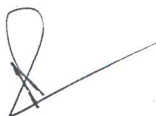


**MINUTES OF THE FOURTH MEETING OF THE BOARD OF GOVERNORS OF NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH(NITTTR), CHANDIGARH HELD ON JANUARY 27, 2006 AT 2.30 PM IN NITTTR CHANDIGARH**

The 4<sup>th</sup> meeting of the Board of Governors of the Institute was held at 2.30 p.m. on January 27, 2006 in NITTTR, Chandigarh. The following were present:

1. Mrs Rajesh Kumari, Chairperson  
Chairperson, BOGs, NITTTR,  
CHANDIGARH
2. Sh. DN Sreenivasappa, Member  
Under Secretary,  
Department of Secondary and Higher Education,  
Ministry of Human Resource Development,  
Govt. of India, Shastri Bhawan,  
New Delhi – 110 001  
representing  
Sh. Ravi Mathur, IAS,  
Joint Secretary (T),  
Department of Secondary and Higher Education,  
Ministry of Human Resource Development,  
Govt. of India, Shastri Bhawan,  
New Delhi – 110 001
3. Sh. AK Bagga, Member  
Head of Civil Engg. Department and  
Officer on Special Duty,  
Director, Technical Education (UP),  
KANPUR - 208024  
representing  
Mrs Usha Birjee,  
Director,  
Technical Education Uttar Pradesh,  
Govt. Polytechnic Campus, Vikas Nagar,  
KANPUR 208 024 (UP)
4. Sh. Nazir Hussain Malik, Member  
Registrar,  
State Board of Technical Education(J&K)  
JAMMU  
representing  
Shri GH Khan,  
Director,  
Technical Education,  
Government of Jammu and Kashmir,  
Boys Polytechnic Premises,  
Bikram Chowk, JAMMU

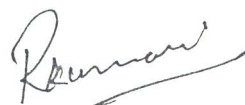


*Rajesh Kumari*

5. **Prof. Keshev Chandra Sharma,**  
Professor of Physics,  
HP University,  
SHIMLA – 171 005 **Member**
6. **Prof. Swadesh Gupta,**  
Adviser(Faculty Development)  
All India Council for Technical Education,  
NBCC Building,  
Eastern Towers, IV Floor, Pragati Vihar,  
Lodhi Road,  
NEW DELHI – 110 003 **Member**
7. **Dr SK Salwan,**  
Vice Chancellor,  
Punjab Technical University,  
Ladowali Road,  
JALANDHAR – 144 001 **Member**
8. **Dr(Ms) PK Tulsi,**  
Professor & Head,  
Education & Educational Management Department,  
National Institute of Technical Teachers'  
Training and Research,  
Sector 26,  
CHANDIGARH – 160 019 **Member**
9. **Dr OP Bajpai,**  
Director, **Member-Secretary**  
National Institute of Technical Teachers'  
Training & Research,  
Sector 26,  
CHANDIGARH – 160 019

The following members could not attend the meeting:

1. **Sh. SK Ray,** **Member**  
Financial Adviser (IFD),  
Govt. of India,  
Department of Secondary and Higher Education,  
Ministry of Human Resource Development,  
Shastri Bhawan, New Delhi – 110 001


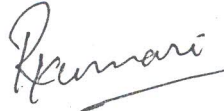


2. **Dr Bhagwan Singh,**  
**Secretary,**  
**State Board of Technical Education,**  
**Department of Science & Technology,**  
**Technology Bhawan,**  
**4<sup>th</sup> Floor, Baily Road,**  
**PATNA – 800 015(Bihar)** **Member**
3. **Shri PV Trivedi, IAS,**  
**Commissioner of Higher and Technical**  
**Education,**  
**Directorate of Technical Education,**  
**Gujarat State,**  
**2<sup>nd</sup> Floor, Block No.2,**  
**Dr.Jivraj Mehta Bhawan,**  
**GANDHINAGAR – 382 010(Gujarat)** **Member**
4. **Shri Vickram Jaidka,**  
**House No.11,**  
**Shivalik Enclave,**  
**NAC Manimajra,**  
**CHANDIGARH- 160 101** **Member**

At the outset, Mrs Rajesh Kumari, Chairperson extended warm welcome to all the members of the Board and expressed her deep gratitude towards them for having spared their valuable time for attending the meeting. She then requested Dr OP Bajpai, Director and Member Secretary to conduct the proceedings of the meeting. Dr. Bajpai also extended welcome and expressed gratitude towards Chairperson & other members of the Board for their coming all the way to attend the meeting.

