

**AGENDA FOR THE
FOURTEENTH MEETING OF BOARD OF GOVERNORS'
TO BE HELD ON 26.06.2009
AT 2.30 PM
IN THE BOARD ROOM OF THE INSTITUTE
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ITEM No.B.14.1 TO CONFIRM THE MINUTES OF THE 13TH MEETING OF THE BOARD OF GOVERNORS HELD ON 13.02.2009 AND TO REPORT ACTION TAKEN THEREON.

- (a) The minutes of the 13th meeting of the Board of Governors of the institute held on 13.02.2009 were circulated amongst all of its members vide institute letter No. NITTTR/Board/13th /Minutes/45432-447 dated 26.02.2009, for their information and comments, if any. A copy of the minutes is enclosed as **Annexure-I** (at Page No. 13 – 20). Since no comments have been received from any of the members, the same may be confirmed as recorded.

FOLLOW UP

- (b) The following items of the last meeting have been noted:
- Item No.B.13.1(a) Confirmation of minutes of the 12th meeting of Board of Governors held on 24.10.2008
 - Item No.B.13.2.1 Status of the Annual Report of the Institute for the year 2007-08
 - Item No.B.13.3.1 Recognition and empanelment of Silver Oak Hospital, Phase IX, Mohali (a private CGHS recognized hospital) for medical treatment of the institute employees and their families.
 - Item No.B.13.3.2 Abolition/surrendering of sanctioned non teaching posts as per directions of Government of India, Ministry of Human Resource Development.
 - Item No.B.13.4.1 Approval of the minutes of the thirteenth meeting of Finance Committee held on 13.02.2009.
 - Item No.B.13.4.2 Approval of the minutes of the eighth meeting of Academic Council.

Item No.B.13.4.4 Status report on various issues relating to the
(4,5 &6) institute

- Progress of Plan and Non Plan expenditure during the year 2008-09.
- Pending vigilance matters and enquiry report thereto.
- Redressal of public grievances.

(c) The latest position in respect of other items is indicated as under :

Against
ITEM NO.B.13.4.3 TO CONSIDER FILLING OF SENIOR TECHNICAL
NON TEACHING GROUP 'A' LEVEL POSTS IN THE
INSTITUTE.

Minutes of the last meeting	Action taken
It was resolved that though the institute intends to achieve the ultimate target of faculty and non-faculty posts to the 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 affairs of the institute cannot be managed. Such posts can also not be out-sourced. It was, therefore, decided that the institute may again request the Ministry to allow the institute to fill up the following essential posts within its sanctioned strength by relaxing the stipulated ratio of 1:1.1 as stated above.	The Govt. of India, MHRD vide their letter no.F.No.7-2/2009 TS IV dated 11.05.2009 has conveyed approval for revival and filling up of all the five Sr. Technical non teaching posts. The institute has already initiated the process to fill up these posts. However, the recruitment process is held up for the time being due to vacancy of Chairman, BOGs.

Sr. No.	Name of Post	Revised Pay Band Rupees	Grade Pay Rupees
1.	System Programmer	15600-39100	6600
2.	Junior System Programmer	15600-39100	5400
3.	Producer	15600-39100	5400
4.	Electronics Engineer	15600-39100	5400
5.	Estate Officer	15600-39100	5400

Against
ITEM NO.B.13.4.4 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE

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

Minutes of the meeting	Action taken
It was desired that a report regarding reserved roster points of SC/STs and OBCs in various posts of the institute may be prepared and sent to each of the member of Board of Governors.	The report regarding reserved roster points of SC/ STs and OBCs in various posts of the institute is attached as Annexure-II (placed at page No. 21).

2. Annual Report and Audited Accounts; and

3. Comments in respect of outstanding Audit Paras :

Minutes of the meeting	Action taken
2. It was desired that a copy of the Audit Report alongwith Audit	Copies of Annual Report for 2007-08 were sent to the Board Members vide

<p>Certificate, Annual Accounts and the Utilization Certificate as received from the Audit Office, alongwith action taken report thereon, may be sent to each of the member of the Board of Governors.</p> <p>3. It was desired that a copy of the Audit and Inspection Report issued by the Audit Office alongwith the replies of the outstanding paras furnished by the institute may be sent to each of the member of the Board of Governors.</p>	<p>institute letter No.NITTTTR/Board/Agenda-12/28573-81 dated 13.10.2008.</p> <p>Copies of the Audit Report, replies to Audit Report in annotated form and Annual Accounts for the year 2007-08 are attached as Annexure-III (at page No. 22 to 130).</p>
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ITEM NO.B.14.2 ITEMS FOR REPORT

The following items are reported for information :

ITEM NO.B.14.2.1 TO REPORT REGARDING VACANCY / NOMINATION OF CHAIRMAN, BOARD OF GOVERNORS.

The position of Chairman, Board of Governors, is vacant since 23.02.2009 and the Government of India, Ministry of Human Resource Development, is in the process of filling up the same.

