

ITEM No.B.23.1 TO CONFIRM THE MINUTES OF THE 21ST AND 22ND (SPECIAL) MEETINGS OF THE BOARD OF GOVERNORS HELD ON 21.10.2011 AND 24.12.2011 AT NITTTR CHANDIGARH RESPECTIVELY AND TO REPORT ACTION TAKEN THEREON

(a) The minutes of the 21st and 22nd (special) meetings of the Board of Governors of the institute held on 21.10.2011 and 24.12.2011 at NITTTR Chandigarh were circulated amongst all its members vide institute letter No.NITTTR/Board/21st-Minutes/ 24709-726 dated 15.11.2011 and No. NITTTR/Board/22nd-Minutes/ 29567-583 dated 27.12.2011 respectively, for their information and comments, if any. Copies of the minutes are enclosed as **Annexure - I** (at page Nos.1 to 8) and **Annexure - II** (at Page Nos.9 to 13). 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
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Against
ITEM No.B.21.1 TO CONFIRM THE MINUTES OF THE 20TH MEETING OF THE BOARD OF GOVERNORS HELD ON 25.06.2011 AND TO REPORT ACTION TAKEN THEREON

The minutes were confirmed as recorded Noted

Against
ITEM No.B.20.3.2 TO CONSIDER THE CASE OF FACULTY MEMBERS WHO HAD NOT OBTAINED PH.D WITHIN 7 YEARS AS PRESCRIBED IN THE TERMS & CONDITIONS OF THEIR SELECTION TO THE POST OF ASSISTANT PROFESSOR

This item has been discussed under Item No. 21.3.4. Noted

Against
ITEM No.B.20.3.4 TO APPROVE APPOINTMENTS OF ASSISTANT PROFESSORS ADVERTISED BY THIS INSTITUTE AGAINST ADVERTISEMENT NO. 124-9/2010 REGARDING

The action taken by the institute was noted by the Board of Governors but members further suggested that institute may follow up with the UGC regarding the case of Assistant Professor Applied Sciences(Applied Mathematics).

The said item is separately placed at **item No.B.23.3.4.**

Against
ITEM No.B.20.3.5 TO CONSIDER RE-EMPLOYMENT OF FACULTY BEYOND THE AGE OF SUPERANNUATION

The Board of Governors approved to follow the instructions issued by MHRD vide its letter No.6-11 / 2011.TS.IV dated 12th October, 2011 & to implement the decision of the previous Board of governors meeting.

The item was put up in the 22nd (special) meeting of Board of Governors vide item No.B.22.4 held on 24.12.2011 for further consideration.

Against
ITEM No.B.21.3.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 21ST MEETING OF FINANCE COMMITTEE TO BE HELD ON 21.10.2011

The Board of Governors approved the minutes of the 21st meeting of Finance Committee held on 21 October, 2011.

Noted

Against
ITEM No.B.21.3.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 12th MEETING OF ACADEMIC COUNCIL HELD ON 18.10.2011.

The Board of Governors approved the minutes of the 12th meeting of Academic Council held on 18 October, 2011.

Noted

Against
ITEM No.B.21.3.3 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2010-2011

The Board of Governors approved the Annual Report of the Institute for the year 2010-2011. The Board of Governors further advised the institute

The Audit Report of the accounts of the institute was received from the Principal Accountant General (Audit) Punjab & U.T, (U.T. Office),

to follow up with the Office of Principal Accountant General (Audit) Punjab & UT Chandigarh for Audit and Utilisation Certificates. However, the Board suggested that the Annual Report of the Institute for the year 2010-2011 including Audit and Utilisation Certificates (after getting it approved from the Chairman, Board of Governors, NITTTR Chandigarh) be sent to MHRD by 31st December, 2011 after incorporating the same in the Annual Report

Chandigarh vide letter No.OAD / (C) / SAR / NITTTR / 2010 –11 / 309 dated 24.11.2011. The same has been incorporated in the Annual Report. The Annual Report (Hindi & English version) has been sent to MHRD New Delhi vide letter no. NITTTR / Board / AR-2010-2011/ 28631 dated 20.12.2011 and no. NITTTR / Board / AR-2010-2011/ 29584 dated 27.12.2011 respectively. This has also been reported in 22nd (special) meeting of Board of Governors vide item no.B.22.8. The BoGs approved the item and advised the institute to implement the observations made in the Audit Certificate.

Against

ITEM No.B.21.3.4 TO CONSIDER THE REQUEST OF Mrs. POONAM SYAL AND Mrs. LINI MATHEW, ASSOCIATE PROFESSORS FOR GRANT OF EXTENSION FOR COMPLETING Ph.D.

The action taken by the institute was noted by the Board of Governors but the Board of Governors was of the opinion that before giving any extension, factual reasons for not completing Ph.D within the stipulated time of seven years may be ascertained. In addition, opinion of the guide regarding the status of their Ph.D and the expected date of completion may be sought. In addition, case may be pursued with AICTE regarding clarification on the issue.

Mrs. Lini Mathew and Mrs Poonam Syal were requested to give factual reasons for not completing Ph.D within the stipulated time of 7 years. Both the faculty members have submitted the factual reasons. Copies enclosed as **Annexure - III** at page Nos. 14 to 15. Opinion of the guide regarding the status of their Ph.D is enclosed as **Annexure – IV** at page No.16. Mrs.Lini Mathew vide letter dated 16.02.2012 (copy enclosed as **Annexure – V** at page No.17 to 18) has informed that she has completed the work and submitted her thesis in Panjab University Chandigarh on 14.02.2012 and the degree will be acquired by September, 2012, provided all the formalities for award of the degree are done in time by Panjab University, Chandigarh. Simultaneously, the Institute had requested AICTE to intimate the action to be initiated in such cases vide letter No.NITTTR / Admn / E-1 / 28603 dated 19.12.2011 (copy enclosed as **Annexure - VI** at page No.19. But the reply is still awaited.

