

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, CHANDIGARH

**AGENDA FOR THE 37TH MEETING OF THE BOARD OF GOVERNORS
TO BE HELD ON 03.03.2017 AT 2.30 PM ONWARDS**

ITEM NO. B.37.1 TO CONFIRM THE MINUTES OF THE 36TH MEETING OF THE BOARD OF GOVERNORS HELD ON 09.08.2016 AT IIT DELHI

The minutes of the 36th meeting of the Board of Governors of the Institute held on 09.08.2016 at IIT Delhi were circulated amongst all its members vide Institute letter No. NITTTR/Board/36th – Minutes/13424-438 dated 12.09.2016 for their information and comments. Copy of the minutes enclosed as **Annexure – I** (page Nos. 1 to 7). Since no comments have been received from any member, the same may be confirmed as recorded.

ITEM NO.B.37.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 36TH MEETING OF THE BOARD OF GOVERNORS HELD ON 09.08.2016

S No.	Item	Action Taken
B.36.1	TO CONFIRM THE MINUTES OF THE 35TH MEETING OF THE BOARD OF GOVERNORS HELD ON 18.02.2016 AT NITTTR, CHANDIGARH The minutes of the 35 th meeting of the Board of Governors held on 18.02.2016 were confirmed.	Noted
B.35.4.5	APPROVAL OF SELECTIONS FOR THE POST OF ASSOCIATE PROFESSORS IN DIFFERENT DEPARTMENTS ADVERTISED AGAINST ADVERTISEMENT NO.97/2015. The Member Secretary informed the House that Institute has received a communication dated 8 th August, 2016 regarding Selections for the post of Associate Professors from the MHRD. The Board of Governors, with the exception of the Ministry representatives re-affirmed that the procedures followed for selection was as per AICTE guidelines and transparent. The Board of Governors, with the exception of the Ministry representatives, further, advised the Institute to send reply of this letter to Ministry for re-considering and approving the selections for the posts of Associate Professors in	A letter No. NITTTR/Admn/RA/V-2/16178 dated 05.10.2016 has been written to MHRD for approval of selection of Associate Professors (copy enclosed as Annexure - II at page No. 8). In response to the letter of the institute, MHRD vide letter No.F.No.7-5/2016-TS.IV/517/16 dated 31.10.2016 has stated that the decision has already been conveyed vide letter dated 08.08.2016 & 31.10.2016 (Copies are enclosed as Annexure - III

	different Departments against Advt. No.97/2015.	at page Nos. 9 to 10). A mention of letter received dated 08.08.2016 has been made in the meeting. The Institute has been directed to discontinue the process of recruitment and may restart the process afresh.
B.36.4.1	<p>TO RATIFY THE ACTION TAKEN BY THE CHAIRMAN FOR PLACEMENT OF DEANS – REGARDING</p> <p>The Member Secretary informed the Board that the action is strictly in accordance with the extant guidelines approved by the Board of Governors in this regard. Accordingly, the decision taken by the Chairperson was ratified.</p>	Noted
B.36.5.1	<p>TO CONSIDER AND APPROVE THE MINUTES OF THE 33RD MEETING OF FINANCE COMMITTEE HELD ON 09.08.2016</p> <p>The Board of Governors advised the Institute to put up the minutes in next meeting of Board of Governors for its approval after the finalisation of the Minutes of the 33rd meeting of the Finance Committee in its 34th meeting.</p>	The minutes of the 33 rd meeting of Finance Committee will be put up Finance Committee in its 34 th meeting and confirmed meetings will be placed in the BoGs meeting.
B.36.5.2	<p>TO CONSIDER AND APPROVE THE MINUTES OF THE 19TH MEETING OF ACADEMIC COUNCIL HELD ON 11.07.2016</p> <p>The Board of Governors considered and approved the minutes of the 19th meeting of Academic Council held on 11.07.2016.</p>	Noted
B.36.5.3	<p>TO CONSIDER AND APPROVE THE OPERATIONAL PLAN OF THE INSTITUTE FOR THE YEAR 2016-17</p> <p>The Board of Governors considered and approved the Operational Plan of the Institute for the year 2016-17. The Board however cautioned the Institute that while taking up various activities, the Budgetary Allocation and the Internal Resource Generation should be kept in mind and only those activities should be taken up which can be catered to within the available financial</p>	Noted

