

**MINUTES OF 40TH MEETING OF
BOARD OF GOVERNORS HELD ON 22.03.2018 AT 3:30 PM IN THE COMMITTEE
ROOM OF CENTRAL LIBRARY, SHASTRI BHAWAN, MINISTRY OF HUMAN
RESOURCE DEVELOPMENT (GOVT OF INDIA), NEW DELHI**

The following were present:

1.	Dr KK Talwar Chairman, Board of Governors National Institute of Technical Teachers Training & Research Sector 26 Chandigarh 160 019	Chairman
2.	Shri Madhu Ranjan Kumar Joint Secretary (DL, BP & A) Department of Higher Education Ministry of Human Resource Development Govt of India, Shastri Bhawan, New Delhi 110 115	Member
3.	Mrs Darshna M Dabral Joint Secretary & Financial Adviser (IFD) Department of Higher Education Ministry of Human Resource Development Government of India, Shastri Bhawan New Delhi 110 115	Member
4.	Shri P. Sasikumar Deputy Secretary (TS.IV) Department of Higher Education Ministry of Human Resource Development Govt of India, Shastri Bhawan, New Delhi 110 115	Special Invitee
5.	Hon'ble Vice Chancellor IK Gujral Punjab Technical University Represented by Prof Balkar Singh Dean (Academics) IK Gujral Punjab Technical University Kapurthala (Punjab)	Member
6.	Shri DK Singh Under Secretary [Finance] Department of Higher Education Ministry of Human Resource Development Govt of India, Shastri Bhawan, New Delhi 110 115	Special Invitee

7.	Prof Dileep N. Malkhede Adviser-I (RIFD) All India Council for Technical Education Nelson Mandela Marg, Vasant Kunj NEW DELHI 110 070	Member
8.	Dr Daria Singh Yadav Director Technical Education, Rajasthan W-6, Gaurav Path [Residency Road] JODHPUR 342 032	Member
9.	Shri RC Rajput Director Represented by Shri DK Verma Deputy Director Technical Education, Uttar Pradesh GT Road, Vikas Nagar, Kanpur 208 024	Member
10.	Prof AB Gupta Professor and Head Curriculum Development Centre Director NITTTR, Sector 26 Chandigarh	Member
11.	Prof SS Pattnaik Director NITTTR, Sector 26 Chandigarh	Member-Secretary

Leave of absence granted to the following members:

1.	Shri Sunil Kant Munjal Joint Managing Director, Hero Motocorp Ltd & Chairman Hero Corporate Service Ltd. 34, Community Centre, Basant Lok, Vasant Vihar, New Delhi 110057	Member
2.	Dr R. Palaniswami, IAS Commissioner Technical Education, Tamil Nadu 53, Sardar Patel Road, Guindy Chennai 600 025	Member


21.4.2018

3.	Shri Pankaj Kumar Pandey, IAS Director, Technical Education, Uttarakhand NCC Block, Polytechnic Campus Srinagar (Garhwal) 246 174	Member
4.	Dr Tayek Talom Director Higher & Technical Education Govt of Arunachal Pradesh CITY ITANAGAR – 791111	Member

ITEM NO. B.40.0: WELCOMING OF THE CHAIRMAN AND MEMBERS

At the outset, Member Secretary and the Director of the Institute Prof SS Pattnaik welcomed the Hon'ble Chairman and other esteemed Members of the Board of Governors, NITTTR, Chandigarh and express his deepest gratitude to them for their valuable time and making themselves available for the meeting. He then requested the Hon'ble Chairman Dr KK Talwar to chair the meeting of the BOGs and to deliver the opening remarks. The Hon'ble Chairman Dr KK Talwar, after welcoming the members and delivering the opening remarks, advised the Member-Secretary to initiate the agendas item wise. The Member-Secretary informed the Board that for the first time, NITTTR, Chandigarh got INAE Distinguished Visiting Professor. Dr AL Das, Ex-Director of SAMEER, Mumbai has been nominated by Indian National Academy of Engineering [INAE]. The Member-Secretary shared the initiatives of the institute for getting such an outstanding personality as INAE Distinguished Visiting Professor.

