

**AGENDA FOR THE  
NINETEENTH MEETING OF BOARD OF GOVERNORS  
TO BE HELD ON ~~24.02.2011~~ 15 MAR 2011  
AT 2.30 p.m.  
IN THE BOARD ROOM OF THE INSTITUTE**

**C O N T E N T S**

ITEM No.	PARTICULARS	Page No(s)
<b>ITEM FOR CONFIRMATION OF MINUTES OF LAST MEETING &amp; ITS FOLLOW UP</b>		
B.19.1 (a)	TO CONFIRM THE MINUTES OF THE 18 <sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 09.11.2010 AND TO REPORT ACTION TAKEN THEREON	1
<b><u>FOLLOW UP</u> of items of previous meeting (s) :</b>		
B.19.1 (b)	FOLLOW UP OR ACTION TAKEN REPORT ON MINUTES OF THE PREVIOUS MEETING OF BOARD OF GOVERNORS	1-09
<b>ITEM FOR REPORT</b>		
B.19.2.1	TO REPORT REGARDING PROMOTION OF SHRI SUDHAKAR RAO PATANGE, ASSISTANT PROFESSOR MECHANICAL ENGINEERING FROM AGP Rs.6000/- TO Rs.7000/- UNDER CAREER ADVANCEMENT SCHEME OF AICTE	10
<b>ITEMS FOR CONSIDERATION</b>		
B.19.3.1	TO CONSIDER AND APPROVE THE MINUTES OF THE 19 <sup>TH</sup> MEETING OF FINANCE COMMITTEE TO BE HELD ON 24.02.2011	10
B.19.3.2	TO CONSIDER AND APPROVE THE MINUTES OF THE 11 <sup>TH</sup> MEETING OF ACADEMIC COUNCIL TO BE HELD ON 23.02.2011	11

Contd....(ii)

(ii)

B.19.3.3	TO CONSIDER AND APPROVE THE OPERATION PLAN OF THE INSTITUTE FOR THE YEAR 2011-12	11
B.19.3.4	TO CONSIDER DELEGATION OF POWERS REGARDING DISCIPLINARY / PUNITIVE ACTION, TO THE DIRECTOR OF THE INSTITUTE	11 - 11
B.19.3.5	TO CONSIDER EXTENSION OF DEPUTATION TERM OF SH.K.L. SINGLA, SENIOR ADMN. OFFICER	12 - 12
B.19.3.6	PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE	13 - 13

**ANNEXURE**

I	Enclosure to Item No. B. 19.1(a)	01 - 10
II	Enclosure to Item No. B.19.1(b) (Against Item No. B.15.4.8 & 15.4.9)	11 - 18
III	Enclosure to Item No. B.19.1(b) (Against Item No. B.17.3.6)	19 - 22
IV	Enclosure to Item No. B.19.1(b) (Against Item No. B.18.4.6)	23 - 26
V	Enclosure to Item No. B.19.2.1	27 - 28
VI	Enclosure to Item No. B.19.3.1	Separate booklet
VII	Enclosure to Item No. B.19.3.2	Separate booklet
VIII	Enclosure to Item No. B.19.3.4	29 - 30
IX	Enclosure to Item No. B.19.3.5	31 - 33

\*\*\*

**ITEM No.B.19.1 TO CONFIRM THE MINUTES OF THE 18<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 09.11.2010 AND TO REPORT ACTION TAKEN THEREON.**

- (a) The minutes of the 18<sup>th</sup> meeting of the Board of Governors of the institute held on 09.11.2010 were circulated amongst all its members vide institute letter No. NITTTR/Board/18<sup>th</sup> -Minutes/27707-23 dated 03.12.2010, for their information and comments, if any. A copy of the minutes is enclosed as **Annexure - I** (at Page Nos.1 to 10). Since no comments have been received from any of the members, the same may please be confirmed as recorded.
- (b) **FOLLOW UP**  
FOLLOW UP OR ACTION TAKEN REPORT ON MINUTES OF THE PREVIOUS MEETING OF BOARD OF GOVERNORS

Minutes of the last meeting	Follow up
-----------------------------	-----------

**Against**  
**ITEM No.B.18.1 TO CONFIRM THE MINUTES OF THE 17<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 28.07.2010 AND TO REPORT ACTION TAKEN THEREON.**

The minutes were confirmed as recorded      Noted

**Against**  
**ITEM NO B.15.4.8 TO CONSIDER THE REVIEW OF EFFECTIVE DATE OF IMPLEMENTATION OF CAREER ADVANCEMENT SCHEME OF AICTE FOR PROMOTIONS OF INSTITUTE FACULTY ON IN-SITU BASIS**

**AND**

**Against**  
**ITEM NO B.15.4.9 TO CONSIDER THE REVIEW OF GRANT OF INCREMENTS TO ASSISTANT PROFESSORS OF THE INSTITUTE ON ACQUIRING Ph.D DEGREE**

The matter was discussed at length but finally it was concluded      As per decision of 17<sup>th</sup> Board of Governors meeting held on

that these items be deferred till next meeting to seek information on the subject from other sister organizations.

