

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

AGENDA FOR THE 21<sup>st</sup> MEETING OF THE ACADEMIC COUNCIL SCHEDULED TO BE  
HELD AT NITTTR, CHANDIGARH, ON 15.03.2018

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## Previous Meeting

**ITEM NO. A. 21.1** To confirm the Minutes of the 20<sup>th</sup> Meeting of the Academic Council held on 25.02.2017

The minutes of the 20<sup>th</sup> meeting of the Academic Council were circulated to all the members for information. As no comments were received from any member, the minutes already circulated may be taken as confirmed and recorded as such. A copy of the minutes is enclosed at Annexure No. I (page no. 1 to 5) for perusal.

(For Confirmation)

**ITEM NO.A.21.2** To Note the Action taken on the decisions made in the Twentieth Meeting of the Academic Council held on 25.02.2017.

ITEM NO.	DECISIONS/RECOMMENDATIONS	ACTION TAKEN
Against ITEM NO. A.20.2	To note the Action taken on the decisions made in the Nineteenth Meeting of the Academic Council held on 11.07.2016  The members of the Academic Council were apprised of the actions taken on various items of the 19 <sup>th</sup> meeting	Noted
Against ITEM NO. A. 20.3	To Report on the Achievements of the institute for the period from April 2016 to January 2017  A presentation highlighting the achievements of the institute was given to the Members.	Noted
Against ITEM NO. A. 20.4	To Report about the Academic Calendar in respect of M.Tech/ME programmes (both Regular and Modular) for the session 2017-2018  The members of the Academic Council noted the Academic Calendar in respect of M.Tech/ME Programmes (both Regular and Modular) for the session 2017-2018 as approved by the Vice Chancellor, Panjab University, Chandigarh.	Noted
Against ITEM NO. A. 20.5	To report about the development of MOOCs courses in Teachers Education under SWAYAM  The members were informed about the allocation of MOOCs courses to all four NITTTRs in Teacher Education under SWAYAM. NITTTR, Chandigarh has been given the responsibility to develop 11 MOOCs courses.	Noted

<p><b>Against ITEM NO. A. 20.6</b></p>	<p><b>To approve the Operational Plan of the institute for the year 2017-2018</b></p> <p>Operation Plan prepared by the institute on the basis of needs identified by the stakeholders (diploma level institutions, degree level intuitions, industry and other organizations etc.) was approved by the Academic Council and recommended the same to the Board of Governors for its consideration.</p>	<p>Noted</p>
<p><b>Against ITEM NO.A 20.7</b></p>	<p><b>To report about Accreditation of three ME Programmes by the NBA</b></p> <p>The members appreciated the effort put in by department of Computer Science and Engineering, Department of Electrical Engineering and Department of Electronics and Communication Engineering in this regards. Members were also informed that the department of Mechanical Engineering and Department of Civil Engineering would prepare SARs and apply for programme accreditation to NBA during 2017-18.</p>	<p>Noted</p>
<p><b>Against ITEM NO. A.19.8</b></p>	<p><b>To seek guidance and direction from the members of Academic Council for general improvement in the programmes and activities of the institute</b></p> <p>Dr. MM Malhotra suggested: (a) the department of Rural Development should find out the various problem faced by specific identified villages, make necessary interventions and see the impact of those interventions and prepare an impact study. (b) NITTTR, Chandigarh should take up a study on the activities and issues faced by the institute, impact on technical education system and present the findings to MHRD for better appreciation of role of NITTTR.</p>	<p>Noted</p>

## Items for Considerations

**ITEM NO. 21.3 :** To report about the Academic Calendar in respect of ME Programmes (both Regular and Modular) for the Sessions 2018-19

Academic Calendar in respect of ME Programmes (both Regular and Modular) for the Sessions 2018-19 has been sent to the Panjab University for approval vide letter no.16602-16603 dated 15.02.2018. Copy enclosed as Annexure No. II (page no.1 to 4) for information of members of Academic Council.

