

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

AGENDA FOR THE
NINTH MEETING OF BOARD OF GOVERNORS
TO BE HELD ON 16-10-2007
IN THE BOARD ROOM OF THE INSTITUTE

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ITEM No.B.9.1 TO CONFIRM THE MINUTES OF THE 8TH MEETING OF THE BOARD OF GOVERNORS HELD ON 20-07-2007 AND TO REPORT ACTION TAKEN THEREON.

- a) The minutes of the 8th meeting of the Board of Governors of the institute held on 20-07-2007 were circulated amongst all of its members vide Institute letter No. NITTTR/Board/8th-Minutes/18499-509 dated 02-08-2007 for their information and comments, if any. A copy of the minutes is enclosed as Annexure-I at Page Nos. 09-16 for perusal. Since no comments have been received from any of the members, the same may be confirmed as recorded.
- b) The following items have been noted:

Item No.B.8.1

- Item No.B.8.1(a) : Confirmation of Minutes of the 7th meeting of BOGs of the Institute.
- Item No.B.6.1 and : Filling up of various vacant Senior Technical Non-
Item No.B.5.4.2 : Teaching Group 'A' posts in the Institute.
- Item No.B.6.3.3 : Approval of the Annual Report of the Institute for the Year 2005-06.

Item No.B.7.2

- Item No. B.7.2.1 : Completion of probation period of faculty members.
- Item No. B.7.2.2 : Appointment of Chief Vigilance Officer.
- Item No. B.7.2.3 : Granting of House Building Advance to the Institute employees during the period 01-10-2006 to 31-01-2007.

Item No. B.7.2.4 : Retirements/Resignations occurred during the period 01-10-2006 to 31-01-2007.

Item No. B.7.2.5 : Appointments made during the period 01-10-2006 to 31-01-2007.

Item No. B.7.2.6 : Repatriation of institute employees after deputation.

Item No. B.7.2.7 : Promotions made during the period 01-07-2006 to 31-01-2007.

Item No. B.7.3

Item No.B.7.3.1 In-situ promotions of institute employees under the Career Advancement Scheme of AICTE.

Item No.B.7.3.2 Technical resignation of Mrs Ekta Bhullar, Lecturer (Senior Scale), Computer Science Department.

Item No.B.7.3.3 Modification in the recruitment rules of LDCs, UDCs and Assistants.

Item No.B.7.3.4 Reduction of fee of part-time Dispensary Attendant:

Item No.B.7.3.5 Adhoc appointment of Ms Garima Saini, Lecturer, Electronics and Communication Engineering Department.

Item No.B.7.4

Item No.B.7.4.1 Approval of the minutes of the seventh meeting of Finance Committee held on 23-02-2007.

Item No.B.7.4.2 Approval of the minutes of the fourth meeting of Academic Council held on 22-02-2007.

Item No.B.7.4.3 Recruitment of a Driver (Ordinary Grade) in the Pay Scale of Rs 3050-75-3950-80-4590.

Item No.B.7.4.6 Placement of status report on various issues.

Item No.B.6.1 Deemed University Status for the Institute.
Against
Item No.B.2.2

Item No.B.7.1 Puda Court Case
Against
Item No. .B.6.4.1

Item No.B.7.4.4 To consider revised qualifications for the Senior Technical Non-Teaching Group 'A' posts in the Institute.

Item No.B.7.4.5 To consider filling up of vacant faculty posts during the tenure of Acting Director.

Item No.B.8.2

The following items which were reported to the Board of Governors for information were noted:

Item No.B.8.2.1 Enhancement in the tenure of Chairman, Board of Governors from 03 to 05 years.

Item No.B.8.2.2 Promotions made during the period 01-01-2007 to 30-05-2007.

Item No.B.8.2.3 Allowing institute employees to continue in service until superannuation.

Item No.B.8.2.4 Completion of probation period of institute employees.

Item No.B.8.2.5 Retirements/Resignations of institute employees during the period 01-02-2007 to 31-05-2007.

Item No.B.8.3

The following items which were ratified by the Board of Governors in the 8th meeting have been noted:

Item No.B.8.3.1 Enhancement in the age of Superannuation of Institute Faculty.

Item No.B.8.3.2 In-Situ Promotions of Institute Faculty under the Career Advancement Scheme of AICTE.

Item No.B.8.4

The following items which were considered by the Board of Governors in the 8th meeting have been noted:

- Item No.B.8.4.1 Approval of the minutes of the eighth meeting of Finance Committee held on 20-07-2007.
- Item No.B.8.4.2 Amendment of Recruitment Rules for the post of Director and consequent amendment of MoA of the Institute.
- Item No.B.8.4.3 New rules and regulations for sponsored Research and Consultancy Services by the Institute.
- Item No.B.8.4.4 Inquiry report against Professor R.Subramanian (Retired) in a disciplinary case against him.
- Item No.B.8.4.5 Status report on various issues relating to the Institute.