28.07.2010, the minutes and Agenda of the meeting held on 24.07.2010 were sent to the board members vide institute letter No. NITTTR / Board / 17<sup>th</sup> - Minutes / 17828 to 17843 dated 01.09.2010 for their kind perusal and comments. Since no comments were received from any member by the stipulated date, the same were considered as confirmed. Accordingly, a U.O. Note No.49 dated 21.09.10 was submitted to the Chairman for his kind approval so that the decisions could be implemented straightaway by the institute authority. The Chairman, however, returned the said UO with the remarks, 'this may be put up to the BoGs'. Accordingly, **Annexure – II** (at page No.11 to 18) was placed before BoG in its 18<sup>th</sup> meeting held on 09.11.2010. The same is being placed before BoG for consideration.

**Against**

**ITEM NO B.16.4.3 TO REVIEW DELEGATION OF POWERS OF DIRECTOR OF NITTTR**

The Board noted the item

Noted

Against  
ITEM NO.B.17.3.3 TO CONSIDER REDISTRIBUTION OF EXISTING  
VACANT POSTS OF ASSISTANT PROFESSORS  
AND TO ADVERTISE THE VACANT POSITIONS.

The Board noted the item

Noted

Against  
ITEM NO.B.17.3.4 TO CONSIDER EXPUNGEMENT OF ADVERSE  
REMARKS THAT APPEARED IN THE ACR OF  
MRS. KANIKA SHARMA, ASSISTANT  
PROFESSOR (ERSTWHILE LECTURER), FOR  
THE YEAR 2008-09.

The Board noted the item

Noted

Against  
ITEM NO.B.17.3.5 TO DELEGATE POWERS / RESPONSIBILITIES OF  
SENIOR ADMINISTRATIVE OFFICER TO FACULTY  
IN CHARGE ADMINISTRATION.

The proposal was approved and  
the Chairman desired that from the  
next meeting onwards, Dr. Rakesh  
Wats, Faculty Incharge,  
Administration may attend all  
Board Meetings as a special  
invitee.

Noted

**Against**  
**ITEM NO.B.17.3.6 TO CONSIDER PROVISION OF HEADSHIP BY ROTATION**

It was pointed out by the Member Secretary that there were two 'classes' of Professors in the institute viz. ones directly recruited and others promoted under CAS. The directly recruited professors claim upperhand in seniority. The Chairman opined that headship by rotation amongst Professors, irrespective of they being directly recruited or promoted under CAS, can be considered. But final decision on the subject could not be taken and it was suggested to gather information on this from similar institutions and place the matter in the next Board of Governors meeting as an item.

The institute sent letters to other NITTTRs (Chennai, Bhopal and Kolkatta) vide letter dated 04.01.2011, requesting them to inform action taken by them on the subject cited above. Replies received from these NITTTRs and briefs prepared and letters received are attached as **Annexure - III** (at page Nos.19 to 22).

Similar information has also been sought from NITs at Kurukshetra, Jalandhar and Hamirpur, vide this institute letter dated 04.02.2011. Replies, if any, will be placed in the meeting.

**Against**  
**ITEM NO.B.17.3.7 TO CONSIDER DONATION OF UNUSED COMPUTERS OF THE INSTITUTE**

The Board noted the item

Noted

**Against**  
**ITEM NO.B.18.2.1 PERSONS WITH DISABILITY PROJECT - COORDINATOR DR JS SAINI**

The Hon'ble Chairman and Members, Board of Governors appreciated the work undertaken by the Rural Development department under the leadership of Dr. JS Saini.

