

PUNJAB TECHNICAL UNIVERSITY
JALANDHAR

AGENDA

**36th MEETING
BOARD OF GOVERNORS**



PUNJAB CIVIL SECRETARIAT CHANDIGARH

ON

23rd November, 2009 AT 12:15 P.M.

Agenda for 36th meeting of the Board of Governors to be held on November 23, 2009 at 12:15 P.M at Committee Room , Office of Chief Secretary, Punjab Civil Secretariat, Chandigarh.

Item No.	Particulars	Page No.	Annexure
36.1	To confirm the proceedings of 34 th & 35 th meeting of the BOG held on 3.9.2009 & 22.10.2009, respectively	2	I, II
36.2	Action taken report on 34 th & 35 th meeting of the BOG.	2-3	
36.3	To consider the report of the Committee constituted vide item no. 29.5 to examine the employees related issues with reference to Dr. S.P. Singh Committee Report & Recruitment Proposal for C & D Grade Posts.	3-4	III to VI
36.4	The Status of PTU Caparo and Swaraj Paul's Proposal	4-5	VII
36.5	Implementation of Revised Pay Scales	5	VIII
36.6	Appointment of Consultant to frame Rules & Regulations of the University	5	IX
36.7	Brief on Recruitment Process being initiated by the University for Category 'A' Posts	6	-
36.8	Creation of Posts for Construction Cell, PTU	7-8	X, XI
36.9	To Consider Promotion of Eight Regular Officers in the University	8	XII, XIII
36.10	Recovery of dues from the Affiliated Colleges	8	XIV (A) to XIV(C)
36.11	Extensions to Contractual & Adhoc Staff of the University	9	
36.12	Any other item with the permission of the Chair.	-	

Item NO. 36.1 To confirm the proceedings of 34th & 35th meeting of the BOG held on 3.9.2009 & 22.10.2009 respectively.

Proceedings of 34th & 35th meeting of the Board of Governors held on 3.9.2009 & 22.10.2009 were circulated to all the members are placed at **Annexure-I & II**.

No comment has been received from members on the circulated proceedings, therefore proceedings may be taken as confirmed.

The matter is placed before the Board for conformation.

Item No. 36.2 Action Taken Report on the 34th & 35th meeting of the Board held on 3.9.2009 & 22.10.2009 respectively.

Action Taken Report on the 34th meeting.

Item No.	Agenda	Action taken
34.1	To confirm the proceedings of 33 rd meeting of the BOG	No Action required
34.2	Action Taken Report on the 33 rd meeting of the BOG.	No Action required
34.3	To approve the recruitment proposal for the 'A' & 'B' Grade posts.	Advertisement issued in respect of some 'A' & 'B' Grade Posts
34.4	Brief about CET-2009- Online Counselling	No Action required
34.5	To approve the minutes of 33 rd meeting of the Academic Council held on 29.8.2009 (a) Travel Grant for faculty (b) To strike off the name of the student from the college roll for continuation absence	Scheme implemented. Notification issued.
34.6	All India Entrance Examination based Admissions for B.Tech, B.Pharm, B. Architecture, MBA & MCA	Request forwarded to Govt. of Punjab for further directions
34.7	Approval of Migration Cases	Notifications issued
34.8	Scholarship for Rural Students	Implementation in process.
34.9	Brand Building of the University	In process

34.10	Extension of Services of Staff of Construction Cell	Office order issued
34.11	Payment of M/s Sachdev /Eggleston Associates, Architects New Delhi	In Process
34.13	To appoint Dean of Faculty in Civil Engineering	Notification issued

Action Taken Report on the 35th meeting.

Item No.	Agenda	Action taken
35.1	Developments and Future Course of Action to be taken in case of PTU-Caparo Society	Decision communicated to the Chairman PTU Caparo Society.
35.2	Change in PTU nominees in PTU Caparo Society	

Item No. 36.3 To consider the report of the Committee constituted vide item no. 29.5 to examine the employees related issues with reference to Dr. S.P. Singh Committee Report & Recruitment Proposal for C & D Grade Posts.

