.2020 as per the decision of Hon'ble High Court.</p> <p>BOARD OF GOVERNORS MAY KINDLY RATIFY THE DECISION TAKEN BY THE HON'BLE CHAIRMAN, BOARD OF GOVERNORS.</p>	

ITEM NO.B.49.5 ITEMS FOR CONSIDERAITON AND APPROVAL

ITEM NO. 49.5.1 APPROVAL OF THE MINUTES 45TH FINANCE COMMITTEE MEETING HELD ON 13.2.2020

The minutes of the 45th meeting of Finance Committee held on 13.2.2020 at Chandigarh will be circulated to all Members for approval through circulation.

ITEM NO.49.5.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 23RD ACADEMIC COUNCIL MEETING INCLUDING THE OPERATIONAL PLAN FOR THE YEAR 2020-2021.

The minutes of the 23rd meeting of Academic Council including the Operational Plan of the Institute for the year 2020-2021 held on 3.2.2020 are enclosed as **Annexure (Separate Booklet)**.

SUBMITTED FOR ACCEPTANCE AND RECOMMENDATION TO NITTR SOCIETY BY THE HON'BLE MEMBERS OF BOGs.

ITEM NO.49.5.3 TO CONSIDER AND APPROVE THE CIVIL WORKS (CONSTRUCTION AND RENOVATION)

Campus Planning and Development Committee discussed and recommended for installation of Lift in the Chander Shekar Hostel to facilitate the persons with disabilities. The expenditure will be debited to O.Plan No. 5.17 (COMSC, PWD) SP-16, grant received from Disability Affairs, Ministry of Social Justice and Empowerment, New Delhi.

BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE THE SAME

ITEM NO.49.5.4 TO CONSIDER AND APPROVE THE MOU BETWEEN NITTTR, CHANDIGARH AND DEPARTMENT OF HIGHER EDUCATION, MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVERNMENT OF INDIA FOR THE YEAR 2020-2021

As desired by the MHRD vide letter F.No.5-3/2019-TS-IV dated 8th April 2019 (**Annexure – XIII Pg 25**) MOU between NITTTR, Chandigarh and MHRD has to be signed for the release of Grant in Aid in time. A MoU with respect to above was sent to MHRD after due approval of the BOGs vide item No.B.44.3.4. The similar MoU has to be submitted to MHRD by the institute for the next financial year 2020-2021. The MoU has been prepared and being submitted for approval of the BOGs. (**Separate Booklet**)

BOARD OF GOVERNORS IS REQUESTED TO APPROVE THE SAME

ITEM NO.49.5.5 ANY OTHER ITEM WITH PERMISSION OF THE CHAIR.

TABLE AGENDA

ITEM No.B.49.5.5	TO REPORT REGARDING CERTIFICATE OF APPRECIATION AWARDED BY WTM (FINANCE), PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY, NEW DELHI TO NITTTR, CHANDIGARH
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Shri Supratim Bandyopadhyay, WTM (Finance), Pension Fund Regulatory and Development Authority, New Delhi has issued **CERTIFICATE OF APPRECIATION** and adjudged National Institute of Technical Teachers Training and Research, Sector 26, Chandigarh as best Autonomous Body for implementation of National Pension Scheme for the Financial Year 2018-19 as **Annexure XIV Pg 26**.

This is indeed a significant achievement on the part of National Institute of Technical Teachers Training and Research, Sector 26, Chandigarh.

THE ABOVE IS FOR THE KIND INFORMATION OF THE HON'BLE MEMBERS OF THE BOARD OF GOVERNORS