(For Information)

**ITEM NO. 21.4** Enhancement of fee for ME/M.Tech and Ph.D programme of NITTTR, Chandigarh.

With a view to provide state of the art infrastructural facilities in laboratories and workshops, participation of ME/M.Tech students and PH.D Scholars in students professional activities and also to invite experts from premier institutes of the Country like IITs/NITs etc. for thesis evaluation of the students, it is proposed to raise the fee for ME/M.Tech and Ph.D programs. It has been more than three years that the fee for ME/M.Tech and Ph.D Programmes were revised. The last revised proposed was in 2014 in the 16<sup>th</sup> Academic Council Meeting (Item No. 16.7 dated 24.03.2014) which was subsequently approved by the BOG. It is therefore, proposed that the fee of these programme be enhanced. Existing and proposed fee are indicated below:

**(A) Programme fee for ME/M/Tech Programmes**

Fee Details	For ME Regular Programmes (In Rupees)		For ME Modular Programme (In Rupees)	
	Existing	Proposed	Existing	Proposed
Admission fee (one time)	1000/-	2000/-	1000/-	2000/-
Programme Fee Sponsored Teachers of Technical Institutes, Officials of State DTEs/BTEs etc	17000/- Per Semester	20,000/- Per Semester	12,500/- Per Spell	15,000/- Per Spell
(ii) Fresh Engineering Graduates	17000/- Per Semester	25,000/- Per Semester	-	-
(iii) Industry Sponsored Candidates	22,000/- Per Semester	25,000/- Per Semester	14,000/- Per Spell	17,000/- Per Spell
Continuation Fee	1500/- Per Year (After 4 <sup>th</sup> Semester)	5000/- Per Year (After 4 <sup>th</sup> Semester)	1000/- Per Year (After 7 <sup>th</sup> Spell)	5000/- Per Year (After 7 <sup>th</sup> Spell)
Pre-Thesis Exam and Final Thesis Exam	500/- Each Exam	3000/- Each Exam	500/- Each Exam	3000/- Each Exam
Security (Refundable)	5000/- (One Time)	5000/- (One Time)	5000/- (One Time)	5000/- (One Time)

The following funds (Non-Refundable) are also payable by the students during each Semester/Spell

Item	For ME Regular Programmes		For ME Modular Programmes	
	Existing	Proposed	Existing	Proposed
Campus Development Fee	650/- Per Semester	800/- Per Semester	475/- Per Year	600/- Per Year
Students Activities Fee	400/- Per Semester	600/- Per Semester	300/- Per Year	600/- Per Year
Medical Fee	300/- Per Semester	400/- Per Semester	225/- Per Year	300/- Per Year
Student Welfare Fund	350/- Per Semester	500/- Per Semester	275/- Per Year	500/- Per Year
Internal Examination Fee	400/- Per Semester	500/- Per Semester	225/- Per Year	300/- Per Year
Library Fee	400/- Per Semester	500/- Per Semester	300/- Per Year	500/- Per Year
<b>Total</b>	<b>2500/- Per Semester</b>	<b>3300/- Per Semester</b>	<b>1800/- Per Year</b>	<b>2800/- Per Year</b>

(B) In addition Panjab University, Chandigarh (Affiliated University) has raised certain fee (given below) which will also be depicted in the revised prospectus.

University Examination Fee	Existing	Revised
University Examination Fee	3080/- Per Semester for ME Regular Programme	3000/- Per Semester for ME Regular Programmes
University Examination Fee	1760/- Per Spell for ME Modular Programmes	3000/- Per Spell for ME Modular Programmes
University Sports Fee	130/-	170/-
University Sports Development Fee	30/-	80/-

(C) Programme Fee for Ph.D Programmes

Item	Existing	Proposed
Admission Fee (One Time at Admission only)	1000/-	2000/-
Tuition Fee (Per Semester)	5000/-	7500/-
Other Facilities/Services (Library/Internet/Welfare Development etc.) -Annual	2500/-	4000/-
Security (Refundable)	5000/-	5000/-
Synopsis Presentation and Final Viva-Voce Exam (One Time)	2000/- per activity (Not charged separately)	5000/- per activity (to be charged from students)
Continuation Fee (After 3 years from date of admission)	Nil	10,000/- Per Annum

Note: Students will deposit University's Enrolment/Registration, migration fee (if any), annual charges and Thesis Submission fee etc; as per university's norms separately to the concerned university.

Members of the Academic Council may consider and recommend to Board of Governors for approval.

