

AGENDA ITEMS FOR 42nd MEETING OF THE BOARD OF GOVERNORS TO BE HELD ON 24.09.2018 AT NEW DELHI.

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NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH,
CHANDIGARH

AGENDA FOR THE 42nd MEETING OF THE BOARD OF GOVERNORS TO BE HELD ON 24.09.2018 AT NEW DELHI.

42.0 Welcoming of the Chairman and Members

Previous Meeting.

ITEM NO. B.42.1 TO CONFIRM THE MINUTES OF THE 41st MEETING OF THE BOARD OF GOVERNORS HELD ON 29.06.2018 AT NITTTR, CHANDIGARH.

The minutes of the 41th meeting of the Board of Governors of the Institute held on 29.06.2018 at NITTTR, Chandigarh were circulated amongst all the members vide Institute letter No. NITTTR/Board/41st – Minutes/ 3831 -3845 dated 25.07.2018 (Copy of the minutes of above said meetings is enclosed as **Annexure-I (page Nos.1-7)**). No comments have been received from any members, hence, the same may be confirmed as recorded. As such approval of the Ministry has already been received vide letter No. F.No.7-9/2018-TS.IV, dated 13 August, 2018

(For Consideration & Confirmation)

ITEM NO. B.42.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 41ST MEETING OF THE BOARD OF GOVERNORS HELD ON 29.06.2018

S No.	Item	Action Taken
ITEM NO. B.41.1	TO CONFIRM THE MINUTES OF THE 40 TH MEETING OF THE BOARD OF GOVERNORS HELD ON 22.03.2018 AT SHASTRI BHAWAN, NEW DELHI As no comment/suggestion was received, the Hon'ble Members confirmed the minutes of the 40 th meeting of the Board of Governors held on 22.3.2018 at MHRD,	Noted

	New Delhi. Ministry has already approved the same vide letter No. F. No. 7-5/2018-TS.IV dated 15 May 2018.	
ITEM NO. B.39.2/ B.36.5.8	CASE AGAINST Ms KANIKA SHARMA, ASSISTANT PROFESSOR, NITTTR, CHANDIGARH To be reported to the BOGs on receipt of reply from the CVC/MHRD.	The reply from CVC has been received. The same shall be placed during the meeting for consideration and decision.
ITEM NO. B.39.2/ B.36.5.10/ B.34.3.5	TO CONSIDER APPEAL OF MR. KL SINGLA, SENIOR ADMINISTRATIVE OFFICER (RETIRED) NITTTR CHANDIGARH The Hon'ble Members advised the institute to discuss the matter with the MHRD, GOI with full details and report the course of action to the BOGs on the advice from the Ministry.	As directed by the Board, a brief about appeal against charge sheet and penalty order of Censure, has been sent to MHRD vide letter No. NITTTR/Admn/3061/ dated 26.06.2018 for taking necessary decision on the same. Reply from MHRD is received on 23.07.2018. No further action is required.
ITEM NO B.40.4.2	TO ADOPT GOVT. OF INDIA, MINISTRY OF HEALTH & FAMILY WELFARE, DEPARTMENT OF HEALTH & FAMILY WELFARE LETTER NO.Z. 15025/105/2017/DIR/CGHS/EHS DATED 9TH NOVEMBER, 2017 FOR INSTITUTE EMPLOYEES To be reported to the BOGs on receipt of reply from the MHRD, GOI.	As directed by the Board, the institute employees are not CGHS beneficiaries. Board has advised to get clarifications from MHRD whether the order issued by the GOI. Ministry of Health and Family Welfare is applicable to the institute employees or not. A letter No NITTTR/Admn/ 64/ dated 01.06.2018 has been written to MHRD for clarification. Reply from MHRD has been received on 11.09.2018. Accordingly, Action is being taken.

ITEM No 40.4.3	<p>REVIEW OF THE CRITERIA FOR PROMOTION UNDER CAS/DIRECT AS PER AICTE GUIDELINES</p> <p>The Hon'ble Members approved the guidelines and advised the institute to fill-up the vacant posts after following duly approved procedures at the earliest</p>	Noted
ITEM NO. B.40.4.9	<p>PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE</p> <p>(5) Pending vigilance matters and enquiry report thereto</p> <p>Noted. To be reported on receiving the reply from Central Vigilance Commission (CVC)</p>	Same as item Nos. B.39.2/ B.36.5.8.
ITEM NO. B.41.3.1	<p>STOPPAGE OF INCREMENTS OF FACULTY MEMBERS WHO HAVE NOT COMPLETED THEIR Ph.D WITHIN A PERIOD OF SEVEN YEARS.</p> <p>After deliberations, the Hon'ble Members advise the institute to get the detailed clarification from the AICTE at the earliest to settle the issue.</p>	As directed by the Board, a letter No NITTTR/Admn/ 4300 dated 01.08.2018 has been written to AICTE for clarification. A reminder dated 12.09.2018 has also been sent in this regard. Reply is awaited.
ITEM NO. B.41.3.2	<p>TO CONSIDER PROMOTION UNDER CAREER ADVANCEMENT SCHEME WITHOUT IMPOSING THREE YEARS CONDITION FROM THE DATE OF COMPLETION OF Ph.D.</p> <p>After deliberating on the agenda item, the institute was advised to communicate with the AICTE and seek a clarification in the matter at the earliest.</p>	As directed by the Board, a letter No NITTTR/Admn/ 4298 dated 01.08.2018 has been written to AICTE for clarification. A reminder dated 12.09.2018 has also been sent in this regard. Reply is awaited.

