

बोर्ड ऑफ़ गवर्नर्स की

39 वीं बैठक

दिनांक: 27.10.2017

स्थान: निटर चंडीगढ़

**मिनट्स ऑफ़ दी मीटिंग**

**Thirty Ninth Meeting**

**of**

**Board of Governors**

**Held on 27.10.2017**

**at**

**NITTTR, Chandigarh**

**Minutes of the Meeting**



राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान

सेक्टर 26, चंडीगढ़ 160 019

**MINUTES OF 39<sup>TH</sup> MEETING OF  
BOARD OF GOVERNORS HELD ON 27.10.2017 AT 5:00 PM IN THE SYNDICATE ROOM OF  
NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, CHANDIGARH**

The following were present:

|    |  |          |
|----|--|----------|
| 1. | <b>Dr KK Talwar</b><br>Chairman, Board of Governors<br>National Institute of Technical Teachers Training & Research<br>Sector 26<br>Chandigarh 160 019   | Chairman |
| 2. | <b>Shri Madhu Ranjan Kumar</b><br>Joint Secretary (DL, BP & A)<br><b>Represented</b> by Shri P. Sasikumar<br>Deputy Secretary (TS.IV)<br>Department of Higher Education<br>Ministry of Human Resource Development<br>Govt of India, Shastri Bhawan,<br>New Delhi – 110 115 | Member   |
| 3. | <b>Mrs Darshna M Dabral</b><br>Joint Secretary & Financial Adviser (IFD)<br><b>Represented</b> by Shri DK Singh<br>Under Secretary<br>Department of Higher Education<br>Ministry of Human Resource Development<br>Government of India, Shastri Bhawan<br>New Delhi         | Member   |
| 4. | Hon'ble Vice Chancellor, IK Gujral Punjab Technical University<br><b>Represented</b> by Dr NP Singh<br>Dean (P&EP)<br>IK Gujral Punjab Technical University<br>Kapurthala (Punjab)   | Member   |
| 5. | Prof. Dileep N. Malkhede<br>Adviser-I (RIFD)<br>All India Council for Technical Education<br>Nelson Mandela Marg<br>Vasant Kunj<br>NEW DELHI 110 070   |          |
| 6. | Dr Daria Singh Yadav<br>Director<br>Technical Education, Rajasthan<br>W-6, Gaurav Path [Residency Road]<br>JODHPUR 342 032   | Member   |

|    |   |   |
|----|---|---|
| 7. | Dr Tayek Talom<br>Director<br>Higher & Technical Education<br>Govt of Arunachal Pradesh<br>CITY ITANAGAR – 791111   | Member  |
| 8. | Shri Pankaj Kumar Pandey, IAS<br>Director,<br><b>Represented</b> by Shri RP Gupta<br>Additional Director<br>Technical Education, Uttarakhand<br>NCC Block, Polytechnic Campus<br>Srinagar (Garhwal) 246 174 | (8-A)<br>Dr. A B Gupta,<br>Prof & Head CDC<br>NITTTR, Chand |
| 9. | Prof SS Pattnaik<br>Director<br>NITTTR, Sector 26<br>Chandigarh.  | Member<br>Secretary   |

Leave of absence granted to the following members:

|    |   |  |
|----|---|--|
| 1. | Shri Kafil Ahmad<br>Director<br>Technical Education, Uttar Pradesh<br>GT Road, Vikas Nagar,<br>Kanpur 208 024   |  |
| 2. | Dr R. Palaniswami, IAS<br>Commissioner<br>Technical Education, Tamil Nadu<br>53, Sardar Patel Road, Guindy<br>Chennai 600 025   |  |
| 3. | Prof IK Bhat<br>Professor<br>Motilal Nehru National Institute of Technology<br>Teliarganj<br>Allahabad 211 004  |  |
| 4. | Shri Sunil Kant Munjal<br>Joint Managing Director,<br>Hero Motocorp Ltd & Chairman<br>Hero Corporate Service Ltd.<br>34, Community Centre,<br>Basant Lok, Vasant Vihar,<br>New Delhi 110057 |  |