Before taking up the various agenda items, Dr. O.P. Bajpai, Member-Secretary reported the several new initiatives and progress of the institute since the last BOGs' meeting i.e. March, 2005.

1. The institute has started New Innovative Path-Breaking Modular Master's degree programme in 06 disciplines for the first time in the country. The institute received approval from the AICTE, New Delhi on 16 June, 2005 and started the courses with effect from 20 June 2005. Admitted 120 teachers from 18 states and one Union Territory who are currently undergoing this programme.

   
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2. The institute also started Regular M.E Programmes in Six Disciplines and have admitted 43 teachers/students as on date.
3. The institute has been recognized as a QIP Centre for offering courses in ME and PhD. The institute offered admission to 07 teachers for PhD under QIP and 6 for ME QIP.
4. The institute established EDUSAT Network with a national coverage. A hub was installed at the institute on 10<sup>th</sup> August 2005. Trial transmissions are conducted towards the utilization of the system for transmitting Regular ME programmes by the institute.
5. The institute prepared National Vision 2015 document of the four NITTTRs and Programme of Action of NITTTR Chandigarh, submitted the same to Ministry of Human Resource Development (MHRD) for approval.
6. The institute also submitted proposal to MHRD to be covered under Technical Education Quality Improvement Programme (TEQIP) of the Government of India.
7. The institute assisted Tech-Ed-III States specifically for the state of Jammu and Kashmir for the quality improvement of technical education and also prepared DOR for establishing new polytechnics at Leh and Kargil.
8. The institute has been recognized as a Research Centre of Punjab Technical University Jalandhar. Member Secretary also expressed thanks towards Dr S. Salwan, Vice Chancellor, Punjab Technical University, Jalandhar.

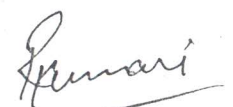



9. The institute conducted 03 Seminars on:

- a) National Seminar on Advances in Manufacturing Technology from 09-11 November 2005.
- b) National Conference on Management of Technical Education in New Millennium from 16-18 November, 2005.
- c) National Seminar on Empowering the Masses through Technology Application and Skill Training from 01-02 December 2005 inaugurated by Hon'ble Governor of Haryana Dr KR Kidwai.

In all more than 400 participants participated in the above mentioned three National Seminars.

10. The institute also assisted MHRD in preparing proposal for upgradation of infrastructure facilities in the existing polytechnics in special focus districts of Northern Region.
11. The institute also initiated National Induction Training Programmes for Newly Recruited Teachers of Engineering Colleges and have submitted proposal to AICTE, New Delhi which has since been approved as National Programme by AICTE and MHRD. We have completed four programmes of two weeks duration in different institutions in the country with more than 130 participants.
12. The institute has trained so far more than 4500 persons of polytechnics and engineering colleges in different disciplines, as a part of short term training programme the institute. Prepared Draft Operational Plan for both polytechnics and engineering colleges for the year 2006-07.
13. The institute also prepared revised curricula for Jammu and Kashmir, Haryana and few other states of the Northern Region.



14. The institute has launched its own Website in English and efforts are also being made to make the same available in Hindi.

The above programmes/New Innovations of the institute as reported by Member Secretary were appreciated by all the members of the Board and were admired and termed as milestones not only in the history of the institute but of the nation as a whole.

