

**AGENDA FOR THE
TWELFTH MEETING OF BOARD OF GOVERNORS
TO BE HELD ON 24-10-2008
AT 2.30 PM
BOARD ROOM OF THE INSTITUTE
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ITEM No.B.12.1 TO CONFIRM THE MINUTES OF THE 11TH MEETING OF THE BOARD OF GOVERNORS HELD ON 27-06-2008 AND TO REPORT ACTION TAKEN THEREON.

a) The minutes of the 11th meeting of the Board of Governors of the institute held on 27.06.2008 were circulated amongst all of its members vide institute letter No. NITTTTR/Board/11th- Minutes/15056-67 dated 02-07-2008, for their information and comments, if any. A copy of the minutes is enclosed as Annexure-I at Page Nos. 14-20. Since no comments have been received from other members, except from MHRD, against Item No. 11 3.1, vide letter No. 7-9/2008-TS IV dated 14-07-2008 which reads as under :

".....In this regard, the institute is requested to follow the norms prescribed by Ministry of Finance. While filling up the vacant Faculty and Non-Faculty posts in the Institute, the ratio of faculty to Non-Faculty should be maintained as 1:1,1".

The institute will incorporate the changes as suggested by the Ministry.

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

- B.11.1(a) Confirmation of minutes of the 10th meeting of Board of Governors held on 28-02-2008.
- B.11.2.1 Completion of probation period of institute employees.
- B.11.2.2 Filling up the posts of Accounts Officer and Accountant in the Institute.
- B.11.2.3 Retirement occurred during 01-02-2008 to 31-05-2008.
- B.11.3.1 Filling up of vacant faculty and non faculty posts in the institute.
- B.11.4.1 Approval of the minutes of the eleventh meeting of Finance Committee held on 27-06-2008.
- B.11.4.2 Status report on various issues relating to the institute.

ITEM No.B.12.2 ITEMS FOR REPORT

The following information is reported to the Board of Governors:

ITEM No. B.12.2.1 TO REPORT ABOUT THE NOMINATION OF FOUR NEW MEMBERS ON THE BOARD OF GOVERNORS OF THE INSTITUTE.

The Government of India, Ministry of Human Resource Development has nominated the following members on the Board of Governors of the Institute under Rule 4(c) and 4(d) of the Memorandum of Association and Rules & Regulations of NITTTR, Chandigarh Society, against the existing vacancies vide their letter No. 7-3/2008-TS IV dated 24th July, 2008, a copy of which is attached as Annexure-II at Page No. 21.

chnical Education, UT, Chandigarh – Director of Technical
ule 4(c).

2. Shri PD Mongia, President, Laghu Udhog Bharti, 25/8, Industrial Area, Phase-II, Chandigarh – Industrialist – Rule 4(d).
3. Dr (Mrs) SK Pandey, Director, Sant Longowal Institute of Engineering and Technology, Sangrur, Punjab – Technical Professional – Rule 4(d).

There term will be for three years from the date of their nomination i.e. 24th July, 2008 as per Rule 5(e) ibid. Further the Director has nominated one member of institute faculty Dr YK Anand, Prof & Head Media Centre, NITTTR Chandigarh on the Board of Governors of the institute under Rule 4(g) ibid for a term of one year.

IT IS FOR INFORMATION OF THE BOARD OF GOVERNORS.

ITEM No.B.12.2.2 TO REPORT ABOUT THE EXPIRY OF TERM OF MEMBERS OF NITTTR CHANDIGARH SOCIETY/BOARD OF GOVERNORS.

The institute has requested the Ministry vide letter No. NITTTR/Board/27588 dated 01-10-2008 (copy enclosed as Annexure-III at Page Nos. 22-23) to nominate/appoint the members of NITTTR Chandigarh Society/Board of Governors in place of those members whose term has since expired, in accordance with the rules and regulations of NITTTR Chandigarh Society.

THE ABOVE IS FOR INFORMATION OF THE BOARD OF GOVERNORS.

ITEM No.B.12.2.3 TO REPORT REGARDING ARBITRATION CASE.

In the year 1995, the Govt. of India, Ministry of Human Resource Development had approved construction of two buildings namely New Administrative Block and the Hostel Block in the institute premises. The total value of the work was Rs. 211.00 lac. As per guidelines, the work was got executed through the NBCC Ltd., a Govt. of India Enterprise, as consultant. As per the terms & conditions of agreement of consultancy, the NBCC was required to get the work done through M/S Vijay Kumar Garg, Contractor to whom the work was allotted and with whom the contract was signed on 21.04.1995. As per terms & conditions of the contract, the total period for completion of work was 12 months from the date of commencement of work which was 19.04.1995. After the work started, it was noticed that many problems encountered at the work site mainly pertaining to slow rate of progress and certain defective quality of materials/practices. The contractor was informed in writing of these problems and advised to take corrective steps but no improvement was shown by him.