At the outset, esteemed Chairman of Board of Governors, NITTTTR, Chandigarh, Dr KK Talwar, on behalf of the Members and on his own behalf, congratulated Prof SS Pattnaik for taking over as the Director of NITTTTR, Chandigarh and wished him a successful tenure as Director. Member-Secretary and Director of NITTTTR, Chandigarh Prof SS Pattnaik sought the permission from the Chairman to initiate the proceedings of the 39<sup>th</sup> meeting of Board of Governors [BOGs]. The following agenda items were considered, discussed and decision were taken as listed below:

**ITEM NO. B.39.0: WELCOMING OF THE CHAIRMAN AND MEMBERS**

The Member-Secretary and Director of the Institute Prof SS Pattnaik welcomed the Hon'ble Chairman and esteemed Members of the Board of Governors and expressed his gratitude to the Chairman and Members for sparing their valuable time and making themselves available for the 39<sup>th</sup> meeting of the Board of Governors.

**Previous Meetings.**

**ITEM NO. B.39.1: TO CONFIRM THE MINUTES OF THE 37<sup>TH</sup> AND 38<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY**

The minutes of the 37<sup>th</sup> and 38<sup>th</sup> meetings of the BOGs were considered and confirmed by the Hon'ble Members barring the item No. F.34.2.8 for which there was an observation from the Ministry of Human Resource Development [MHRD], Govt of India. It was observed that the decision to re-imburse the TA/DA to Prof MP Poonia (Ex-Director of the institute) for his visit to Taiwan was taken in the 34<sup>th</sup> meeting of Finance Committee which was agreed to by all Members. Prof MP Poonia initially did not claim any finance from the institute expecting the same from the Taipei Economic and Cultural Centre in India. When he did not receive the same, he got the same re-imbursed from the IRG of the Institute with due approval of the Hon'ble Chairman BOGs & Finance Committee. Realizing the need for such visit in the academic interest of the institute, the Board advised the institute to make a fresh request with details to the Ministry for consideration and to regularise the matter.

**[ACTION: FIA]**

**ITEM NO. B.39.2: TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 37<sup>TH</sup> AND 38<sup>TH</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY**

**ITEM NO. B.35.4.5: APPROVAL OF SELECTIONS FOR THE POST OF ASSOCIATE PROFESSORS IN DIFFERENT DEPARTMENTS ADVERTISED AGAINST ADVERTISEMENT NO.97/2015**

The Board took note of the observation of the Ministry conveyed vide letter No. F.No 7-3/2017-TS.IV dated 25.04.2017. After deliberations, the institute was advised to constitute a Committee to go through the detail process and procedures adopted against this recruitment. Based on the findings of the

Committee, the institute will make a request to the Ministry to clear the selection process of Associate Professors of various departments conducted against Advertisement No. 97/2015 for which there is no ambiguity and no flouting of procedures and norms. The Board further decided to release the advertisement for the vacant posts of Associate Professors only after getting a reply to the request to be made by the institute to Ministry as advised above.

[ACTION: FIA]

**ITEM NO. B.36.5.8: CASE AGAINST Ms KANIKA SHARMA, ASSISTANT PROFESSOR, NITTTR, CHANDIGARH**

To be placed to BOGs only after getting the reply

[ACTION: FIA]

