

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH,
SECTOR 26, CHANDIGARH – 160 019

AGENDA FOR THE
TENTH MEETING OF BOARD OF GOVERNORS
TO BE HELD ON 28-02-2008

AT
NATIONAL UNIVERSITY OF EDUCATIONAL PLANNING AND ADMINISTRATION,
NEW DELHI

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ITEM No. B.10.1 TO CONFIRM THE MINUTES OF THE 9TH MEETING OF THE BOARD OF GOVERNORS HELD ON 16-10-2007 AND TO REPORT ACTION TAKEN THEREON.

a) The minutes of the 9th meeting of the Board of Governors of the institute held on 16-10-2007 were circulated amongst all of its members vide institute letter No. NITTTTR/Board/9th-Minutes/32296-306 dated 22-10-2007, for their information and comments, if any. A copy of the minutes is enclosed as Annexure-I at Page Nos. 17-21 for perusal. Since no comments have been received from any of the members, the same may be confirmed as recorded.

b) The following items of the last meeting have been noted:

Item No.B.9.1

Item No.B.9.1(a) Confirmation of Minutes of the 8th meeting of Board of Governors of the institute.

Item No.B.9.2

Item No. B.9.2.1 Allowing institute employees to continue in service until superannuation.

Item No. B.9.2.2 Confirmation of Employees during 01-06-2007 to 30-09-2007

Item No. B.9.2.3 Construction of New Hostel Block and Additional Lecture Complex through Central Public Works Department (CPWD) as an Executing Agency.

Item No.B.9.3

Item No. B.9.3.1 Renting out of accommodation in the Institute Main Hostel for the students of Indian Institute of Science Education and Research, Mohali.

Item No:B.9.4

Item No. B.9.4.1 Approval of the minutes of the ninth meeting of Finance Committee held on 16-10-2007.

Item No. B.9.4.2 Approval of the minutes of the fifth meeting of Academic Council held on 12-10-2007.

Item No. B.9.4.3 Annual Report of the Institute for the year 2006-07.

Item No. B.9.4.4 Status Report on various issues relating to the institute.

ITEM No.B.10.2 ITEMS FOR REPORT

The following items are reported for information:

ITEM No.B.10.2.1 TO REPORT THE DIRECTIONS OF THE GOVERNMENT OF INDIA, MINISTRY OF HUMAN RESOURCE DEVELOPMENT FOR NOMINEES OF THE CENTRAL GOVERNMENT ON THE BOARD OF GOVERNORS OF THE INSTITUTE

The Government of India, MHRD, Department of Higher Education vide their letter No.F.No.4-1/2008-TS.4 dated 31 January, 2008 (copy enclosed as Annexure-II at Page Nos. 22-24) have intimated that in some of the Autonomous Organizations the matters pertaining to creation of posts and upgradation of posts etc have been decided by the respective Board of Governors without taking prior approval of the Central Government as is required to be taken in terms of statutes/MoAs or other rules or bye laws as are applicable to such Autonomous Organizations.

When such irregularities are pointed out by the Government of India, the Autonomous Organizations often take the stand that Ministry's nominees were present at times of the decision by such Board of Governors. Some of such decisions have also been challenged in the Courts of Law where the Courts ask the Central Government to confirm whether any formal approval to the recruitment rules or other relevant rules of the Autonomous Organisations was granted by the Central Government. Formal approval in such cases means the approval of the Central Government in matters of creation of posts or upgradation of posts with the concurrence of IFD or the Finance Ministry owing to financial implication therein.

The Ministry has, therefore, directed that presence of nominees of the Ministry at times of the decision of the Board Governors where specific prior approval of the Central Government is necessary, will not amount to formal approval of the Central Government and nominees of the Central Government on the Board of Governors of the Autonomous Organizations will be required to record in the

minutes, where such decisions are taken, a caveat clearly indicating that their presence in the meeting will not amount to formal approval of the Central Government to that decision.

THIS IS FOR THE INFORMATION OF THE BOARD OF GOVERNORS.

ITEM No.B.10.2.2 TO REPORT REGARDING STATUS OF THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2006-07.

The Annual Report of the institute for the year 2006-07 containing interalia the Audit Certificate, the Utilization Certificate and the Audited Accounts has been submitted to the Ministry on 14-11-2007.

