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However, recruitment process for the above said posts is lying withheld because the Board of Governors in its 5th meeting held on 21.07.2006 vide item No. B 5.4.2 had resolved that direct recruitment against all the vacant posts be kept in abeyance until availability of regular Director of the Institute.

Keeping in view the academic work of the institute, the Board of Governors was again approached in its 6th meeting held on 13.10.2006 to allow the institute to fill up the vacant faculty posts even during the tenure of Acting Director. The Board of Governors vide item No. B 6.1 had resolved that the institute may refer the case to MHRD for removal of the condition of not filling up the posts during the tenure of the Acting Director. Accordingly the case was referred to the Ministry vide institute letter No.NITTTTR/42593 dated 28.11.2006, a copy of which (with its enclosures) is attached as Annexure-X at page No. 47-54 but the concurrence of Ministry is still awaited.

The academic work of the Institute is suffering badly due to shortage of faculty. Since the institute is conducting long term ME courses and is an approved centre of research and also conducting short term courses etc. it has become absolutely difficult to run the institute with the existing strength of faculty. As recruitment of regular Director may take considerable time, it is, therefore, again requested that the Board of Governors may allow the Acting Director to continue recruitment process against all the vacant posts.

THE BOARD OF GOVERNORS MAY CONSIDER THE PROPOSAL AND APPROVE.

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050207

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

AGENDA FOR THE SEVENTH MEETING
OF THE BOARD OF GOVERNORS
TO BE HELD ON 23-02-2007 AT 3.00 P.M.
AT NITTTR, CHANDIGARH

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ITEM No.B.7.1 TO CONFIRM THE MINUTES OF THE 6TH MEETING OF THE BOARD OF GOVERNORS HELD ON 13-10-2006 AND TO REPORT ACTION TAKEN THEREON.

a) The minutes of the 6th meeting of the Board of Governors of the institute held on 13-10-2006 were circulated amongst all of its members vide Institute letter No. NITTTTR/Board/6th-Minutes/34162-174 dated 18-10-2006 for their information and comments, if any. A copy of the minutes is enclosed as **Annexure-I at Page No. 14-19** 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.6.1(a) : Confirmation of Minutes of 5th meeting of BOGs of the Institute.
- Item No. B.5.2 : Initiation of disciplinary proceedings against Professor
Against R.Subramanian, formerly Professor and Head, Civil
Item No. B.5.2.6 Engineering Department.

Item No. B.6.2

The following items which were reported to the Board of Governors in the 6th meeting, have been noted:

- Item No. B.6.2.1 : Confirmations made during the period 01-07-2006 to 30-09-2006.
- Item No. B.6.2.2 : Superannuations/voluntary retirement occurred during the period 01-07-2006 to 30-09-2006.
- Item No. B.6.2.3 : Granting of two advance increments to the newly recruited Lecturers on account of their possessing ME/M.Tech qualification.
- Item No. B.6.2.4 : Allowing institute employees to continue in service until superannuation.

- Item No. B.6.2.5 : Permanent Imprest of Rs 500/- to Dr BC Chaudhary Assistant Professor.
- Item No. B.6.2.6 : Re-constitution of Academic Council of the Institute.
- Item No. B.6.2.7 : Relieving of Dr OP Bajpai, Ex-Director and joining of Dr SC Laroia as Acting Director.
- Item No. B.6.2.8 : Completion of probation period of institute employees.

Item No. B.6.3

The following items which were considered by the Board of Governors in the 6th meeting, have been noted:

- Item No. B.6.3.1 : Approval of minutes of the 6th meeting of Finance Committee held on 13-10-2006.
- Item No. B.6.3.2 : Approval of minutes of the third meeting of Academic Council held on 12-10-2006.

Item No.B.6.1 **TO APPROVE THE ACTION INITIATED BY THE**
Against **INSTITUTE REGARDING THE POST-GRADUATE**
Item No.B.2.2 **PROGRAMME – DEEMED UNIVERSITY STATUS.**

DEEMED UNIVERSITY STATUS

A proposal for Deemed University Status is being prepared and will be submitted to the Ministry in due course of time.

