

**ITEM NO.B 3.0 NOMINATION OF Smt. RAJESH KUMARI AS CHAIRPERSON
OF THE BOARD OF GOVERNORS OF NITTTR, CHANDIGARH
BY THE GOVT. OF INDIA, MHRD.**

The Government of India, Ministry of Human Resource Development, (Department of Secondary & Higher Education), New Delhi vide their Order No. F 7-17/2004-TS.IV dated 29-11-2004 (copy enclosed as **Annexure I at page no. 9**) has conveyed the appointment of Smt. Rajesh Kumari as Chairperson of the Board of Governors of NITTTR, Chandigarh for a period of three years from the date of her assumption of charge. Accordingly Smt. Rajesh Kumari has taken over the charge as Chairperson of Board of Governors of NITTTR, Chandigarh w.e.f 1-12-2004.

This is for information of Board of Governors.

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH
SECTOR-26, CHANDIGARH-160 019

AGENDA FOR THE THIRD MEETING
OF THE BOARD OF GOVERNORS'
TO BE HELD ON 16.3.2005 AT 3.00 P.M.
AT NITTTR, CHANDIGARH

CONTENTS

ITEM NO.	PARTICULARS OF ITEMS	PAGE NO.(S)
B. 3.0	NOMINATION OF Smt. RAJESH KUMARI AS CHAIRPERSON OF THE BOARD OF GOVERNORS OF NITTTR, CHANDIGARH BY THE GOVT. OF INDIA, MHRD.	1
B.3.1	TO CONFIRM THE MINUTES OF THE 2 nd MEETING OF THE BOARD OF GOVERNORS OF NITTTR CHANDIGARH HELD ON 29.9.2004 AND TO REPORT ACTION TAKEN THEREON.	2 - 4
B.3.2 TO B.3.8	ITEMS FOR REPORT	5 - 6
B.3.9 TO B.3.10	ITEMS FOR RATIFICATION	7
	<u>ITEMS FOR CONSIDERATION</u>	
B.3.11	TO APPROVE THE MINUTES OF THE THIRD MEETING OF FINANCE COMMITTEE HELD ON 16.3.2005.	8
B.3.12	TO CONSIDER PROVISION OF ADDITIONAL FACILITIES OF STAFF CAR AND INSTITUTE RESIDENTIAL HOUSE FOR THE CHAIRPERSON, BOARD OF GOVERNORS	8

ANNEXURES

I	Enclosure to Item No.B.3.0	9
II	Enclosure to Item No.B.3.1(a)	10-16
III	Enclosure to Item No.B.3.7	17
IV	Enclosure to Item No.B.3.8	18-19
V	Enclosure to Item No. B.3.9	20-112
VI	Enclosure to Item No.B.3.11	Attached at the end of the agenda

*Supplementary Item at the
B 3.13 Page No. 70 of the file*

ITEM NO.B.3.1

TO CONFIRM THE MINUTES OF THE 2nd MEETING OF THE BOARD OF GOVERNORS OF NITTTR CHANDIGARH HELD ON 29.9.2004 AND TO REPORT ACTION TAKEN THEREON.

- (a) The minutes of the 2nd meeting of the Board of Governors of NITTTR, Chandigarh held on 29.9.2004 were circulated amongst all of its members vide institute letter No.NITTTR/Board/2nd-minutes/32283-95 dated 18.10.2004 for their information and comments, if any. A copy of the minutes is enclosed as **Annexure - II at page no. 10-16** for perusal. Since no comments have been received from any of the members, the same may be confirmed as recorded.
- (b) Items No. B. 2.1(a), B.2.4, B.2.5, B.2.6, B.2.7, B.2.8, B.2.9, B.2.10 and B. 2.11 have been noted.
- (c) The latest position in respect of other items is indicated as under :

Against

ITEM NO.B. 93.26 TO REPORT ABOUT THE CIVIL SUIT FILED BY PUDA AGAINST INSTITUTE AND TO CONSIDER AND APPROVE PAYMENT OF ENHANCED FEES OF RS. 40,000/- TO THE INSTITUTE COUNSEL FOR PLEADING THE CASE.

