

Augmentation

Agenda items for 35th meeting of the Board of Governors
to be held on 18.02.2016 at 4.30 p.m. onwards

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Contd.

**LIST OF MEMBER OF BOARD OF GOVERNORS
OF NITTR, CHANDIGARH**

| Sr. No. | Name and Designation with full address of the present incumbent | Status |
|---------|--|----------|
| 1. | Dr.K.K. Talwar Chairman, Board of Governors, NITTR, Chandigarh | Chairman |
| 2. | Mrs.Darshana 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 |
| 3. | Shri Shashi Prakash Goyal , IAS Joint Secretary (TEL), Department of Higher Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, New Delhi – 110 115 | Member |
| 4. | Shri S.K. Singh Director, Technical Education, Govt. of Rajasthan W-6 Residency Road, Jodhpur – 342 001 | Member |
| 5. | Shri O.P. Verma Director, Technical Education, Govt. of Uttar Pradesh Vikas Nagar, Kanpur – 208024 | Member |
| 6. | Shri Akshat Gupta Director, Technical Education, Govt. of Uttarakhand N.C.C. Block, Polytechnic Campus, Srinagar (Garhwal) | Member |

| Sr. No. | Name and Designation with full address of the present incumbent | Status |
|---------|---|--------------------|
| 7. | Dr. T. Padu Director Higher & Technical Education, Govt. of Arunachal Pradesh, City Itanagar – 791111 | Member |
| 8. | Shri Parveen Kumar, IAS Director, Technical Education, Govt. of Tamil Nadu, Sardar Patel Road, Guindy, Chennai – 600 025 | Member |
| 9. | Shri Rakesh Kumar Verma, IAS Vice Chancellor, IK Gujral Punjab Technical University Jalandhar – Kapurthala Highway, Near Pushpa Gujral Science City, Kapurthala (Punjab) – 144601 | Member |
| 10. | Dr. I.K. Bhat Director, Malaviya National Institute of Technology (MNIT), Administrative Block – I, MNIT Campus, JLN Marg, Jaipur (Rajasthan) – 302017 | Member |
| 11. | Shri Sunil Kant Munjal, Joint Managing Director, Hero Motocorp Ltd., and Chairman Hero Corporate Service Ltd., 34, Community Centre, Basant Lok, Vasant Vihar, New Delhi – 110057 | Member |
| 12. | Advisor All India Council for Technical Education, 7 th Floor, Chander Lok Building, Janpath, New Delhi – 110 001 | Member |
| 13. | Dr. SS Banwait Professor & Head Mechanical Engineering Department NITTTTR, Sector 26, Chandigarh – 160 019 | Member |
| 14. | Dr. M.P. Poonia Director, NITTTTR, Sector 26, Chandigarh – 160 019 | Member - Secretary |

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

**AGENDA FOR THE 35TH MEETING OF THE BOARD OF GOVERNORS
TO BE HELD ON 18.02.2016 AT 4.30 PM ONWARDS**

ITEM NO. B.35.1 TO CONFIRM THE MINUTES OF THE 34TH MEETING OF THE BOARD OF GOVERNORS HELD ON 20.11.2015 AT NITTTR, CHANDIGARH

The minutes of the 34th meeting of the Board of Governors of the Institute held on 20.11.2015 at NITTTR, Chandigarh were circulated amongst all its members vide Institute letter No. NITTTR/Board/34th – Minutes/ 23092 – 23107 dated 24.11.2015 for their information and comments. Copy of the minutes enclosed as **Annexure – I** (page Nos. 1 to 7). Since no other comments have been received from any member, the same may be confirmed as recorded.