	resources.	
B.36.5.5	<p>TO APPROVE IMPLEMENTATION OF GUIDELINES / CLARIFICATIONS ISSUED BY ALL INDIA COUNCIL FOR TECHNICAL EDUCATION</p> <p>The Board of Governors approved the implementation of Guidelines/Clarifications issued by AICTE vide its Gazette Notification date 04.01.2016.</p>	Noted
B.36.5.7	<p>TO CONSIDER AND APPROVE A SENIOR PROFESSOR DESIGNATED AS DEAN, ACADEMICS AND INTERNATIONAL AFFAIRS</p> <p>The Board of Governors after considering the proposal of the Institute approved the same.</p>	Dr SK Dhameja, Prof. & Head EDIC has been designated as Dean Academic and International Affairs for a period of three years vide office order No. 158 dated 13.10.2016 (Copy enclosed Annexure – III-A at P.No.10(a).
B.36.5.9	<p>FILLING UP POSTS OF LOWER DIVISION CLERK FROM AMONGST ELIGIBLE MSAs WORKING IN THE INSTITUTE</p> <p>The Board of Governors felt that this matter should not be brought before the Board as the appointing authority for the posts of Lower Division Clerks is the Director of the Institute. The Board further advised the Director to take appropriate action as per the extant provisions, rules and regulations applicable in the matter.</p>	Noted
B.36.5.10 Against B.34.3.5	<p>SELECTIONS TO THE POSTS OF ASSISTANT PROFESSORS</p> <p>Member Secretary submitted a brief note (as Annexure-A) with all facts for reconsideration. The Board of Governors with the exception of the Ministry representatives, after detailed discussions and seeing relevant documents, advised the Institute to send a reply to the Ministry with clarifications relating to the issue. The Board also felt that the decision on this issue was discussed and taken in the Board of Governors meeting held on 7.11.2014 and the same was also ratified in its subsequent meeting held on 8.5.2015</p>	As per the direction of Board of Governors, Letter Nos. NITTTR/Admn/ RA/V-2/16179 dated 05.10.2016 and subsequent reminder vide letter No. NITTTR/Admn/RA/R-5/V-2/23725 dated 19.01.2017 has been written to MHRD to approve the recommendations of the selection committees for the post of Assistant Professors. Reply is still awaited. (Copies enclosed

		as Annexure - VI at P. Nos. 13 to 33). It is submitted that exact sanctioned strength, faculty in positions and vacant positions in the Institute are (enclosed as Annexure- VII at P. No. 34). No position of Assistant Professor is vacant.
B.36.5.11	<p>TO CONSIDER AND APPROVE THE FEE STRUCTURE FOR POSTGRADUATE PROGRAMME IN CONSTRUCTION PROJECT MANAGEMENT</p> <p>The Board of Governors approved the starting of Post Graduate Programme in Construction Project Management in collaboration with BBM supported by M/S Simplex Infrastructure Limited, initially for a period of one year on trial basis only. It advised the institute to re-assess the implementation of this programme after a period of one year and take further necessary decision afterwards.</p>	Programme has been shelved.
B.36.5.14	<p>TO CONSIDER APPEAL OF MR. KL SINGLA, SENIOR ADMINISTRATIVE OFFICER (RETIRED) NITTTR CHANDIGARH</p> <p>After detailed deliberations on the issue, the Board of Governors advised the Institute to refer the matter to Ministry for re-examination</p>	A letter No. NITTTR/Admn/E-1/16044dated 30.09.2016 (Copy enclosed Annexure – VIII at P. Nos. 35 to 36) was sent to MHRD to consider appeal of Shri KL Singla. The matter was referred to Ministry of Law & Justice by MHRD. MHRD vide memo No. Dated 03.01.2017 sent a copy of advise tendered by ministry of Law & Justice (Copy enclosed Annexure- IX at P. Nos. 37 to 39 .
B.36.5.15	<p>PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE</p> <p>The Board of Governors considered and approved the status report on various issues and appreciated the steps taken by the Institute. The Board of Governors</p>	<ul style="list-style-type: none"> • A study on impact on training programme organised by NITTTR on Technical Education