Hearing of the case took place on 20th December, 2004. There is no progress in the case and the date for next hearing has been fixed for 23rd March, 2005. The court has directed PUDA to produce evidence in support of their claims. It is also stated that Prof. R. Subramanian, former Prof. and Head, Civil Engineering Department and Chief Coordinator (superannuated on 30.6.2004) of the Project of PUDA Consultancy was asked to submit all the relevant documents pertaining to the case for taking proper defence but he could not hand over the same so far. Consequently his gratuity amounting to Rs. 3,50,000/- and leave encashment Rs. 3,50,054/- are lying withheld so as to safeguard Institute's interest. Prof. R. Subramanian has filed a CWP No. 2065/2005 in the High Court of Pb and Haryana for release of his withheld retirement benefits.

Against

ITEM NO.B.1.18 TO CONSIDER INTER-SE-SENIORITY OF THE FACULTY PROMOTED IN-SITU THROUGH CAREER ADVANCEMENT SCHEME OF AICTE VIS-A-VIS RECRUITED DIRECTLY THROUGH OPEN SELECTION.

In response to this Institute's letter No. NITTTR/Admn/EA-1/8282 dated 12.8.2004, the MHRD, Department of Secondary & Higher Education, New Delhi vide their letter No. F.7-14/2004.TS.IV dated 29.12.2004 has informed that the matter was considered and examined in consultation with IFD of the Department. The IFD is of the view that direct recruits would rank senior to promotees under ACP. There is no question of determining inter-se-seniority as both are to be treated as distinct group.

However, if for any post, the recruitment specifies that certain percentage of vacancies shall be filled by direct recruitment and remaining percentage by promotion, then inter-se-seniority shall be determined with reference to quota-rota system.

All the sanctioned posts of faculty including Professors in this Institute are filled up by direct recruitment through open selection only. Advice of the Ministry has been accepted and implemented.

Against

ITEM NO. B.2.2 TO APPROVE THE ACTION INITIATED BY THE INSTITUTE REGARDING THE POST-GRADUATE PROGRAMMES.

The institute carried out a need-assessment survey and found that the response to the idea of modular post-graduate programme has been overwhelming. The institute is currently preparing the proposal for obtaining approval of the AICTE and the Panjab University so as to start this programme.

The institute's proposal for "Deemed University" status is under preparation for submission to Ministry of Human Resource Development.

The institute "Vision" document has been prepared, reflecting the broad view point of Institute as an emerging center of excellence. Report has been submitted to Ministry of Human Resource Development.

Against

ITEM NO. B.2.3 ATTENDING A CONFERENCE ABROAD BY DR. RAKESH WATS.

The Director has constituted a committee consisting of the following to workout academic standard and criteria for sponsorship of institute faculty abroad :-

1. Dean Academic, IIT, New Delhi or | as per availability
Dean Academic, IIT, Kanpur. |
2. Dr. SS Pattnaik, Prof. & Head, ETV Center
3. Sh. S. Chatterjee, Professor, Electrical Engg. Deptt.
4. Dr. JS Saini, Head, Rural Dev. Department
5. Dr. SS Banwait, Professor, Mechanical Engg. Deptt.
6. Sh. Rajesh Kumar, Lecturer (Sr.Scale) Eltx. & Commn. Engg.

The report of the committee is awaited and the same will be submitted at the time of the meeting (if finalized) .

Against
ITEM NO. B.2.12 TO CONSIDER AND APPROVE THE ANNUAL REPORT
OF THE INSTITUTE FOR THE YEAR 2003-2004.

After inclusion of Annual Accounts, Utilization Certificate and Audit Certificate in the Annual Report with the approval of the Chairperson of Board of Governors, the Annual Report has since been sent to the Ministry of Human Resource Development vide Institute's letter no. NITTTR/Board/AR-2003-04/50287 dated 17.1.2005.