In the 29th meeting of the BOG held on 29 November 2008, a Committee was constituted vide item no. 29.5 to examine Dr. S.P. Singh Committee Report and to suggest measures to solve employees related issues.

The Committee has submitted its report to the University which is placed at **Annexure III** for consideration of the Board.

The Committee is of the view that University should immediately make direct recruitment for C & D posts. However relaxation in norms and some weightage should be given to employees already working (in any capacity) in PTU.

The Committee has further recommended to redesignate some of the cadre of 'C' & 'D' posts approved in the 26th meeting of the BOG vide item no. 26.3, 26.3 (A) & 26.17 (B) and proposed to create four new cadre with new sanctioned strength (**Annexure IV**). The proposed sanctioned strength has been prepared on realistic basis keeping in view the requirements of the University. The selection criteria has also been suggested by the Committee (**Annexure V**).

Above report including proposal for creation of new posts, change of designations, pay scales and selection criteria has been vetted by the Human Resource Committee of the PTU constituted vide BOG 33rd meeting held on 5.6.2009. (**Annexure VI**)

As per Committee report, following new posts are to be created :

<u>Sr. No.</u>	<u>Designation</u>	<u>No. of Posts</u>
1.	Clerks	115
2.	Attendants	125
3.	Helpers	40
4.	Assistant Librarian Grade-II	2
5.	Research Assistant	2
TOTAL		284

85 posts of Data Entry Operators created by BOG in its 26th meeting held on 17.10.2007 are to be redesignated as Clerks in the scale of Rs. 3120-5160.

Revised qualifications, experience requirements and details of posts are as per **Annexure-IV**.

The Board is requested to consider and approve the proposal.

Item No.36.4 Status of PTU Caparo Society

The decision of 35th meeting of the Board of Governors has been conveyed to Lord Swaraj Paul Chairman, PTU Caparo Society vide letter No. PTU / DA / 505 dated 23.10.2009. (Copy of the letter is given at **Annexure-VII**). As a follow up on the request of CEO of Caparo India Limited a meeting was held between the CEO, Caparo India Limited and Dean (Academics), PTU on 27.10.2009 at Gurgaon. In the meeting it was discussed and agreed that Caparo will send a fresh proposal for its withdrawal from the PTU Caparo Society. The proposal received by email on November 3, 2009 is as under: -

<i>Details of claim amount</i>	<i>Amount</i>
<i>Amount brought in by caparo as per Clause 1.5 of MoU</i>	<i>50,000,000</i>
<i>Add: Compound interest @ 12% for 2.5 years (from 01.04.2007 till 30.09.2009)</i>	<i>16,376,600</i>
Total	66,376,600

Approx Miscellaneous liabilities

	<i>Principal</i>	<i>Interest</i>
a) <i>Rajindra Furnishers</i>	<i>265,000</i>	<i>39,000</i>
b) <i>GS Builders</i>	<i>18,129,053</i>	<i>5,184,909</i>
c) <i>Staff Salary</i>	<i>460,000</i>	
d) <i>Hawks Security</i>	<i>150,000</i>	
e) <i>D. Gupta & Associates</i>	<i>120,000</i>	
f) <i>Jagdamba Caterers</i>	<i>70,000</i>	
g) <i>National Services</i>	<i>66,000</i>	
h) <i>Miscellaneous (including interest c to h)</i>	<i>200,000</i>	
	19,460,053	5,223,909
		24,683,962*

Total payable to Caparo **91,060,562**

**The liability of Rs.24,683,962 can be borne by PTU, and thereafter claim amount would remain to Rs.66,376,600/-.*

Meanwhile to sort out the matter of litigants and others decision of our BOG taken in the 35th meeting of BOG, was conveyed to Lord Swaraj Paul through an email and he has accorded his consent to implement the proposal through his email dated November 9, 2009.