**ITEM NO. B.36.5.10:  
Against B.34.3.5**

**SELECTIONS TO THE POSTS OF ASSISTANT PROFESSORS**

The institute downgraded the positions of Professors to Assistant Professors and released the advertisement to fill up the positions. The decision to downgrade the position of Professor was taken in the 31<sup>st</sup> meeting of BOGs vide Item No. B.31.5.14 which was held on 07.11.2014. Based on the agreed decision of the BOGs, the interviews were held. However, when the minutes were communicated, the MHRD, vide letter No. F. No.7-1/2016/TS.IV/332/16 dated 8.8.2016 made an observation and advised the institute to initiate recruitment process afresh as per sanctioned posts and as per AICTE norms. It is on record that the decision to downgrade the above positions was approved by the BOGs in its meeting held on 7.11.2014. Now, the ministry has advised the institute to initiate a fresh procedure, hence, complying with the Ministry observations, BOGs advised the Director to float advertisement for the posts of Professor immediately and initiate recruitment process as per the AICTE norms as has been advised by the Ministry.

[ACTION: FIA]

**ITEM NO. B.36.5.14:**

**TO CONSIDER APPEAL OF MR. KL SINGLA, SENIOR ADMINISTRATIVE OFFICER (RETIRED) NITTTR CHANDIGARH**

The Hon'ble Members, after going through the legal advice of the Institute Counsel on the said matter, directed the institute to refer the matter to the Ministry for direction.

[ACTION: FIA]

**ITEM NO. B.36.5.15**

**PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE**

Noted.





**ITEM NO. B.37.4.1: STOPPAGE OF INCREMENTS OF FACULTY MEMBERS WHO HAVE NOT COMPLETED THEIR Ph.D WITHIN A PERIOD OF SEVEN YEARS**

The matter was deliberated and discussed in light of the points raised by one of the esteem Members of BOGs. It was advised to the institute to constitute a Committee keeping Deputy Secretary to GOI, MHRD, New Delhi, as one of its Members, to review the cases and to place the recommendations of the Committee in the next meeting of BOGs for consideration and decision.

**[ACTION: FIA]**

**ITEM NO. B.37.4.2: TO CONSIDER PROMOTION OF FACULTY UNDER CAREER ADVANCEMENT SCHEME**

The Hon'ble Members, after evaluating the requirements of the institute, permitted the institute to conduct the selection procedure to promote eligible faculty members under Career Advancement Scheme [CAS]. The institute was advised to follow the AICTE guidelines, norms and process for the same.

**[ACTION: FIA]**

**ITEM NO. B.37.4.4: TO CONSIDER AND APPROVE THE AGENDA AND MINUTES OF THE 25<sup>th</sup> MEETING OF ACADEMIC COUNCIL HELD ON 25.02.2017**

The Hon'ble Members approved the minutes of the 25<sup>th</sup> meeting of the Academic Council held on 25.2.2017.

**[ACTION: DEAN (A&IA) & IMCO]**

**ITEM NO. B.37.4.5: PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE**

Noted.

**ITEM NO. B.37.4.6: CIVIL WRIT PETITION NO.22422/2014**

Noted.

**ITEM NO. B.38.1: TO CONSIDER AND ADVISE REGARDING ARBITRAL TRIBUNAL AWARD**

The Board advised the institute to make another attempt with NBCC to get the interest waived off or get some discount on the interest claimed by the NBCC. The Board authorized the Director to release the claimed amount but not exceeding ₹ 22,24,035/- [ ₹ 21,71,948 + Service Tax ₹ 52,087), based on the outcome of the fresh effort. The Board approved the payment already made to NBCC.

**ACTION : FIA & ACO]**



### ITEM NO.B.39.3: ITEMS FOR REPORTING

ITEM NO. B.39.3.1: TO REPORT REGARDING CONFIRMATION OF INSTITUTE EMPLOYEES

Noted and ratified the same.

ITEM NO. B.39.3.2: TO REPORT REGARDING RETIREMENT OF FACULTY AND STAFF ON THEIR SUPERANNUATION DURING THE PERIOD FROM 01.07.2017 TO 30.09.2017

Noted.

ITEM NO. B.39.3.3: TO REPORT REGARDING RE-CONSTITUTED ACADEMIC COUNCIL OF THE INSTITUTE AS UNDER IN TERMS OF 13 OF THE RULES AND REGULATIONS OF NITTTR, CHANDIGARH SOCIETY

Noted.