Against
ITEM NO. B. 2.13 TO CONSIDER ACTION ON THE NATIONAL COMMON
MINIMUM PROGRAMME (NCMP) OF UPA GOVERNMENT.

The bi-monthly report is being sent to MHRD regularly. The last report was sent on 27.12.2004.

ITEMS FOR REPORT

ITEM NO.B.3.2

The Director has approved promotions of the following employees of the Institute on the basis of recommendations of Departmental Promotion Committee :

S.No.	Name (S/Shri)	Date of Promotion	Promoted as	Pay Scale
1.	Mrs. Dinesh Kumari	4.11.2004	Sr. Library Information Assistant	5500-175-9000
2.	Shri Chhote Lal	4.11.2004	Technician (Adhoc)	4500-125-7000
3.	Shri TM Vasu	4.11.2004	Sr. DMO (Adhoc)	3050-75-3950-80-4590

ITEM NO.B.3.3

Shri Sanjay Attri, Asstt. Professor, Electronics and Communication Engineering Department has resigned from the said post on 21.9.2004 (AN) for joining Panjab University, Chandigarh.

ITEM NO.B.3.4

Lien of the employees has been terminated from the posts held by them substantively, from the dates noted against each :

S.No.	Name and Designation	Date of Termination of Lien	Remarks
1.	Dr. BS Sohi, Professor, Electronics and Comm. Engg. Department	26.08.2002	On his confirmation in Panjab University, Chandigarh
2.	Sh. Manish Mangain, Technician, Electrical Engg. Department	30.09.2003	On his confirmation in Indian Institute of Technology, N. Delhi

ITEM NO.B.3.5

The following employees of the Institute superannuated during the period 01.09.2004 to 31.01.2005.

Sr. No	Name & Designation	Date of Superannuation
1.	Shri Ram Ajore, Head Mali	30.09.2004
2.	Shri GS Bhatia, Sr. Draftsman	31.01.2005

ITEM NO. B.3.6

The Director has sanctioned permanent imprest of Rs. 500/- in favour of Sh. Anil Kumar, Sr. Technical Assistant to enable him to meet the day-to-day expenses for the purchase of various items required in the ETV Department of the institute.

ITEM NO. B. 3.7

Chairperson, Board of Governors vide UO No. 40 dated 3.11.2004 (copy enclosed as **Annexure III** at **page no. 17**) had concurred for extension of term of foreign service of Sh. AK Rampal, Assistant Accounts Officer, Office of the Accountant General (A&E), Haryana, Chandigarh as Accounts Officer at this Institute for another one year from 29.12.2004 to 28.12.2005 on the existing terms and conditions. However extension has been denied by the parent office of Sh. AK Rampal. Accordingly, the Indian Audited & Accounts Department (IA&AD) has been requested to provide a suitable person on deputation initially for a term of one year to act as Accounts Officer in the Institute. The panel is however still awaited. Sh. AK Rampal will be relieved when his substitute becomes available.

ITEM NO. B. 3.8

Chairperson, Board of Governors, vide UO No. 44 dated 3.12.2004 (copy enclosed as **Annexure IV** at **page no. 18-19**) has approved relaxation in upper age limit upto a maximum of five years for internal Institute faculty for recruitment to the posts of Professor, Assistant Professor and Lecturer in terms of Government of India, Department of Personnel and Training & AR OM No. 4/4/74 – Estt (D) dated 9.4.1981 and OM No. 15012/8/87 Estt. (d) dated 15.10.1987.

ITEMS FOR RATIFICATION

ITEM NO. B.3.9

Chairperson, Board of Governors vide UO No. 38 dated 13.11.2004 (copy enclosed as Annexure V at page no. 20-112) has approved the recommendations of the Committee constituted for reviewing the qualifications and experience for faculty posts of this Institute within the overall guidelines of AICTE. This may be ratified.