Consequently, a show cause notice was sent to the contractor and finally the contract was terminated on 12.10.95 for the reasons that during the period of 5 1/2 months, only 9% value of the work (in terms of financial turnover) was done by the contractor.

Subsequently, the contractor under the relevant clause of the Contract sought the arbitration. Mr. Prem Parkash, Project Manager, NBCC was appointed the sole arbitrator and the hearings were completed in Aug. 2000. Thereafter it was learnt that Sh. Prem Parkash left NBCC and the award could not be published. However, the award was finally published on June, 23, 2008 and the copy of the same was forwarded to the institute by the contractor on June, 25, 2008. Later on a copy of the award was also received from the NBCC. As per the award, payment of Rs. 38,13,915.00 was to be made in favour of Mr. Vijay Kumar, Garg, Contractor and NBCC Ltd. Since there were some discrepancies in the arbitration award and it was not justified, the institute sought legal opinion from three counsels and based on the legal opinion, decided to challenge the award in the court. An appeal was filed before the District judge on 19.09.2008. A copy of arbitration award is Annexed as Annexure-IV at Page Nos. 24-47 and that of the appeal as Annexure-V at Page Nos. 48-67. The case came up for hearing for the first time on 21.09.2008 and next date was fixed as 30.10.2008.

THE ABOVE IS FOR INFORMATION OF THE BOARD OF GOVERNORS.

ITEM No.B.12.2.4 TO REPORT REGARDING ALLOWING THE INSTITUTE EMPLOYEES TO CONTINUE IN SERVICE UNTIL SUPERANNUATION.

On the recommendations of the Screening Committee, the following institute employees have been allowed to continue in service until superannuation under FR 56 (1) by the Chairman, Board of Governors vide UO No. 21 dated 23rd July, 2008, (copy attached as Annexure-VI at Page Nos. 68-70).

Sr. No.	Name and Designation of the Employee	Date of completion of 50 years of age
1.	Shri Manmohan Singh, Sr. Librarian (Selection Grade)	07-09-2007
2.	Shri Viney Vadhera, Sr. Visualizer Grade-I	28.09.2008

ITEM No.B.12.2.5 TO REPORT REGARDING COMPLETION OF PROBATION PERIOD OF INSTITUTE EMPLOYEES.

The Chairman, Board of Governors vide UO No. NITTTR/22 dated 31st July, 2008 has approved the successful completion of probation period of the following institute employees against the post and from the dates as mentioned below. A copy of the UO is attached as Annexure-VII at Page No.71-74.

Sr. No.	Name and Designation	Date of Joining	Date of completion of Probation
1.	Mrs Ritula Thakur, Lecturer, Electrical Engineering	03-05-2006	02-05-2008
2.	Shri Amit Goyal, Lecturer, Rural Development	05-06-2006	04-06-2008

ITEM No.B.12.2.6 TO REPORT ABOUT THE STATUS OF CONSTRUCTION OF NEW HOSTEL BLOCK AND LECTURE HALL COMPLEX AT NITTTR, SECTOR 26, CHANDIGARH.

The CPWD has been executing the construction work of New Hostel Block and Lecture Hall Complex at the institute as a deposit work. The present status of construction work is as under:

1. An amount of Rs.4.05 crore has been released to the CPWD as deposit money. Besides an amount of Rs 5,38,752/- has been

released in favour of Chandigarh Administration for architectural work and Rs 2,60,129/- deposited with Electricity Department, UT, Chandigarh for load enhancement, reduction in contact demand and single point HT metering. Thus an amount of Rs.4,12,98,881/- has been released in all against this work.

2. The Chief Architect, UT Administration, Chandigarh has submitted the preliminary drawings of all the buildings alongwith the detailed working drawings of New Hostel Block.
3. The CPWD has finalized the structural design(at foundation level) and detailed specifications for the buildings and floated the tender for the New Hostel Block and Additional Lecture Hall Complex on May 25, 2008, which was finalised on August 04, 2008.
4. The site has been cleared by NITTTR, Chandigarh.
5. Bhumi Poojan and foundation stone was laid on August 28, 2008. The stipulated time of completion of work is November 17, 2009.
6. Construction of foundation work is under progress.
7. Proposal for load enhancement, reduction in contact demand and simple point HT metering is submitted to the Electricity Department of UT Administration, Chandigarh.

THE ABOVE IS FOR INFORMATION OF THE BOARD OF GOVERNORS.

ITEM No.B.12.2.7 TO REPORT REGARDING GRANT OF HOUSE BUILDING ADVANCE.