Noted

Against  
ITEM NO.B.18.2.2 TECHNOLOGY PARK OF EMERGING  
TECHNOLOGIES FOR RURAL DEVELOPMENT –  
IIT DELHI SPONSORED PROJECT

The Board noted the item Noted

Against  
ITEM NO.B.18.2.3 MeLT VAN – A PRIZED ACQUISITION GIFTED BY  
IIT, ROORKEE

The Board noted the item Noted

Against  
ITEM NO.B.18.2.4 INVITATION FROM MS. MICHELLE GRIMLEY,  
BUSINESS DEVELOPMENT EXECUTIVE,  
SCOTLAND COLLEGES INTERNATIONAL

The Board noted the item Noted

Against  
ITEM NO.B.18.2.5 HOSTEL CONSTRUCTED BY CPWD AWARDED  
FIRST PRIZE BY CPWD

The Board noted the item Noted

Against  
ITEM NO.B.18.2.6 TO INFORM THE BOARD REGARDING BLOOD  
DONATION CAMP

The Chairman and Members of the Board appreciated the effort Noted

Against  
ITEM NO.B.18.2.7 TO REPORT JOINING OF PERSONS AT THE  
INSTITUTE

The Board noted the item Noted

**Against**  
**ITEM NO.B.18.2.8 TO REPORT RETIREMENT OF STAFF DURING THE**  
**PERIOD FROM 01.01.2010 TO 31.10.2010**

The Member Secretary apprised the Board members that a large number of retirements at the non-teaching staff level are affecting the working of the institute. It is also not possible to fill up these non-teaching positions as per the instructions of MHRD, Government of India. It was decided that the institute authority may take necessary steps to overcome this crisis situation by following suitable rules and regulations.

Noted

**Against**  
**ITEM NO.B.18.2.9 TO REPORT CONTINUATION OF SERVICE OF**  
**PROFESSOR (DR.) SS BANWAIT ON ATTAINING**  
**THE AGE 50 YEARS**

The item was discussed and the Chairman and Members of the Board questioned the need of screening of individuals for continuation of service beyond the age of 50 years. It was apprised that such was the requirement under Rule 56(j) of Fundamental Rules and Supplementary Rules of Government of India on the subject which were placed at page 18 of the agenda. The Board members, while going through the rule, said that as per their interpretation, such screening be undertaken only in cases where there was some doubt that the employee was not either physically or mentally fit to continue beyond the age of 50 years. The Board, thus, was of the view and took the decision that screening of every staff member at the age of 50 years is not required to be undertaken any longer.

Noted



**Against**

**ITEM NO.B.18.3.1 TO RATIFY THE SELECTION PANEL FOR THE POST OF SYSTEM PROGRAMMER AND JUNIOR SYSTEM PROGRAMMER**

The item was ratified

Noted

**Against**

**ITEM NO.B.18.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 18<sup>TH</sup> MEETING OF FINANCE COMMITTEE HELD ON 09.11.2010.**

The minutes were circulated and were recorded as approved.

Noted

**Against**

**ITEM NO.B.18.4.2 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2009-2010.**

The Annual Report of the institute for the year 2009-10 was approved by the Board of Governors. The Board advised that the Audit and Utilization Certificate which was to be issued by the Principal Accountant General (Audit), Punjab and UT, Chandigarh, should be pursued vigorously and on its receipt the same be incorporated in the Annual Report before sending it to the MHRD.

The Audit Report of the accounts of the institute was received from the Principal Accountant General (Audit) Punjab & U.T. (U.T. Office), Chandigarh vide letter No.OAD/@/AA/NITTTR/460 dated 02.12.2010. The same has been incorporated in the Annual Report. The Annual Report has been sent to MHRD New Delhi vide letter no. NITTTR / Board / AR-2009-2010 / 27762 dated 06.12.2010.

**Against**

**ITEM NO.B.18.4.3 TO CONSIDER IMPLEMENTATION OF GOI ORDER DATED 17-05-2010 ON THE SUBJECT MODEL RECRUITMENT RULES FOR STENOGRAPHER GRADE-II POST IN NON-SECRETARIAT ORGANIZATIONS REGARDING**

The item was approved as recommended by the Government of India.

Noted

**Against**  
**ITEM NO.B.18.4.4 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE**

The Board noted the item

Noted

**Against**  
**ITEM NO.B.18.4.5 TO CONSIDER ISSUANCE OF CHARGE SHEET TO SH. K.L.SINGLA, SENIOR ADMINISTRATIVE OFFICER**

The item was discussed and the Board decided to authorise Director, by way of delegation of power, to issue the chargesheet under his signature.

Noted

**Against**  
**ITEM NO.B.18.4.6 TO CONSIDER INTERNAL CANDIDATES FOR INTERVIEW WHO HAVE NOT BEEN SHORT LISTED BY THE SCREENING COMMITTEES**

The matter was discussed at length. The Chairman enquired as to why, and how, a limited number of candidates are being called for the interviews. The Member Secretary apprised him that in the past, selection committee chairmen, Dr. Manoj Dutta and Dr. Pawan Kapur, had stated that only a limited number of candidates be called for interview. Accordingly, this time, screening of applications was done by respective academic department by inviting two outside experts and they were advised to restrict the number of candidates to be called for interview.