	<p>advised the Institute to analyse the impact of training programmes conducted in the past on the quality of technical education. It further emphasized that more and more stress should be given on teacher training, particularly on orientation and pedagogy as per the mandate of the Institute.</p> <p>The Board of Governors lastly advised the Institute to focus on its core area of training the technical teachers serving in various Polytechnics/Engineering Institutes under its jurisdiction. The Board further advised the Institute to examine its Memorandum of Association and inform the Board in its next meeting as to whether, the running of Masters and Ph.D. programmes is within the permitted domain of activities or not. It was further felt that if these programmes are permitted, then they should be primarily for the teachers and not for fresh students as the case seems to be as of now. The Institute was further requested to give the number of teachers and fresh students participating in all its Masters and Research programmes during the last five years in the next meeting of the Board.</p>	<p>System has been completed.</p> <ul style="list-style-type: none"> • A study on evaluation of training programmes organised by NITTTTR Chandigarh has been completed.
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ITEM NO.B.37.3 ITEMS FOR REPORTING

ITEM NO.B.37.3.1 TO REPORT REGARDING COMPLETION OF PROBATION PERIOD OF INSTITUTE EMPLOYEES

The Chairman/Director has approved the completion of probation period of the following faculty/staff members of the institute, against the post and from the dates mentioned below:

Sr. No.	Name & Designation	Date of clearance of probation
1.	Mrs. Amandeep Kaur, Assistant Professor	08.07.2016 (vide U.O.No.27 dt.15.11.2016)
2.	Mrs. Ramesh Gupta, UDC	31.12.2016
3.	Mr. Sanjeev Kumar, LDC	23.06.2015
4.	Mr. Vishnu Dutt, LDC	23.06.2015

ITEM NO.B.37.3.2 TO REPORT REGARDING CONFIRMATION OF INSTITUTE EMPLOYEES

The Chairman/Director has approved the confirmation of the following staff members of the institute, against the post and from the dates mentioned below:

Sr. No.	Name & Designation	Date of confirmation
1.	Mrs. Amandeep Kaur, Assistant Professor	08.07.2016 (vide U.O.No.30 dt.06.12.2016)
2.	Mr. Ashok Kumar, Technician	29.10.2015
3.	Mr. Mukesh Kumar, Technician	04.11.2015

ITEM NO.B.37.3.3 TO REPORT REGARDING RETIREMENT/VOLUNTARILY RETIREMENT OF STAFF DURING THE PERIOD FROM 01.09.2016 TO 31.01.2017

The following persons have since been retired/voluntarily retirement from the institute on dates mentioned against each :-

Sr. No.	Name (Sarvshri)	Post	Date of Superannuation
1.	Mrs. Santosh Kumari	Personal Assistant	31.08.2016
2.	Mrs. Suman Rana	Sr. Lib. Inf. Assistant	28.10.2016
3.	Mrs. Malkeet Kaur	Personal Assistant	28.10.2016
4.	Shri Mukhtiar	Laboratory Attendant	16.01.2017 (voluntary retirement)

ITEM NO.B.37.3.4 TO REPORT REGARDING GRANT OF PERMANENT IMPREST TO SHRI VISHNU DUTT

Director in exercise of power as per Sr. No.15 of the delegation of powers is pleased to sanction Permanent Imprest of Rs.2000/- to Shri Vishnu Dutt working in Guest House for meeting day to day contingent and emergent expenditure. Shri Vishnu Dutt will maintain the account of imprest as per para 10.12 of Civil Accounts Manual Volume - I.

ITEM NO.B.37.3.5 TO REPORT REGARDING ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2015-2016

The Annual Report of the Institute for the year 2015-2016 alongwith certified audited annual accounts has

been prepared and personally handed over to the MHRD vide letter No. NITTTR / Board / AR-2015-2016 / 22791 dated 09.01.2017 for placing the same before both house of parliament during the current session.

