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The Institute also made a presentation before Chairman/Member-Secretary AICTE, representatives from ISRO and IGNOU on 18 and 22 March, 2005 on offering on-line ME programmes through Edusat. As a result of the efforts made the institute has been successful in being identified as the first amongst 8-10 centers by AICTE, for transmission of technical education programmes. A hub has been installed at the institute for the purpose and trial runs are being made since 10 August, 2005. It is likely to become operational in the near future.

The first draft of the Institute's proposal for "Deemed University" status has been prepared and is to be discussed at institute level before submission to the Ministry of Human Resource Development. A National workshop on 'Finalization of NITTTRs Vision' was conducted at the institute on 26-27 April, 2005, involving the other three NITTTRs and representatives from technical institutes, directorates of technical education and industry, from across the Country. In all 35 persons participated in the workshop. As an outcome, a document on "National Vision 2015" common to the four NITTTRs, has been finalized, with a consensus amongst the four NITTTRs, and submitted to the Secretary, Department of Secondary and Higher Education, Ministry of Human Resource Development. The Deemed University Status is also linked with the Vision document applications.

B.4.2 ITEMS FOR REPORT

ITEM NO. B.4.2.1 EXECUTION OF MEMORANDUM OF UNDERSTANDING FOR THE YEAR 2005-2006 BETWEEN THE INSTITUTE AND THE MHRD.

On the directions of MHRD, a Memorandum of Understanding for the year 2005-2006 has been executed on 8 June, 2005 between the Department of Secondary and Higher Education of MHRD, Govt. of India and NITTTR Chandigarh. A copy of the Memorandum of Understanding is attached as Annexure-II at page no. 28-33

ITEM NO. B. 4.2.2 INSTITUTE'S INITIATIVE OF STARTING MASTER OF ENGINEERING MODULAR PROGRAMMES.

In order to meet the growing need of qualified teachers in the technical education system of the country, the institute initiated concerted efforts in November, 2003 for offering modular training programmes. This was envisaged as a path-breaking alternative to the traditional/regular programmes being offered in engineering colleges/universities, in view of the reluctance of the administrative authority/management of technical institutes to relieve the technical teachers for a long duration of two years resulting in disruption of teaching schedule.

To lend credence to the proposal, the institute carried out a survey amongst about 300 technical institutes of the country. The response was overwhelming. About 2500 teachers indicated their willingness to under-go the programme immediately. The matter was subsequently pursued along with the data collected, with Panjab University and AICTE for approval. The persistent efforts of the institute yielded the desired results in the form of approval both from AICTE as well as Panjab University,

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

AGENDA FOR THE FOURTH MEETING
OF THE BOARD OF GOVERNORS
TO BE HELD ON 27.1.2006 AT 2.30 P.M.
AT NITTTR CHANDIGARH

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ITEM NO.B.4.1 TO CONFIRM THE MINUTES OF THE 3rd MEETING OF THE BOARD OF GOVERNORS OF NITTTR CHANDIGARH HELD ON 16.3.2005 AND TO REPORT ACTION TAKEN THEREON.

- (a) The minutes of the 3rd meeting of the Board of Governors of NITTTR, Chandigarh held on 16.3.2005 were circulated amongst all of its members vide institute letter No. NITTTR/Board/3rd-minutes/516-528 dated 4.4.2005 for their information and comments, if any. A copy of the minutes is enclosed as Annexure-I at page no.16-27 for perusal. Since no comments have been received from any of the members, the same may be confirmed as recorded.
- (b) **Item No. B. 93.26** : The court case is pending since long for leading evidence of the plaintiff that is PUDA. Thereafter, plaintiff has taken 3-4 dates, out of which on one or two occasions the court was on leave. Now the case is fixed for 06/2/2006 for leading the evidence by the plaintiff.
- (c) **Items No. B.2.3, B.2.12** (under item No. B.3.1), B.3.2, B.3.3, B.3.4, B. 3.5, B. 3.6, B.3.7, B.3.8, B.3.9, B.3.10, B.3.11, B.3.12 and B. 3.13 have been noted.
- (d) The latest position in respect of other items is indicated as under :

Against

ITEM NO.B. 2.2 TO APPROVE THE ACTION INITIATED BY THE INSTITUTE REGARDING THE POST-GRADUATE PROGRAMME.

The institute's efforts regarding Modular Post Graduate Programmes have yielded desired results in respect of affiliation of Panjab University, Chandigarh and approval of AICTE to these Programmes in six disciplines: (i) Engineering Education, (ii) Manufacturing Technology, (iii) Construction Technology & Management, (iv) Computer Science & Engineering, (v) Instrumentation & Control and (vi) Electronics & Communication Engineering, which have since been started at the institute w.e.f. 20 June, 2005 with an enrolment of 120 teachers from all over the country.