Against

ITEM No.B.21.3.5 TO APPROVE THE QUALIFICATION AND AGE FOR THE POST OF DIRECTOR, NITTTR, CHANDIGARH

The Board desired that the qualification and age of Director, NITTTR Chandigarh as mentioned in the MoA may not be changed frequently and further advised that institute may consult other NITTTRs and form a committee in this regard. The Committee should look into the existing necessary qualifications under AICTE and decide upon the suitable qualifications and age for the Directors of all the NITTTRs by giving full justification for proposed changes.

A meeting of all the four Directors of NITTTRs was held on 23.01.2012 at NITTTR Chennai. Minutes of the meeting are yet to be finalised.

Against

ITEM No.B.21.3.7 ROTATIONAL HEADSHIP

The Board suggested that the institute to watch the outcome of case pending with Hon'ble Punjab & Haryana High Court in this regard.

The said Civil Writ Petition is on regular hearing and the next date of hearing has been fixed for 24.04.2012.

Against

ITEM No.B.21.3.8 TO APPROVE THE QUALIFICATION AND EXPERIENCE FOR FACULTY POSTS

The Board of Governors was of the opinion that the document containing qualifications and experience for faculty posts may be sent to individual Board Members for their consideration and comments before sending the same to the Ministry for approval.

As per the direction of the Board, the document containing qualifications and experience for faculty posts was sent to all the Board members for consideration & comments vide letter No.NITTTR / Board / 21st – Minutes / 24709-726 dated 15.11.2011. As no comments were received from the members, it was considered as approved. The document was then sent to Ministry for its approval vide letter No.NITTTR/Board/21st Meeting / 27159 dated 30.11.2011. A reminder vide letter No. NITTTR/ Admn/RA/35767 dated 13.02.2012 has been sent to Ministry for approving the draft qualifications for faculty posts at an early date. Reply from Ministry is still awaited. Copy of the letter is enclosed as **Annexure - VII** at page No.20.

Against

ITEM No.B.21.3.9 TO CONSIDER PROTECTION OF PAY OF Mrs. KANIKA SHARMA AND CLAIM OF SENIORITY W.E.F. 17.09.2004

The Board of Governors advised that a legal opinion in writing may be sought at the earliest and if need be the matter may be placed in a special Board of Governors meeting for further action.

The item was put up in the 22nd (special) meeting of Board of Governors vide item No.B.22.1 held on 24.12.2011 for further consideration.

Against

ITEM No.B.21.3.11 TO CONSIDER NOMINATION OF ONE BOARD MEMBER FOR MEMBERSHIP OF THE FINANCE COMMITTEE OF THE INSTITUTE.

The Board of Governors appreciated the services rendered by Shri PD Mongia, Member of Board of Governors & Finance Committee. The Board of Governors further desired to convey him the appreciation of the services rendered by him. The Board further nominated Dr N Sathyamurthy, Director, Indian Institute of Science Education & Research, Sector 81, PO Manauli, SAS Nagar, Mohali as Board member on Finance Committee in place of Shri PD Mongia for a period of three years from the date of nomination or until further orders.

Appreciation letter No.NITTTTR / Board - Formation / 27840 dated 08.12.2011 has been sent to Shri PD Mongia.

Against

ITEM No. B. 21.3.12 TO REPORT ABOUT THE NOMINATION OF THREE NEW MEMBERS ON THE BOARD OF GOVERNORS OF THE INSTITUTE.

The Board of Governors noted the nomination of following three members on the Board of Governors of the institute by the Ministry for a period of three years from the date of their nomination i.e. upto 4th October, 2014. :

Noted

1. The Director of Technical Education and Industrial Training, Govt. of Punjab, Plot No.1, Chandigarh 160 036. - Rules 2 (c) & 4(c)
2. Dr. N. Sathyamurthy, Director, Indian Institute of Science Education and

Research, Sector 81, P.O. Manuali,
SAS Nagar, Mohali - 140 306. - Rule
4(d)

3. Shri S.P. Oswal, Chairman, Vardhman
Group of Companies, Ludhiana,
Punjab. - Rule 4(d)

The Board of Governors also noted the nomination of one member of Institute faculty Dr. S. Chatterji, Prof. & Head Electrical Engg. Department, Chandigarh on the Board of Governors of the Institute for a term of one year from 01.07.2011 to 30.06.2012 by the Director.

Against

ITEM No.B.21.3.13 TO CONSIDER THE INTER-SE SENIORITY OF CAS PROMOTED FACULTY AND OPENLY SELECTED FACULTY

The Board desired that the matter be taken up in the next meeting of the Board of Governors.

As directed by the Board the said item is being placed at item **No.B.23.3.5.**

Against

ITEM No.B.22.1 TO CONSIDER PROTECTION OF PAY OF Mrs.KANIKA SHARMA AND CLAIM OF SENIORITY W.E.F. 17.09.2004

The Board of Governors of the Institute went through the legal opinion of the Institute Counsel Shri I S Sidhu regarding the case of protection of pay of Mrs. Kanika Sharma and claim of seniority w.e.f. 17.09.2004 as per the directions of the Hon'ble High Court. The Board of Governors agreed to approve the benefit of pay protection to Mrs. Kanika Sharma as per pay fixation rules under FRSR FR 22(1)(a). Regarding grant of senior scale and seniority to Mrs. Kanika Sharma, as the institute is following AICTE guidelines which are silent on this issue, the Board of Governors advised that clarification may be sought from AICTE at the earliest so that necessary decision may be taken in this regard.