ITEM No.B.10.2.3 TO REPORT REGARDING REQUIREMENT OF FULL TIME DISPENSARY IN THE INSTITUTE.

In pursuance of the decision of Board of Governors in their 7th meeting (against Item No. B.7.3.4) dated 23-02-2007, the committee constituted to examine the requirement of full time dispensary in the institute with full time Doctor and Pharmacist has recommended that the present arrangement is sufficient to meet the current requirement of institute staff and students/trainees and may continue for the time being. The proposal may however be reviewed after two years. Copy of the minutes of the meeting of the committee is attached as Annexure-III at Page No.25.

ITEM No.B.10.2.4 TO REPORT REGARDING REQUEST OF SHRI BRIJINDER SINGH, ASSISTANT PROFESSOR (IN SITU) ELECTRICAL ENGINEERING DEPARTMENT FOR VOLUNTARY RETIREMENT.

The Chairman, Board of Governors vide UO No. NITTTR/Admn/01 dated 08-01-2008 has accepted the request of Shri Brijinder Singh, Assistant Professor for voluntary retirement from 12-03-2008 (AN). A copy of the UO is attached as Annexure-IV at Page No. 26.

ITEM No.B.10.2.5 TO REPORT REGARDING RETIREMENT TOOK PLACE DURING 30-09-2007 TO 31-01-2008.

The following retirement took place during the period 30-09-2007 to 31-01-2008.

Sr. No.	Name and Designation	Date of Event	Remarks
1.	Shri RS Verma, STA	31-12-2007	Superannuated

ITEM No.B.10.2.6 TO REPORT REGARDING GRANT OF PROMOTION DURING 01-10-2007 TO 01-02-2008.

The following employees of the institute have been promoted during the period 01-10-2007 to 01-02-2008.

Sr. No.	Name and Designation	Promotion Post with Pay Scale	Date of Promotion
1.	Shri Hans Raj, Technician	Senior Technical Assistant (Rs 5500-175-9000)	17-01-2008
2.	Mrs Laxmi Rawat, LDC	Upper Division Clerk (Rs 4000-100-6000)	01-02-2008
3.	Shri Avtar Singh, Peon	Patni (Rs 2610-60-2910-65-3300-70-4000)	01-02-2008
4.	Shri Rajesh, Sweeper	Head Sweeper (Rs 2610-60-2910-65-3300-70-4000)	01-02-2008

ITEM No. B.10.3 ITEMS FOR RATIFICATION

The following items which are already approved by the Chairman, Board of Governors are submitted for ratification:

ITEM No.B.10.3.1 TO RATIFY RELEASE OF RETIREMENT BENEFITS OF PROF.R.SUBRAMANIAN, FORMER PROFESSOR AND HEAD, CIVIL ENGG.DEPARTMENT.

The Chairman, Board of Governors vide UO No. NITTTR/23 dated 15 November, 2007 has approved release of withheld retirement benefits viz: gratuity and leave encashment of Prof. R. Subramanian on the basis of inquiry report already accepted by the Board of Governors with the condition that it will not absolve him from the responsibilities, at any later stage, on account of the outcome of the pending Court Case of PUDA against NITTTR, Chandigarh. A copy of UO is attached as Annexure-V at Page No.27.

ITEM No.B.10.3.2 TO RATIFY REGULARIZATION OF SERVICES OF MRS GARIMA SAINI AS LECTURER, ELECTRONICS AND COMMUNICATION ENGINEERING DEPARTMENT.

The Chairman, Board of Governors vide UO No. NITTTR/02 dated 04 February , 2008 has approved regularization of the services of Mrs Garima Saini as Lecturer, Electronics and Communication Engineering Department from the date of her joining with all consequent benefits of service. A copy of UO is attached as Annexure-VI at Page Nos.28-37.

ITEM No.B.10.3.3 TO RATIFY DEPUTATION OF Dr BS PABLA, PROFESSOR (IN-SITU) MECHANICAL ENGINEERING DEPARTMENT TO THE CHANDIGARH ADMINISTRATION.