ITEM NO.B.35.2 TO NOTE THE ACTION TAKEN ON THE DECISION MADE IN THE 34TH MEETING OF THE BOARD OF GOVERNORS HELD ON 20.11.2015

| S No. | Item | Action Taken |
|----------|--|--|
| B.34.1 | <p>TO CONFIRM THE MINUTES OF THE 33RD MEETING OF THE BOARD OF GOVERNORS HELD ON 21.08.2015 AT IIT DELHI</p> <p>The minutes of the 33rd meeting of the Board of Governors held on 21.08.2015 were confirmed</p> | Noted |
| B.32.4.9 | <p>TO CONSIDER AND APPROVE THE STUDY LEAVE FOR COMPLETING Ph.D WORK</p> <p>The Board of Governors did not approve the study leave of Shri SK Gupta and directed him to complete his Ph.D while working at NITTTR, Chandigarh.</p> | Noted |
| B.33.4.3 | <p>TO CONSIDER REVISION OF ORDER PASSED BY THE BOARD OF GOVERNORS IN ITS 28TH MEETING HELD ON 01.10.2013 VIDE ITEM NO. B 28.2 AGAINST ITEM NO. B 22.5 (REFERENCE CHARGE SHEET OF SHRI KL SINGLA, SENIOR ADMINISTRATIVE OFFICER (RETIRED))</p> <p>The Board of Governors considered that as per the Clause of Memorandum of</p> | Appeal of Shri KL Singla alongwith parawise reply has been sent to MHRD vide Institute letter No. NITTTR / Admn / 26250 dated 08.01.2016. The decision from the Ministry is awaited. |

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| | Association appeal of Shri KL Singla alongwith parawise reply of the institute be sent to the Secretary Higher Education for taking the necessary decision on the same. | |
| B.34.3.1 | <p>TO CONSIDER AND APPROVE THE MINUTES OF THE 31ST MEETING OF FINANCE COMMITTEE HELD ON 20.11.2015</p> <p>The Board of Governors approved the minutes of 31st meeting of the Finance Committee held on 20.11.2015.</p> | Noted |
| B.34.3.2 | <p>TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2014-2015</p> <p>The Member Secretary informed the House that the institute has received the Audit Certificate from Audit Office on 06.11.2015 . The House deliberated upon it and was satisfied with the observations of the Audit party. The same has been incorporated in the Annual Report of the Institute.</p> <p>The Board of Governors approved the Annual Report of the Institute for the year 2014-15, which shall be sent to Ministry for placing the same on the table of Parliament by December 31, 2015.</p> | The Annual Report for the year 2014-15 has been sent to MHRD for placing the same on the table of Parliament vide letter No. NITTTR / Board / AR-2014-2015 / 25181 dated 17.12.2015. |
| B.34.3.3 | <p>TO CONSIDER AND APPROVE OPENING OF THE BRANCH OF STATE BANK OF PATIALA IN THE INSTITUTE CAMPUS</p> <p>The Board of Governors approved the proposal of the Institute of opening the Branch of the State Bank of Patiala in the institute campus. However, it advised the institute to obtain fare rent certificate from CPWD for comparison of rent being proposed to be charged from the Bank. In addition, Board of Governors advised the institute to put an exit clause with a three months notice in the Memorandum of Understanding to be signed with the Bank.</p> | As desired by the Board of Governors a letter No. NITTTR / CPDC / Estate / 30159 dated 04.02.2016 has been written to CPWD for fixation of rent of State Bank of Patiala. |