Thereafter the various agenda items were deliberated as under:

**ITEM NO.B.4.1 TO CONFIRM THE MINUTES OF THE 3<sup>RD</sup> MEETING OF THE BOARD OF GOVERNORS OF NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH(NITTTR), CHANDIGARH HELD ON 16.3.2005 AND TO REPORT ACTION TAKEN THEREON.**

- (A) The minutes of the 3<sup>rd</sup> meeting of the Board of Governors held on March 16, 2005 were confirmed as recorded .
- (B) It was resolved that necessary information as on date to plead the PUDA Court case in favour of the institute, be prepared by deptt. and case defended effectively.

While noting the follow up action on the various decisions/recommendations made by the Committee in its 3<sup>rd</sup> meeting including the pending items of its previous meetings as reported in the agenda, it was further resolved as under:

**Against**  
**ITEM NO.B.2.2 TO APPROVE THE ACTION INITIATED BY THE INSTITUTE REGARDING THE POST GRADUATE PROGRAMME.**

The efforts of the institute for starting Path breaking Modular Post Graduate (ME/M.Tech) Programmes alongwith regular Master Degree programmes were appreciated. The achievement of the institute regarding ME/M.Tech Modular Programmes in six subjects was admired and termed as a milestone not only in the history of the institute but of the nation as a whole.

The proposal of the institute for attaining Deemed University status was approved and it was desired that the institute may follow up for attaining the status at the earliest possible.

### ITEMS FOR REPORT

The information reported to the Board vide the following items was noted:


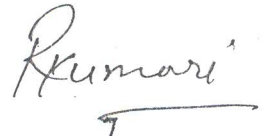
- Item No.B.4.2.1 regarding execution of Memorandum of Understanding for the year 2005-06 between the institute and the MHRD.
- Item No B.4.2.2 regarding Institute's initiative of starting Master of Engineering Modular programmes.
- Item No B.4.2.3 regarding Grant of EOL to Dr SK Dhameja, Professor for joining as Faculty Consultant at CPSC, Manila.
- Item No B.4.2.4 regarding Superannuation of institute employees from 1.4.2005 to 31.12.2005.
- Item No B.4.2.5 regarding allowing institute employees to continue service until superannuation;
- Item No B.4.2.6 regarding sanctioning of HBA to the institute employees; and
- Item No B 4.2.7 regarding appointment of Shri ML Saini as an Additional Institute Counsel in CWP titled Yashpal Mahajan Vs Union of India and others.

### ITEMS FOR RATIFICATION

Approval accorded by the Chairperson Board of Governors in the following cases vide UO

Nos noted against each item was ratified:

- Item No.B.4.3.1 Regarding deputation of Shri Narendra Singh, (UO No.37 dated Senior AO from the Office of the Comptroller & Auditor General of India to the Institute as Accounts Officer 14.09.2005) The Board welcomed Sh. Narendra Singh and placed on record the services of Sh. A.K. Rampal.
- Item No.B.4.3.2 Regarding deputation of Shri Sunil D Jassal, (UO No.22 dated Lecturer(Sr Scale) to AICTE as Assistant Director 26.5.2005)
- Item No.B.4.3.3 Regarding resignation of Shri Rajwinder Singh, (UO No.31 dated Lecturer, Computer Science Department 11.8.2005)

- Item No.B.4.3.4 Regarding completion of probation period of Mrs Poonam Syal, Assistant Professor, Rural Development Department, Mrs Lini Mathew, Assistant Professor, Electrical Engineering Department, Dr KM Rastogi, Professor CDC and Dr(Ms) PK Tulsi, Professor, Education & Educational Management Department. (UO No.32 dated 19.8.2005)
- Item No.B.4.3.5 Regarding advance increments to newly recruited Lecturers on account of possessing higher qualifications. (UO No.18 dated 5.5.2005).
- Item No.B.4.3.6 Regarding re-constitution of Expert Committee for checking estimates for House Building Advance to institute employees. (UO No.21 dated 16.5.2005)
- Item No.B.4.3.7 Regarding implementation of AICTE's guidelines on Career Advancement Scheme of faculty (UO No.17 dated 4.5.2005).
- Item No.B.4.3.8 Regarding termination of services of Shri Harsimrat Singh, Lecturer during probation due to unauthorized and willful absence. (UO No.06 dated 7.3.2005).
- Item No.B.4.3.9 Regarding empanelment of Dr Balbir Singh Panwar as AMA for Dental treatment (UO No.26 dated 16.6.2005).
- Item No.B.4.3.10 Regarding empanelment of Advocates as Standing Counsel of the Institute (UO No.27 dated 17.6.2005).
- Item No.B.4.3.11 Regarding changing of status of Mrs Kanika Sharma, Lecturer from regular to temporary (UO No.5 dated 2.3.2005).