PREVIOUS MEETINGS

ITEM NO. B.40.1: TO CONFIRM THE MINUTES OF THE 39TH MEETING OF THE BOARD OF GOVERNORS HELD ON 27.10.2017

As no comment/suggestion was received, the Hon'ble Members confirmed the minutes of the 39th meeting of the Board of Governors held on 28.10.2017 at Chandigarh.

[ACTION: FIA]

ITEM NO. B.40.2: TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 39TH MEETING OF THE BOARD OF GOVERNORS HELD ON 27.10.2017

ITEM NO. B.39.1: TO CONFIRM THE MINUTES OF THE 37TH AND 38TH MEETING OF THE BOARD OF GOVERNORS HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY

The action taken by the institute was noted and the institute was advised to wait for the specific reply from the MHRD, GOI.

[ACTION: FIA]

ITEM NO. B.39.2/ B.35.4.5: APPROVAL OF SELECTIONS FOR THE POST OF ASSOCIATE PROFESSORS IN DIFFERENT DEPARTMENTS ADVERTISED AGAINST ADVERTISEMENT NO.97/2015

The Hon'ble Members after going through the recommendations of the Committee advised the institute authorities to initiate the process afresh as per AICTE norms for filling up the vacant positions of the Associate Professors of the institute. The process initiated for the selection of Associate Professors for various departments of the institute advertised vide Advertisement No. 97/2015 now stands cancelled to comply with the ministry directive. Hence, fresh procedure as per AICTE norms was advised to fill up the vacant posts of Associate Professors.

[ACTION: FIA]

ITEM NO. B.39.2/ B.36.5.8: CASE AGAINST Ms KANIKA SHARMA, ASSISTANT PROFESSOR, NITTR, CHANDIGARH

The Hon'ble Members noted the action taken by the institute and advised the institute to wait for the final decision of Govt of India in the said matter and place the same to the BOGs.

[ACTION: FIA]

ITEM NO. B.39.2/ B.36.5.10: SELECTIONS TO THE POSTS OF ASSISTANT PROFESSORS B.34.3.5

Noted.



**ITEM NO. B.39.2/
B.36.5.10:
B.34.3.5** **TO CONSIDER APPEAL OF MR. KL
SINGLA, SENIOR ADMINISTRATIVE
OFFICER (RETIRED) NITTR
CHANDIGARH**

The Members after deliberations advised the institute to send all relevant papers to Ministry for further directive.

[ACTION: FIA]

**ITEM NO. B.39.2/
B.37.4.1:** **STOPPAGE OF INCREMENTS OF FACULTY
MEMBERS WHO HAVE NOT COMPLETED
THEIR Ph.D WITHIN A PERIOD OF SEVEN
YEARS**

The Hon'ble Members noted the action taken by the institute and advised the institute to submit the relevant documents pertaining to the matter in the next BOGs meeting for consideration.

[ACTION: FIA]

**ITEM NO. B.39.2/
B.37.4.2:** **TO CONSIDER PROMOTION OF FACULTY
UNDER CAREER ADVANCEMENT SCHEME**

Noted.

**ITEM NO. B.39.2/
B.37.4.4:** **TO CONSIDER AND APPROVE THE
AGENDA AND MINUTES OF THE 25th
MEETING OF ACADEMIC COUNCIL HELD
ON 25.02.2017**

Noted.

**ITEM NO. B.39.2/
B.38.1:** **TO CONSIDER AND ADVISE REGARDING
ARBITRAL TRIBUNAL AWARD**

Noted.

**ITEM NO. B.39.2/
B.39.4.1:** **TO CONSIDER AND APPROVE THE
MINUTES OF THE 36TH MEETING OF
FINANCE COMMITTEE HELD ON
27.10.2017**

The Hon'ble Members approved the minutes of 36th meeting of the Finance Committee held on 27.10.2017 at Chandigarh which was placed as Annexure-IV in the agenda.