IT IS FOR INFORMATION

ITEM NO.B.14.2.2 TO REPORT REGARDING APPOINTMENT OF DIRECTOR.

The Government of India, MHRD, has offered the post of Director to Dr.Parijat De, Director of Technical Education, Government of West Bengal, Kolkatta, vide their D.O. No.7-7/08-TS.IV dated 22.04.2008

(copy enclosed as **Annexure-IV**, at page Nos.131). However, Dr.Parijat De has not yet joined.

IT IS FOR INFORMATION

ITEM NO.B.14.2.3 TO REPORT STATUS OF CONSTRUCTION OF NEW HOSTEL BLOCK AND LECTURE HALL COMPLEX AT NITTTR, SECTOR 26, CHANDIGARH.

The upto date progress report in respect of the on-going construction of New Hostel Block and Lecture Hall Complex at NITTTR, Sector 26, Chandigarh is given in **Annexure-V** which is placed at page Nos. 132 to 133.

IT IS FOR INFORMATION

ITEM NO.B.14.2.4 TO REPORT EMPANELMENT OF MUKAT HOSPITAL AND HEART INSTITUTE, A UNIT OF CITY CLINIC (PVT) LTD., SCO NO.47-49, SECTOR 34-A, CHANDIGARH (A PRIVATE CGHS RECOGNIZED HOSPITAL) FOR MEDICAL TREATMENT OF THE INSTITUTE EMPLOYEES AND THEIR FAMILIES.

The Director, NITTTR, Chandigarh, by exercising the powers delegated to him by the Board of Governors vide item No.B.1.22 of the 1st meeting held on 18.06.2004 and No.B.13.3.1 of the 13th meeting held on 13.02.2009, has empanelled the Mukat Hospital and Heart Institute, a unit of City Clinic (Pvt) Ltd., SCO No.47-49, Sector 34-A, Chandigarh, (a CGHS recognized private Hospital vide GOI M.H. O.M.No.F.No.S-11011/21/2006-CGHS Desk-II, dated 04.09.2008, copy enclosed as **Annexure-VI** (at page No. 134), for the medical treatment of the institute employees and their families under CS (MA) Rules, 1944, on the terms and conditions including charges as applicable to the CGHS beneficiaries at Chandigarh.

IT IS FOR INFORMATION

ITEM NO.B.14.2.5 TO REPORT ABOUT SUPEANNUATION OF GROUP 'A' LEVEL EMPLOYEE OF THE INSTITUTE.

Sh.B.B. Sharma, Chief Librarian, superannuated on attaining the age of 62 years on 30.09.2008.

IT IS FOR INFORMATION

ITEMS FOR CONSIDERATION

ITEM NO.B.14.3.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 14th MEETING OF FINANCE COMMITTEE TO BE HELD ON 26.06.2009.

The 14th meeting of Finance Committee is scheduled to be held on 26.06.2009. Agenda papers for this meeting are attached as **Annexure-VII** in a separate booklet. The minutes of the meeting of Finance Committee will be placed before the Board of Governors at the time of meeting, for consideration and approval.

ITEM NO.B.14.3.2 TO CONSIDER REVIEW OF CONSTITUTION OF SELECTION COMMITTEE FOR FACULTY AND SENIOR TECHNICAL NON TEACHING POSTS (GROUP 'A' and 'B') IN PAY BAND-2 Rs.9300-34800 WITH GRADE PAY Rs.4200 (Pre-revised Pay Scale of Rs.6500-10500) AND ABOVE.

The Board of Governors had approved the following constitution of Selection Committee for direct recruitment of faculty and senior technical non teaching posts (Group 'A' and 'B') in the pre-revised pay scale of Rs.6500-10500 and above and promotions under the Career Advancement Scheme of AICTE for faculty:

Sr. No.	Selection Committee - Constitution	Selection Committee
1.	Chairman, Board of Governors or his nominee :	Chairman

2.	Director of the institute :	Ex-Officio Member
3.	Head of the department not below the rank of Professor :	Co-opted Member
4 (a)	Vice Chancellor of Panjab University, Chandigarh or his nominee not below the rank of Professor in a Technical Institute / Department of the University :	Member
(b)	Nominee of AICTE not below the rank of Professor :	Member
5.	Experts : i) For Lecturers – two subject experts out of which one must be present : ii) Three subject experts for Assistant Professors / Professors out of which two must be present :	Members Members
6.	Two Board Members : a) Representative of Ministry of Human Resource Development: b) A member of the Board of Governors to be nominated from the panel of names of Board members approved by the Chairman, Board of Governors.	Member Member

- Notes:
1. The Chairman of the Selection Committee may co-opt an additional expert, if considered necessary.
 2. As regards senior technical non teaching posts, the selection committee as applicable in the case of Lecturer will be applicable.
 3. At least five members including the Chairman and experts must constitute the quorum.
 4. For selection of Professor post, preferably a senior most Professor will be associated.