In exercise of the powers vested in the Director of the institute, House Building Advance amounting to Rs 3,31,450/- has been sanctioned in favour of Shri Madan Paul, Assistant for construction of house.

ITEM No.B.12.3 ITEMS FOR RATIFICATION

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

ITEM No.B.12.3.1 TO RATIFY ABOLITION/SURRENDERING OF SANCTIONED NON TEACHING POSTS AS PER DIRECTIONS OF GOVERNMENT OF INDIA, MINISTRY OF HUMAN RESOURCE DEVELOPMENT.

Following the directions issued by the Government of India, Ministry of Human Resource Development from time to time regarding surrendering/abolition of non teaching posts in the institute, the Chairman, Board of Governors vide UO No. 17 dated 9th July 2008, (copy attached as Annexure-VIII at Page Nos 75-83) has approved surrendering/abolishing of 17 non teaching posts, whose details are provided in the UO.

ITEM No. B.12.3.2 TO RATIFY THE EXPENDITURE SANCTION GRANTED FOR CONSTRUCTION OF NEW HOSTEL BLOCK AND LECTURE HALL COMPLEX AT NITTTR, CHANDIGARH.

The Chairman, Board of Governors vide UO No. NITTTR/18 dated 15-07-2008, (copy attached as Annexure-IX at Page Nos. 84-89) has granted expenditure sanction of Rs 12,13,77,968/- for the construction of New Hostel Block and additional Lecture Hall Complex at the institute. The sanction is based on the preliminary estimates of the work by CPWD, which is executing this work as a deposit work.

ITEM No. B.12.3.3 TO RATIFY PROMOTIONS OF INSTITUTE FACULTY UNDER THE CAREER ADVANCEMENT SCHEME OF AICTE.

The Chairman, Board of Governors vide UO No. NITTTR/Admn/19 dated 17-07-2008 (copy attached as Annexure-X at Page Nos.90-91) has approved the following promotions of institute faculty under the Career Advancement Scheme of AICTE, as adopted by the institute:

Sr. No.	Name	From	To
1.	Shri Sanjay Sharma	Asstt. Proferssor (Rs 12000-420-18300)	Professor (Rs 16400-450-20900-500-22400)
2.	Shri Vinod Kumar	Lecturer (Senior Scale) (Rs 10000-325-15200)	Assistant Professor (Rs 12000-420-18300)
3.	Shri Rajesh Kumar	Lecturer (Senior Scale) (Rs 10000-325-15200)	Lecturer (Selection Grade) Rs 12000-420-18300)

ITEM No. B.12.3.4 TO RATIFY EXTENSION OF DEPUTATION IN RESPECT OF Dr BS PABLA, PROFESSOR (IN SITU) MECHANICAL ENGINEERING DEPARTMENT WITH CHANDIGARH COLLEGE OF ENGINEERING AND TECHNOLOGY, SECTOR 26, CHANDIGARH.

The Chairman, Board of Governors vide UO No. NITTTR/25 dated 10-09-2008, has approved the deputation of Dr BS Pabla to Chandigarh Administration for one more year from 13-08-2008 to 12-08-2009 on usual terms and conditions of deputation. (A copy of the UO is attached as Annexure-XI at Page Nos. 92-96).

ITEM No.B.12.4 ITEMS FOR CONSIDERATION

ITEM No. B.12.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE TWELFTH MEETING OF FINANCE COMMITTEE TO BE HELD ON 24.10.2008.

The 12th meeting of Finance Committee is scheduled to be held on 24-10-2008. Agenda papers for this meeting are attached as Annexure-XII in a separate booklet. The minutes of the meeting of Finance Committee will be placed before the Board of Governors at the time of the meeting, for consideration and approval.

ITEM No. B.12.4.2 TO CONSIDER AND APPROVE THE MINUTES OF THE SEVENTH MEETING OF ACADEMIC COUNCIL.

The seventh meeting of the Academic Council of the institute was held on 30-09-2008 at this institute. The minutes of the meeting are attached as Annexure-XIII at Page Nos 97-100 for consideration and approval.

ITEM No.B.12.4.3 TO CONSIDER NOMINATION OF ONE BOARD MEMBER FOR MEMBERSHIP OF THE FINANCE COMMITTEE OF THE INSTITUTE.

The Finance Committee of the institute consists of five members including the Chairman as per Rule 17(a) of the Memorandum of Association and Rules & Regulations of NITTTR Chandigarh Society. As per Clause 3 of the rule ibid, a member of the Board of Governors nominated by the Board itself will be a member of the Finance Committee. Previously Shri Vickram Jaidka who was the member of Board of Governors was nominated as member of the Finance Committee. However after the expiry of term of Shri Vickram Jaidka as member Board of Governors on 23.02.2007, no other member of the Board has so far been nominated as member of the Finance Committee. As the existing vacancies of members of the Board of Governors have now been filled up by the MHRD, it is proposed that one member of the Board of Governors may be

nominated as a member of the Finance Committee. The list of members of the Board of Governors is attached as (Annexure-XIV at Page Nos 101-103).