As per an earlier directive of Ministry of Human Resource Development, the institute has also resumed offering Regular Master Degree Programme in six disciplines namely (i) Engineering Education, (ii) Manufacturing Technology, (iii) Construction Technology & Management, (iv) Computer Science & Engineering, (v) Instrumentation & Control and (vi) Electronics & Communication Engineering, w.e.f. Academic Session 2005-2006 under affiliation of Panjab University, Chandigarh. As on August 17, 2005 the total enrolment for the six programmes is 43 no. of students including 5 admitted under QIP (Polytechnic) scheme of AICTE.

Chandigarh. With the total sanctioned intake of 150 (25 for each of the six disciplines) the institute started offering Master of Engineering Modular Programme w.e.f. 20th June, 2005, even though the AICTE approval was received at the institute on June, 2005. One hundred and twenty (120) teachers have been admitted in various Modular M.Tech/M.E. Programmes in six disciplines (i) Engineering Education, (ii) Manufacturing Technology, (iii) Construction Technology & Management, (iv) Computer Science & Engineering, (v) Instrumentation & Control and (vi) Electronics & Communication Engineering, The institute has the break-away innovation to its credit, that for the first time in the country, ME Modular Programmes are being offered by it. It is hoped that the institute's contribution in regard to the above will go a long way in solving the problem of qualified teachers for the technical education in the country.

THIS IS FOR INFORMATION OF THE MEMBERS OF THE BOARD

ITEM NO. B.4.2.3 GRANT OF EOL TO DR. SK DHAMEJA, PROFESSOR FOR JOINING AS FACULTY CONSULTANT AT CPSC, MANILA.

Chairperson Board of Governors vide UO No.39 dated 19.9.2005 (Copy enclosed as Annexure-III at page No. 34-41) has approved grant of EOL to Dr SK Dhameja, Professor for 13 months beginning from 23.9.2005 for joining as Governing Board Engaged Faculty Consultant for Technical Education at CPSC, Manila.

ITEM NO. B.4.2.4 SUPERANNUATION OF INSTITUTE EMPLOYEES FROM 1.4.2005 TO 31.12.2005.

The following Institute employees have superannuated on the dates mentioned against each during the period 1.4.2005 to 31.12.2005

S.No.	Name & Designation	Date of superannuation
1.	Sh. Avtar Singh, Producer	30.4.2005 (AN)
2.	Sh. Gian Chand, Technician	31.5.2005 (AN)
3.	Sh. Mam Chand, Assistant	30.6.2005 (AN)
4.	Sh. SN Aggarwal Asstt. Prof.	31.7.2005 (AN)
5.	Sh. TM Vashu Sr. DMO	31.7.2005 (AN)
6.	Sh. Bachai Ram, Head Mali	31.8.2005 (AN)
7.	Sh. VP Puri, Head IMCO	30.11.2005(AN)

ITEM NO.B.4.2.5 ALLOWING INSTITUTE EMPLOYEES TO CONTINUE SERVICE UNTIL SUPERANNUATION.

On the recommendations of the Screening Committee, the following Group A & level Institute employees have been allowed to continue in service until superannuation subject to review in any case in the Institute interest as per rule in terms of FR 56:

Sr. No.	Name & Designation	Remarks
1.	Dr. (Ms) PK Tulsi, Professor	UO No.11 dated 19.4.2005
2.	Dr. JS Saini, Professor	UO No.11 dated 19.4.2005
3.	Dr. (Mrs.) SP Bedi, Professor	UO No.11 dated 19.4.2005
4.	Sh. GB Pandey, Senior Producer	UO No.11 dated 19.4.2005
5.	Sh. AK Sharma, Accountant	Director's Orders dated 3.5.2005
6.	Sh. Anil Kumar, STA	Director's Orders dated 3.5.2005
7.	Sh. Jai Pal Singh, STA	Director's Orders dated 3.5.2005
8.	Sh. Om Parkash, Supdt.	Director's Orders dated 3.5.2005

ITEM NO. 4.2.6 SANCTIONING OF HBA TO THE INSTITUTE EMPLOYEES.