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|----------|---|---|
| B.34.3.4 | <p>TO CONSIDER AMENDMENT OF RECRUITMENT RULES OF THE INSTITUTE RELATING TO PROMOTION OF NON TEACHING EMPLOYEES</p> <p>The Member Secretary placed the Recruitment Rules prepared by the Institute for the promotion of the non-teaching employees of the institute. The Board of Governors approved these rule and directed the institute that before sending these rules to MHRD for approval, Recruitment rules shall be put up before the Committee of Directors of all four NITTTRs constituted by Govt. of India, MHRD, New Delhi, vide letter No.F.No.23-5/2015-TS.IV dated 17th November, 2015 for framing uniform Recruitment Rules for all the NITTTRs.</p> | <p>The Institute vide letter No. 25709-25718 dated 26.12.2015 has sent Recruitment Rules to all the Society members for their comments. No comments were received within the stipulated period of 15 days. Another reminder was sent on 15.01.2016. Comments from Shri Satpal Sharma, Under Secretary, IFD,MHRD, New Delhi was received on 18.01.2016. A copy of the same is enclosed as Annexure - II (at page No.8).</p> |
| B.34.3.5 | <p>TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE SELECTION COMMITTEES FOR POST OF ASSISTANT PROFESORS AGAINST ADV. No.99/2015</p> <p>The Member Secretary informed the Board that a letter has been received from the Ministry of Human Resource Development forwarding a complaint regarding recruitment. The Board considered the letter. The Member Secretary of the Board presented all the relevant documents pertaining to the complaint and the reply framed to it. The Board was of the opinion that the facts represented in the complaint are misrepresented and not true. It further decided as under:</p> <ol style="list-style-type: none"> 1. The Institute should send the same response (parawise reply) to the Ministry. 2. It kept the faculty recruitment process on hold till the ministry's response is received. 3. The Board authorised the Chairman, Board of Governors to approve the recommendations of the Selection Committees on receipt of instructions from the Ministry. | <p>Parawise reply has already been sent to MHRD vide letter No. NITTTR / Admn / 23069 dated 23.11.2015. Reply is still pending.</p> |

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|----------|--|--|
| B.34.3.6 | <p>TO CONSIDER AND APPROVE THE PROPOSAL FOR ESTABLISHING CLEAN TECHNOLOGY AND SUSTAINABLE DEVELOPMENT CENTRE</p> <p>The Board of Governors in principle approved the setting up of Clean Technology and Sustainable Development Centre at the institute.</p> | Noted |
| B.34.3.7 | <p>TO CONSIDER REPRESENTATION OF DR. MRS POONAM SYAL FOR RESTORATION OF INCREMENT</p> <p>The Board of Governors did not accede to the request of Mrs Poonam Syal regarding restoration of her increments which were stopped due to her non completion of Ph.D within a stipulated time period of seven years.</p> | The decision taken by the Board of Governors regarding restoration of increment has been conveyed to Mrs. Poonam Syal vide institute letter No. NITTTTR / Admn/ E-1/ 603 dated 14.12.2015. |
| B.34.3.8 | <p>PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE</p> <p>The Board of Governors noted the status report on items 1 to 10 as per agenda.</p> | Noted |

ITEM NO.B.35.3

ITEMS FOR REPORT

ITEM NO.B.35.3.1

TO REPORT REGARDING COMPLETION OF PROBATION PERIOD OF INSTITUTE EMPLOYEES

The Director 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 clearance of probation |
|---------|------------------|----------------------------|--------------------------------|
| 1. | Mr. Ashok Kumar | Technician | 29.10.2015 |
| 2. | Mr. Mukesh Singh | Technician | 04.11.2015 |

ITEM NO.B.35.3.2 TO REPORT REGARDING ACADEMIC LEAVE AVAILED BY THE FACULTY DURING THE YEAR 2015

The faculty members of this institute have availed Academic Leave during the calendar year 2015. The details are given in **Annexure - III** at page No.9.

ITEM NO.F.35.3.3 INFORMATION REGARDING RECEIPT UNDER CONSULTANCY PROJECTS

Detail of consultancy received during the last three years is given below. The receipt under consultancy heads is appropriated as per guidelines approved by Board of Governors.

(₹)

| | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|---|--------------------|--------------------|--------------------|--------------------|
| Civil Consultancy | 7754876.00 | 6184474.00 | 7509550.00 | 9818080.00 |
| Recruitment Consultancy | 11664615.00 | 39595007.00 | 13218446.00 | 546685.00 |
| Other Consultancies like special courses, Lab manuals, Curriculum documents | 299242.00 | 234748.00 | 8489521.00 | 8383435.00 |
| Total | 19718733.00 | 46014229.00 | 29217517.00 | 18748200.00 |

ITEM NO.B.35.4 ITEMS FOR CONSIDERATION

ITEM NO.B.35.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 32ND MEETING OF FINANCE COMMITTEE HELD ON 18.02.2016

The 32nd meeting of Finance Committee of the institute will be held on 18.02.2016 at 4.00 p.m. at NITTR, Chandigarh. 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.35.4.2 TO CONSIDER PROMOTION UNDER CAREER ADVANCEMENT SCHEME WITHOUT IMPOSING THREE YEARS CONDITION FROM THE DATE OF COMPLETION OF PH.D.