#### ITEMS FOR CONSIDERATION

**ITEM NO.B.4.4.1 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2004-05.**

It was reported that the certified copies of the Annual Accounts, the Audit Certificate and the Utilization Certificate have been received from the Audit Office on 20.1.06. Copies thereof were also placed before the members of the Board. The Board considered the Annual Report of the institute for the year 2004-05 and recommended the same to the Society for approval.






**ITEM NO.B.4.4.2 TO APPROVE THE MINUTES OF THE FOURTH MEETING OF FINANCE COMMITTEE HELD ON 27.01.2006**

The minutes of the 4<sup>th</sup> meeting of the Finance Committee which was held on January 27, 2006 were placed before the members of the Board. The recommendations of the Committee were considered and approved by the Board.

**ITEM NO.B.4.4.3 TO APPROVE THE MINUTES OF THE 2<sup>nd</sup> MEETING OF THE ACADEMIC COUNCIL HELD ON 12.9.2005.**

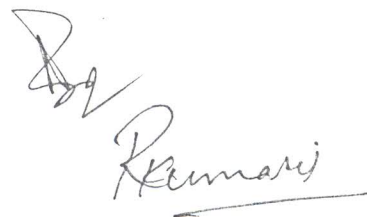
The minutes of the 2<sup>nd</sup> meeting of the Academic Council held on September 12, 2005 were submitted to the Board. The minutes were considered and approved.

**ITEM NO.B.4.4.4 TO CONSIDER THE IMPLEMENTATION OF "THE RIGHT TO INFORMATION ACT, 2005 – APPOINTMENT OF PUBLIC INFORMATION OFFICER ETC."**

The appointment of Dr Sunil Dutt, Assistant Professor as Public Information Officer of the institute under the Right to Information Act, 2005 was approved. The Board advised that the institute should implement the act in letter and spirit.

**ITEM NO.B.4.4.5 TO CONSIDER AND APPROVE THE INSTITUTE'S PROPOSAL TO APPOINT FACULTY(I) ON DEPUTATION AND (II) REAPPOINTMENT OF SUPERANNUATED FACULTY**

It was resolved that the institute should make all out efforts to fill up all the vacant faculty posts as soon as possible. However, where any post could not be filled up, the Institute may appoint faculty on deputation basis as a stop gap arrangement until a regular person is appointed. Similarly the institute may appoint superannuated persons as faculty on contract basis for a specific period against the sanctioned posts, the terms and conditions of contract of such appointees need to be decided and specified in advance. The Board resolved that the faculty appointed on deputation/contract basis should meet the qualification prescribed by the institute.

  
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**ITEM NO.4.4.6 TO CONSIDER GRANTING OF COMPENSATORY HOLIDAYS TO THE INSTITUTE FACULTY AND STAFF DEPLOYED ON HOLIDAYS AND WEEKLY OFFs FOR ME(MODULAR) PROGRAMMES**

The Board appreciated the need of flexible working days due to summer and winter M.E. Modular Courses and resolved that the Director of the Institute may fix up flexi working days and flexi working hours in respect of the faculty and staff deployed for ME Modular Programmes.

**ITEM NO.4.4.7 TO CONSIDER CONFIRMATION OF FACULTY AND SENIOR TECHNICAL NON-TEACHING STAFF OF NITTTR, CHANDIGARH**

The faculty members and Senior technical staff who have completed their probation successfully and have already become due for confirmation as reported in the agenda item were confirmed against the posts as mentioned in the agenda item.