ITEM No.B.9.2 ITEMS FOR REPORT

The following items are reported for information:

ITEM No.B.9.2.1 TO REPORT REGARDING ALLOWING 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 Rule 56 (1) of FR:

Sr. No.	Name and Designation of Employee	Date of completion of 55 years of age/30 years of service	Remarks
1.	Mrs Santosh Kumari, Stenographer Grade-II	20-06-2007	Completed 30 years of service.
2.	Shri PM Ramakrishna, Stenographer Grade-II	22-06-2007	Completed 55 years of age.
3.	Shri Om Parkash, Supdt.	11-07-2007	Completed 55 years of age.
4.	Shri DG Goswami, Assistant	27-08-2007	Completed 55 years of age.
5.	Shri Madan Paul, Assistant	29-08-2007	Completed 30 years of service.

ITEM No.B.9.2.2 TO REPORT REGARDING CONFIRMATION OF EMPLOYEES FROM 01-06-2007 TO 30-09-2007.

The following employees of the institute have been confirmed during the period 01-06-2007 to 30-09-2007:

Sr. No.	Name and Designation of Employee	Date of Confirmation of Employee
1.	Shri Om Parkash, Chowkidar	23-07-2007

Item No.B.9.2.3 TO REPORT REGARDING CONSTRUCTION OF NEW HOSTEL BLOCK AND ADDITIONAL LECTURE COMPLEX THROUGH CENTRAL PUBLIC WORKS DEPARTMENT (CPWD) AS AN EXECUTING AGENCY.

The Chairman, Board of Governors vide UO No. 21 dated 14-09-2007, has approved the execution of construction of New Hostel Block and Additional Lecture Complex through CPWD on their terms and conditions. A copy of UO is attached as Annexure-II at Page Nos.17-32.

ITEM No.B.9.3 ITEMS FOR RATIFICATION

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

Item No.B.9.3.1 TO RATIFY RENTING OUT OF ACCOMMODATION IN THE INSTITUTE MAIN HOSTEL FOR THE STUDENTS OF INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, MOHALI

The Chairman, Board of Governors vide UO No. NITTTR/18 dated 01 August, 2007 has approved renting out of 20-25 rooms in the institute Main Hostel for the students of Indian Institute of Science Education & Research, Mohali which is a newly established institute of the Government of India, Ministry of Human Resource Development for one semester of six months from 01-08-2007 to

31-01-2008. The rent would be Rs 1500/- student/month subject to a minimum rent of one month from each student. On having alternative arrangements by them, institute accommodation will be vacated. The students will be provided hostel accommodation without bedding and boarding facility. A copy of UO is attached as Annexure-III at Page No.33.

ITEM No.B.9.4 ITEMS FOR CONSIDERATION

ITEM No.B.9.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE NINTH MEETING OF FINANCE COMMITTEE HELD ON 16-10-2007.

The 9th meeting of Finance Committee is scheduled to be held on 16-10-2007. Agenda papers for this meeting are attached as Annexure-IV. The minutes of the meeting will be circulated amongst Board members at the time of the meeting for consideration and approval.

ITEM No.B.9.4.2 TO APPROVE THE MINUTES OF THE FIFTH MEETING OF ACADEMIC COUNCIL.

The fifth meeting of the Academic Council of the Institute will be held on 12-10-2007. The agenda papers for this meeting are attached as Annexure-V. The minutes of the meeting will be placed before the Board at the time of the meeting for consideration and approval.

ITEM No.B.9.4.3 TO CONSIDER THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2006-07.

The Annual Report of the Institute for the year 2006-07 is enclosed as Annexure-VI for consideration and recommendations to the NITTTR Chandigarh Society for approval. After approval of the Society the report will be submitted to the Ministry for its placement in the winter session of Parliament.

THE BOARD MAY CONSIDER THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2006-07.

ITEM No.B.9.4.4 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.

2. Annual Report and Audited Accounts

Audit of annual accounts of the institute for the year 2006-07 has since been completed on 10th August, 2007. However, the audited accounts and the audit certificate have not yet been received from the office of the Principal Accountant General (Audit), Punjab and UT, Chandigarh.

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

Out of eighteen outstanding paras as on 31-03-2006; four paras were settled during audit for the year 2006-07. Seven paras pertain to the year 2006-07 for which reply has already been furnished to the Principal Accountant General (Audit), Punjab and UT, Chandigarh. Audit Report with replies by the institute in respect of each para is annexed with the agenda of ninth meeting of the Finance Committee, which may be seen there. The outcome of reply shall be reported as soon as the reply is received from Audit Office.

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

The institute has incurred a sum of Rs 138.73 lakh under Plan. No grant has been released during the year except Rs 210 lakh which was exclusively released for construction of New Hostel Block and Lecture Hall Complex.

A sum of Rs 342.44 lakh has been utilized out of Rs 246 lakh sanctioned and released by the MHRD, New Delhi during the current financial year 2007-08 under Non-Plan upto 30-09-2007. The excess expenditure is temporarily being met out of IRG and Plan fund of the institute.

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.