[ACTION: FIA/ACO]



**ITEM NO. F.36.2/
F.33.3.4: TO CONSIDER AND APPROVE THE
ENHANCEMENT OF HONORARIUM PAID
TO EXPERTS INVITED FOR SHORT TERM
COURSES AND ENGAGING ME/M.TECH
CLASSES**

The Hon'ble Members approved the enhancement of ceiling of honorarium from ₹ 10,000/- to ₹ 15,000/- to accommodate the revised rates of honorarium. This ceiling is for STCs conducted as per O.Plan having duration of one week [5 days]. For two weeks, the ceiling shall be of ₹ 30,000/-. However, for STCs to be conducted at Hub(s), the ceiling is approved as ₹ 20,000/- per week.

[ACTION: ACO/FIA]

**ITEM NO. F.36.2/
F.33.3.7: TO CONSIDER AND APPROVE
RENOVATION AND NEW
CONSTRUCTIONS FOR THE FINANCIAL
YEAR 2016-17 AND 2017-18**

The Hon'ble Members noted the action taken by the institute. The Board also approved the renovation work of Type-IV quarters of Sector 42, Chandigarh.

[ACTION: FIA/ACO]

**ITEM NO. F.36.2/
F.35.1: TO CONSIDER AND ADVISE REGARDING
ARBITRAL TRIBUNAL AWARD**

Noted.

**ITEM NO. F.36.2.10: TO CONSIDER AND APPROVE THE
PURCHASE OF MULITY-UTILITY
VEHICLE**

Noted.

**ITEM NO. B.39.4.4: FIXING OF REMUNERATION OF THE
RETIRED EMPLOYEES HIRED AGAINST
THE POST OF ACCOUNTS OFFICER,
ACCOUNTANT AND SENIOR
ADMINISTRATIVE OFFICER**

Noted.

[Handwritten Signature]
21.11.2018

ITEM NO. B.39.4.5: PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE

(2) Annual Report and Audited Accounts

Noted.

(3) Comments in respect of outstanding Audit Paras

The Hon'ble Members advised the institute to visit the website of Comptroller and Auditor General [CAG] of India and initiate action immediately against the audit para pertaining to the institute, if any, listed on the CAG website.

[ACTION: ACO/FIA]

(10a) The Board noted the action taken report of the institute and allowed the institute to fill up the non-teaching vacant positions on regular basis for which the ministry has already accorded permission. For rest of the vacant non-teaching positions, the Board allowed the institute to fill up the non-teaching posts on contract basis by hiring manpower through the service provider till the common Recruitment Rules are approved by the Ministry. It is also decided that there should not be any rigidity on age limit for the vacant non-teaching posts to be filled up on contract basis through the service provider as they are not paid full salary but are paid on approved DC or Labour Commissioner rates.

(10b) Status of filling up of vacant posts since last Board meeting

Noted.

[ACTION: FIA]

B.40.3: ITEMS FOR REPORTING

ITEM NO.B.40.3.1: TO REPORT REGARDING RETIREMENT/VOLUNTARILY RETIREMENT OF FACULTY AND STAFF DURING THE PERIOD FROM 01.11.2017 TO 28.02.2018

Noted.

ITEM NO.B.40.3.2: TO REPORT REGARDING COMPLETION OF PROBATION PERIOD OF INSTITUTE EMPLOYEES

Noted. However, the Board after going through the agenda item advised the institute not to bring any item(s) to the BOGs that pertains to the non-teaching staff of the institute for which the Director is the appointing Authority.

[ACTION: FIA]

B.40.4: ITEMS FOR CONSIDERATION AND APPROVAL

ADMINISTRATIVE MATTER

ITEM NO.B.40.4.1: TO CONSIDER PROMOTION UNDER CAREER ADVANCEMENT SCHEME WITHOUT IMPOSING THREE YEARS CONDITION FROM THE DATE OF COMPLETION OF Ph.D.

The Hon'ble Members after going through the agenda item advised the institute to put up the case in the next meeting of BOGs with relevant papers which led to the previous decision of the BOGs to impose a three years condition after PhD degree for Mrs Lini Mathew and Mrs Poonam Syal to become eligible to apply for the post of Professor under CAS.