Item No. B.6.1 **TO CONSIDER AUDIT AND INSPECTION REPORT ON**
Against **THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE**
Item No.B.4.1 **YEAR 2003-04 – PUDA COURT CASE.**

PUDA CASE

The PUDA court case is still pending in the court. Hearing of the case was fixed on 13th January, 2007, however, as the judge was on leave, the hearing could not take place. Cross-examination of the witnesses produced by PUDA is in progress. The institute is in touch with the institute counsel for defending the case properly.

Item No.B.6.1 **TO CONSIDER FILLING UP OF VARIOUS VACANT**
Against **SENIOR TECHNICAL NON-TEACHING GROUP 'A'**
Item No.B.5.4.2 **POSTS IN THE INSTITUTE.**

The qualifications and experience of all the Senior Technical Non-Teaching Group 'A' posts in the institute have been reviewed through a duly constituted committee at the institute level. The modified qualifications and experience as proposed by the committee are being submitted to the Board of Governors for consideration and approval under a **fresh Agenda Item No. B.7.4.4**. As regards filling up of vacant faculty posts, the case has already been referred to the Ministry of Human Resource Development (MHRD), New Delhi vide Institute letter No. NITTTTR/42593 dated 28-11-2006 for granting permission to fill up these posts during the tenure of the Acting Director, keeping in view the academic interest of the institute. The approval of the Ministry is awaited. In this regard, a **fresh Agenda Item No. B.7.4.5** is again submitted to the Board of Governors for consideration.

Against **TO CONSIDER AND APPROVE THE ANNUAL REPORT**
Item No.B.6.3.3 **OF THE INSTITUTE FOR THE YEAR 2005-06.**

The Annual Report of the Institute for the year 2005-06 (both in English and Hindi versions) after incorporating the certified copies of Annual Accounts, Utilization Certificate and Audit Certificate which were received from the office of the Principal Accountant General (Audit), Punjab and UT, Chandigarh vide their letter No. OA/CH/SAR/2005-06/NITTTTR/2006-07/516-17 dated 16-11-2006 has been submitted to the Ministry of Human Resource Development, New Delhi vide institute letter No. NITTTTR/Board/AR-2005-06/4324-A dated 4-12-2006.

**ITEM No. B.7.2.4 TO REPORT REGARDING RETIREMENTS/
RESIGNATIONS OCCURRED DURING THE PERIOD
01-10-2006 TO 31-01-2007.**

The following retirements/resignations occurred during the period 01-10-2006 to 31-01-2007:

Sr. No.	Name and Designation	Date of Event	Remarks
1.	Shri Ranbir Singh, Estate Officer	31-12-2006	Superannuated
2.	Shri Bakshish Singh, Driver	31-08-2005	Superannuated
3.	Mrs Ekta Bhullar, Lecturer (Sr. Scale)	03-12-2006	Resigned

**ITEM No. B.7.2.5 TO REPORT REGARDING APPOINTMENTS MADE
DURING THE PERIOD 01-10-2006 TO 31-01-2007.**

The following appointments were made during the period 01-10-2006 to 31-01-2007:

Sr. No.	Name and Designation	Date of Joining	Pay Scale
1.	Shri Chitaranjan K. Sharma Accounts Officer (On deputation from AG(A&E) H.P. Shimla)	31-10-2006 (AN)	Rs 7450-11500

**ITEM No. B.7.2.6 TO REPORT REGARDING REPATRIATION AFTER
DEPUTATION.**

The following employees of the institute have been repatriated after deputation/
reported back from deputation:

Sr. No.	Name and Designation	Date of Joining	Remarks
1.	Shri Narendra Singh Accounts Officer	31-10-2006 (AN)	Repatriated to his parent department i.e CAG of India.
2.	Shri Sunil D Jassal Lectuer (Sr Scale)	29-09-2006 (FN)	Reported back after deputation to AICTE.