However, it was decided by the Board that screening be reviewed and a uniform criteria be evolved. It was also advised by the Board

Copy of the Criteria developed by NIT Raipur (Chhattisgarh) sent to Board members vide letter no.NITTTTR / Admn / RA / 30323-35 dated 06.01.2011 for their comments. Copy of the said letter dated 06.01.2011 is attached as **Annexure – IV** at page nos. 23 to 26.

It may be mentioned that the post of Assistant Professor of Applied Science cannot be filled as the HOD, Applied Sc. has pointed out that UGC is yet to issue some latest instructions with regard to qualifications, etc. Even under the existing qualification norms of UGC, NET qualification is a must for such posts. This, however, does not figure in the criteria developed by NIT Raipur.

members that the practice followed by other organizations for screening candidates be also kept in view. One of the honourable Board members, Dr.(Mrs.) SK Pandey, Director, NIT, Raipur explained the criteria adopted by her institute for screening the candidates for various faculty positions. Accordingly, a uniform criteria for the faculty posts advertised needs to be framed.

This needs reconsideration by the Hon'ble Board Members.

**Against**

**ITEM NO.B.18.4.7 PROMOTION OF DR. HEMANT SOOD FOR THE POST OF PROFESSOR UNDER CAREER ADVANCEMENT SCHEME**

The Board was apprised by the Member Secretary that AICTE under the head 'Frequently Asked Questions' has clarified that Faculty Cadre and qualifications provided in the new approval process handbook will be applicable only for the faculty recruited henceforth and the existing faculty will continue to be governed by the qualifications as per the old approved process till the faculty are in the same institution. However, if they seek fresh appointment in another institution, new qualifications will be applicable. The Chairman was of the opinion that the information be first obtained from the AICTE in writing either by the institute or the faculty concerned before the same is sent to the Chairman for his final approval.

No written information received either by the Institute or the individual concerned from AICTE.

**ITEM NO.B.19.2****ITEM FOR REPORTING**

**ITEM NO.B.19.2.1 TO REPORT REGARDING PROMOTION OF SHRI SUDHAKAR RAO PATANGE, ASSISTANT PROFESSOR MECHANICAL ENGINEERING FROM AGP Rs.6000/- TO Rs.7000/- UNDER CAREER ADVANCEMENT SCHEME OF AICTE**

The Chairman, Board of Governors, vide UO No.NITTTR/02 dated 01.02.2011 (attached as **Annexure-V** at page Nos. 27 to 28) has approved the recommendation of Selection Committee held on 18.01.2011 at NITTTR, Chandigarh to consider the case of Shri Sudhakar Rao Patange, Assistant Professor, Mechanical Engineering Department for promotion from AGP Rs.6000/- to Rs.7000/- under the Career Advancement Scheme of AICTE.

IT IS FOR INFORMATION ONLY

**ITEM NO.B.19.3****ITEMS FOR CONSIDERATION**

**ITEM NO.B.19.3.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 19<sup>TH</sup> MEETING OF FINANCE COMMITTEE TO BE HELD ON 24.02.2011**

The 19<sup>th</sup> meeting of Finance Committee is scheduled to be held on 24.02.2011 at 11.30 A.M. Agenda papers for this meeting are attached herewith in a separate booklet as **Annexure-VI**. The minutes of the meeting of Finance Committee will be placed before the Board of Governors for consideration and approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM NO.B.19.3.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 11<sup>TH</sup> MEETING OF ACADEMIC COUNCIL TO BE HELD ON 23.02.2011**

The 11<sup>th</sup> meeting of Academic Council is scheduled to be held on 23.02.2011. Agenda papers for this meeting are attached herewith in a separate booklet as **Annexure-VII**. The minutes of the meeting of Academic Council will be placed before the Board of Governors for consideration and approval.

THE BOARD MAY CONSIDER AND APPROVE THE MINUTES

**ITEM NO.B.19.3.3 TO CONSIDER AND APPROVE THE OPERATION PLAN OF THE INSTITUTE FOR THE YEAR 2011-12**

The Operational Plan of the Institute for the year 2011-12 may please be perused at page Nos.15-49 of Academic Council Agenda for the 11<sup>th</sup> meeting attached as separate booklet.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

**ITEM NO.B.19.3.4 TO CONSIDER DELEGATION OF POWERS REGARDING DISCIPLINARY / PUNITIVE ACTION, TO THE DIRECTOR OF THE INSTITUTE**

An item No.B.18.1(b) (Against item No.B.16.4 10(3) – to place one of Lecturers/Assistant Professor under suspension was placed before the Board of Governors. The Board deliberated as under :-

"This item was deliberated at length. The Hon'ble Chairman said that the delegation of powers to the Chairman by the Board with regard to disciplinary/punitive action, which was decided sometime in 1982 be reviewed and such powers, with regard to class 'A' officers and faculty members, be proposed to be delegated to Director with the approval of the Board. It was decided that the issue be brought before the Board in its next meeting as an item for consideration and discussion. The procedure being followed before 1982 be also brought before the Board."