The pay of Mrs. Kanika Sharma has been protected vide office order No.301 dated 16.02.2012 (copy enclosed as **Annexure – VIII** at page No.21. So far as grant of senior scale and seniority is concerned, the Institute in compliance of the decision of Board of Governors and Govt. of India directions dated 6.2.2012 has requested AICTE New Delhi vide letter No. NITTTR/Admn/ E-1/34193 dated 1.2.2012 to clarify whether the fresh appointment offered as a result of fresh selection on the basis of open advertisement for regular / permanent post on 9.9.2011 relate back to her initial appointment against leave vacancy and the temporary service be counted for the purpose of seniority and grant of senior scale. The decision of the Board of Governors was submitted in the Hon'ble High Court on

17.1.2012. The Hon'ble Justice Mr. I.J. Masih has directed that latter portion of the decision is in violation of the order dated 13.9.2011, wherein after issuing directions for consideration of the claim of the petitioner, Hon'ble Court clarified with regard to the entitlement of seniority of the petitioner w.e.f. 17.9.2004. The Hon'ble High Court has also directed the Board of Governors to reconsider its decision with regard to referring the matter to the AICTE and take decision thereon and pass an appropriate order in compliance with order dated 13.9.2011. The court has directed that the needful be done within a period of two months from today i.e. 17.1.2012 by the Board of Governors. A copy of order of Hon'ble High Court dated 17.1.2012 is attached as **Annexure – IX** at page No.22 to 25 and legal opinion of institute counsel Shri I.S. Sidhu is attached as **Annexure – X** at page No.26 to 27. Although Hon'ble court indicated that seniority may be given from 17.09.2004, but the date of joining of Mrs. Kanika Sharma is 17.11.2004.

**Against
ITEM NO.B.22.2 TO CONSIDER AND REVIEW OVERALL FACULTY
DEVELOPMENT PROGRAMME RULES OF THE
INSTITUTE**

The Board of Governors approved the recommendations of the Committee regarding Faculty Development Programmes. However, under the Item 4-C, the Board of Governors limited the duration of training programme to 2 weeks in a calendar year.

Noted

**Against
ITEM NO.B.22.3 TO CONSIDER AND ADVISE REGARDING
ARBITRATION CASE**

The Board of Governors agreed with the legal opinion of the institute Counsel Shri I S Sidhu and approved the same.

Noted

Against
ITEM No.B.22.4 TO CONSIDER RE-EMPLOYMENT OF FACULTY BEYOND THE AGE OF SUPERANNUATION

The Board of Governors decided to follow the UGC norms for re-employment of faculty beyond the age of superannuation i.e. 65 years.

Noted

Against
ITEM NO.B.22.5 TO REPORT REGARDING ISSUANCE OF CHARGE SHEET TO SHRI K.L. SINGLA, SENIOR ADMINISTRATIVE OFFICER

Member Secretary informed the Board of Governors that as per its directions, a charge sheet was issued to Shri KL Singla, Sr. Admn. Officer on 23.09.2011. Shri KL Singla replied to this charge sheet vide his letter dated 07.10.2011. After examining the reply of Shri KL Singla and other documents relating to the case, Member Secretary informed the house that although there is laxity on the part of Shri KL Singla in the devotion towards his duty and his act is unbecoming of a government servant, but keeping in view his previous record of service and also the fact that he is retiring on superannuation from services on 31.12.2011, a lenient view may be taken and a penalty of censure may be imposed on Shri K L Singla.

A penalty of censure was imposed on Shri KL Singla vide letter No.1184 dated 29.12.2011 (copy enclosed as **Annexure - XI** at page No.28 to 29. However, Shri KL Singla vide his letter dated 30.1.2012 has sent an Appeal against order No.1184 dated 29.12.2011 for consideration. A copy of appeal is enclosed as **Annexure - XII** at page No.30 to 37 for kind perusal of the Board of Governors.

The BOGs agreed with the opinion of Member Secretary and authorized him to issue the orders accordingly.

Against
ITEM NO.B.22.6 TO CONSIDER AND APPROVE THE PENSION CASE OF SHRI K.L. SINGLA, SENIOR ADMINISTRATIVE OFFICER

The Board of Governors approved the pension calculations (Annexure-XI) of Shri K L Singla, Sr. Administrative Officer, prepared by the Institute as per the Ministry's directive vide letter no. 7-23/2010-TS-IV dated 21st July, 2011 under CCS Pension Rules 1972 as amended from time to time and the orders issued by the Pension and Pensioner's Welfare from time to time.

Shri K.L. Singla has been paid DCRG of ₹ 3,44,300/- and leave encashment of 63 days. The case for his pension entitlement & commutation has been referred to MHRD & DOPT, Govt. of India for clarification. His pension & commutation will be released soon after the receipt of clarification from MHRD & DOPT, New Delhi.

Against
ITEM NO. B. 22.7 TO REPORT ABOUT THE NOMINATION OF FIVE NEW MEMBERS ON THE BOARD OF GOVERNORS OF THE INSTITUTE

The Board of Governors welcomed the new members nominated by MHRD, GOI.

Noted

Against
ITEM NO. B. 22.8 TO REPORT ABOUT THE AUDIT CERTIFICATE ON ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2010-11

The Board of Governors approved the Audit Certificate on the Annual Accounts of the Institute for the Financial Year 2010-11 issued by the Principal Accountant General, (Audit), Punjab and U.T, Chandigarh and advised the institute to implement the observations made in the Audit Certificate.