The following two faculty members were appointed as Assistant Professor (Now Associate Professor) on 24th February, 2004 with the condition that they have to obtain PhD Degree within

a period of seven years from the date of appointment as Assistant Professor (now Associate Professor) as per the condition laid down in AICTE guidelines dated 19.02.2003 for the appointment to the post of Assistant Professor:

- (1) Mrs .Lini Mathew
- (2) Mrs Poonam Syal

It was informed in the Board of Governors in 20th meeting (vide item No. B 20.3.2) held on 25.6.2011 that Mrs Poonam Syal and Mrs Lini Mathew did not complete their Ph.D within the prescribed limit of 7 years from the date of their appointments as Assistant Professor i.e. 23.02.2011. It was also decided that as the faculty members have not fulfilled the prescribed condition, their next increment be stopped. In compliance of the decision of the Board of Governors, the increments of both the faculty members were stopped.

Mrs Lini Mathew had passed examination for the award of degree of Doctor of Philosophy (PhD) on 4.2.13 and Mrs. Poonam Syal had passed examination for the award of PhD degree on 5.3.2014. Accordingly the increments of both faculty members were restored on completion of their PhD degrees.

*Item
has been
withdrawn*

Accordingly, the institute had informed the Board of Governors in its 30th meeting (vide Item No.B 30.5.9) held on 2.6.2014 and 33rd meeting(item No.33.4.5) held on 21.8.2015 regarding the completion of Ph.Ds of the above faculty members. The Board of Governors after noting the status of PhD in respect of Mrs Poonam Syal and Mrs Lini Mathew directed the Institute that their cases for promotion as Professor under Career Advancement Scheme be considered after three years from the date of completion of PhD of the individual faculty and accordingly the institute was following the directions of Board of Governors.

Now AICTE vide its Gazette Notification dated 6.1.2016 has given the following clarifications:

| Issue | Clarification |
|--|--|
| Whether, Assistant Professor (Re-designated as Associate Professor wef 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. | Such candidates will be required to complete Ph.D within 7 years from the date of joining, failing which increments shall be stopped until Ph.D is earned. |

In view of the above clarification of AICTE it is proposed that cases for promotion as Professor under Career Advancement Scheme of these faculty members be considered without imposing the three years condition as directed by the Board of Governors.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO. B.35.4.3 STUDY VISIT BY NITTTR FACULTY TO CANADA AND OTHER COUNTRIES UNDER TEQIP-II PROJECT

The Board of Governors (BOG) at its 29th meeting held on 8th May, 2015 had approved the proposal for sending initially 10 Faculty members to Canada/USA for international exposure for enhancing the quality standards of the Institute's projects and programmes. In compliance to this, the Institute sponsored following 9 Faculty members to the universities in Canada from 21st to 30th November, 2015

| Sr.No. | Name of the Faculty member | Department |
|--------|------------------------------------|---|
| 1 | Professor Paramjit Kaur Tulsi | EMGT Department |
| 2 | Professor Jasmer Singh Saini | Rural Development |
| 3 | Professor Arvind Bal Gupta | Curriculum Development Centre |
| 4 | Professor S. S. Banwait | Mechanical Engineering Department |
| 5 | Professor Sanjay Kumar Sharma | Civil Engineering Department |
| 6 | Professor Bakshish Chand Choudhary | Applied Science Department |
| 7 | Professor Rakesh Kumar Wats | Media Centre |
| 8 | Professor Maitreyee Dutta | Electronics & Communication Engineering |
| 9 | Professor S. K. Dhameja | EDIC Department |

These Faculties were sponsored through ASSOCHAM India, New Delhi. An expenditure of ₹ 24.94 lakh was incurred in their visit under TEQIP-II Project.