As per powers delegated to the Director by the Board of Governors, the Director has sanctioned HBA to the following employees of the institute

Sr. No	Name & Designation	Amount
1.	Sh. Jaspal Singh, LDC	Rs. 1,79,000.00
2.	Sh. Tara Chand, Sweepr	Rs. 1,45,000.00

B 4.3 ITEMS FOR RATIFICATION

ITEM NOB 4.3.1 DEPUTATION OF SHRI NARENDRA SINGH, SENIOR AO FROM THE OFFICE OF THE COMPTROLLER & AUDITOR GENERAL OF INDIA TO THE INSTITUTE AS ACCOUNTS OFFICER.

Chairperson, Board of Governors vide UO No. 37 dated 14.9.2005 (Copy enclosed as Annexure-IV at page No.42-46) has approved borrowing of services of Shri Narendra Singh, Senior AO from the Office of the Comptroller and Auditor General of India for a term of one year in the 1st instance on standard terms and conditions of deputation as per Govt. of India rules by allowing him the pay scale of Rs. 8000-275-13,500 on personal basis as the post of Accounts Officer at the institute is in the pay scale of Rs. 7450-225-11500. He has joined on 1.11.2005 (FN). Shri Ar Rampal, Accounts Officer was repatriated to his parent office on 31. 10.2005 (AN) It may be ratified.

ITEM NO.B.4.3.2 DEPUTATION OF SHRI SUNIL D JASSAL, LECTURER (SR SCALE) TO AICTE AS ASSISTANT DIRECTOR.

Chairperson, Board of Governors vide UO No.22 dated 26.5.2005 (copy enclosed as Annexure-V at page No.47-50) has approved the deputation of Shri Sunil D Jassal, Lecturer (Sr Scale) in the pay scale of Rs. 10,000-325-15200 to AICTE, New Delhi for the post of Assistant Director in the pay scale of Rs. 10,000-325-15,200 and he was relieved of his duties on 19.9.2005. It may be ratified.

ITEM NO B.4.3.3 RESIGNATION OF SHRI RAJWINDER SINGH, LECTURER, COMPUTER SCIENCE DEPARTMENT

Chairperson, Board of Governors vide UO No.31 dated 11.8.2005 (copy enclosed as Annexure-VI at page No. 51-52) has accepted the resignation of Shri Rajwinder Singh, Lecturer Computer Science Department w.e.f 31.8.2005. Accordingly he was relieved on 31.8.2005. It may be ratified.

ITEM NO B.4.3.4 COMPLETION OF PROBATION PERIOD OF FACULTY MEMBERS.

Chairperson, Board of Governors vide UO No.32 dated 19.8.2005 (copy enclosed as Annexure-VII at page No.53-80) has approved the successful completion of probation period in respect of Mrs Poonam Syal, Assistsant Professor, Rural Development Department, Mrs Lini Methew, Assistant Professor, Electrical Engg. Department., Dr KM Rastogi, Professor, CDC and Dr. (Ms) PK Tulsi, Professor, Education and Educational Mgt Department. It may be ratified.

ITEM NO.B.4.3.5 ADVANCE INCREMENTS TO NEWLY RECRUITED LECTURERS ON ACCOUNT OF POSSESSING HIGHER QUALIFICATIONS.

Chairperson, Board of Governors vide UO No. 18 dated 5.5.2005 (copy enclosed as Annexure-VIII at page No.81) has approved grant of two advance increments to the newly recruited lecturers on account of possessing ME/M.Tech qualifications at the time of their recruitment as per AICTE norms. It may be ratified.

ITEM NO.B.4.3.6 RE-CONSTITUTION OF EXPERT COMMITTEE FOR CHECKING ESTIMATES FOR HOUSE BUILDING ADVANCE TO INSTITUTE EMPLOYEES.

Chairperson, Board of Governors vide UO No 21 dated 16.5.2005 (copy enclosed as Annexure-IX at page No.82) has approved the re-constitution of expert committee for checking of detailed estimates for House Building Advance to institute employees, at the institute level. It may be ratified.

ITEM NO.B.4.3.7 IMPLEMENTATION OF AICTE'S GUIDELINES ON CAREER ADVANCEMENT SCHEME OF FACULTY.

Chairperson, Board of Governors vide UO No. 17 dated 4.5.2005 (copy enclosed as Annexure-X at page no.83-94) has approved implementation of AICTE's Notification No. F.FD/PSSC/Clarification/2003/1 dated 10.9.2003 on Career Advancement Scheme to the faculty of the Institute. It may be ratified.

ITEM NO.B.4.3.8 TERMINATION OF SERVICES OF SHRI HARSIMRAT SINGH LECTURER DURING PROBATION DUE TO UNAUTHORIZED AND WILFUL ABSENCE.