Accordingly the CEO of the Caparo India has been told to submit the bills duly verified of all the claimants including litigants which has been received. On the basis of these bills negotiation will be conducted with the litigants and the process for release of payment will be initiated.

The matter is placed before the Board for information and decision on the proposal dated 03.11.2009 for withdrawal of Caparo India Limited from PTU Caparo Society.

Item No. 36.5 Implementation of Revised Pay Scale.

The Punjab Govt, as per Notification No. 5/10/09-5FPI/207 dated 27th May 2009 has revised the Pay Scales for different cadres. These scales are to be implemented for adhoc and regular employees for different cadres. A legal advice from the University counsel for revision of scales of adhoc employee has been taken, according to which revision of scale may be implemented (**Annexure VIII**).

The matter is placed before the Board for consideration and approval.

Item no. 36.6 Appointment of consultant to frame Rules & Regulations of the University

PTU requires the services of two consultants to draft rules, regulations, sub-regulations and other policies (in nutshell to draft the calendar of the University) for smooth functioning of the University. Proposal for engaging these consultants was put to BOG in its 31st meeting vide agenda item no. 31.10. The Board in that meeting desired that the terms of reference and lump sum emoluments to be paid to proposed consultants (02 nos.) may be drawn and put up before the Board in its next meeting (Agenda & Proceedings **Annexure IX**).

The terms of reference and lump-sum emoluments are as under:

Scope of work	:	to draft rules, regulations, sub-regulations and other policies (in nutshell to draft the calendar of the University) for smooth functioning of the University
Mode of recruitment	:	Retd. Persons on Contract basis
Time of Contract	:	01 year
Monthly Emoluments	:	Rs. 25,000/- PM
Recruitment Procedure	:	Will be identified by Committee constituted by VC

The matter is placed before the Board for approval.

Item No. 36.7 Brief on Recruitment Process being initiated by the University

The Board of Governors, PTU in its 34th meeting held on 3.9.2009 allowed the University to advertise the following posts:

- | | | |
|-----|---------------------|----|
| 1. | Dean | 05 |
| 2. | Registrar | 01 |
| 3. | Controller of Exam | 02 |
| 4. | Deputy Registrar | 03 |
| 5. | Assistant Registrar | 09 |
| 6. | Lecturer | 10 |
| 7. | Assistant Librarian | 01 |
| 8. | Assistant Director | 01 |
| 9. | Estate Officer | 01 |
| 10. | Programmer | 01 |
| 11. | Superintendent | 04 |

Accordingly advertisement was published in the leading newspapers on 10.10.2009 for the following posts:

Sr. No.	Name of the Post	No. of Posts
1.	Deputy Registrar	03
2.	Assistant Registrar	09
3.	Lecturer / Asstt. Professor	10
4.	Assistant Librarian	01
5.	Assistant Director (Physical Education)	01

Consequently applications as detailed below have been received:

Name of the Post	No. of applications received
Deputy Registrar	42
Assistant Registrar	143
Lecturer / Asstt. Professor	188
Assistant Librarian	06
Assistant Director (Physical Education)	09
Total	388

As per PTU Regulations 2005, Selection Committee for these posts shall consist of:

- Two Educationists /Technologist/Engineers nominated by the Board
- Three other members to be nominated by the Vice-Chancellor from Industry/Relevant Field.

The Deputy Dean (Establishment) will assist the above selection committee.

The matter is placed before the Board to nominate two members for Selection Committee.

Item No. 36.8 Creation of posts for Construction Cell.

University is developing its New Campus on Jalandhar Kapurthala Highway. Phase I , comprising of Administration Building and allied works stands completed. Now the Construction of Buildings of Phase II comprising of Residences, Guest House, Convention Centre & Sports Complex etc is proposed to be started soon at a cost of Rs 60.00 Crores approximately. Planning and tendering process of these works is at an advanced stage.