ITEM NO. B. 3.10

Chairperson, Board of Governors, has approved appointment of the following person(s) on the basis of recommendations of various Selection Committees :

S. No.	Name of appointee	Designation	Pay-Scale	Date of Joining
1.	Sh. Sudhakar Rao Patange	Lecturer (Regular)	8000-275-13500	7.10. 04 (FN)
2.	Mrs. Swapna Devi	Asstt.Prof. (Regular)	12000-420-18300	8.11.04 (FN)
3.	Mrs. Kanika Sharma	Lecturer (Temporary)	8000-275-13500	17.11. 04 (FN)
4.	Sh. Rajwinder Singh	Lecturer (Regular)	8000-275-13500	11.2.05 (FN)

ITEMS FOR CONSIDERATION

ITEM NO. B.3.11 TO APPROVE THE MINUTES OF THE THIRD MEETING OF FINANCE COMMITTEE HELD ON 16.3.2005.

Third meeting of Finance Committee is scheduled to be held on 16.3.2005 at 11.45AM. The agenda papers for this meeting are attached herewith as **Annexure VI**. The minutes of the meeting will be circulated at the time of meeting of Board of Governors for consideration and approval of the Board.

ITEM NO. B.3.12 TO CONSIDER PROVISION OF ADDITIONAL FACILITIES OF STAFF CAR AND INSTITUTE RESIDENTIAL HOUSE FOR THE CHAIRPERSON, BOARD OF GOVERNORS.

The post of Chairperson, Board of Governors of the Institute is an honorary post and the Chairperson is nominated by the Government of India. The Chairperson is presently provided an official phone with STD facility at residence and also given Rs. 2500/- p.m. for arranging a part-time Assistant of own choice for part-time secretarial services. These facilities were approved by the Board of Governors vide Item No. B. 82.25 in its 82nd meeting held on 16.6.1999. The Chairperson has now desired that she may be provided one Staff Car on dedicated basis as well as a rent free residential house in the institute campus. No staff car is however available with the institute for the purpose and there is no provision in the existing House Allotment Rules for providing a residential House to the Chairperson.

THE BOARD OF GOVERNORS MAY CONSIDER PURCHASE OF A NEW STAFF CAR FOR THE CHAIRPERSON AND ALSO EARMARKING OF ONE PROFESOR'S HOUSE (TYPE V-A) IN THE INSTITUTE CAMPUS FOR THE CHAIRPERSON.

70

SUPPLEMENTARY AGENDA ITEM

SUPPLEMENTARY
AGENDA

ITEM NO. B.3.13 TO RATIFY THE ACTION TAKEN BY THE CHAIRPERSON,
BOARD OF GOVERNORS WITH RESPECT TO
POLICY/CRITERIA FOR ALLOWING THE INSTITUTE
EMPLOYEES FOR DOING FULL TIME/PART-TIME ME/
M.TECH DEGREE AT THE INSTITUTE.

The institute has prepared the following policy/criteria for allowing the institute employees for doing full time/part time ME/M-Tech at the institute.

1. Every institute employee should make all out efforts for getting admission in ME/M.Tech programme in an outside institute of higher learning and it is not possible to secure a seat outside, only then admission in the institute may be tried. *if
2. There should not be any relaxation in the eligibility criteria for admission to the internal candidate.
3. The employee must render atleast two years service at the institute on the scheduled date of commencement of the programme.
4. Such employee should not be allowed to be engaged in the conduct of ME classes at the institute both theory and practical. Other duties like conducting of STCs and other programmes of the institute may be assigned to such a person.
5. Preference may be given to those employees who are below the age of 50 years.
6. Not more than one faculty member of a Department may be allowed admission at a time.
7. The admitted employee will be liable to pay University charges but he may be exempted from paying tuition fee.
8. Such employee should execute a Bond to serve the institute for atleast three years after completion of the programme failing which he will have to pay an amount of Rs. 2 lac to the institute as penalty.
9. The department will not be provided any substitute of such a faculty/employee on regular or adhoc basis.

It has been approved by the Chairperson vide UO No.08 dated 10.3.2005 a copy which is attached as **Annexure – VII**.

THE ACTION TAKEN BY THE CHAIRPERSON MAY BE RATIFIED