Noted

ITEM NO.23.2

ITEM FOR REPORTING

ITEM NO.B.23.2.1 TO REPORT REGARDING CONFIRMATION OF INSTITUTE EMPLOYEES

The Director is pleased to confirm the following employees against the posts, in the pay band and from dates mentioned against each:

Sr. No.	Name (Sarvshri)	Post against which confirmed	Pay Band	Date of confirmation
1.	Jagan Nath Lohra	LDC	5200-20200	29.09.2010
2.	Tejwant Singh	LDC	5200-20200	06.10.2010

IT IS FOR INFORMATION ONLY

ITEM NO.B.23.2.2 TO REPORT CONTINUATION OF SERVICE OF SHRI YOGINDER KAUSHAL, STENOGRAPHER GRADE II ON ATTAINING THE AGE 55 YEARS

The Director is pleased to approve continuance in service on completion of 55 years of age of Shri Joginder Kaushal, Stenographer Grade II, on 11.03.2011, till the normal age of Superannuation. This is, however, subject to review in future by appointing authority under rules, in public interest.

IT IS FOR INFORMATION ONLY

ITEM NO.23.3 ITEM FOR CONSIDERATION

ITEM NO.B.23.3.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 22ND MEETING OF FINANCE COMMITTEE TO BE HELD ON 13.03.2012

The 22nd meeting of Finance Committee is scheduled to be held on 13.03.2012 at 11.30 A.M. Agenda papers for this meeting are attached herewith in a separate booklet as **Annexure - XIII**. The minutes of the meeting of Finance Committee will be placed before the Board of Governors for consideration and approval at the time of meeting.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO.B.23.3.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 13TH MEETING OF ACADEMIC COUNCIL TO BE HELD ON 13.03.2012

The 13th meeting of Academic Council is scheduled to be held on 28.02.2012. Agenda papers for this meeting are attached herewith in a separate booklet as **Annexure - XIV**. The minutes of the meeting of Academic Council will be placed before the Board of Governors for consideration and approval at the time of meeting.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO.B.23.3.3 TO CONSIDER AND APPROVE THE OPERATION PLAN OF THE INSTITUTE FOR THE YEAR 2012-13

The Operational Plan of the Institute for the year 2012-13 may please be perused at page Nos.15 to 50 of Academic Council Agenda for the 13th meeting attached as separate booklet.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM No.B.23.3.4 TO APPROVE THE APPOINTMENT OF ASSISTANT PROFESSOR, APPLIED SCIENCE (APPLIED MATHEMATICS) ADVERTISED BY THIS INSTITUTE AGAINST ADVERTISEMENT NO. 124-9/2010

An Item (Item No. B.20.3.4) regarding approval of appointments for the posts of Assistant Professors advertised by this institute against Advertisement No.124-9 / 2010 was put up in the 20th meeting of the Board of Governors held on 25.6.2011. While approving the recommendations of the various selection committees, the Board advised that opinion / clarifications may be sought regarding the weightage of two high courts rulings in respect of need of NET qualification from UGC. (Reference: Discussion of the case of one of the candidates Dr Sunita Rani Jain for eligibility for the post of Assistant Professor, Applied Science (Applied Mathematics)).

While noting the follow-up action taken by the institute, Board of Governors in its 21st meeting (vide Item No.B.21.1 (b) against Item No.B.20.3.4) held on 21.10.2011, further suggested to followup with UGC regarding the case of Assistant Professor, Applied Science (Applied Mathematics).

Based on the recommendations of the Board of Governors the institute sought clarification from UGC regarding exemption from NET for candidates having Ph.D and M.Phil degree for the post of Assistant Professor, Applied Science (Applied Mathematics) in the institute. The clarification from UGC is enclosed as **Annexure - XV** at page no.38 to 48 for kind perusal.

Based on the letter from UGC and its guidelines on the subject, the institute sought a similar clarification vide letter No. NITTTR / Admn / RA / 24702 dated 15.11.2011 from Registrar, Punjab Technical University, Jalandhar and subsequent reminder to the concerned Officer of PTU Jalandhar vide our letter No.NITTTR/Admn/29371 dated 27-12-2011.

In response to our letter referred above, Punjab Technical University, Jalandhar vide their letter No.PTU/DA/4478/32111 dated 8.12.2011, informed that PTU has been awarding B.Tech/M.Tech/Ph.D degrees to candidates as per AICTE/UGC, New Delhi norms since its inception. However, PTU Jalandhar vide their letter No. PTU/DA/Ph.D/232/08/4314 dated 21.12.2011 has further clarified as follows:

“Dr Sunita Rani Jain was registered in the year 2006 and at that time there was no entrance test and course work. The candidate has submitted her thesis on 17.8.2009 (degree awarded in 2010). The entrance test of Ph.D was conducted in 2010”.

Keeping in view the clarifications sought from UGC and PTU Jalandhar, the Director vide his orders dated 18.1.2012, constituted a committee consisting of Dr JS Saini, Chairman, Dr SS Banwait, Member, Dr Rakesh K. Wats, Member and Dr BC Choudhary, Member to give its recommendations on the subject. The committee met on 24th January 2012 and recommended that Dr Sunita Rani Jain cannot be exempted from NET which is an essential requirement for the post of Assistant Professor, Applied Science (Applied Mathematics) as per UGC Guidelines. The recommendations of the committee are enclosed as **Annexure – XVI** at page No.49 to 50 for kind perusal.

It is worth to add here that the Selection Committee which met on 24.5.2011 at this institute to select suitable candidate for the post of Assistant Professor, Applied Science (Applied Mathematics) had selected Dr Aditya Kaushik (Registration No.38) for the post of Assistant Professor, Applied Science (Applied Mathematics) with four increments on minimum basic/protection of salary for the post of Assistant Professor, Applied Science (Applied Mathematics).