<p>ITEM NO. B.41.3.3</p>	<p>CRITERIA TO BE CONSIDERED FOR CAS FOR THOSE FACULTY MEMBERS ELIGIBLE FOR PROMOTION PRIOR TO THE APPROVAL OF PRESENT CRITERIA AS PER AGENDA ITEM NO. B.41.3.2</p> <p>After deliberations, the Hon'ble Members opined that as the institute has already communicated with the AICTE for seeking clarification, the action can only be taken after receipt of reply from the AICTE.</p>	<p>As directed by the Board, a letter No NITTTTR/Admn/4301 dated 01.08.2018 has been written to AICTE for clarification. A reminder dated 12.09.2018 has also been sent in this regard. Reply is awaited.</p>
<p>ITEM NO. B.41.3.4</p>	<p>TO APPROVE THE MOU FOR THE YEAR 2018-2019.</p> <p>The Hon'ble Members accepted and approved the MOU for the year 2018-19 to be signed with MHRD, GOI.</p>	<p>Noted</p>
<p>ITEM NO. B.41.3.5</p>	<p>TO CONSIDER AND APPROVE THE MINUTES OF THE 38TH MEETING OF FINANCE COMMITTEE HELD ON 29.06.2018</p> <p>The minutes of the Finance Committee will be circulated amongst all the Members of the Finance Committee for consideration and approval.</p>	<p>Noted</p>
<p>ITEM NO. B.41.3.6</p>	<p>PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE</p> <p>Status of various reports was placed before the Hon'ble Members. The Members took note of the reports submitted to them.</p>	<p>Noted</p>
<p>ITEM NO, B.41.3.7</p>	<p>TO CONSIDER AND APPROVE ADVERTISING THE POST OF PROFESSOR ETV DEPARTMENT [LIEN VACANCY] AND SENIOR PRODUCER IN ETV DEPARTMENT</p>	<p>As advised by the Board, a letter No NITTTTR/Admn/5747 dated 13.09.2018 has been written to MHRD for seeking permission to fill-up the post of Professor of ETV on</p>

	<p>The esteemed Members, after deliberations, allowed the institute to advertise sanctioned vacant position of Senior Producer at the earliest as per the approved qualifications and guidelines. However, the Members advised the institute to send the proposal of the institute to the Ministry to fill-up the post of Professor of ETV on temporary basis (against lien vacancy) for further directive.</p>	<p>temporary basis (against lien vacancy). Reply is awaited</p>
<p>ITEM NO. E.41.3.8</p>	<p>TO CONSIDER AND APPROVE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2017-18</p> <p>The Hon'ble Members considered the recommendations of the Finance Committee and approved the annual accounts of the institute for the financial year 2017-18.</p>	<p>Noted</p>
<p>ITEM NO. E.41.3.9</p>	<p>TO SUBMIT THE QUARTERLY PROGRESS REPORT OF THE INSTITUTE</p> <p>Director of the institute presented the quarterly progress for the period April-June 2018 on various activities undertaken by the institute. The joining of INAE Professor and industry sponsored activities were also reported. Esteemed members expressed their satisfaction on the projected progress.</p>	<p>The esteemed members showed their satisfactions on the progress made and the same was noted.</p>

ITEM NO. B.42.3**ITEMS FOR REPORTING****ITEM NO. B.42.3.1 TO REPORT REGARDING COMMON RECRUITMENT RULES (RRS) NON TEACHING STAFF OF 4 NITTTRS.**

As per the MHRD letter F.NO.23-5/2015-TS-IV dated 07th August, 2018, the Hon'ble HRM has approved the proposed Recruitment Rules (RRs) –Ministerial & Technical for 4 National Institute of Technical Teachers Training and Research (NITTTRS) located at Bhopal, Chandigarh, Kolkatta and Chennai. The copy is enclosed as **Annexure–II (page Nos.8)** for kind information of the Hon'ble members. The copy of the observations of the Director which was sent to Ministry is also enclosed as **Annexure–III (page Nos.9-10)**.