ITEM NO.B.37.4 ITEMS FOR CONSIDERATION

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

In pursuance of the notification issued by the All India Council for Technical Education vide No.F.1-65/NEC/98-99 dated 31.7.2001 and further clarifications issued by AICTE /FD/PSSC/Clarif./2003/1/ dated 17.12.2003 and on the recommendations of selection committees the following faculty members were granted in situ promotion as Assistant Professor in the pre revised pay scale of Rs.12000-420-18300 from the dates mentioned against each subject to the condition that they will complete their PhD within a period of seven years (Promotion letters enclosed as **Annexure – X** at P. Nos. 40 to 45).

Sr. No.	Name of faculty member	Date of grant of promotion	Due Date for completion of 7 years period
1.	Suresh Kumar Gupta	02.12.2006	01.12.2013
2.	Mrs Rama Chhabra	02.12.2006	01.12.2013
3.	Mr. Vinod Kumar	16.07.2008	15.07.2015
4.	Mr. Suinil D Jassal	21.08.2009	20.08.2016

The period of seven years from the date of promotion in respect of above faculty members had since elapsed but these faculty members did not obtain their Ph.D degrees. Moreover, no guidelines were earlier provided by AICTE for such cases.

AICTE Gazette Notification dated 04.06.2016 was approved by the Board of Governors in its 36th meeting held on 09.08.2016. AICTE clarification under Sr.No.53 is as given below :

Sr. No.	Issue	Clarification
53	Whether, Asst. Professor (Re-designated as	Such candidates will be required to complete Ph.D within 7 years from the date of joining,

	Associate Professor w.e.f.1.1.2006), who are not able to complete the Ph.D in seven years from the date of Joining (Direct/CAS) will be reverted back.	failing which increments shall be stopped until Ph.D is earned.
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The Board may permit the institute to stop the increments of the above four faculty members from the date of approval by the of Governors for implementation of guidelines.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND PERMIT

ITEM NO. B 37.4.2 TO CONSIDER PROMOTION OF FACULTY UNDER CARRER ADVANCEMENT SCHEME

The AICTE had issued Career Advancement Scheme for teachers vide notification No. F.No.37-3/Legal/2010 dated 05.03.2010. The scheme was adopted by the institute with the approval accorded by the of BOGs in its 17th meeting (vide item No. B 17.3.2) held on 28.07.2010 and subsequently the notification No. F.No.37-3/Legal/AICTE/2012 dated 08.11.2012 issued by All India Council for Technical education received from MHRD , GOI vide letter No. F.No 4-1/2012. TS.Vol.IV dated 8th January, 2013 was approved by the BOGs in its 27th meeting held on 26.04.2013 against item No B. 27.5.7. The institute vide circular No. 66 dated 04.06.2015 had invited the applications from the eligible faculty members for promotion under CAS requesting

them to submit their completed Performance Based Appraisal System Proforma along with supported documents. The following faculty members have submitted the PBAS proforma alongwith the relevant documents:

- Dr Lini Mathew, Associate Professor
- Dr Rajesh Mehra, Associate Professor
- Mr Amit Deogre, Assistant Professor
- Mrs. Shano Solanki, Assistant Professor

The BOGs in its 28th meeting held on 01.10.2013 has approved a proposal against item No. B 28.4.3 regarding Status of Faculty Recruited Directly and Promoted Under Career Advancement (A copy of agenda and minutes of 28th meeting are enclosed as **Annexure - XI** at P.Nos.46 to 68)

It is submitted that the promotions under Career Advancement Scheme of Associate Professors to Professors have been made under AICTE rules approved by BOGs in its 27th meeting held on 26.04.2013 against Item No 27.5.7 (copy enclosed as **Annexure - XII** at P. Nos. 69 to 78). A copy of the promotion orders and fixation of pay are enclosed as **Annexure - XIII** at P. No 79 to 87. The fixation of pay of the faculty promoted under CAS vide Office Order No 27-33 dated 17.05.2016 has been made as per the recommendations of AICTE in the pay scale of 37400-67000 with AGP of Rs 10000/- . The basic pay has not been fixed at Rs 43000/- as contained in the proposal.