ITEM No. B.7.2.7 TO REPORT REGARDING PROMOTIONS MADE DURING THE PERIOD 01-07-2006 TO 31-01-2007.

The following employees of the institute have been promoted during the period 01-07-2006 to 31-01-2007:

Sr. No.	Name	Promotion as	Pay Scale	Date of Promotion
1.	Shri RK Malik	Section Officer	6500-200-10500	08-09-2006
2.	Shri Mohinder Singh	Head Peon	2610-60-2910-65-3300-70-4000	08-09-2006
3.	Shri Atma Singh	Daftri	2610-60-2910-65-3300-70-4000	08-09-2006
4.	Shri Amarjeet Singh	Head Chowkidar	2610-60-2910-65-3300-70-4000	26-10-2006
5.	Mrs Jyoti PM	Technician	4500-125-7000	29-01-2007
6.	Shri Kuldeep Kumar	Assistant	4500-125-7000	29-01-2007
7.	Shri Sukh Ram	Laboratory Attendant	3050-75-3950-80-4590	29-01-2007

ITEM No. B.7.3 ITEMS OF RATIFICATION

The following items are submitted to the Board of Governors for ratification:

ITEM No.B.7.3.1 TO RATIFY IN-SITU PROMOTIONS OF INSTITUTE EMPLOYEES UNDER THE CAREER ADVANCEMENT SCHEME OF AICTE.

On the recommendations of the Selection Committee, the Chairman, Board of Governors has approved in-situ promotions of the following institute employees vide U.O. No. NITTTTR/Admn/17 dated 05-12-2006, a copy of which is attached as **Annexure-II at Page No.20.**

Sr. No.	Name of the Employee	Promotion		Date of Promotion
		From (With Pay Scale)	To (With Pay Scale)	
1.	Shri Manmohan Singh	Sr Librarian (Sr Scale) Rs 10,000-325-15,200	Sr Librarian (Sel. Grade) Rs 12,000- 420-18,300	18-07-2006

Sr. No.	Name of the Employee	Promotion		Date of Promotion
		From (With Pay Scale)	To (With Pay Scale)	
2.	Shri Suresh Kumar Gupta	Lecturer (Sel. Grade) Rs 12,000-420-18,300	Asstt. Professor Rs 12,000-420-18,300	02-12-2006
3.	Mrs Rama Chhabra	Lecturer (Sel. Grade) Rs 12,000-420-18,300	Asstt. Professor Rs 12,000-420-18,300	02-12-2006
4.	Shri Brijinder Singh	Lecturer (Sr Scale) Rs 10,000-325-15,200	Asstt. Professor Rs 12,000-420-18,300	02-12-2006
5.	Mrs Ekta Bhullar	Lecturer Rs 8,000-275-13,500	Lecturer (Senior Scale) Rs 10,000-325-15,200	02-12-2006
5.	Mrs Shano Solanki	Lecturer Rs 8000-275-13,500	Lecturer (Senior Scale) Rs 10,000-325-15,200	02-12-2006

The Board of Governors may ratify the action taken by the Chairman, Board of Governors.

ITEM No.B.7.3.2 TO RATIFY TECHNICAL RESIGNATION OF Mrs EKTA BHULLAR, LECTURER (Sr Scale), COMPUTER SCIENCE DEPARTMENT.

The Chairman, Board of Governors vide UO No. NITTTTR/01 dated 03-01-2007 a copy of which is attached as **Annexure-III at Page No. 21-23** has accepted the technical resignation of Mrs Ekta Bhullar, Lecturer (Sr Scale), Computer Science Department, with effect from 03-01-2007 (AN) without allowing her retention of lien against her permanent post of Lecturer but by waiving off three months advance notice period on her request, so as to enable her to join as Reader in the Punjabi University, Patiala on adhoc basis. The action taken by the Chairman, Board of Governors may be ratified.