ITEM NO. B.39.3.4: TO REPORT ON THE CELEBRATION OF GOLDEN JUBILEE YEAR OF THE INSTITUTE (08.09.2016 TO 07.09.2017)

Board on record noted the same.

ITEM NO. B.39.3.5: TO REPORT REGARDING ENCASHMENT OF EARNED LEAVE TO SHRI HANS RAJ SHARMA WHILE CALCULATING CEILING OF 300 DAYS

Noted.

ITEM NO. B.39.3.6: TO REPORT REGARDING ESTABLISHMENT OF NITTTR TRAINING HUBS FOR CONDUCTING TRAINING ON EMERGING AREAS

The Board appreciate the initiative taken by the Director of the institute and noted the same.

### ITEM NO.B.39.4: ITEMS FOR CONSIDERATION & APPROVAL

#### (A) FINANCE MATTER

ITEM NO. B.39.4.1: TO CONSIDER AND APPROVE THE MINUTES OF THE 36TH MEETING OF FINANCE COMMITTEE HELD ON 27.10.2017

The Board decided to approve the important items out of the recommendations of Finance Committee. The same are listed below. However, the complete minutes of the 36<sup>th</sup> meeting of Finance Committee shall be placed in the next BOGs meeting, i.e. 40<sup>th</sup> meeting of BOGs, for consideration.

[ACTION: FIA]





ITEM NO. F.36.2

TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 33RD, 34TH AND 35TH MEETING OF THE FINANCE COMMITTEE HELD ON 09.08.2016, 03.03.2017 AND 04.08.2017 RESPECTIVELY

ITEM F.33.3.4

TO CONSIDER AND APPROVE THE ENHANCEMENT OF HONORARIUM PAID TO EXPERTS INVITED FOR SHORT TERM COURSES AND ENGAGING ME/M.TECH CLASSES

The Board after deliberations considered and approved honorarium of ₹ 1,500/- per session in short-term courses limited to ₹ 3,000/- per day. However, for experts in the rank of Professor from IITs and IISc, the honorarium shall be ₹ 2,000/- per session with maximum limit of ₹ 5,000/- per day. For programme funded by outside agency, the honorarium shall be as per the guidelines of the funding agency. In the absence of the guidelines, Director shall approve the honorarium and maximum limit per day so as to be within the sanctioned fund/budget of the funding agency.

[ACTION: FIA & ACO]

ITEM F.33.3.7

TO CONSIDER AND APPROVE RENOVATION AND NEW CONSTRUCTIONS FOR THE FINANCIAL YEAR 2016-17 AND 2017-18

The Members noted the contents and advised the institute to take up the work of construction of houses in Sector 42 by sending reminder to the Chandigarh Administration for allotment of additional land in Sector 38, Chandigarh. As both the works are independent from each other, the construction of houses at Sector 42, Chandigarh should not be clubbed with allotment of land in Sector 38. The Members approved the recommendations of the Finance Committee from Sl. No. 1 to 4 against item No. F.33.3.7. The Board also approved the construction of houses in Sector 42.

[ACTION: FIA & ACO]

ITEM F.35.1

TO CONSIDER AND ADVISE REGARDING ARBITRAL TRIBUNAL AWARD

The Board advised the institute to make another attempt with NBCC to get the interest waived off or get some discount on the interest claimed by the NBCC. The Board authorized the Director to release the claimed amount but not exceeding ₹ 22,24,035/- [₹ 21,71,948 + Service Tax ₹ 52,087), based on the outcome of fresh effort. The Board approved the payment made to NBCC.

[ACTION: ACO]



**ITEM NO. F.36.2.8 TO CONSIDER AND APPROVE THE REVISED BUDGET ESTIMATES OF THE INSTITUTE FOR 2017-18 AND BUDGET ESTIMATES FOR 2018-19**

The Hon'ble Members considered and approved the Revised Budget Estimates for the year 2017-18 and Budget Estimates for the year 2018-19.