THE BOARD MAY NOMINATE ONE OF ITS MEMBER AS MEMBER OF FINANCE COMMITTEE.

ITEM No. B.12.4.4 TO CONSIDER THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2007-08.

The Annual Report of the Institute for the year 2007-2008 is attached as Annexure-XV at Page Nos 104 in a separate booklet. The report does not contain copies of audited accounts, audit certificate and utilisation certificate as the same have not yet been received from the Audit Office though the audit of the institute accounts was conducted by the Principal Accountant General (Audit) Punjab & UT, Chandigarh from 16-06-2008 to 10-07-2008. In case these documents are received from the Audit Office by the time of the meeting then the same will be placed before the Board of Governors at the time of meeting otherwise the same will be incorporated in the Annual Report before its submission to the Ministry for its placement in the Parliament.

THE BOARD MAY CONSIDER THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2007-08 SO THAT IT MAY BE SUBMITTED TO THE NITTR CHANDIGARH SOCIETY FOR APPROVAL.

ITEM No. B.12.4.5 TO CONSIDER CHANGE OF RECRUITMENT RULES FOR THE POST OF ASSISTANT.

Presently there are 13 posts of Assistants in the pre-revised pay scale of Rs.4500-7000 in the institute. As per Recruitment Rules for the post of Assistant, the existing mode of appointment is as under:

- 67% by promotion from amongst UDCs subject to seniority-cum-fitness.
- 33% by direct recruitment with minimum qualification Graduation.

A copy of the existing Recruitment Rules is attached as Annexure-XVI at Page No. 105. The feeder cadre for promotion to the post of Assistant is UDC. The

present position of some of the senior most UDCs who have been working in the institute and awaiting promotion is as under:

1. Shri Surinder Singh, UDC since 12-12-1988;
2. Shri Satish Sharma, UDC since 14-12-1988;
3. Shri Suresh Sharma, UDC since 15-12-1988;
4. Shri Jai Kishan, UDC since 23-01-1989.

The above said position reveals that there is a acute stagnation in the cadre of UDCs as the UDCs with more than 20 years of service are awaiting promotion. Similarly is the position in the cadre of LDCs as the seniormost LDC who is awaiting promotion as UDC is working as LDC since 27.06.1986. Thus the LDCs having 22 years of service are awaiting promotion even as UDC. This is really a very sorry state of affairs and a big de-motivating factor for the institute employees.

In order to provide some relief to the institute employees in the cadres of UDCs and LDCs, it is proposed that the Recruitment Rules for the post of Assistant may be changed so as to increase the promotional quota suitably so that the existing vacancies under direct recruitment quota may be filled by promotion from amongst the eligible and fit UDCs. It is also worthwhile mentioning here that promotion of UDCs as Assistant will not have any financial implication as the senior most UDCs are already working in the pay scale of Assistants under the Assured Career Progression Scheme which is granted after twelve years of service in the grade.

THE BOARD OF GOVERNORS MAY CONSIDER TO MAKE SUITABLE CHANGES IN THE RECRUITMENT RULES FOR THE POST OF ASSISTANT SO THAT THE PROMOTIONAL QUOTA FOR THE FEEDER CADRE OF UDC IS INCREASED AND STAGNATION IN THE UDC AND LDC CADRE IS REDUCED TO SOME EXTENT.

ITEM No. B.12.4.6 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 for OBC category. The same has already been advertised. The recruitment is in process.

2. Annual Report and Audited Accounts

The Annual Report of the institute for the year 2007-08 will be considered by the Board of Governors under agenda item No. B.12.4.3. Similarly the status of audited accounts for the year 2007-08 is given vide agenda item No. F.12.3 of the 12th meeting of the Finance Committee and will also be deliberated by the Board of Governors under agenda item No.B.12.4.1.

3. Comments in respect of outstanding Audit Paras

The status report in respect of outstanding audit paras is reported to the Finance Committee vide agenda Item No.F.12.4 and the same will also be deliberated by the Board of Governors under Item No. B.12.4.1.

4. Progress of Plan and Non Plan expenditure during the year 2008-09

The status report is reported to the Finance Committee vide agenda Item No. F.12.6. The same will be deliberated to the Board of Governors under Item No. B.12.4.1.

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.

THIS IS FOR THE INFORMATION OF THE BOARD OF GOVERNORS

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