ADMINISTRATIVE MATTERS**ITEM NO.B.42.4 ITEMS FOR CONSIDERATION****ITEM NO. B 42.4.1 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2017-18**

The Annual Report of the institute indicating various projects, programmes and initiatives undertaken by the institute during the year 2017-18 has been finalized. A copy of the Annual Report will be placed on the table at the time of meeting. Although, the audit of the Institute accounts has been conducted by the Director of Audit (Central), Chandigarh from 02.07.2018 to 13.07.2018, but the audit certificate and utilization certificate are yet to be received from Audit office. The Annual Report of the Institute for the year 2017-18 including Audit Certificate, will be sent to the Ministry of Human Resource Development, New Delhi for placing the same on the table of the Parliament by 31st December, 2018.

HON'BLE MEMBERS MAY KINDLY CONSIDER AND ADVISE

FINANCE MATTER

ITEM NO. B 42.4.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 39TH MEETING OF FINANCE COMMITTEE TO BE HELD ON 24.09.2018.

The 39th meeting of Finance Committee of the Institute will be held on 24.09.2018. Agenda papers for this meeting are enclosed. As Directed by the Board in its 40th meeting vide item No. B.40.4.5, the Minutes of Finance Committee shall be submitted to Hon'ble members for approval through circulation.

ITEM NO. 42.4.3 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 and letter No.23-4/2-014-TS-IV dated 11th September, 2014, 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.
7. Status of achievement of different targets provided in Result Framework Document.
8. Expenditure made in both Plan and Non-plan Heads, since last Board meeting.
9. The release of Plan and Non-Plan fund from the Ministry against the allocation.
10. Status of filling up of vacant post since last Board meeting.

Accordingly, the status report on the respective issue is placed as under:

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

There is no backlog vacancy of SC/STs and OBCs at this Institute at the present moment.

2. Annual Report and Audited Accounts

Annual Accounts of the Institute for the year ended 31st march 2018 has been audited by the office of the Director General of Audit (Central), Chandigarh . The audit Certificate is still awaited.

3. Comments in respect of outstanding Audit Paras

There are 13 outstanding audit paras which are being pursued with the Audit office for settlement. The year-wise detail is as under.

Year	No. of outstanding Para
2002-2003	1
2005-2006	1
2013-2014	1
2015-2016	2
2016-17	8
Grand Total	13

However, none of these are listed on any of the website of the audit.

4. **Progress of Revenue and Capital expenditure**

The status of progress of Capital and revenue expenditure upto 31.08.2018 of the financial year 2018-19 is placed in Finance Committee vide item No. F 39.3.1 of the 39th meeting of Finance Committee. However, the latest shall be placed on the table.

5. **Pending vigilance matters and enquiry report thereto**

There is only one pending case in the institute. The reply of CVC is received . The same shall be placed on the table.

6. **Redressal of public grievances**

There is no pending matter of public grievances in the institute.

7. **Status of achievement of different targets provided in Result Framework Document.**

Achievement of Departments during the Period from 01.04.2018 to 31.08.2018 is enclosed as **Annexure-IV (page Nos.11-12)**

Expenditure made in both Capital and Revenue Heads.

		(₹ In lakhs)
Particulars		Expenditure from 1.4.2018 to 31.08.2018
Capital	: Non Recurring (OH-35)	154.66
Revenue	: Training- Recurring, & Pension (OH-31)	377.14
Revenue	: Salary , Salary B & Retirement Benefits (OH-36)	959.66
Non-Salary (out of IRG)		77.12

8. Release of Capital and Revenue fund from the Ministry against the allocation.

(₹ in lakhs)

Particulars	Budget Allocation	Grant-in-aid Received upto 31.08.2018.
Capital : Non Recurring (OH-35)	--	112.15
Revenue : Training- Recurring, Salary B & Pension (OH-31)	--	157.18
Revenue : Salary & Retirement Benefits (OH-36)	--	741.25

9. Status of filling up of vacant posts since last Board meeting.

The Screening process for the listed posts of Professor for which the interview shall start as per the scheduled enclosed as **Annexure-V (page Nos. 13-14)**. The screening process of other post of professor shall be over by 25th September, 2018. Hence, the interview would be as per the enclosed **Annexure-V (page Nos 13-14)**. The scrutiny for the non-teaching posts such as Accountant, Estate Assistant, Technician and Sr. ADO and other posts has been completed. The test/interview shall be held during October-November, 2018 as per schedule enclosed **Annexure-VI (page Nos. 15-16)**.

Any other item(s) with the permission of the Chair.