**[ACTION: ACO]**

**ITEM NO. B.36.2.9 TO CONSIDER AND APPROVE THE DISTRIBUTION OF HONORARIUM AND COST ESTIMATION OF MOOCs**

The Hon'ble Members, after deliberations, considered and approved the distribution of honorarium and cost estimation of MOOCs as recommended under F.36.2.9.

**[ACTION: ACO]**

**ITEM NO. F.36.2.10 TO CONSIDER AND APPROVE THE PURCHASE OF MULTY-UTILITY VEHICLE**

After deliberations, the Hon'ble Members approved the requirement of the institute for purchasing a 7-seater vehicle from GeM [Government e-Marketplace]. The Board approved ₹ 20.00 lakh in the Revised Budget Estimates of the institute for the year 2017-18 for purchasing a 7-seater vehicle as the institute doesn't have a vehicle against Director.

**ITEM NO. B.39.4.2: TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2016-2017**

The Board considered and approved the Annual Report and Audited Accounts of the institute. Also, the institute was advised to prepare Hindi version of the same. After obtaining the Audit Certificate, the Annual Report is to be submitted to the Ministry but not later than 31 December, 2017.

**[ACTION : FIA & ACO]**



**(B) ADMINISTRATIVE MATTER**

**ITEM NO. B.39.4.3: JOINING OF THE DIRECTOR**

The Board approved the joining of Prof SS Pattnaik as Professor in ETV Department on 17 August 2017 and also as Director of the institute on 18 August 2017. The Board approved and granted five years of lien to Prof SS Pattnaik w.e.f 18 August 2017 against regular position of Professor of ETV to facilitate him to join the post of Director of NITTTR, Chandigarh for a tenure of five years.

**[ACTION : FIA]**

**ITEM NO. B.39.4.4 : FIXING OF REMUNERATION OF THE RETIRED EMPLOYEES HIRED AGAINST THE POST OF ACCOUNTS OFFICER, ACCOUNTANT AND SENIOR ADMINISTRATIVE OFFICER**

The Board accepted the proposal of the institute for fixing the remuneration for the hired retired person(s). The institute was advised to float advertisement henceforth based on this approval. While hiring retired person(s) against vacant position(s), remuneration to be fixed as: Last Pay Drawn minus Pension, subject to maximum ceiling of gross pay to be drawn against the sanctioned position(s) for which hiring is done.

Shri P. Sasikumar, Deputy Secretary (T), MHRD, GOI, New Delhi pointed out towards the grade pay of Accounts Officer which is presently is ₹ 4,600/- and which is considerably low. Hence, he advised that the institute may redesignate one position of non-teaching for which the grade pay is presently 5,400/- against the Accounts Officer and redesignate the position of Accounts Officer of grade pay of 4,600/- as a suitable non-teaching position. Accordingly, it was decided that to convert a position of Research Assistant to Accounts Officer and the present position of Accounts Officer will be designated as Technical Officer. Accordingly, the institute will make a request to the MHRD, GOI and on getting the approval, the institute will take necessary steps to fill up these positions.

**[ACTION: FIA & ACO]**

**ITEM NO. B.39.4.5: PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE**

**(1) Filling up of backlog vacancies of SC/STs and OBCs**

Noted.





**(2) Annual Report and Audited Accounts**

The Board considered and approved the Annual Report and Audited Accounts of the institute. Also, the institute was advised to prepare Hindi version of the same. After obtaining the Audit Certificate, the same will be submitted to the Ministry.

**[ACTION: FIA, ACO & HINDI CELL]**

**(3) Comments in respect of outstanding Audit Paras**

The Board advised the institute to make necessary efforts to settle paras which are long pending.