[ACTION: FIA]

ITEM NO.B.40.4.2: TO ADOPT GOVT.OF INDIA, MINISTRY OF HEALTH & FAMILY WELFARE, DEPARTMENT OF HEALTH & FAMILY WELFARE LETTER NO.Z 15025/105/2017/DIR/CGHS/ EHS DATED 9TH NOVEMBER, 2017 FOR INSTITUTE EMPLOYEES

The matter was discussed. The employees of the institute are not CGHS beneficiaries. Hence, the existing practice to continue. However, the institute is advised to get a clarification from the Ministry whether the same Order is applicable to the institute or not?

[ACTION: FIA]

ITEM NO.B.40.4.3: REVIEW OF THE CRITERIA FOR PROMOTION UNDER CAS/DIRECT AS PER AICTE GUIDELINES

The Board approved the criteria placed under the item with the following modifications:

- ❖ Faculty members engaging one lecture/session for one full subject in a regular semester/modular spell shall be awarded 10 marks for 100% compilation of the course and no marks for less than 80% completion. If shared, then the marks need to be divided accordingly.
- ❖ Referred journals approved by the Board are the journals approved by UGC/AICTE/Scopus/SCI/Thomson Reuters
- ❖ For augmented score, only SCI/Thomson Reuters journals shall be considered.
- ❖ Only SCI/Thomson Reuters shall be considered as quality publications.

[ACTION: FIA]

ITEM NO.B.40.4.4: TO CONSIDER PROMOTION OF MR JASBIR SINGH, MSA FOR THE POST OF LOWER DIVISION CLERK

Noted. However, the Board after going through the agenda item advised the institute not to bring any item to the BOGs that pertains to the non-teaching staff of the institute where the Director is the appointing Authority. Since, the Director is the appointing authority in this case, the Board advised the Director to take appropriate decision at his level till the common Recruitment Rules are approved by the Ministry.

[ACTION: FIA]

FINANCE MATTER

ITEM NO.B.40.4.5: TO CONSIDER AND APPROVE THE MINUTES OF THE 37TH MEETING OF FINANCE COMMITTEE HELD ON 22.03.2018

The Hon'ble Members advised the institute to circulate the minutes of the Finance Committee for consideration and approval. It was decided that henceforth, the minutes of the Finance Committee shall be submitted to the Hon'ble Members for approval through circulation.

[ACTION: FIA/ACO]

ITEM NO.B.40.4.6: TO RATIFY THE ACTION TAKEN BY THE CHAIRMAN, BOARD OF GOVERNOR REGARDING THE EXTENSION OF REVISION OF 7TH PAY SCALES FOR FACULTY AND SCIENTIFIC /DESIGN STAFF IN CENTRALLY FUNDED TECHNICAL INSTITUTE (CFTI)

The Hon'ble Members ratified the decision of Hon'ble Chairman, BOGs on implementation of the 7th Central Pay Commission [CPC] for the faculty members of the institute as per Ministry of Finance (Department of Expenditure) OM No. 1-5/2016-IC dated 29 July 2016. The arrear is to be paid only on receipt of the grant for the same from the ministry. On receipt of the grant, the Director of the institute was allowed to release the arrear and report the same to the next meetings of Finance Committee and Board of Governors.

[ACTION:ACO/ FIA]

ITEM NO.B.40.4.7: TO RATIFY THE ACTION TAKEN BY THE CHAIRMAN, BOARD OF GOVERNOR REGARDING THE REVISION OF PAY OF NON-TEACHING STAFF IN CENTRALLY FUNDED TECHNICAL INSTITUTIONS ON THE RECOMMENDATION OF 7TH CENTRAL PAY COMMISSION (7TH CPC)-REGARDING

The Hon'ble Members ratified the decision of Hon'ble Chairman, BOGs on implementation of the 7th Central Pay Commission [CPC] for the non-teaching staff of the institute as per Ministry of Finance (Department of Expenditure) OM No. 1-5/2016-IC dated 29 July 2016. The arrear is to be paid only on receipt of the grant for the same from the ministry. On receipt of the grant, the Director of the institute was allowed to release the arrear and report the same to the next meetings of Finance Committee and Board of Governors.