An U.O. No. NITTTR / Admn / RA / 04 dated 10.2.2012 (copy enclosed as **Annexure - XVII** at page No.51 to 52 was submitted to the Chairman, Board of Governors for his kind approval. The Chairman, Board of Governors, however, desired that this may be put up in the Board of Governors meeting scheduled to be held on 13.03.2012.

BOARD OF GOVERNORS MAY KINDLY CONSIDER & APPROVE

ITEM NO.B.23.3.5 TO CONSIDER THE INTER-SE SENIORITY OF CAS PROMOTED FACULTY AND OPENLY SELECTED FACULTY

Until 2002, the institute used to have three cadres of faculty i.e. Lecturer, Assistant Professor and Professor. During 2002, the institute adopted Career Advancement Scheme (CAS) for its faculty. As a result of implementation of the Career Advancement Scheme, following categories of faculty emerged:

- a. Lecturer
- b. Lecturer (Senior Grade)
- c. Lecturer (Selection Grade)
- d. Assistant Professor (CAS and Open Selection)
- e. Professor (CAS and Open Selection)

Subsequent to implementation of recommendations of the Sixth Pay Commission and service conditions recommended thereunder, the following changes have taken place.

The nomenclature Lecturer has been replaced by Assistant Professor and Assistant Professor has been replaced as Associate Professor. Following categories of faculty exist in the institute now:

- (i) Assistant Professor
- (ii) Associate Professor (CAS and Open Selection)
- (iii) Professor (CAS and Open Selection)

Subsequent to implementation of CAS in 2002, a large number of faculty members have been promoted as Associate Professors and Professors and an issue with regard to their seniority has cropped up. The matter pertaining to determining inter-se seniority of CAS promoted faculty and openly selected faculty was taken up by the Board of Governors (BoGs) of the institute and the Ministry of Human Resource Development (MHRD), Govt. of India in 2004. The Board of Governors of the institute vide item No.B.1.18 held on 18.06.2004 recommended the following:

“The Board noted the guidelines on the subject matter issued by the AICTE vide their letter No.FD/PSSC/Clarif/2002/1 dated 03.01.2003 and deliberated at length on the agenda item. Keeping in view the constitution of the Selection Committee for direct recruitment, for in-situ promotions under the Career Advancement Scheme and the procedure followed for in-situ promotions, the Board was of the opinion that inter-se-seniority for the faculty promoted under Career advancement Scheme vis-à-vis those recruited directly through open selection may be considered. However, it being a policy decision having wider implications and involving various legalities, the matter may be referred to the Ministry of Human Resource Development with full details of procedure followed in both the cases for their concurrence.”

Accordingly, the matter was referred to the Ministry and the following reply was received:

“Subject:- Inter-se-Seniority of Professor and Assistant Professor under Career Advancement Scheme vis-à-vis those recruited through open selection.

I am directed to refer to your letter No.NITTTTR / Adm / EA-1 / 8282 dated 2 August, 2004 on the subject mentioned above and to say that the matter was considered and examined in consultation with IFD of this 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 among as both are to be treated as distinct group. However, it may also further be added that if for any post, the recruitment specifies that certain percentage of vacancies shall be filled by Direct Recruitment and remaining percentage of promotion, then inter-se-seniority shall be determined with reference to quota-rota system.

Sd/- D.N. Sreenivasappa, Under Secretary.”

The above directions of the Ministry were implemented and accordingly informed in the Board meeting held on 16.03.2005.

The issue was again taken up in the Board meeting under item no.B.15.4.8 dated 11.10.2009. The Board of Governors in its 16th meeting held on 13.04.2010 constituted a three members committee to examine the case of seniority of directly recruited Professors vis-a-vis those promoted to the rank of Professor through CAS after giving effect to the date of promotion through CAS of the later. The recommendations made by the committee consisting of (1) Dr.(Mrs.) S.K. Pandey (2) Dr. Bhagwan Singh (both Board Members) and (3) Dr. Parijat De, Director of the institute (Member Secretary) were placed in the 18th meeting of the Board of Governors held on 09.11.2010 which are reproduced below:

1. Clarifications pertaining to CAS for teachers of degree level technical institutions has been provided by Shri B.G. Naresh Kumar, Adviser (FD), AICTE through his letter No.F.No.FD/PSSC/Clarif/2003/1 dated 19.9.2003 wherein it has been decided that direct recruitees will be considered senior to CAS promotees.

However, as for deciding seniority vis-à-vis date of promotion for direct recruitees and the CAS promotees, no clarification has been provided.

2. It is recommended by the committee that while two separate lists may be maintained in the institute for directly recruited faculty and faculty upgraded through CAS in the same post, for day-to-day activities of the institute such as headship in the departments, deputing faculty outside the institute, chairmanship of various committees in the institute etc, the Director is authorized to recommend name(s) from the list of Professors (Direct recruitees and through CAS).

Now the faculty members who were promoted under CAS are again requesting that inter-se-seniority of CAS promoted faculty and directly recruited faculty be considered.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND ADVISE

ITEM NO.B.23.3.6 TO CONSIDER MODIFICATION OF ADVERSE REMARKS APPEARED IN THE APAR OF SHRI MANMOHAN SINGH, SENIOR LIBRARIAN FOR THE YEAR 2010-2011

In terms of Government of India, MHRD letter No. 4-3/2011-TS.IV dated 14/17 October, 2011, the full APAR(copy enclosed as **Annexure - XVIII** at page No.53 to 72) including the overall grade and assessment of integrity was communicated to all the employees of the institute.