**[ACTION: ACO]**

**(4) Progress of Plan and Non-Plan Expenditure**

NOTED. Recorded as progress against OH-31, OH-35, OH-36 and Non-Salary.

**(5) Pending vigilance matters and enquiry report thereto**

Noted.

**(6) Redressal of public grievances**

Noted.

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

Noted.

**(8) Expenditure made in various sanctioned Heads**

Noted.

**(9) Release of funds in various heads from the Ministry against the allocation**

Noted.



**(10) Status of filling up of vacant posts since last Board meeting**

(10a) The Board noted the initiative of the institute to fill up the 32 non-teaching posts for which the advertisement was floated on 30.9.2017. The institute was also advised to start the recruitment process for other vacant non-teaching positions. The Board advised the institute to fill up the vacant post as per the Recruitment Rules approved by the Ministry and as per the advice issued by the Ministry.

(10b) The Board noted the vacant positions and advised the institute to go ahead with advertisement to fill up the sanctioned vacant positions of Professors as per AICTE norms and as per the advice of the Ministry. For the posts for which there is no AICTE norms, the institute was advised to constitute a Committee to review the framed Recruitment Rules and get approval of the Ministry after recommendations from the Board and Society. However, the positions of Associate Professors will be advertised based on the recommendations of the Committee/on getting the reply from the MHRD, GOI against the letter to be communicated to the Ministry as per decision against Item No. B.39.2 (No. 35.4.5).

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

**ITEM NO. B.39.4.6: CONSTITUTION OF SELECTION COMMITTEES**

- (1) **Constitution of Selection Committees for all teaching and non-teaching positions having grade pay of ₹ 6,000/- and above as per 6<sup>th</sup> CPC or equivalent in 7<sup>th</sup> CPC (Level-10 and above):**

The Board after going through the Memorandum of Association and the decision of the Board in its meeting held on 26.4.2013 under B.27.5.7 reconstituted the Selection Committee as below:

- (i) Chairman: Chairman of BOGs or nominee of the Chairman, BOGs
- (ii) Director – Member
- (iii) HOD of the concerned department. In the case where the HOD is not a Professor, then the senior most professor of the Institute.
- (iv) Nominee of the Vice-Chancellor of the affiliated University
- (v) Three subject experts [two must attend] to be invited by the Director from the panel of 10 experts (not below the rank of Professor) approved by the Chairman, BOGs
- (vi) Nominee of the Ministry representing SC/ST/OBC/Minority/Women/Differently abled category
- (vii) Nominee of AICTE





The quorum of the Selection Committee would be of five members including two subject experts. The same Selection Committee is applicable for all direct selections as well as for promotions, including CAS, for the above stated positions.

**(2) Constitution of Selection Committees for all non-teaching positions having grade pay of less than ₹ 6,000/- as per 6<sup>th</sup> CPC or equivalent in 7<sup>th</sup> CPC (Below Level-10):**

- (i) Chairman: Director, NITTTR, Chandigarh
- (ii) HOD of the concerned department. In the case where the HOD is not a Professor, then the senior most professor of the Institute.
- (iii) Three subject experts [two must attend] to be invited by the Director from the panel of 10 experts (not below the rank of Professor) approved by the Chairman, BOGs
- (iv) Nominee of the Vice-Chancellor of the affiliated University
- (v) Nominee of the Ministry representing SC/ST/OBC/Minority/ Women/Differently abled category
- (vi) Nominee of AICTE

The quorum of the Selection Committee would be of five members including two subject experts. The same Selection Committee is applicable for all direct selections as well as for promotions for the above stated positions.

This Selection Committee is applicable to all the posts advertised against Advertised on 14.9.2017 and for all such posts as mentioned above to be advertised in future. The same is recommended to the Society for consideration and recommendation to the Ministry

**[ACTION: FIA]**

The meeting ended with a vote of thanks to the Chair.

(Dr SS PATTNAIK)  
Member-Secretary

(Dr KK TALWAR)  
Chairman

18/10/17