ITEM No.B.7.3.3 TO RATIFY MODIFIED RECRUITMENT RULES OF LDCs, UDCs AND ASSISTANTS.

The Chairman, Board of Governors vide UO No. NITTTR/16 dated 27-11-2006, a copy of which is attached as **Annexure-IV at Page No. 24-28** has waived off the provision of test for promotion in the following cases:

- 1) For LDCs with 08 years continuous service for promotion as UDCs.
- 2) For UDCs with 10 years continuous service for promotion as Assistants.

However, the other criteria to adjudge the eligibility and fitness of candidates for promotion to the next higher grade in hierarchy, will continue to be followed as per existing institute rules. The Board of Governors may ratify the action taken by the Chairman, Board of Governors.

ITEM No.B.7.3.4 TO RATIFY REDUCTION OF FEE OF PART-TIME DISPENSARY ATTENDANT.

The Chairman, Board of Governors vide UO No. NITTTR/Admn/ 12 dated 09-11-2006, a copy of which is attached as **Annexure-V at Page No. 29-31** has reduced the monthly fee of the Part-time Dispensary Attendant from Rs 1700/- per month to Rs 1500/- per month by relaxing the condition of her compulsory stay in the institute for half day on each working day, to her stay for the time of stay of the Part-time Medical Officer. In other words, the part-time Dispensary Attendant will now be required to be present in the institute only during the time when the Part-time Medical Officer of the institute will be present. Action taken by the Chairman, Board of Governors may be ratified.

ITEM No.B.7.3.5 ADHOC APPOINTMENT OF Ms GARIMA SAINI, LECTURER, ELECTRONICS AND COMMUNICATION ENGINEERING DEPARTMENT.

Chairman, Board of Governors vide UO No. 03 dated 15-01-2007, a copy of which is attached as **Annexure-VI at Page No. 32** has allowed continuance of adhoc services of Ms Garima Saini until either the stay granted by the High Court is vacated or the case is decided in Institute's favour, whichever is earlier, as Ms Garima Saini, Lecturer has filed a Civil Writ Petition No. 15103 of 2006 before the Hon'ble High Court of Punjab and Haryana, for her regular appointment against the above said post. The action taken by the Chairman, Board of Governors may be ratified.

ITEM No.B.7.4 ITEMS FOR CONSIDERATION

ITEM No. B.7.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE SEVENTH MEETING OF FINANCE COMMITTEE HELD ON 23-02-2007.

The 7th meeting of Finance Committee is scheduled to be held on 23-02-2007. Agenda papers for this meeting are attached as **Annexure-VII**. The minutes of the meeting will be circulated amongst Board members at the time of the meeting for consideration and approval.

ITEM No. B.7.4.2 TO CONSIDER AND APPROVE THE MINUTES OF THE FOURTH MEETING OF ACADEMIC COUNCIL HELD ON 22-02-2007.

The fourth meeting of the Academic Council of the institute will be held on 22-02-2007. The agenda papers for this meeting are attached as **Annexure-VIII**. The minutes of the meeting will be placed before the Board at the time of the meeting for consideration and approval.

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE MINUTES OF THE MEETING OF ACADEMIC COUNCIL.

ITEM No. B.7.4.3 TO CONSIDER RECRUITMENT OF A DRIVER (ORDINARY GRADE) IN THE PAY SCALE OF Rs 3050-75-3950-80-4590.

There are three sanctioned posts of Drivers in the institute as under:

<u>Sr.No.</u>	<u>Name of the Post</u>	<u>Pay Scale</u>
1.	Driver Grade-I	Rs 4500-125-7000
2.	Driver Grade-II	Rs 4000-100-6000
3.	Driver (Ordinary Grade)	Rs 3050-75-3950-80-4590

and the institute has the following four vehicles which are driven by the institute drivers.