The Chairman, Board of Governors vide UO No. NITTTR/19 dated 10-08-2007, has approved deputation of Dr BS Pabla, Professor (In-situ) to Chandigarh Administration for one year on usual terms and conditions of Central Government so as to enable him to join as Principal, Chandigarh College of Engineering and Technology, Sector 26, Chandigarh. A copy of UO is attached as Annexure-VII at Page Nos.38-40.

ITEM No. B.10.4 ITEMS FOR CONSIDERATION

ITEM No.B.10.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE TENTH MEETING OF FINANCE COMMITTEE HELD ON 28-02-2008.

The 10th meeting of Finance Committee is scheduled to be held on 28-02-2008. Agenda papers for this meeting are attached as Annexure-VIII. The minutes of the meeting will be circulated amongst Board members at the time of the meeting for consideration and approval.

ITEM No.B.10.4.2 TO APPROVE THE MINUTES OF THE SIXTH MEETING OF ACADEMIC COUNCIL.

The sixth meeting of the Academic Council of the institute will be held on 26-02-2008. The agenda papers for this meeting are attached as Annexure-IX. The minutes of the meeting will be placed before the Board at the time of the meeting for consideration and approval.

ITEM No. B.10.4.3 TO CONSIDER FILLING UP OF VACANT FACULTY AND NON TEACHING POSTS IN THE INSTITUTE.

The Govt.of India, MHRD had issued directions, on the recommendations of the Expenditure Reforms Commission, not to create or upgrade or fill up any non faculty post until the ratio between the Academic and Non Academic posts comes to 1:1.5 to 2. Some of the references by which these directions have been issued are as under:

1. Letter No.F.1-5/2001 TS.IV dated 12.2.2002 - Annexure-X at Page No. 41
2. Letter No.F.1-5/2001 TS IV dated 21.2.2002 - Annexure-XI at Page Nos.42-47.
3. Letter No. F.9-4/2002 TS.IV dated 30.4.2002 - Annexure-XII at Page No. 48
4. Letter No. F.8-19/2003 TS.IV dated 24.10.2003 - Annexure-XIII at Page No.49

The above said directions of the Ministry were submitted to the Board of

Governors from time to time. The Board resolved that the directions of the Ministry be followed and no non faculty post be filled without the prior concurrence of the Ministry. It is also worthwhile mentioning here that even the vacant faculty posts could not be filled because of the resolution of the Board of Governors in its 5th meeting held on 21.7.2006 by which such recruitment was stopped during the tenure of the Acting Director. However, no such condition is imposed in the sister organizations where similar situation exists as there are also Acting Directors.

The Board had also resolved in its 6th meeting held on 13.10.2006 that the Ministry may be approached to allow filling up of certain Group 'A' posts and accordingly the case was referred to the Ministry by the Institute in March, 2007 followed by certain reminders but the concurrence of the Ministry is still awaited. At present the status of various vacant posts in the institute which are required to be filled only by direct recruitment is as under:

Post	Sanctioned Strength	In Position	Vacant
Faculty including Director	65	45	20
Group A	16	10	06
Group B	24	21	03
Group C	113	90	23
Group D	59	42	17

The details of the above said vacant posts is as under:

FACULTY

Post	Pay scale	Sanctioned strength	In position	Vacant	Date from which lying vacant	Status
Director		01	-	01	Aug.2006	Interview already held on 16.04.2007
Professor Computer Science	16400-450-20900-500-22400	01	-	01	31.05.96	Already advertised and screening of applications has been completed
Professor Mechanical Engg.	16400-450-20900-500-22400	01	-	01	30.5.97	Already advertised and screening of applications has been completed.
Professor IMCO	16400-450-20900-500-22400	03	01	02	13.7.2000 30.11.2005	Already Advertised and screening of applications has been completed.
Professor Media Centre	16400-450-20900-500-22400	01	-	01	31.10.2001	Already advertised and screening of applications has been completed.
Professor Electronics and Communication Engg.	16400-450-20900-500-22400	01	-	01	26.8.2002	Already advertised and screening of applications has been completed.
Professor Rural Development	16400-450-20900-500-22400	01	-	01	31.03.2003	Already advertised and screening of applications has been completed.
Professor EDIC	16400-450-20900-500-22400	01	-	01	31.5.2004	Already advertised and screening of applications has been completed.
Professor Civil Engg.	16400-450-20900-500-22400	01	-	01	30.06.2004	Already advertised and screening of applications has been completed.
Professor Electrical Engg	16400-450-20900-500-22400	01	-	01	31.01.2006	Already advertised and screening of applications has been completed.