Due to unauthorized and wilful absence of Sh. Harsimrat Singh, Lecturer, Media Centre, during his probation. The Chairperson vide UO No. NITTTR/06 dated 7.3.2005 (copy enclosed as Annexure-XI at page no.95-101) has terminated his services w.e.f. 18.1.2005 in terms and conditions of his appointment letter issued vide no. NITTTR/PF/43084-86 dated 24.8.2004 read with Rule No. 5(i) of CCS (Temporary Services) Rules, 1965. It may be ratified.

ITEM NO.B.4.3.9 EMPANELMENT OF DR. BALBIR SINGH, PANWAR AS AMA FOR DENTAL TREATMENT.

Chairperson, Board of Governors vide UO No. 26 dated 16.6.2005 (copy enclosed as Annexure-XII at page no.102-104) has approved the name of Dr. Balbir Singh Panwar, House No. 1348, Sector-21, Panchkula (Haryana) for empanelment as AMA for dental treatment of Institute employees and their families/dependents. It may be ratified.

ITEM NO.B.4.3.10 EMPANELMENT OF ADVOCATES AS STANDING COUNSEL OF THE INSTITUTE.

Chairperson, Board of Governors vide UO No. 27 dated 17.6.2005 (copy enclosed as Annexure-XIII at page no.105-119) has approved the empanelment of advocates as standing counsels of the Institute to contest court cases in the Punjab and Haryana High Court and the Lower Courts on behalf of the Institute w.e.f. 17.6.2005. It may be ratified.

ITEM NO B.4.3.11 CHANGING OF STATUS OF MRS. KANIKA SHARMA, LECTURER FROM REGULAR TO TEMPORARY.

Chairperson, Board of Governors vide UO No 5 dated 2.3.2005 (Copy enclosed as Annexure-XIV at page no.120-124) has approved the temporary status of Mrs Kanika Sharma, Lecturer, Electronics and Communication Department. It may be ratified.

B.4.4 ITEMS FOR CONSIDERATION

ITEM NO.B.4.4.1 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2004-05.

The Annual Report of the Institute for the year 2004-05 is enclosed as Annexure-XV. The report however does not contain the certified copies of the Annual Accounts, the Utilization Certification and the Audit Certificate because the same have not yet been received from the Accountant General (Audit) Punjab and U.T., Chandigarh though Audit of the institute accounts has already been undertaken and completed on 2.9.2005. These documents will, however, be placed before the Board of Governors at the time of meeting, if received from the Audit Office by that time, for which the institute is making all out efforts. Otherwise the same will be included in the Report after their receipt from the Audit Office, before sending the report to the Ministry of Human Resource Development.

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2004-05

ITEM NO.B.4.4.2 TO APPROVE THE MINUTES OF THE FOURTH MEETING OF FINANCE COMMITTEE HELD ON 27.1.2006

The fourth meeting of Finance Committee is scheduled to be held on 27.01.06. The agenda papers for this meeting are attached herewith as Annexure-XVI. The minutes of the meeting will be circulated at the time of meeting of Board of Governors for consideration and approval of the Board.

ITEM NO. B.4.4.3 TO APPROVE THE MINUTES OF THE 2ND MEETING OF ACADEMIC COUNCIL HELD ON 12.9.2005.

The 2nd meeting of the Academic Council was held on 12.9.2005 at 10.00 AM in the institute. The agenda papers and minutes of the meeting are attached herewith as Annexure-XVII.

ITEM NO. B.4.4.4 TO CONSIDER THE IMPLEMENTATION OF "THE RIGHT TO INFORMATION ACT, 2005- APPOINTMENT OF PUBLIC INFORMATION OFFICER ETC."

The Govt. of India, Ministry of Human Resource Development, Department of Secondary and Higher Education, New Delhi vide their letter no. F.4-12/2005 TS .IV dated August 10, 2005 (Copy enclosed as Annexure-XVIII at page no.125-153) has forwarded a copy of Circular no. F.15-14/2005 TS.II dated August 2, 2005 alongwith its enclosures, issued by Joint Secretary (T), Ministry of Human Resource Development for immediate compliance. A copy of the Right To Information Act is also attached for perusal. The Act has been implemented & Dr. Sunil Dutt, Assistant Professor has been appointed as Public Information Officer under the Act. The Ministry has been reported about its implementation vide Office Order No. 184 dated 27.9.2005.

THE BOARD OF GOVERNORS MAY CONSIDER AND ADVISE.

ITEM NO.B.4.4.5 TO CONSIDER AND APPROVE THE INSTITUTE'S PROPOSAL TO APPOINT FACULTY (i) ON DEPUTATION AND (ii) REAPPOINTMENT OF SUPERANNUATED FACULTY.