Period of fifteen days was given for making any representation, if any, against the entries and the final grading given by the Reporting/Reviewing Officer from the date of receipt of the APAR. Accordingly the representation of Mr Manmohan Singh was received within the stipulated time i.e within fifteen days .

Mr Manmohan Singh, Senior Librarian had represented against the entries made by the Reporting/Reviewing Officer vide his representation dated 28.11.2011(copy attached as **Annexure – XIX** at page No.73 to 74). Accordingly as per the rules, the representation of Manmohan Singh was forwarded to his Reporting Officer i.e Dr Parijat De, Ex Director for his comments. Dr De vide his letter dated 20.12.2011 (copy enclosed as **Annexure - XX** at page No.75 to 94) has made the following recommendations revising certain part in the said APAR.

Sr. No.	Points raised by Shri Manmohan Singh, Senior Librarian	Observations/View point of Dr Parijat De, Ex Director
1	Under the heading Report by the Reporting Officer, para 1 the RA has used the abbreviation N.A as remarks. This reported remark is evasive and elusive, it is not clear what the RA intends to convey.	Under 1, N.A should be replaced by “the reporting officer agrees with the statement made by the officer to a great extent”.
2	State of Health	No change in 2
3.	In para 3 the RA reported remarks of “a little biased as he himself belongs to the reserved category” is baseless, derogatory and unfounded since I belong to the general category	The remark under 3 should be expunged and replaced by ‘Good’.
4.	Integrity	In 4 and 5 no change

5.	Training Requirement	In 4 and 5 no change
6.	Overall qualities of the employee/officer including areas of strength and weakness.	Under 6, after the word knowledgeable the rest should be expunged.
7.	Attitude towards the weaker sections	No change in 7.

Dr Parijat De has further increased the numerical grading in some places which have been duly signed by him. He has finally revised the score from 6.85 to 7.66 which too has been duly signed by him.

As per rule 20(vii) of the Swamy's Compilation on Confidential Reports of Central Government Employees, the Competent Authority after due consideration may reject the representation or may accept and modify the APAR accordingly. The decision of the Competent Authority and the final grading shall be communicated to the officer reported upon within fifteen days of receipt of the decision of the competent authority by the concerned APAR Section.

Accordingly a UO note No. NITTTR/01 dated 04.01.2012(copy enclosed as **Annexure XXI** at page No.95) was submitted to the Chairman, Board of Governors for his kind approval. The Chairman, Board of Governors, however, desired that this may be put up in the Board of Governors meeting.

The Board of Governors may kindly consider the representation of Shri Manmohan Singh, Senior Librarian and the remarks of the then Director Dr Parijat De. As per rules the Competent authority after due consideration may reject or accept the representation and modify the APAR accordingly.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM No.B.23.3.7 TO CONSIDER RULES FOR OPERATING HEADSHIP ROTATION SYSTEM

The Board of Governors in 19th meeting (vide item No. B 19.1(b) against item No. B 17.3.6) held on 15.03.2011 had approved the rotation of headship upto the level of Professors in those academic departments which have more than one Professor, irrespective of whether they are directly appointed or promoted through CAS.

In compliance of the above decision of the Board of Governors, the provision of rotational headship in academic departments/centres/units which have more than one Professor was introduced in this institute. The Rotational headship shall be three years from the date of handing over/taking over of the charge. After introduction of provision of rotational headship, the Director had constituted a committee consisting Dr.YK Anand, Dr.JS Saini and Dr. BS Pabla to frame rules for operating Headship rotation system .

Accordingly meeting of the above said committee was held on 19.8.2011 and following decisions were taken . A copy of the recommendations of the committee is enclosed as **Annexure - XXII** at page No. 96 for kind perusal of the Board:

1. **Eligibility:** Professor whether appointed directly or through CAS should be given position of headship after spending at least three years in the department in case of rotation of headship. However, in such departments where there is no Professor in position, the newly appointed Professor will assume the charge of the Head of the Department immediately after joining in the department.
2. **Office of the HOD:** Each department should have a designated office for Head of Department. A Professor designated as Head of Department will operate from that office. In addition, he/she will continue to retain his/her earlier office in the department.
3. **Leave and other papers:** All faculty and staff in the department will route all relevant papers(Request for leave, tour, training, foreign visit, seminar/conference participation, Loan etc) through the Head of the Department.
4. **ACR :** Head of department will be the Reviewing Officer for the staff and faculty members junior to him/her. Director of the institute will be the Reviewing Officer for the faculty members senior to the Head of the Department.
5. **Stenographer & Secretarial Support & other Support Staff:** Stenographer and Secretarial support and other support staff should report to Head of Department. However, Head of department will ensure adequate secretarial support to all faculty and staff members.
6. **Correspondence with outside agencies:** All important correspondence with outside agencies will be done through the Head of department. However, the routine correspondence may be done by the faculty members.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM No.B.23.3.8 TO APPROVE FILLING UP OF VACANT POSTS IN NITTTR, CHANDIGARH

The Staff Structure of the institute consist of two groups viz: Academic and Non Academic. Academic Group consists of: faculty, technical supporting staff, library and laboratory staff etc. and the non-academic groups consists of: administrative/accounts staff and MSAs etc. Copy of staff structure is placed as **Annexure – XXIII** at page No.97.

Due to the superannuation of the staff and the ban imposed by the Government on the direct recruitment of some staff cadres, presently following posts of staff are lying vacant.