(For Recommendations)

**EM NO. A. 21.5: Enhancement of Experts' honorarium for Preliminary thesis examinations and Final Thesis examination for ME/M.Tech and Synopsis presentation and Final Thesis Examination of Ph.D programme of NITTTR, Chandigarh.**

The honorarium which is being paid by NITTTR, Chandigarh to external experts in connection with the above mentioned activities is quite low and as a result the institute is unable to attract experts from premier technical institutions like IITs, NITs, etc. With a view to ensure quality and to get good feedback from experts of these premier technical institutions, it is proposed that the norms for payment of honorarium be revised

**Rates of honorarium being followed at some of these premier institutions are given below:**

Institution	Honorarium to external experts For ME/M.Tech programme		Honorarium to external experts for Ph.D programme	
	Thesis Evaluation	Final Thesis Examination	Thesis Evaluation	Final Thesis Examination
IIT Roorkee	No External Expert Invited (Managed by Internal Board)		Rs. 10,000/- each for three evaluators	Rs. 3000/- in addition to thesis evaluation
NIT, Kurukshetra	Rs. 2500/- (both evaluation and viva-voce exam)		Rs. 6000/- for Indian Expert and US\$ 500 for one international expert	Rs. 4000/- additional
NIT, Jalandhar	Rs.3000/- (Both Evaluation & Viva-Voce Exam)		Rs. 4000/- per expert	Rs.4000/- additional

Present and proposed norms for payment of honorarium to experts from IITs/NITs etc. for NITTTR, Chandigarh are given below:

Present Norms for Honorarium to External Experts					
Institutions	ME/M Tech Programme		Ph.D Programme		
	Preliminary Thesis Exam	Final Thesis Evaluation and Viva-Voce	Synopsis Presentation	Thesis Evaluation	Final Thesis Exams
<b>NITTTR Chandigarh</b>	Rs.500/- By NITTTR, Chandigarh	Rs.500/- By NITTTR, Chandigarh	Rs.2000/- By NITTTR, Chandigarh plus TA/DA as per norms	Payment made by Panjab University, Chandigarh	Rs. 2000/- By NITTTR, Chandigarh. TA/DA expenses borne by Panjab University, Chandigarh
Proposed Norms for Honorarium to External Experts					
NITTTR, Chandigarh	Rs. 3000/- By NITTTR, Chandigarh	Rs. 3000/- By NITTTR, Chandigarh	Rs.5000/- By NITTTR, Chandigarh plus TA/DA as per norms	Payment made by Panjab University, Chandigarh	Rs.5000/- By NITTTR, Chandigarh. TA/DA expenses shall be borne by Panjab University, Chandigarh as per practice

It is further proposed that the above changes be inbuilt into the prospectus of ME/M.Tech and Ph.D programme and these be charged from the students.

**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.6: Conduct and funding of students related activities**

NITTTR Chandigarh charges at present Rs. 1500/- and Rs. 575/- per annum from ME/M.Tech students on account of students welfare fund and student activity fee and approximately the funds at present per annum collected on account of above are Rs. 2,50,000/- This amount is likely to go up to approximately 4,50,000/- (at present number of students), if proposed enhancement of above two activities is approved.

It is proposed that the following activities be conducted by the engineering departments from this fund.

- i) Organisation of National Tech Fest in the Institute. One of the engineering departments by rotation may coordinate this activity every year. Both ME/M.Tech & Ph.D students of our Institute and other Institutes will participate in this activity.
- ii) Set up of student chapter of professional bodies by all the five engineering departments. These chapters may organize activities like project competition, collaborative seminars etc. The department will be paid Rs. 20,000/- per annum from the above fund. Both ME /M.Tech and Ph.D. Students of NITTTR, Chandigarh will be beneficiary of this activity.

**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.7: Revision of Rent Charges for Institute Hostels**

Keeping in-view the escalation in prices and increase in operational cost, a committee was constituted for reframing the rules for allotment of hostels. Since the last revision of rate took place on 7.11.2014, the committee proposed the revision in rates of the institute hostels. This is attached an Annexure No. III (page no. 1).