ASSISTANT PROFESSORS

Post	Pay scale	Sanctioned strength	In position	Vacant	Date from which lying vacant	Status
Assistant Professor Applied Science	12000-420-18300	01	-	01	31.7.2005	Already advertised and screening of applications has been completed.
Assistant Professor Electrical Engineering	12000-420-18300	03	02	01	01.03.2004	To be advertised.

LECTURERS

Lecturer EDIC	8000-275-13500	01	-	01	18.01.2002	Already advertised and screening of applications has been completed.
Lecturer Media Centre	8000-275-13500	01	-	01	18.01.2005	Already advertised and screening of applications has been completed.
Lecturer Computer Science	8000-275-13500	05	03	02	31.08.2005 03.01.2007	One post already advertised and screening of applications has been completed. 2 nd post is to be advertised.
Lecturer Education	8000-275-13500	02	01	01	21.02.2006	Already advertised and screening of applications has been completed.
Lecturer IMCO	8000-275-13500	01	-	01	21.02.2006	Already advertised and screening of applications has been completed.
Lecturer Educational Management	8000-275-13500	01	-	01	21.02.2006	Already advertised and screening of applications has been completed.

SENIOR TECHNICAL NON TEACHING GROUP - A POSTS

Post	Pay scale	Sanctioned strength	In position	Vacant	Date from which lying vacant	Status
System Engineer	10000-325-15200	01	-	01	04.12.1996	Already advertised and screening of applications has been completed.
System Programmer	10000-325-15200	01	-	01	21.02.2006	Already advertised and screening of applications has been completed.
Junior System Programmer	8000-275-13500	02	01	01	01.03.2006	Already advertised and screening of applications has been completed.
Producer	8000-275-13500	01	-	01	30.04.2005	Already advertised and screening of applications has been completed.
Electronics Engineer	8000-275-13500	02	01	01	27.06.2006	To be advertised.
Estate Officer	8000-275-13500	01	-	01	31.12.2006	To be advertised.

GROUP - B NON TEACHING POSTS

Senior Production Assistant	5500-175-9000	03	01	02	06.12.1999 24.09.2001	To be advertised.
Accountant	5500-175-9000	01	-	01	26.03.2006	To be filled on deputation from IA &AD.

GROUP - C

Post	Pay scale	Sanctioned strength	In position	Vacant	Date from which lying vacant	Status
Library Information Assistant	5000-250-8000	03	01	02	04.11.2004 03.04.2007	To be advertised .
Technicians	4500-125-7000	17	12	05	31.08.2002 31.05.2005 27.07.2007 31.10.2007 17.01.2008	To be advertised. All posts are to be filled by direct recruitment because as per mode of appointment the posts are to be filled from amongst Mechanics and all 3 posts of Mechanics are vacant.
Estate Assistant	4500-125-7000	01	-	01	21.09.2005	-do-
Senior Draftsman	5000-150-8000	02	-	02	30.09.2003 31.01.2005	As per mode of appointment one post is to be filled by promotion and one by selection from amongst internal candidates but none of the candidates is interested for promotion. Therefore, the posts are to be filled by direct recruitment.
Mechanics	4000-100-6000	03	-	03	04.11.2004 21.09.2005 29.01.2007	To be advertised.
Driver Grade I	4500-125-7000	01	-	01	31.01.2007	To be filled by promotion amongst internal candidates otherwise direct recruitment.
Stenographer Gr.III	4000-100-6000	06	05	01	15.10.2003	Direct recruitment post and to be advertised.
Laboratory Attendant	3050-75-3950-80-4590	07	06	01	31.10.2003	Direct recruitment post under 33% quota and to be advertised.