Sr. No.	Name of the Post	No. of vacant posts	Pay Structure
1	Chief Librarian	01	PB-4 (37400-67000) + AGP Rs 9000
2	Technicians	10	PB-1 (5200-20200) + GP Rs 2800
3	Senior Production Assistant	03	PB-2 (9300-34800) + GP Rs 4200
4	Estate Assistant	01	PB-1 (5200-20200) + GP Rs 2800
5	Driver Ordinary Grade	01	PB-1 (5200-20200) + GP Rs 1900
6	Draftsman	01	PB-1 (5200-20200) + GP Rs 2800
7	LDCs	05	PB-1 (5200-20200) + GP Rs 1900
8	Stenographer Grade-II	02	PB-1 (5200-20200) + GP Rs 2400
9	Multi Skilled Attendants	12	PB-1 (5200-20200) + GP Rs 1800
Total		36	

It is worth mentioning here that these posts are over and above the 60 sanctioned posts which the institute has already abolished in the past.

Keeping in view the shortage of staff for the smooth running of the institute, the institute requested the Ministry to allow it to fill the above cited vacant posts vide its letter No. NITTTR/Admn/RA/14087 dated 3-8-2011. In response to this, the Government vide letter No. 7-4/2010-TS.IV dated 22nd November, 2011 has intimated that as per instructions of Government of India, the posts which are lying vacant for more than one year are deemed to be abolished. However, for restoration of posts a proposal for filling up the vacant posts with complete

justification may be prepared for placing before the Board of Governors for approval. After approval is given by the Board of Governors, the proposal may be sent to Ministry for approval.

It is very important to point here that the scope of activities of the institute has increased manifold in the past due to the vast expansion in the technical education system in the country. Especially with the up-gradation of the institute from a regional to a national institute and broadening of its scope by adding the education and training of degree level engineering institutes and skill development initiatives along with its role in qualitative growth of technician education system, the work load of various projects and programmes of the institute has increased exponentially. In addition, the institute is also running Master's degree programmes and Ph.D programmes.

Although, on one side the mandate of the institute has enhanced many times, on the other the staff strength is regularly reducing, which is hampering the quality, efficiency and effectiveness of various projects and programmes of the institute.

It is important to point out here that in the past while discussing the issue, the Board of Governors in its 13th meeting has resolved that though the institute intends to achieve the ultimate target of faculty and non-faculty posts ratio of 1:1.1 yet it is not in the interest of the institute to either keep or abolish certain essential posts without which the affair of the institute can not be managed.

Keeping the above in mind, it is very essential that institute may be allowed to fill its sanctioned vacant posts. The brief justification and the scope of activities of the individual post(s) is enclosed as **Annexure – XXIV** at page No.98 to 99.

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE

**ITEM No.B.23.3.9 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 said issues is as under:

1. **Filling up of backlog vacancies of SC/STs and OBCs**

There are no backlog vacancies of SCs/STs at this Institute. However, there is one backlog OBC vacancy in Group A posts for which recruitment process is going on.

2. **Annual Report and Audited Accounts**

The Audit of Annual Accounts of the Institute for the year 2010-11 was conducted by the office of the Principal Accountant General(Audit), Punjab & U.T. Chandigarh during the period from 1st July to 15th July, 2011. Audit Certificate dated 24.11.2011 received from that office has been incorporated in the Annual Report of the Institute for the year 2010-11

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

The position of outstanding audit paras placed in Financial Committee **item No.F.22.2.3**, may please be perused.

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

The Status report on progress of expenditure under Non-Plan (Recurring), Plan-(Non-Recurring)-Creation of Capital Assets and Plan (General)-Recurring schemes at the end of 3rd quarter i.e. 31.12.2011, placed in Finance Committee **item No.F.22.2.2**, 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.

SUPPLEMENTARY AGENDA

**ITEM NO. B 23.3.10 PROMOTION OF DR. HEMANT SOOD FOR THE
POST OF PROFESSOR UNDER CAREER
ADVANCEMENT SCHEME.**

The interview to consider the promotion case under Career Advancement Scheme of Dr. Hemant Sood, Associate Professor of Civil Engineering Department for the position of Professor was held on 13.05.2010 as per AICTE guidelines dated 31.03.2001. However, the case of promotion was withheld as two complaints were received by the office of the Hon'ble Chairman, stating that Dr. Sood is not having Ph.D in the relevant discipline.

The said issue was discussed in the 18th meeting of the Board of Governors in their meeting held on 9.11.2010 and the Board of Governors had advised that the information be first obtained from the AICTE in writing either by the Institute or the faculty concerned. Accordingly the Institute vide letter No.NITTTTR/D/A-1/4860-61 dated 18.05.2010 had requested to convey the clarifications from the end of their esteemed council at their earliest convenience.

The case was again put in the 19th meeting of the Board of Governors held on 15.3.2011. The Board of Governors had desired that this case may be kept pending till a reply is received from AICTE.

The Institute sent several communications to AICTE to clarify if a faculty who have already done their Ph.D in any other field of study, say management, then in Engineering will be granted promotion through Career Advancement Scheme, if the person has successfully cleared the interview of CAS in accordance with the notification of your esteemed council. Can he be denied promotion through CAS to the rank of Professor just because he had done his Ph.D in Management without knowing that one day AICTE will come out with such rules which shall debar him from getting the promotion?

Despite constant persuasion no written communication has so far been received from AICTE.