**ITEM NO.B.4.4.8 TO CONSIDER DELEGATION OF POWERS FOR APPROVAL OF ANNUAL ACCOUNTS OF THE INSTITUTE.**

The Board resolved that the powers to approve and sign the institute accounts for their presentation to the Audit Office for audit be delegated jointly to the Director who is also the Member Secretary of the Board of Governors and the Accounts Officer of the Institute. However the Audit report on the annual accounts of the institute be placed before the Board of Governors/Society invariably for consideration and approval.

**ITEM NO.B.4.4.9 TO APPROVE DELEGATION OF POWERS TO THE SENIOR ADMINISTRATIVE OFFICER FOR DEALING WITH PERSONNEL LEGAL MATTERS OF THE INSTITUTE AND TO AUTHORISE THE DIRECTOR TO DELEGATE HIS POWERS TO OTHERS.**

The Board approved delegation of Powers of the Director to the Senior Administrative Officer of the Institute to sign legal documents with the approval of the Director. The Director may also delegate his other powers to any officer of the Institute with the approval

of the Board in terms of Rule 15(f) of the Rules & Regulations of NITTTR Chandigarh Society.

**ITEM NO.B.4.4.10 TO CONSIDER RE-CONSTITUTION OF SELECTION COMMITTEE FOR DIRECT RECRUITMENT AND PROMOTION OF FACULTY AND OTHER GROUP "A" AND "B" LEVEL POSTS IN THE INSTITUTE.**

The Board advised to seek the views of AICTE regarding reconstitution of the Selection Committee.

**ITEM NO.B.4.4.11 TO CONSIDER DOWNGRADING OF ONE POST OF ASSISTANT PROFESSOR, APPLIED SCIENCE DEPARTMENT TO LECTURER, APPLIED SCIENCE DEPARTMENT**

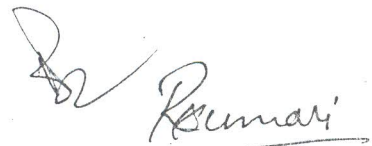
It was advised by the Board that the institute instead of downgrading the post of Assistant Professor should fill up the post of Assistant Professor, which is a sanctioned post and lying vacant.

**ITEM NO.B.4.4.12 UNAUTHORIZED ABSENCE FROM DUTY OF MRS AMRIT KAUR, JUNIOR SYSTEM PROGRAMMER**

The Enquiry report was considered and accepted. The Board resolved that further necessary action in the matter may be taken as per the provisions of CCS(CCA) Rules, 1965.

**ITEM NO. B.4.4.13 TO CONSIDER RECOGNITION OF FORTIS MULTI SPECIALITY HOSPITAL, MOHALI FOR PROVIDING MEDICAL FACILITIES TO THE EMPLOYEES AND PENSIONERS OF THE INSTITUTE**


The Board approved empanelment of Fortis Multi Specialty Hospital, Mohali for providing facilities of medical treatment to faculty and staff and their dependents and pensioners and their dependents at par with rates applicable under the CGH Scheme of the Central Govt. at

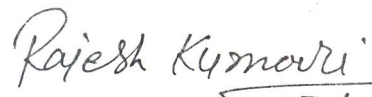
  
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the Central Govt. at Delhi subject to the contributions to be paid by the institute employees and pensioners at par with CGHS of the Central Govt.

The Member-Secretary reported to the Board about the difficulties in completing the quorum for meetings of Finance Committee which is of three members against the total strength of five members including the Chairperson. He proposed that against the alone existing nominee of the Board i.e. Sh. Vickram Jaidka, there may be two members i.e. either Sh. Vickram Jaidka or Sh. K.C. Sharma subject to their availability. After listening to the Member-Secretary, the Board accepted the proposal and approved that either Sh. Vickram Jaidka or Sh. K.C. Sharma will be members of the Finance Committee in the order of preference.

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

  
07/2/06  
(Dr OP Bajpai)  
Member Secretary

  
07/2/06  
(Rajesh Kumari)  
Chairperson, Board of Governors