For Supervising the Construction, scrutiny of the Construction drawings, construction management and accounts, a team of engineers supported with experienced staff is required to be put in position immediately. Following staff is required for the Construction Cell and the posts need to be created:

Sr. No.	Post	Qualifications	Minimum Experience	Scale of Pay	Remarks
1.	Chief Engineer -01	BE (Civil)	25 Years	30,000/- (Consolidated)	Part Time
2.	Advisor (Electrical)-01	-do-	-do-	22,500/- (consolidated)	-do-
2	Executive Engineer -01	---do---	15 Years	37400-67400/-	Pb Govt Scale
3	Assistant Executive Engineer (Civil) -02	---do---	10 Years	15600-39000/-	Assistant Engineer Pb Govt Scale
4	Assistant Executive Engineer (Elect.)-1	BE(Elect.)	---do---	---do---	---do---
5	Assistant Executive Engineer (PH)-1	BE(Civil)	---do---	---do---	---do---
6	Assistant Engineer (Civil)-3	Diploma (Civil)	---do---	10300-34800	JE, Pb Govt Scale
7	Assistant Engineer (Electrical)-1	Diploma (Elec)	---do---	---do---	---do---
8	Assistant Engineer (A C)-1	---do---	---do---	---do---	---do---
9	Assistant Engineer (P H)-1	Diploma (Civil)	---do---	---do---	---do---
10	Assistant Engineer (Hort.)-1	Diploma (Hort)	---do---	---do---	---do---
11.	CHD/HD-02	Diploma D/man (Civil)	15 years	-do-	Pb. Govt. Scale
12.	Supervisor-04 Civil /Electrical	Diploma Civil /Electrical	2 years	5910-20200	-do-

Standing Building Construction Committee Constituted by the BOG (**Annexure X**) for monitoring all issues arising in the project has approved the posts in the ninth meeting held on 18/07/2006 (Agenda & Minutes **Annexure XI**).

BOG may approve the creation of Posts.

Item No. 36.9 To Consider Promotion of Eight Regular Officers in the University

The University has eight regular officers on its rolls, who have been appointed by adopting proper selection procedure. These regular employees have represented that they should be promoted to the next higher posts and pay scale as applicable at the time of their appointment. The same group of officers had also represented their case to the former Vice Chancellor and was put up to the BOG in its 27th meeting. Copies of their representations are attached at **Annexure XII**. The matter regarding promotion of the existing regular officers was discussed in the 34th meeting of BOG vide items no. 34.3 and the Board desired that the HR Committee should also deliberate upon the issue of promotion of existing officers of the University and should come up with detailed recommendations before the Board in its next meeting. The detail of employees eligible for promotion to the next higher posts and pay scale is attached at **Annexure XIII**. As per the decision of 10th meeting of BOG, four employees of the University have already been given the promotion on completion of five year regular service.

It is proposed that these employees may be promoted to the next pay scale and posts as applicable at the time of their appointment on completion of 5 years of regular service as per the decision of 10th meeting of BOG.

In future the University will follow UGC norms promotion of grade 'A' category posts.

A comprehensive promotion policy for all grade 'B, C, D' employees shall be drafted and shall be put up to the BOG for its approval.

Submitted for consideration of BOG.

Item No. 36.10 Recovery of dues from the Affiliated Colleges

The details of the amount received from affiliated colleges in the financial year is as under:

Sr. No.	Particular of Colleges	Amount recovered	College details Annexure	wise at
1.	Engineering	64637650.00	XIV (A)	
2.	Pharmacy	4759800.00	XIV (B)	
3.	Management	22459053.00	XIV (C)	
	Total	91856503.00		

Steps are being taken to recover all the pending dues by end of January, 2010

The item is placed before the Board for information please.

Item No. 36.11 Extensions to Contractual & Adhoc Staff of the University.

The term of the contractual and adhoc staff of the University, which is being extended from time to time as per requirement of the University, has been extended upto 31.3.2010.

The item is placed before the Board for information please.

Item No. 36.12 Any other item with the permission of the Chair

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