The proposal placed against Item No. 28.4.3 is based on NIT Guidelines circulated by MHRD vide Memo No. F33-7 /2011. TS. III dated 14.03.2012- Promotion of Faculty members of NITs under Career Advancement Scheme (CAS) –necessary guidelines-regarding. These guidelines are meant only for NITs and by virtue of provisions of MOA and the rules, the MHRD has also, in an information supplied under RTI, has informed that the NIT guidelines have not been forwarded to NITTTRs and are not applicable to NITTTRs till date. It is further submitted that the proposal placed before the BOGs has been selectively picked up from the guidelines for NITs and some are incomplete. Other relevant clauses have not been included in the proposal. It is further submitted that the comments on agenda Item B.28.4.3 were received from the Ministry vide memo No.7.22/2013-TS.IV dated 30.09.2013 which do not find mention either in the Agenda or the minutes of 28th meeting of BoGs. However, those comments were reflected in the agenda item No. B. 28.2. against item No. B. 23.3.5.

Since the promotions of faculty under CAS are in the process, The BOGs may consider and decide as to whether the promotions of faculty under CAS are to be made as per AICTE guidelines or the proposal approved by the BOGs against Item No. 28.4.3.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND DECIDE

ITEM NO.B.37.4.3 TO CONSIDER AND APPROVE THE MINUTES OF THE 34TH MEETING OF FINANCE COMMITTEE HELD ON 03.03.2016

The 34th meeting of Finance Committee of the institute will be held on 03.03.2016 at 12.30 p.m. at IIT, Delhi. Agenda papers for this meeting are attached herewith as a separate booklet. The minutes of the meeting of Finance Committee will be placed at the time of the meeting of the Board of Governors for its consideration and approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO.B.37.4.4 TO CONSIDER AND APPROVE THE AGENDA AND MINUTES OF THE 25TH MEETING OF ACADEMIC COUNCIL HELD ON 25.02.2017

The 25th meeting of Academic Council of the institute will be held on 25.02.2017 at 11.30 p.m. The Agenda and minutes of the meeting of Academic Council will be placed at the time of the meeting of the Board of Governors for its consideration and approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM No. B.37.4.5 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 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 Report of the Institute for the year ended 31.03.2016 have been audited and submitted to the MHRD vide letter No. NITTTTR / Board / AR-2015-2016 / 22791 dated 09.01.2017 for placing the same before both house of parliament during the current session.

3. Comments in respect of outstanding Audit Paras

There are 11 outstanding audit para which are being pursued with the Audit office for settlement. The year-wise detail is as under.

Year	No. of outstanding Para
2002-2003	1
2005-2006	1
2013-2014	1
2015-2016	8
Grand Total	11

Annotated replies (Copy enclosed as **Annexure – XV** at P. Nos. 88 to 106) to audit paras have been sent to the office of the Principal Director of Audit (Central), Chandigarh vide this institute letter No. NITTTTR/ B&ITA /Audit/ 24697 dated 03.02.17

4. Progress of Plan and Non Plan expenditure

The status of unspent balance under Plan (Non - Recurring) - Creation of Capital Assets, Plan (General) - Recurring, and Non - Plan (Recurring) scheme upto 01.02.2017 of the financial year 2016-17 is placed in Finance Committee vide item **No. F.34.2.1** of the 34th meeting of Finance Committee.

5. Pending vigilance matters and enquiry report thereto

There is no pending case in the institute.

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.

Till now achievement of targets is as per Result Framework Document.

8. Expenditure made in both Plan and Non-plan Heads.

(Rs in Lakhs)

Particulars	Expenditure from 1.4.2016 to 30.01.2017
Plan Non Recurring Creation of Capital assets	541.90
Plan (General) Recurring	274.36
Non Plan (Recurring)	1205.75
Non Plan (Non-Salary)	574.62

9. Release of Plan and Non-Plan fund from the Ministry against the allocation.

(Rs in Lakhs)

Scheme	Budget Allocation Received from MHRD vide letter No. F.No. 5-4/2016-TS-IV dated 16-6-2016	Grant-in-aid received as on 31.01.2017
Plan Non Recurring Creation of Capital assets	800.00	600.00
Plan (General) Recurring	300.00	225.00
Non Plan (Recurring)	1988.00	1448.00
Non Plan (Non-Salary)	100.00	100.00

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

NIL