This constitution is based on the guidelines issued by the AICTE vide their letter No.F.No.1-65/CD/NEC/98-99 dated July 31, 2001 for teaching posts.

The Selection Committee for Career Advancement of faculty is also the same as that for direct recruitment as per AICTE guidelines. Accordingly, the Selection Committee for promotions of institute faculty under Career Advancement is also the same. As the Chairman of the Selection Committee is either the Chairman, Board of Governors of the institute or his nominee, therefore, because the position of Chairman, Board of Governors is lying vacant since 23.2.2009, the institute could not held any meeting of the Selection Committee. Consequently the recruitment as well as promotions of faculty are lying held up. In order to prevail over this situation, it is proposed that in the absence of Chairman, Board of Governors or his nominee, the Selection Committee meetings may be chaired by the Joint Secretary / Additional Secretary, MHRD, Incharge Technical Bureau or the Director of the Institute so that the recruitment / promotional process does not held up under the aforesaid circumstances.

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE

ITEM No. B.14.3.3 TO CONSIDER AMENDMENT OF HOUSE ALLOTMENT RULES OF THE INSTITUTE REGARDING ELIGIBILITY CRITERIA DUE TO REVISION OF PAY STRUCTURE ON THE RECOMMENDATIONS OF SIXTH CENTRAL PAY COMMISSION.

The institute has the following residential accommodation for its employees (faculty and non faculty) at Chandigarh:

Type of House	Number of Houses
I	38 (For Non Faculty)
II	32 (For Non Faculty)

III	17 (For Non Faculty)
III (Academic)	23 (19 for Faculty and 4 for Non Faculty)
IV (Academic)	24 (22 for Faculty and 2 for Non Faculty)
V	06 (For Faculty)

The eligibility criteria for allotment of residence of certain type is based on the designation and pay scale in case of faculty and on the basis of pay drawn in case of non faculty employees. The eligibility criteria for allotment of residence of certain type to the non faculty employees the institute has been following the criteria determined by the Government of India, Directorate of Estates for the general pool government residences in Delhi.

Due to revision of pay structure on the recommendations of Sixth Central Pay Commission, the Government of India, Directorate of Estates vide their notification No.F.No.12035/1/98-Policy II dated 03.02.2009 have amended allotment of Government residences (General Pool in Delhi), Rules, 1963, a copy of which is attached as **Annexure VIII** at page Nos. 135 to 137. Since the institute has also revised the pay structure of the institute employees (non-faculty) on the basis of recommendations of Sixth Central Pay Commission, it is therefore, proposed that the above said rules may be adopted for determining the eligibility of institute employees (non faculty) for allotment of residence of certain type as under :

Type of Residence	Grade Pay
I	Rs.1300, Rs.1400, Rs.1600, Rs.1650 and Rs.1800
II	Rs.1900, Rs.2,000, Rs.2400 and Rs.2800

III	Rs.4200, Rs.4600 and Rs.4800
IV	Rs. 5400 to Rs.6600

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE AMENDMENT TO THE HOUSE ALLOTMENT RULES OF THE INSTITUTE AS PROPOSED.

ITEM No. B.14.3.4 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 December 6, 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 are only two backlog vacancies of Lecturers for OBC category. The same have already been advertised. The recruitment is in process.

2. Annual Report and Audited Accounts

The Annual Report for the year 2008-09 is being prepared and shall be sent to the MHRD well in time as per schedule.

The Principal Accountant General (Audit), Punjab & U.T. Chandigarh, has undertaken the audit of annual accounts of the institute for the year 2008-09, w.e.f. 18.5.2009. The same has not yet been concluded. An item to consider and approve the annual accounts of the institute for the year 2008-09 for submission to Audit has been put up before Finance Committee vide ItemNo.F.14.5.

3. Comments in respect of outstanding Audit Paras

Comments in respect of old outstanding Audit paras have been provided to the Audit Party. However, as the audit is still not concluded and consequently the Audit and Inspection Report 2008-09 not yet issued, therefore, the status will be reported in the next meeting.

4. Progress of Expenditure of Plan (General), Plan (OSC)-OBC and Non Plan Scheme during the period as on 31 May, 2009

Particulars	Rupees in lakh		
	Plan	Non-Plan	Plan OBC-OSC
Balance as on 01.04.09 including IRG	66.21	8.53	440.11
Grant in aid sanctioned during 2008-09 but received on 09.04.09	199	31.94	0
Grant in aid received during 2009-10 (up to 09.06.09)	0	0	0
IRG (up to 31.05.09)	2.69	24.71	0
Total	267.9	65.18	440.11
Expenditure incurred	66.7	197.71	0
Unspent Balance (as on 31.05.09)	201.2	-132.53	440.11

Deficit under non-plan is met out of Plan funds as grant has not been received from the Ministry. Demand has been sent vide No.NITTTR/Budget & ITA/Grants/2692 dated 07.05.2009.

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 INFORMATION