[ACTION:ACO/ FIA]

ITEM NO.B.40.4.8: TO CONSIDER AND APPROVE THE MINUTES OF THE 21st MEETING OF ACADEMIC COUNCIL HELD ON 15.03.2018

The Hon'ble Members approved the minutes of 21st Meeting of Academic Council held on 15.3.2018 at Chandigarh. The institute was advised to assign the activities to each faculty member on the five areas [Education/Training, Research, Instructional Material Development, Extension Services & Consultancy and Curriculum Revision & Development]. Each faculty member needs to justify the AICTE assigned loads/work. However, for proposed CNAM, the Hon'ble members advised the institute to have the following modifications on the proposal:

- ❖ **Director of the institute shall be the final authority and his decision shall be binding.**
- ❖ **No financial assistance can be extended from the institute except allowing the use of infrastructure as decided by the Director of the Institute.**

[ACTION: Dean-A&IA]

[Handwritten Signature]
21.04.2018

ITEM NO.B.40.4.9: PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE

(1) Filling up of backlog vacancies of SC/STs and OBCs

Noted

(2) Annual Report and Audited Accounts

Noted

(3) Comments in respect of outstanding Audit Paras

The Hon'ble Members advised the institute to visit the website of Comptroller and Auditor General [CAG] of India and initiate immediate action against the audit para pertaining to the institute, if any, listed in the CAG website.

[ACTION: ACO]

(4) Progress of Plan and Non-Plan expenditure

Noted

(5) Pending vigilance matters and enquiry report thereto

Noted. The report to be placed to BOGs as and when received.

(6) Redressal of public grievances

Noted

(7) Status of achievement of different targets provided in Result Framework Document

Noted

(8) Expenditure made in both Capital and Revenue Heads

Noted

(9) Release of Capital and Revenue fund from the Ministry against the allocation

Noted

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

Noted

ITEM NO.B.40.4.10: TO CONSIDER AND APPROVE THE REVISION OF SEATING FEE FOR THE EXPERTS AND INVITED GUESTS COMING FOR INSTITUTIONAL ACTIVITIES

The Hon'ble Members after deliberations considered and approved enhancement in the seating fee of the experts, invited guests, members of BOGs/Finance Committee/ Society as recommended by the Finance Committee. As mentioned below:

S. No.	Seating Fee	Proposed ₹
1.	Members of Board of Governors, Finance Committee and Society	4,000/- per seating
2.	Outside Members of Academic Council	4,000/- per seating
3.	Chief Guest and Guest of Honour for National and International Functions conducted by the institute	4,000/-
4.	Members of Selection Committee	4,000/- per day
5.	Session Chair/Expert for invited talks [Except for ME/PhD/STC]	3,000/-
6.	Outside Expert Members of the Committee constituted to look into various matters pertaining to academic, financial, purchase, legal, conduct matters etc.	2,500/- per meeting limited to 4,000/- for two different meetings in a day.

[ACTION: FIA/ACO]

ITEM NO.B.40.4.11: TO CONSIDER AND APPROVE THE REVISION OF TARIFF/ RENTAL CHARGE OF GUEST HOUSE

The Hon'ble Members after deliberations considered and approved enhancement in the tariff/rental charges of Guest House as per the recommendation of the Finance Committee. The manpower such as Sweepers, Mali, Security Guards, Caretakers, Attendants etc to be hired for Guest House shall be met from the IRG earned from the Guest House.

[ACTION: FIA & ACO]

[Handwritten Signature]
21-12-2018

ITEM NO.B.40.4.12: TO CONSIDER AND APPROVE THE REVISION OF RENTAL CHARGE OF HOSTEL

The Hon'ble Members after deliberations considered and approved enhancement in the tariff/rental charges of Hostel as per the recommendation of the Finance Committee. The manpower such as Sweepers, Mali, Security Guards, Caretakers, Attendants etc to be hired for Hostel shall be met from the IRG from the Hostel.

[ACTION: FIA & ACO]

The meeting ended with a vote of thanks to the Chair.


(Dr SS PATTNAIK)
Member-Secretary


(Dr KK TALWAR)
Chairman