Post	Pay scale	Sanctioned strength	In position	Vacant	Date from which lying vacant	Status
Assistant	4500-125-7000	13	11	02	31.05.2005 27.7.2007	Direct recruitment posts under 33% quota and to be advertised.
UDC	4000-100-6000	14	13	01	01.02.2008	To be filled by selection from internal candidates against 33% quota.
LDC	3050-75-4550-80-4590	21	19	02	05.04.2006	One post Already advertised for persons suffering from Hearing Impairment as per GOI instructions and 2 nd post is to be advertised yet.
Data Processing Asstt.Gr.I	5000-150-8000	01	-	01	14.05.2007	As per mode of appointment the post is to be filled by promotion and by selection from amongst internal candidates but the present incumbent is not interested for promotion. Therefore the posts are to be filled by direct recruitment.
Sr.DMO	3050-75-4550-80-4590	01	-	01	31-07-2005	As per mode of appointment the post is to filled from existing DMO but there is only one sanctioned post of DMO and that is vacant.

GROUP -D

Post	Pay scale	Sanctioned strength	In position	Vacant	Date from which lying vacant	Status
DMO	2650-65-3300-70-4000	01	-	01	04.11.2004	To be advertised.
Mali	2550-55-2660-60-3200	07	03	04	31.07.2003 10.07.2004 31.08.2005 21.09.2005	To be advertised.
Sweeper	2550-55-2660-60-3200	08	05	03	31.07.2003 21.09.2005 01.02.2008	To be advertised.
Peon	2550-55-2660-60-3200	12	09	03	05.04.2006 08.09.2006 01.02.2008	To be advertised.
Chowkidars	2550-55-2660-60-3200	10	05	05	21.09.2005 26.10.2006 16.07.2007 16.07.2007 28.11.2007	To be advertised.
Mazdoor	2550-55-2660-60-3200	04	05	01	16.7.2007	To be advertised.

It is reiterated that the academic work of the institute has increased enormously in the past few years because of starting of ME(Modular) and Ph.D Programmes besides increase in the number of short term courses and the number of participants. It has therefore, become very difficult to run the academic work of

the institute smoothly without filling up the above said vacant posts. The Board of Governors may, therefore, consider the following proposals of the Institute:

- (1) Permission to fill up all the vacant faculty as well as non faculty posts.
- (2) Filling up of all the posts even during the tenure of the Acting Director as there is no such imbargo in any sister organization.

THE BOARD OF GOVERNORS MAY CONSIDER THE PROPOSAL.

ITEM No.B.10.4.4 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE.

As per directions received from the Ministry of Human Resource Development vide their letter No. 4-6/2006-TS.IV(Part) dated 6 December 2006, 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 during the year 2007-08.
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 is no backlog vacancy belonging to SC/ST category. There is only one backlog vacancy of Lecturer belonging to OBC category. The same has already been advertised. However, the recruitment process is lying held up for want of concurrence of the Ministry to fill up this post during the tenure of Acting Director. The Ministry was informed vide letter No. NITTTTR/39174 dated 01-01-2008. Copy enclosed as Annexure-XIV at Page No.50.

2. **Annual Report and Audited Accounts**

The Annual Report for the year 2006-07 alongwith Audited Accounts has already been submitted in the Ministry on 14-11-2007.

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

There are 14 outstanding audit paras. Reply to these paras has already been sent to the Audit Office vide institute letter No.NITTTTR/B&ITA/Audit/27387 dated 20-09-2007. These will be reviewed during next audit which is due in May/June, 2008.

4. **Progress of Plan and Non Plan expenditure during the year 2007-08**

The institute has incurred an expenditure of Rs 420.83 lac under Plan upto 31-12-2007. This includes payment of Rs 210 lacs to CPWD Chandigarh for the construction of New Hostel Block and Lecture Hall Complex and payment of Rs 5.38 lac to the Chief Architect for the preparation of layouts. The unspent balance of Rs 134.37 lac available as on 01-04-2007 has also been spent. Rs 210 lac sanctioned during 2006-07 exclusively for construction of New Hostel Block and Lecture Hall Complex was however received in April, 2007. Out of sanctioned grant of Rs 315 lac for the year 2007-08, the institute has so far received Rs 100 lac.

Similarly, expenditure of Rs 512.44 lacs has been incurred upto 31-12-2007 under Non Plan. Grant of Rs 366 lac has since been released by the MHRD against sanctioned grant of Rs 490.06 lacs. The deficit is being met out of IRG and Plan funds.

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.

IT IS FOR THE INFORMATION OF THE BOARD OF GOVERNORS

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