It is pertinent to mention here that earlier the Board of Governors vide item No.B.33.5 held on 21.09.1982 titled "To consider delegation of powers to the Chairman, BoGs, regarding disciplinary cases in respect of the staff whose appointing authority is Board of Governors" deliberated as under :-

"The Board of Governors after detailed deliberations resolved to delegate the authority to the Chairman, Board of Governors to initiate necessary disciplinary action under his authority, Memorandum of charges being issued on subjects involving minor penalties and charge-sheet for major penalties, against staff members whose appointing authority is the Board of Governors. The Board of Governors also delegated authority to the Chairman to impose minor penalty to such staff members, keeping in view the substance of a particular case, subject to report to the Board of Governors in its next meeting.

The powers regarding imposition of major penalty would continue to vest with the Board of Governors."

So far as the procedure before 1982 is concerned, the agenda item No.B.33.5 is placed as **Annexure-VIII** at page Nos.29 to 30 for kind perusal of Board members, which is self explanatory.

THE BOARD OF GOVERNORS MAY CONSIDER TO DELEGATE POWERS OF DISCIPLINARY/PUNITIVE ACTION TO THE DIRECTOR FOR SUCH STAFF MEMBERS (i.e. CLASS I EMPLOYEES) WHOSE APPOINTING AUTHORITY IS THE BOARD OF GOVERNORS

**ITEM NO.B.19.3.5 TO CONSIDER EXTENSION OF DEPUTATION TERM OF SH.K.L. SINGLA, SENIOR ADMN. OFFICER**

Sh.K.L. Singla, Senior Administrative Officer of this institute, was allowed to join National Institute of Pharmaceutical Education and Research (NIPER) on deputation w.e.f. 17.03.2009 for a period of one year vide item No.B.16.2.4 held on 13.04.2010. Officiating Director, NIPER vide his letter dated 07.02.2011 has sought extension of deputation of Sh.Singla up to

30.11.2011. A UO No.NITTTR/05 dated 09.02.2011 regarding extension of deputation term of Sh.K.L. Singla, Senior Admn. Officer for above period was sent to the Chairman, BOG for approval. The Chairman desired that the same may be placed before the BOG for consideration. A UO No.NITTTR/05 dated 09.02.2011 along with relevant papers are attached as **ANNEXURE-IX** at page Nos 31 to 33

THE BOARD MAY CONSIDER AND ALLOW EXTENSION OF DEPUTATION TO SH.K.L. SINGLA, SENIOR ADMN. OFFICER UP TO 30.11.2011.

**ITEM No.B.19.3.6 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, 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.

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 is no backlog vacancies of SCs/STs at this institute. However, there are three backlog OBC vacancies in Group A posts for which recruitment process is on.

2. **Annual Report and Audited Accounts**

The Audit of Annual Accounts of the Institute for the year 2009-10 was conducted by the office of the Principal Accountant General(Audit), Punjab & U.T. Chandigarh during the period from 23.7.2010 to 4.8.2010. Audit Certificate dated 2.12.2010 received from that office has been incorporated in the Annual Report of the Institute for the year 2009-10.

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

Regular audit of expenditure/records of the Institute for the financial year 2009-10 has been conducted by the office of the Principal Accountant General(Audit), Punjab & U.T. Chandigarh during the period from 12.10.2010 to 15.11.2010. Audit & Inspection report has been received vide their letter No. OAD/Civil/Audit/454 dated 29.11.2010. As per report, out of 19 old outstanding paragraphs up to the year 2008-09, 9 paragraphs have been settled. For the year 2009-10, 9 paras have appeared in the current Audit & Inspection Report. Annotated replies to the audit paras have been sent to their office vide this office letter No. NITTTR/B&ITA/Audit/31592 dated 19.1.2011.

4. **Progress of Plan and Non Plan expenditure**

The status report on progress of expenditure under Non Plan, Plan(General) and Plan-(OSC)-OBC scheme at the end of 3<sup>rd</sup> quarter i.e.31.12.2010, placed in Finance Committee Item No.F.19.2.1, may please be perused.

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

There is no pending vigilance case in the institute.

6. **Redressal of public grievances**

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

\*\*\*\*