**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.8: Setup of a fund for funding Ph.D Scholars.**

A need is felt in the institute to have some regular Ph.D Scholars. This dedicated team of Ph.D Scholars can be provided scholarship from institute funds for maximum period of three years per scholar. These scholars, in addition to pursuing their Ph.D work under the faculty of the Institute, will also assist their respective departments in conduct of their programmes and projects. It is proposed to have eight Ph.D Scholars per year under this scheme (one each for five engineering departments and three for inter-disciplinary areas of

Management/Entrepreneurship, Education, ETV one each for the present moment).

This may be increased in future depending upon budget availability.

Every Ph.D Scholar under the scheme will be given a monthly scholarship of Rs.12,000/- and contingency expenses of upto the Rs.6,000 per annum (Total expenses per Ph.d Scholar-Rs.1.5 Lakhs per annum). Following is the annual expenditure on account of these eight Ph.D Scholar to be admitted every year.

Year-I	Year-II	Year-III	Year-IV and as on
Rs.12 Lakhs	Rs.24 Lakhs	Rs.36 Lakhs	Rs.36 Lakhs every year

With a view to meet the above expenditure, it is proposed that a corpus be created. This corpus can be funded by allocating 15% of funds of the overhead expenditure deducted from each consultancy projects/proceeds of the institute every year.

**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.9: Establishing a Business Incubation Centre at NITTTR , Chandigarh**

Entrepreneurship Development and Industrial Coordination Department was established at the institute in 1982. One of the major objectives of establishing this department was to promote entrepreneurship through technical institutions. Over the past 36 years the Department has done considerable work in promoting entrepreneurship in technical institutions across the northern region of the country. Keeping in view the government's thrust on entrepreneurship and start-ups, the institute proposes to establish a Business Incubation Centre in collaboration with one of the leading Chamber of Commerce & Industry at Chandigarh as an extended activity of EDIC Department of the institute. The proposed Business Incubation Centre will have an annual intake of 5 incubatee. The peak number of incubatees is proposed to be restricted to 10. The maximum period of stay of an incubatee would be 2 years. The incubatees would be identified from among the ME/M.Tech Students of the institute. A dedicated team comprising an Incubation Manager, a Field Officer, a Secretarial Support and a Category 'D' Support is proposed to be created at the institute for operationalising the Incubator. The proposed incubator shall have a separate Advisory Body, a Selecting Jury and a Pool of Mentors. The recurring overheads including the salary of the dedicated team are proposed to be shared equally in cash and/or kind by NITTTR, Chandigarh and the Partnering Chamber. NITTTR's share of recurring expenses would be met from the regular grant received from the MHRD, GOI. The Ministry has already directed the institute to initiate activities pertaining to start-ups wide its email dated 23 October 2017 (Copy enclosed). A brief proposal highlighting the need for Incubation Centre, Objectives, Operational Mechanism of the Centre, Organisational Chart, Activity Spectrum, Mobilisation of Funds and Projected outcome is enclosed as Annexure No. IV (page no. 1 to 6).



**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.10: Launching of New Courses by ETV Department**

The ETV department proposes to launch certificate courses of 3 months, 6 months and also advance diploma for one year in different specialization of video production under self financing mode. The eligibility for these courses will be 10+2/Graduation in any discipline. Fee for these courses are Rs.8,000, Rs.12,000 and Rs.20,000 for 3 months, 6 months and 1 year courses respectively. Details of these proposed courses are attached as Annexure No.V (page no. 1 to 7).

**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.11: To report on the Achievements of the institute for the period from April 2017 to February 2018.**

Details of achievement of the institute for the above said period in five major areas of activities are enclosed as Annexure-VI.

**(For Information)**

**ITEM NO. 21.12: To approve the Operational Plan of the institute for the year 2018-2019**

Draft operational plan of the institute for the year 2018-19 has been prepared keeping into consideration the requirement of stakeholders. A copy of the draft operation plan for the year 2018-19 is enclosed Annexure No VII.

**Members of the Academic Council may deliberate and recommend to Board of Governors for approval.**

**(For Recommendation)**

**ITEM NO. 21.13: To seek guidance and directions from the members of the Academic Council on various schemes and perspective plans of MHRD.**

**ITEM NO. 21.14: Any other item with the permission of the Chair**