2. In addition, the Institute sponsored following 6 Faculty members for participating in Conceive-Design Innovate-Operate (CDIO) workshop on "Advancing, Innovating and sustaining CDIO" organized in Singapore by Singapore Polytechnic, Singapore from 8th to 10th December, 2015 under TEQIP-II Project:

| Sr. No. | Name of the Faculty member | Department |
|---------|----------------------------|--|
| 1 | Dr. Sunil Dutt | Professor & Head, Academic Cell |
| 2 | Er. P. K. Singla | Associate Professor, Curriculum Development Centre |
| 3 | Er. A. K. Duggal | Associate Professor, Civil Engineering Department |
| 4 | Dr. Kanika Sharma | Assistant Professor, Electronics and Communication Engineering |
| 5 | Dr. S. S. Dhami | Professor, Mechanical Engineering Department |
| 6 | Dr. Hemant Sood | Professor & Head, Civil Engineering Department |

3. An expenditure of ₹ 5.08 was incurred on their visit which was met out of TEQIP-II Project Funds. Further, following Faculty members were sponsored for presenting papers/training program under TEQIP-II Project and an expenditure of ₹ 9.00 was incurred on their visits:

| Sr. No. | Name of the Faculty member | Period | Country/University visited |
|---------|---|--|---|
| 1 | Dr. P. K. Tulsi, Professor EMGT Department | From 8 th to 16 th June, 2015 | International Conference at Columbia University, New York (USA) |
| 2 | Dr. B. S. Pabla, Professor & Head, IMCO Department | From 21 st to 25 th September, 2015 | Training Program on "Advance Coating Technologies" at University of Toronto, Canada |
| 3 | Ms. Shimi S. L., Assistant Professor, Electrical Engineering Department | From 13 th to 19 th November, 2015 | International Mechanical Engineering Congress & Exposition at Houston, Texas |

THE BOARD OF GOVERNORS MAY KINDLY APPROVE

ITEM No. B.35.4.4 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**

Annual Accounts of the institute for the year ended 31st March,2015 have been prepared & audited by Audit. Audit certificate has been received vide letter No. PDA(c)/CE/SARs/2015-16/219 dated 06.11.2015 which has been placed in Annual Report of the institute.

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

There are 12 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 |
|--------------------|-------------------------|
| 1995-96 | 1 |
| 2002-2003 | 1 |
| 2005-2006 | 1 |
| 2010-2011 | 1 |
| 2012-2013 | 2 |
| 2013-2014 | 1 |
| 2014-2015 | 5 |
| Grand Total | 12 |

*Under which
Category the
Paras lie*

Annotated replies 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/ 29431 dated 27.01.16. Copy enclosed as **Annexure – IV** at page Nos.10 to 23.

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 31.01.2016 of the financial year 2015-16 is placed in Finance Committee vide item **No.F.32.3.1** of the 32nd 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, since last Board meeting.

(Rs in Lakhs)

| Particulars | Expenditure from 1.4.2015 to 31.01.2016 |
|---|---|
| Plan Non Recurring Creation of Capital assets | 450.39 |
| Plan (General) Recurring | 277.02 |
| Non Plan (Recurring) | 1730.00 |
| Non Plan (Non-Salary) | 214.42 |

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

(Rs in Lakhs)

| Scheme | Grant Allocation for 2015-16 vide letter No. F.No.5-4/2015-TS-IV dated 15.05.2015 | Grant Received upto 31.01.2016 |
|---|---|--------------------------------|
| Plan Non Recurring Creation of Capital assets | 953.78 | 613.44 |
| Plan (General) Recurring | 327.73 | 327.73 |
| Non Plan (Recurring) | 1839.18 | 1654.55 |
| Total: | 3120.69 | 2595.72 |

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

Interviews for 13 positions of Assistant Professors have been conducted on 12th October, 2015 and 18th to 20th October, 2015. Position will be filled after the approval from MHRD.