The institute is facing the problem of vacant faculty posts despite action taken to recruitment of suitable incumbents, for quite some time in the recent past. This problem has been more pronounced in the case of new and emerging areas like computers, electronics etc. The institute, in its quest for coming up as a Centre of Excellence would have to delve into newer areas like Bio-technology, Robotics, Nano-Technology etc which are comparatively unexplored as yet. The situation may be of concern, if the institute does not act in time, to take on the future challenges. One plausible solution to the problem is to take experts on deputation from institutes of higher learning. In all probability faculty in NITs / IITs, Research Institutions and industry who may be interested to serve the institute. This option needs to be explored.

Another alternative is the reappointment of superannuated faculty on contractual basis as per the rules who have an established track record and who may be interested to stay professionally active. These practices are prevalent in government and other institutions and would help the institute tide over the problem of faculty shortage beside being cost effective.

In either case the Government of India rules, in force, would form the guidelines for appointment/contract. Any specific instances taken in this regard would be reported to the Board. Such appointment would be purely temporary and would be within the sanctioned strength of the faculty.

THE BOARD MAY CONSIDER AND APPROVE THE PROPOSAL IN PRINCIPLE AND EMPOWER THE DIRECTOR TO TAKE APPROPRIATE ACTION IN THE MATTER, IN ACCORDANCE WITH THE INSTITUTE RULES.

ITEM NO.B.4.4.6 TO CONSIDER GRANTING OF COMPENSATORY HOLIDAYS TO THE INSTITUTE FACULTY AND STAFF DEPLOYED ON HOLIDAYS AND WEEKLY OFFs FOR M.E. (MODULAR PROGRAMMES).

The Institute takes the pride of starting the first ever Modular ME Programme as per norms of AICTE in the Country to provide higher technical education to the in- service personnel without disruption of their normal academic activities in the respective organisations, so as to fulfil the requirements of Quality Education Manpower in the country. These ME Modular programmes are scheduled in two spells during summer and winter vacations. As per AICTE's norms the teaching hours will be 90 per subject. In order to meet with this requirement, it is necessary that the classes for ME modular programmes are run on Saturdays, Sundays as well as on holidays falling during summer and winter vacations and also to keep the institute library open during these days. It has, therefore, become necessary that the institute faculty and staff is deployed for this activity on Saturday, Sunday and holidays during the period when ME modular programmes are running. It is proposed that those institute faculty and staff members who will be deployed as above, may be granted compensatory holidays in lieu of their duties during holidays and weekly offs. These holidays will,

however, be neither encashable nor qualify for carrying over to the next financial year. The Compensatory holidays which will not be availed during the current financial year will lapse automatically on the close of the financial year. The benefit of compensatory holidays may be allowed from the 1st session of ME Modular programmes starting from June, 2005.

The proposal is in relaxation of normal rules and regulations of the Government of India regarding compensatory holidays.

THE BOARD OF GOVERNORS MAY CONSIDER THE PROPOSAL FOR APPROVAL.

ITEM NO.4.4.7 TO CONSIDER CONFIRMATION OF FACULTY AND SENIOR TECHNICAL NON-TEACHING STAFF OF NITTTR, CHANDIGARH.

The Board of Governors in their 51st meeting (vide item No.51.24) held on 18.03.1989, on the recommendations of the Finance & Personnel Committee made in their 22nd meeting (vide item No. 22.22), had approved the implementation of simplified confirmation procedure for the institute employees on the basis of Government of India, Department of Personnel & Training's O.M. No. 18011/1/86-Estt.(d) dated 28.03.1988 by, delinking confirmation from the availability of permanent posts.

In accordance with the above decision it has been decided that all the faculty members and senior technical non-teaching staff who have completed their probation period successfully, irrespective of their appointment under plan/non-plan, may be considered for confirmation subject to the fulfillment of all other conditions required for confirmation viz. educational qualifications, age limit, medical fitness, regular service, integrity etc.

In view of the above the following faculty members and senior technical staff can be considered for confirmation from the dates shown against each:

Sr. No.	Name, Designation & Department	Date of joining	Date of completion of probation	Date of confirmation
1.	Mrs.Ekta Bhullar, Lecturer, Computer Science Deptt.	17.05.2000	16.05.2002(AN)	17.05.2002
2.	Ms. Shano Solanki, Lecturer, Computer Science Deptt.	05.06.2000	04.06.2002(AN)	05.06.2002
3.	Shri Amit Deogar, Lecturer- Computer Science Deptt.	14.02.2001	13.02.2003(AN)	14.02.2003
4.	Mrs. Maitreyee Dutta, System Programmer Computer Science Deptt.	04.06.2002	03.06.2003(AN)	04.06.2003

The character verification and medical fitness reports in respect of above said faculty and senior technical non-teaching staff members are in order and are available on records. Their confidential rolls for the last two years are also upto the mark and there is nothing adverse against any one. Their special reports in respect of their work and conduct have also been obtained from the respective Heads of Department/Director and are found satisfactory. No disciplinary case is either pending or contemplated against any of them.

Board of Governors may kindly consider and approve the confirmation of above faculty and senior technical non-teaching staff members from the dates mentioned against each.

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE

ITEM NO.B.4.4.8 TO CONSIDER DELEGATION OF POWERS FOR APPROVAL OF ANNUAL ACCOUNTS OF THE INSTITUTE

Since inception of the institute in 1967, its annual accounts were approved and signed jointly by its Principal (now Director) and the Accounts Officer before submission to Audit. However in 2002-03, the audit office had pointed out that the Board of Governors should specifically delegate powers to the Director and the Accounts Officer jointly for signing the institute accounts on behalf of the Board of Governors. Accordingly the matter was referred to the Board of Governors and the Board in its meeting held on 15 June, 2003 (vide item No B.96.12) had delegated powers to the Director and the Accounts Officer of the institute for signing the annual accounts of the institute jointly for submission to Audit. The annual accounts for the year 2002-03 and 2003-04 were accordingly submitted to Audit Office and the same were accepted by the Audit Office and audit certificate issued.

However during audit of the annual accounts for the year 2004-05, the Audit Office again raised a point that delegation of powers to sign the institute accounts does not include authority to approve the accounts and signing the accounts does not tantamount to their approval. In other words Audit Office desires that the Board of Governors should specifically authorize the Director and the Accounts Officer to approve the institute accounts besides signing the accounts.

Board of Governors may delegate the powers to the Director and the Accounts Officer of the institute to approve the annual accounts of the institute for submission to Audit under their joint signatures on behalf of Board of Governors.

BOARD OF GOVERNORS MAY KINDLY CONSIDER THE PROPOSAL OF THE INSTITUTE.

ITEMS NO.B.4.4.9 TO APPROVE DELEGATION OF POWERS TO THE SENIOR ADMINISTRATIVE OFFICER FOR DEALING WITH PERSONNEL LEGAL MATTERS OF THE INSTITUTE AND TO AUTHORISE THE DIRECTOR TO DELEGATE HIS POWERS TO OTHERS.

The Institute is registered under the Societies Registration Act(Act XXI of 1860). Section 6 of the Societies Registration Act provides as under:

6. **How suits by and against societies to be brought-** Every society registered under this Act may sue or be sued in the name of the President, Chairman or Principal Secretary, or Trustees as shall be determined by the rules and regulations of the society, and, in default of such determination in the name of such person as shall be appointed by the governing body for the occasion.

Provided that it shall be competent for any person having a claim or demand against the society, to sue the President or Chairman, or Principal Secretary or the Trustees thereof. If on application to the governing body some other officer or person be not nominated to be the defendant.

Similarly Rule 26 of the Rules and Regulations of NITTTR Chandigarh Society provides as under:

- 26 For the purpose of Section 6 of the Societies Registration Act XXI of 1860, the Director of the Institute shall be considered the Principal Secretary of the Society and the Society may sue or be sued in his/her name.

In view of the requirements of the above said rules, the Director who is also Member Secretary of NITTTR Chandigarh Society, has been signing all the documents which are submitted to the Courts on behalf of the Institute. The Director has now authorized the Senior Administrative Officer to sign such documents. However Rule 15(f) of the Rules & Regulations of NITTTR Chandigarh Society provides as under:

15. Director

- (f) The Director may delegate any of his/her powers to any officer or officers in the service of the Society with the approval of the Board.

In view of the above, the Board may approve delegation of powers of the Director to the Senior Administrative Officer of the Institute for signing documents on behalf of the Institute in all the matters for submission in the various Courts of Law and deal with all legal matters of the institute.

- (ii) Director may also be authorized to delegate his powers to others in any other matter required from time to time, and report to Board.

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE PROPOSAL.

ITEM NO.B. 4.4.10 TO CONSIDER RE-CONSTITUTION OF SELECTION COMMITTEE FOR DIRECT RECRUITMENT AND PROMOTION OF FACULTY AND OTHER GROUP "A" AND "B" LEVEL POSTS IN THE INSTITUTE

With the upgradation of the Institute from Regional to National level and change in its name from Technical Teachers' Training Institute to National Institute of Technical Teachers' Training and Research (NITTTR), the Memorandum of Association and Rules and Regulations of the institute have also been changed and its objectives widened. In order to achieve the objectives, the institute is undertaking many new activities. For the speedy accomplishment of these activities, it has become necessary that the selection process of vacant posts especially the faculty posts becomes more convenient and efficient. Keeping in view the similar requirements of National Institutes of Technology which have also been upgraded in the near past, the Government of India Ministry of Human Resource Development vide their letter No F 20.18/2003. TS III dated 9th June, 2005 (copy enclosed as **Annexure-XIX at page no.154**) has approved the following constitution of Selection Committee for recruitment and promotion of their faculty:

- | | | | |
|----|---|---|----------|
| 1. | Director of the NIT | : | Chairman |
| 2. | One nominee of UGC | : | Member |
| 3. | One nominee of AICTE | : | Member |
| 4. | Two experts to be nominated by the Board of Governors | : | Member |
| 5. | One Expert nominee of the Senate | : | Member |
| 6. | Head of the Department Concerned | : | Member |

The institute has also requested to the Ministry vide letter No 45082 dated 29 November, 2005 that the institute may also be allowed to re-constitute the selection committee for direct recruitment and promotion of faculty and other group A and B level posts in the institute keeping in view its requirement as done by the Ministry in the case of National Institutes of Technology vide their letter dated 09 June, 2005 referred to above. The proposed re-constitution of the Selection Committee for the institute is as under:

1. Director of NITTTR - Chairman
2. One Representative of MHRD (Joint Secretary or his nominee) - Member
3. One nominee of AICTE not below the rank of Professor - Member
4. Vice Chancellor or his nominee not below the rank of Professor in Technical Institute / Department of the University with which the institute is affiliated - Member
5. One Board Member - Member
6. One outside expert from the Academic Council of the institute - Member
7. Two subject experts for the post of Lecturers and equivalent and the three subject experts for the post of Assistant Professors & Professors, to be nominated by the Chairman of the Selection Committee - Members
8. Head of the Department concerned - Member

- Note: 1. The Chairman of the Selection Committee may co-opt an additional expert if considered necessary.
2. For Selection of Professor's post preferably a senior most Professor of the institute will be associated.

Quorum: Five members including the Chairman and one expert for the Post of Lecturers and equivalent and two experts for the post of Assistant Professors and Professor must constitute the quorum.

In the past the Institute has been facing difficulties and inconvenience in arranging the Chairman and members for Selection Committees as per the constitution, thus causing delay in holding the selection committee meetings, resulting to delay in filling up faculty posts, which ultimately results into harming the institute's interest.

The existing constitution of the Selection Committee is however as under:

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 - Member
4. Vice Chancellor of Punjab University or his nominee not below the rank of Professor in Technical Institute/Department of the University - Member
5. Nominee of AICTE not below the rank of Professor - Member
6. Experts to be selected from the panel of names to be approved by Chairman, Board of Governors

For Lecturers: Two subject experts out of which one must be present- Members
For Assistant Professors & Professors: Three subject experts out of which two must be present - Members

7. Two Board members: a) Representative of MHRD on the Board of Governors-Member
(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

- Note : 1. The Chairman of the Selection Committee may co-opt an additional expert if considered necessary
2. For Selection of Professor's post preferably a senior most Professor will be associated.

Quorum: At least five members including the Chairman and experts must constitute the quorum.

BOARD OF GOVERNORS MAY KINDLY CONSIDER THE PROPOSAL OF THE INSTITUTE FOR RECONSTITUTION OF THE SELECTION COMMITTEE AS PROPOSED TO THE MINISTRY

ITEM NO.B.4.4.11 TO CONSIDER DOWNGRADING OF ONE POST OF ASSISTANT PROFESSOR, APPLIED SCIENCE DEPARTMENT TO LECTURER, APPLIED SCIENCE DEPARTMENT

The Applied Science Department presently contain the following sanctioned posts of faculty:

1.	Professor (Pay scale Rs 16400-450-20,900-500-22,400)	One
2.	Assistant Professor (Pay Scale Rs 12000-420-18,300)	One
3.	Lecturer (Pay Scale Rs 8000-275-13,500)	One

The post of Assistant Professor fell vacant on August 01, 2005 due to superannuation of its incumbent Professor SN Agrawal, who used to teach mathematics. The Head of the Department of Applied Science has proposed that the post of Assistant Professor may be down graded to the level of Lecturer keeping in view availability of suitable faculty at Lecturer's level.

Board Of Governors may consider downgrading of one post of Assistant Professor to the level of Lecturer in the Department of Applied Science of the institute so that the same may be filled up as per institute rules

BOARD OF GOVERNORS MAY KINDLY CONSIDER DOWNGRADING OF ONE POST OF ASSISTANT PROFESSOR TO THE LEVEL OF LECTURER AS PROPOSED

ITEM NO. B.4.4.12 UNAUTHORIZED ABSENCE FROM DUTY OF MRS. AMRIT KAUR, JUNIOR SYSTEM PROGRAMMER.

Mrs. Amrit Kaur, Junior System Programmer, Computer Science Department had joined this institute on 7.12.1992 and was confirmed on the post on 20.01.1994. During her service career at the institute Mrs. Amrit Kaur has availed 1015 days leave without pay (EOL) besides 415 days EL/HPL/Commuted leave. She also served outside the institute at Beant College of Engineering and Technology, Gurdaspur for the period 9.12.1997 to 21.8.2000. She had re-joined the institute on 29.01.2004 as she had lien against the post of Junior System Programmer. The status of her service at the Institute is as given as (Annexure-XX at page no.155) It is worthwhile mentioning here that out of 1015 days EOL, Mrs. Amrit Kaur was on E.O. leave from 27.02.2002 to 28.01.2004 (701 days) in one continuous stretch. Mrs. Amrit Kaur, whose husband is working in USA, however, again applied for EOL of 15 months on medical grounds with effect from 06.09.2004. However the competent authority denied Extra Ordinary Leave to her in the institute interest. Despite that Mrs. Amrit Kaur absented herself from duty since 22.9.2004 to date and went to USA. She was advised to resume her duty failing which she will be treated as unauthorizedly and willfully absent from duty but she did not join. Consequently she was chargesheeted on 13.05.2005 under Rule 14 of CCS (CCA) Rules, 1965 read with Staff Service Regulations of the Institute, but nothing has been heard from her since then. The following charges were framed against Mrs. Amrit Kaur:-

1. Mrs. Amrit Kaur, while working as Junior System Programmer in National Institute of Technical Teachers' Training and Research, Sector 26, Chandigarh since 28.1.1993, willfully and deliberately absented herself from duty and deserted her post wef 22.09.2004 to till date without grant of leave by the competent authority. Mrs. Amrit Kaur, Junior System Programmer thus, failed to maintain devotion to duty and acted in a manner which is unbecoming of an institute employee and thereby violated provisions contained in Rule 3(1) (ii) and (iii) of CCS (Conduct) Rules read with Staff Service Regulations.
2. Mrs. Amrit Kaur working as Junior System Programmer in National Institute of Technical Teachers' Training & Research, Sector 26, Chandigarh since 28.01.1993 willfully disobeyed the instructions of competent authority by leaving the institute without getting leave sanctioned and thus acted in a manner which amounts to grave misconduct and acted in a manner unbecoming of an institute employee and thereby violated the provision contained in Rules 3(1) (ii) and (iii) of the CCS (Conduct) Rules.
3. Mrs. Amrit Kaur woking as Junior System Programmer in National Institute of Technical Teachers' Training & Research, Sector 26, Chandigarh since 28.01.1993 left abroad without taking prior permission from the competent authority as required in terms of Government of India, Department of Personnel & Training OM No. 11013/7/94-ESTT (A) dated 18.05.1994 and thus acted in a manner unbecoming of an institute employee and thereby violated the provisions contained in Rule 3(1) (iii) of CCS (Conduct) Rules.

The charges have been enquired by Prof. (Dr.) SK Bhattacharya who was appointed as Enquiry Officer in this case. The enquiry was held ex-parte and the Enquiry Officer has concluded as under:-

From the available evidence as stated above and presentation made by the presenting officer and records available, it is established that Mrs. Amrit Kaur, Junior System Programmer willfully and deliberately absented herself from duty wef 22.09.2004 to till date, disobeyed the instructions to the superior authority and left abroad without getting permission/leave sanctioned. It is also established that Mrs. Amrit Kaur has been deliberately avoiding to attend the enquiry hearing against the charges framed against her and showed non co-operative attitude by not presenting herself before the enquiry officer. The all three charges framed against her stands proved. -

Complete enquiry report will also be placed before the Board at the time of meeting for consideration, approval and further action. The Chairperson has accepted the report vide UO No. 47 dated 23.11.2005

THE BOARD OF GOVERNORS MAY CONSIDER AND ADVISE