1. Ambassador Car
2. Maruti Esteem Car
3. ETV Van
4. Mini Bus

Recently one Driver Grade-I has superannuated. Consequently the institute is left only with two drivers against four vehicles. It has therefore, now become very difficult to manage these vehicles. Thus, it is necessary that one more driver (Ordinary Grade) be employed against the above said vacant post otherwise it will not be possible to manage the institute vehicles which will result into loss of academic and administrative activities of the institute because these vehicles are used for academic and administrative purposes.

The Board of Governors may therefore, consider recruitment of one Driver (Ordinary Grade) in the pay scale of Rs 3050-75-3950-80-4590 against the vacant post of Driver Grade-I in the pay scale of Rs 4500-125-7000, by relaxing the ban imposed by the Government of India on recruitment on vacant non faculty posts. However, in order to release the pressure immediately, the Board of Governors may also consider appointment of a Driver through a Service Provider until the regular driver is appointed.

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE PROPOSAL.

ITEM No.B.7.4.4 TO CONSIDER REVISED QUALIFICATIONS FOR THE SENIOR TECHNICAL NON-TEACHING GROUP 'A' POSTS IN THE INSTITUTE.

The Board of Governors of the institute in their 5th meeting held on 21.7.2006 vide item No. B 5.4.2, had resolved that the qualifications prescribed for various Senior Technical Non Teaching group 'A' posts may be reviewed and updated keeping in view the functional requirement of the institute and pay scale of each post. The Board of Governors had further resolved that this exercise be done by the institute in consultation with MHRD and thereafter the essential technical posts may be filled by the institute as per recruitment rules.

In pursuance of the above decision of the Board of Governors, a committee was constituted by the Director for reviewing the qualifications/experience keeping in view the pay scales of the following posts :

Sr. No.	Name of Post	Pay Scale
1.	Chief Librarian	12000-420-18300
2.	Senior Librarian	8000-275-13500
3.	Senior Producer	10000-325-15200
4.	Producer	8000-275-13500
5.	System Engineer	10000-325-15200
6.	Junior System Engineer	8000-275-13500
7.	System Programmer	10000-325-15200
8.	Junior System Programmer	8000-275-13500
9.	Electronics Engineer	8000-275-13500
10.	Estate Officer	8000-275-13500
11.	Research Assistant	8000-275-13500
12.	Sr. Visualizer Grade I	8000-275-13500

The committee has proposed certain modifications in the qualification and experience for the above said posts .

The existing and proposed qualifications for these posts are enclosed in annotated form as **Annexure-IX at Page No. 33-46.**

As the following Senior Technical Non Teaching Group "A" posts are presently lying vacant and the same are required to be filled immediately in the interest of the institute, the Board of Governors may consider and approve the recommendations of the committee so that the vacant posts may be filled up soon.

Sr. No.	Posts Vacant	Pay Scale
1.	System Programmer	10000-325-15200
2.	System Engineer	10000-325-15200
3.	Junior System Programmer	8000-275-13500
4.	Producer	8000-275-13500
5.	Electronics Engineer	8000-275-13500
6.	Estate Officer	8000-275-13500

THE BOARD OF GOVERNORS MAY CONSIDER AND APPROVE THE PROPOSED QUALIFICATIONS OF SENIOR TECHNICAL GROUP "A" POSTS

ITEM No.B.7.4.5 TO CONSIDER FILLING UP OF VACANT FACULTY POSTS DURING THE TENURE OF ACTING DIRECTOR.

Presently the status of faculty in the institute is as under:

Post	Pay Scale	Sanctioned Strength	In Position	Vacant
Professors	16400-450-20900-500-22400	15	05	10
Assistant Professors	12000-420-18300	26	24	02
Lecturers	8000-275-13500	23	15	08

Out of the above vacant posts, the following posts have already been advertised vide advertisement No.99-3/2006:

Professors	10 posts
Assistant Professors	01 post
Lecturers	07 posts