In the light of above the Board of Governors may kindly advise further course of action in the matter.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO. B. 23.3. 11**TO CONSIDER THE BENEFIT OF CAREER
ADVANCEMENT SCHEME TO DR.(MRS) SWAPNA
DEVI, ASSOCIATE PROFESSOR, ECE**

The AICTE have laid down the guidelines for Career Advancement Scheme of teachers vide their Gazette Notification dated 5.3.2010. The Board of Governors of the Institute in their 17th meeting (vide item No.17.3.2) held on 28.7.2010, had resolved as under:

“The Board discussed the item and resolved that for engineering posts, the AICTE guidelines only should be followed while for non-engineering posts, the guidelines of UGC only should be followed”

The Notification provides revised pay scales, service conditions and Career Advancement Scheme for teachers and equivalent positions. It is mentioned that the pay of teachers, designations and other service conditions as mentioned in MHRD letter No.F.No.23-1/2008-TS-II dated 18.8.2009 were implemented at NITTTR, Chandigarh. The qualification and career advancement scheme etc. has been adopted as per AICTE Notification dated 5.3.2010 for teachers of this Institute.

As per AICTE Gazette Notification dated 5.3.2010, Associate Professor completing 3 years of service in the AGP of Rs.9000 and possessing a PhD degree in the relevant discipline shall be eligible to be appointed and designated as professor, subject to other conditions of academic performance as laid down by the AICTE. No teachers other than those with a PhD shall be promoted, appointed or designated as professor. The pay band for the post of Professor shall be Rs.37400-67000 with AGP of Rs.10000/-. The promotion is subject to completion of two AICTE sponsored refresher programs of not less than two week duration each and two one week each TEQIP sponsored programs.

Dr. Mrs. Swapna Devi is working in Electronics & Communication Engineering since 8.11.2004 and working AGP of 9000/- wef 8.11.2007. She possesses the following qualifications.

- B. Tech in Electronics and Communication Engineering
- M.E. in Electrical Engineering (Electronics System and Communication)
- Doctor of Philosophy in Computer Science and Engineering.

As per the above rules, the PhD degree should be in relevant branch. She possesses PhD in Computer Science and Engineering against requirement of PhD in Electronics and Communication Engineering.

As per the above rules, Associate Professor completing 3 years of service in the AGP of Rs.9000 and possessing a PhD degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to other conditions of academic performance as laid down by the AICTE. It is mentioned that no conditions as indicated above regarding academic performance has been laid down in its notification dated 5.3.2010 except training programme totaling 6 weeks duration, PhD in the relevant field and a total service of 3 years duration as Associate Professor required for upward movement as Professor.

It is worth mentioning here that AICTE had laid down the following procedure to be followed in 5th Pay Commission for movement into grades of Assistant Professor and above.

The candidate should present herself/himself before the selection committee with some of the following:

- a) Self appraisal reports
- b) Research contribution, books, articles, etc. published (At least four papers in journals required)
- c) The best three written contribution of the teachers(as defined by her/him) may be sent in advance to the Experts to review before coming for the selection. The candidate should be asked to submit these in 3 sets with the application.
- d) Significant contribution towards teaching/academic environment/ institutional corporate life
- e) Adequate extensions and field research activity
- f) Development of course/lecture material/monographs, CDs / modern teaching tools including E learning tools
- g) participation in continuing education programme
- h) Any other academic contribution
- i) The selection committee for career advancement shall be the same as those for direct recruitment for each category.

In the absence of any detailed out procedure for promotion under CAS in the 6th Pay commission guidelines of AICTE, the institute is following the above procedure for promotion under CAS.

Dr(Mrs) Swapna Devi in her letter dated 24.2.2012 has quoted a RTI reply which says that the CAS rules for qualification of faculty in Engineering Institute is under formulation and the copy of the same will be available on AICTE web Site shortly (copy enclosed). Accordingly, she has submitted that she is covered under the prevailing/existing rules.

It is again pointed out here that AICTE has notified revised pay scales, service conditions and Career Advancement Scheme for teachers and equivalent positions in technical institutions vide its gazette notification dated March 5,2010 and the Board has approved the implementation of these in its 17th meeting (vide item No. 17.3.2) held on 28.7.2010 and the institute is following these rules for the Career Advancement of its faculty.

In the light of above facts, Board of Governors may advise on following:

- Whether the PhD of Dr. Swapna Devi in the Faculty of Computer Science & Engineering be considered relevant for promotion as Professor under Career Advancement Scheme in the department of Electronics and Communication Engineering?

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM No.B. 23.3.12**TO CONSIDER CHANGE OF RECRUITMENT RULES FOR THE POST OF LDC UNDER 10% QUOTA**

Presently there are 20 posts of LDCs in PB-1 (5200-20200) with Grade Pay of Rs 1900/- in the institute as per details given below:

Post	Sanctioned	In Position	Vacant	Mode of Appointment approved by BOGs in its 17 th meeting held on 28-7-2010
LDCs	20	10	10	90% by direct recruitment (graduate will be preferred). 10% from the internal employees in Pay Band of Rs 5200-20200 with Grade Pay of Rs 1800/- having minimum qualification of Matriculation through competitive examination/test. There is no age bar for internal candidates.

Out of these 20 posts of LDCs, only two posts comes under 10% quota. The institute had filled one post of LDC against 10% quota from category "D" employees on 28.2.1991, after having his competitive exam/test on seniority basis. The institute may fill 2nd post of LDC under 10% quota from MSAs, who are having matriculation qualification through competitive examination/test on the basis of seniority-cum-fitness. Request of Joint Action Committee of the institute employees in this regard is enclosed.

It is also added here that the Board of Governors in its 17th meeting held on 28-7-2010, have approved promotions upto Assistant level without any competitive exam/test, only on the basis of seniority-cum-fitness subject to fulfilment of minimum educational qualifications.

Keeping in view of above, the institute may kindly be allowed to fill up the post of LDC under 10% quota from those employees who are in the Grade Pay of Rs 1800/- without any competitive examination/test on the basis of seniority-cum-fitness, subject to fulfilment of minimum educational qualifications.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE