

PROCEEDINGS OF THE NINTH MEETING OF THE BOARD OF GOVERNORS, HELD UNDER THE CHAIRMANSHIP OF SH. Y. S. RAJAN, CHAIRMAN, BOG & VICE CHANCELLOR PTU AT 11:00 AM ON WEDNESDAY NOVEMBER 20, 2002 IN THE CONFERENCE ROOM OF HOTEL SHIVALIK VIEW, CHANDIGARH.

The following attended the meeting.

1. Shri Y. S. Rajan,, Chairman BOG
Vice Chancellor, PTU, Chairman
2. Shri K. R. Lakhanpal, Principal Secretary to Govt. of Punjab
Deptt. of Finance Member
3. Shri Karanbir Singh Sidhu, Secretary to Govt. of Punjab
Deptt. of Tech. Edu. & Indl. Trg. Member
4. Shri Chandra Mohan Member
5. Shri R. S. Khandpur Member
6. Shri Chetak Arun
Representative of President of CII
8. Dr. S. S. Kooner
Principal, BCET, Gurdaspur Member

leave of absence granted to

1. Professor Prem Vrat, Director
Indian Institute of Technology, Roorkee Member
2. Professor R. S. Sirohi, Director
Indian Institute of Technology
Hauz Khas, New Delhi Member
3. The Chairman
North-West Committee, AICTE, Chandigarh Member
4. Shri Atamjit Singh Bawa
Prop. M/S Lotus Bawa Company
Nakodar Road, Jalandhar Member
5. Shri Rajinder Gupta
Varindera Agro Mills, Industrial Area,
Focal Point, Ludhiana Member

Special Invitee

1. Shri S. K. Sinha, IAS, Principal Secretary to CM (Pb.)
2. Smt. Romila Dubey, IAS, Principal Secretary to Govt. of Pb.
Deptt. of Cultural Affairs
3. Shri S. K. Bijlani

Before taking up the agenda items for discussion, Sh. Y. S. Rajan, Chairman, BOG & VC, PTU, Jalandhar welcomed the members and special invitees to the meeting of Board of Governors of PTU. He also welcomed Sh. S. K. Sinha, Principal Secretary to CM Punjab who specially came to convey the message of Hon'ble CM Punjab for the members of BOG. He also welcomed his immediate predecessor VC, Smt. Romila Dubey.

Shri Chandra Mohan, a senior member with vast experience in the field of technology and industry stated that PTU has a great role to play for economic and social development of Punjab and explained a few important elements as a background. He added that it is a great honour to the University to have Sh. Y. S. Rajan renowned personality in the field of technology and applications as its Vice Chancellor. The members warmly endorsed the statement and welcomed Sh. Y. S. Rajan as Vice Chancellor, PTU and Chairman, BOG.

Shri S. K. Sinha, Principal Secretary to CM (Pb.) read the message of the Hon'ble CM (Pb.) assuring all possible help and support to the Punjab Technical University, Jalandhar. (A copy of the full message is enclosed). He added that PTU can approach him any time for help or support.

Shri R. S. Khandpur, stated that he hopes with the joining of reputed Scientist as Vice Chancellor, there will be improvement in the quality of technical education and employment opportunities for the Graduates of the University. He said that improving quality and standards is the crucial task for PTU now.

Shri Karanbir Singh Sidhu, Secretary to Govt. of Punjab Department of Technical Education & Industrial Training welcomed Sh. Y. S. Rajan as Vice Chancellor of the University. He pointed out that PTU has one of the modern and responsive framework provided by the Act. It is necessary to take the full benefit of it and therefore there is a need to formulate Regulations, Statutes and other rules to run the University efficiently. The accounts and audited reports of the University also need be finalised and submitted to the government. He hoped that with the joining of new VC, necessary steps will be taken in this direction.

Dr. S. S. Kooner, stated that not all the criticism of the University being made by the colleges affiliated with the University is justified and most of them are not based on facts. However, the University needs to raise its standards. The University should have centralized research wing / library where the books are available for Ph.D. and M.Tech. students.

Shri Chetak, representative of President of CII stressed the necessity to have high quality technical education in Punjab. It is crucial attract investment in Punjab. Therefore, technical education should be looked at in its totality and PTU should play a key role.

Smt. Romila Dubey, immediately preceding VC, PTU and previous Principal Secretary to Govt. of Punjab, Deptt. of Tech. Edu. & Indl. Trg. stated that she hopes that under the able guidance of the new VC, the University will improve its image and initiate steps towards:

- i) Quality improvement in Technical Education and placement of students.

- ii) There is a shortage of qualified faculty in the colleges and the University will make effort to impress upon the colleges to recruit qualified faculty.

The Vice Chancellor assured at this point that all efforts will be made in this direction.

Shri S. K. Bijlani, special invitee stated that the lack of employment opportunities for PTU graduates is a great problem and University should take serious steps towards it. He further stated that the University should get a list of the alumni and be in constant touch with them. Their help may also be sought to solve this problem to some extent. He also pointed out that PTU can learn from experiences of other successful institutions such as BITS, Pilani.

At the conclusion of opening remarks by the members of the Board of Governors and special invitees the Board desired that University should show result in a time bound period by bringing improvements in its working and image making.

Item No. 2 Review of Status of PTU

i) The affiliated Colleges.

While presenting the data regarding the status of colleges and list of affiliated institutions, the Vice Chancellor brought to the notice of the members that he has written a detailed letter to all the colleges to have feed back and the feed back have been received from the most of the colleges. A brief write up is being prepared giving the important points raised by the colleges particularly the record of the placement of their students.

i) Financial Resources

Presenting the data regarding financial position of the University, the Vice Chancellor stated that as or now the University is in a reasonable financial position. He however, desired that the state government may release the grant as per its commitment in the PTU Act. This will be required for many new steps to be taken and more importantly it will give the high signals to people about PTU. He added that the amount released by the state government will be kept apart and will be used only for developmental work of the University as per the overall guidelines of BOG for such funds. Shri Lakharpal, Principal Secretary Finance said that he will consider the matter sympathetically.

i) Court Cases

The members of the Board noted the list of the pending court cases.

i) Post Graduate Education

The members of the Board felt that post graduate programmes need be accelerated while noting that at present only one college i.e. Guru Nanak Dev Engineering College, Ludhiana is offering post graduate courses. Members said that all colleges where suitable faculty is available, should be encouraged to offer PG courses. PTU may take urgent actions in this regard for the coming

academic year itself. Board also desired that Ph.D. Programmes should be accelerated and the faculty of PTU affiliated colleges may be encourage to do Ph.D. Board also desired that procedures for enrolling Ph.D. may be simplified with the focus more on research work of the candidates.

v) **Examination System**

While noting the existing examination system of the University, the members desired that the University should overhaul the examination and evaluation system and make it more transparent. Vice Chancellor said that in addition to academic improvements, there is a plenty of scope to introduce IT selectively to improve secrecy and also to enable transparent and quick responses. He said that PTU will accord high priorities to this area. There was considerable discussions about evaluation system 40% (internal) and 60% (external) by PTU. Board members said that while internal evaluation should be the hall mark of best evaluation as it is in the best institutions in the world, as of now the system of 40-60 should not be changed. The colleges may be made to realise that loose evaluations by them would not be tolerated too long. The entire focus should be on honest and rigorous evaluation for improving quality of the students.

vi) **A review of past BOG meetings.**

The Vice Chancellor read the contents of this note to the members and stated that in view of the note, a number of items relating to 7th & 8th meeting of BOG may have to be brought before the BOG, though such items may have to be disallowed in view of Punjab Govt. letter. The members desired that all the decisions taken by the BOG in its 7th & 8th meeting may be reviewed by the Vice Chancellor and report in this respect be brought before the Board.

vii) **PTU Personnel**

The Vice Chancellor explained the information concerning the positions already sanctioned and the post recommended by the Finance Committee and requested to the Board to sanction the positions recommended by the Finance Committee in the interest of smooth functioning of the University. He added that while using this approval, a review will be done to have the right type of staff with higher professional content but less of supporting staff. He requested the Board to authorize him to do such adjustments. There was a considerable amount of discussion on the subject. Members suggested that PTU may outsource as many services as possible. The administrative staff component may be kept at a low percentage. There is also a need to keep down administrative expenses by simplifying procedures, increasing efficiency and productivity even while maintaining a high level of responsiveness, speed in operation, public image, quality and excellence. After discussions, the Board created the posts as recommended by the Finance Committee and authorized Vice-Chancellor to readjust the posts keeping in mind the suggestions of the members with the condition that the salary bill will be kept within the overall financial limit of the posts now sanctioned. The Vice Chancellor added that staff strength will be reviewed by adopting the system of zero based budgeting i.e. zero based staff strength, as suggested by the members.

viii) Distance Education

The information regarding the distance education programme of the University as given in the note prepared by the Registrar was noted by the Board. This item was discussed in depth as a part of Agenda item 4 on action.

ix) Placements

The Board noted that at present University or the Colleges do not have a regular system for placement of the students after they complete the courses and appreciated the concern of the University to maintain a proper system at college and university level which will be a important service to be rendered to the students community and their parents. This will also be great service to industry and business community who are looking for skilled human resources for their industry / business houses. Board authorized Vice-Chancellor to take necessary steps in this regard taking into account the suggestions such as that of Shri S.K. Bijlani earlier.

x) Grant of NOC for new Institutions

While presenting the details regarding the NOC for opening new institution, the Vice Chancellor read out a detailed data prepared by the Director Colleges regarding the admissions held during 2002 in various programmes and stated that the picture of admission is not so bad rather it is encouraging in some programmes. If one looks at courses individually picture is good except for large dip for MCA & BCA. Also the sanction-to-filled up (i.e., vacant seats) gap has existed earlier too. The gap is not showing a widening trends for most courses. It was, therefore, felt that a balanced view is needed to give further No Objection Certificate for opening new institutions keeping in view the future vision of the Punjab Technical University. However, assessment process would need to be made more vigorous to ensure quality by constantly upgrading the minimum standards required.

Registrar informed the Board that PTU has sent a draft Rules and Regulations to Punjab Government for approval. He added that audited accounts have also been proposed and will be sent to Punjab Government shortly.

Item No. 3

a) Future Vision of PTU

The Vice Chancellor explained to the members that after taking over as Vice Chancellor of the University on 17.10.2002, he obtained views of the affiliated colleges through brain storming session with the faculty from the colleges in and around Jalandhar and also through a letter addressed to all the colleges. The responses have been received from some of the colleges which need detailed analysis and discussion in larger forum. He also held discussion with the immediately preceding Vice Chancellor, other government officers, industrialists, experts and a few parents of the students studying in PTU colleges and based on such interaction and discussion, the following future vision has been derived for PTU.

b) Future role of PTU

The University being a technical University has a major role to play for the economic growth and for providing social services for the people of Punjab. For this purpose, the University has to work a lot closer with the businesses and for modernising governance system.

To achieve its goals, the University has number of tasks to be undertaken as under:

- i) To provide the courses that will be best suited for the modern economy after identifying from the national and international sources.
- ii) To conduct tailor-made courses, relevant to the investors in industry and businesses in Punjab.
- iii) To prepare the younger persons in Punjab and also those who are in the middle levels of their careers for undertaking entrepreneurship. Their job would be to provide knowledge management and support systems. Much of these will be done as a part of private enterprise.
- iv) To rejuvenate the existing human resources in and around Punjab whether it is in Government or in private sector and even in academic sectors.
- v) To raise technological and knowledge levels of Punjab to world standards for meeting global demands. This would require that a number of centre of excellence with international standards are located in Punjab.

c) Realising the Vision

For realizing the vision It is essential to have a systematic approach and speedy implementation of the vision through actual actions. This will require a number of modules which are well thought out and implementable separately by different actors. Some of the elements are:

- i) Upgrading the existing colleges not only with hardware but also with necessary high quality human ware.
- ii) Introducing new institutions within PTU system with much higher standards of excellence and relevance and also in areas which are demanded for the fields identified above in the earlier sections.
- iii) To have unique multi-disciplinary and other forms of research departments in a campus along with experienced Indian and global partners.

- iv) Some elements which require strengthening to fulfill these tasks would be increasing the secrecy in examination and evaluation systems by right type of organizations and the use of modern technological tools viz:-
- to increase transparency in the operations of PTU whether it is in applications or in evaluation criteria or other public contacts.
 - to have an increasingly open system about the assessment of the performance of colleges and other courses which may be conducted by PTU in terms of providing critical parameters in a website or through other media.
 - Providing access to parents, students and others in a much easier form so that they can be guided in the right directions. Above all it is necessary to restore confidence about PTU system with the people of Punjab, parents and students. This need continual contacts / dialogues with them to meeting their aspirations. There was considerable discussions on the subject. The major elements given as the introductory remarks were elaborated. It was also pointed out while drawing a vision immediate ground realities would need to be kept in mind with main focus on Industry user interaction, improving quality and having much greater attention to placement. It is crucial to make the courses relevant for employment markets and for those who have invested and would invest in Punjab. The short term vision should have a number of time bound action packages. It was noted that this interactive process may begin.

The members of Board of Governors were requested to send their suggestions and comments so that PTU can evolve and adopt a vision and also prepare itself for implementing it in a speedy and systematic way.

Agenda Item No. 4

Administrative and managerial matters

After discussions the BOG took the following decisions:-

- i) There are number of issues such as review of examination system, review of course contents, review of all colleges for qualities, review of methods for new affiliation, staffing of PTU and planning of new campus. The members of the Board of Governors were requested to suggest the ideas for the same.
- ii) The Board authorized the Vice Chancellor to appoint sub committees membered by about two to three persons eminent in academia (i.e. national laboratories or educational institution serving or retired), industry and other areas from the country. These sub-committees could arrive at specific plans of action as well. The Vice Chancellor was also authorized to act upon the recommendations on items critically important even while the totality will be put upto the BOG in subsequent meeting(s).

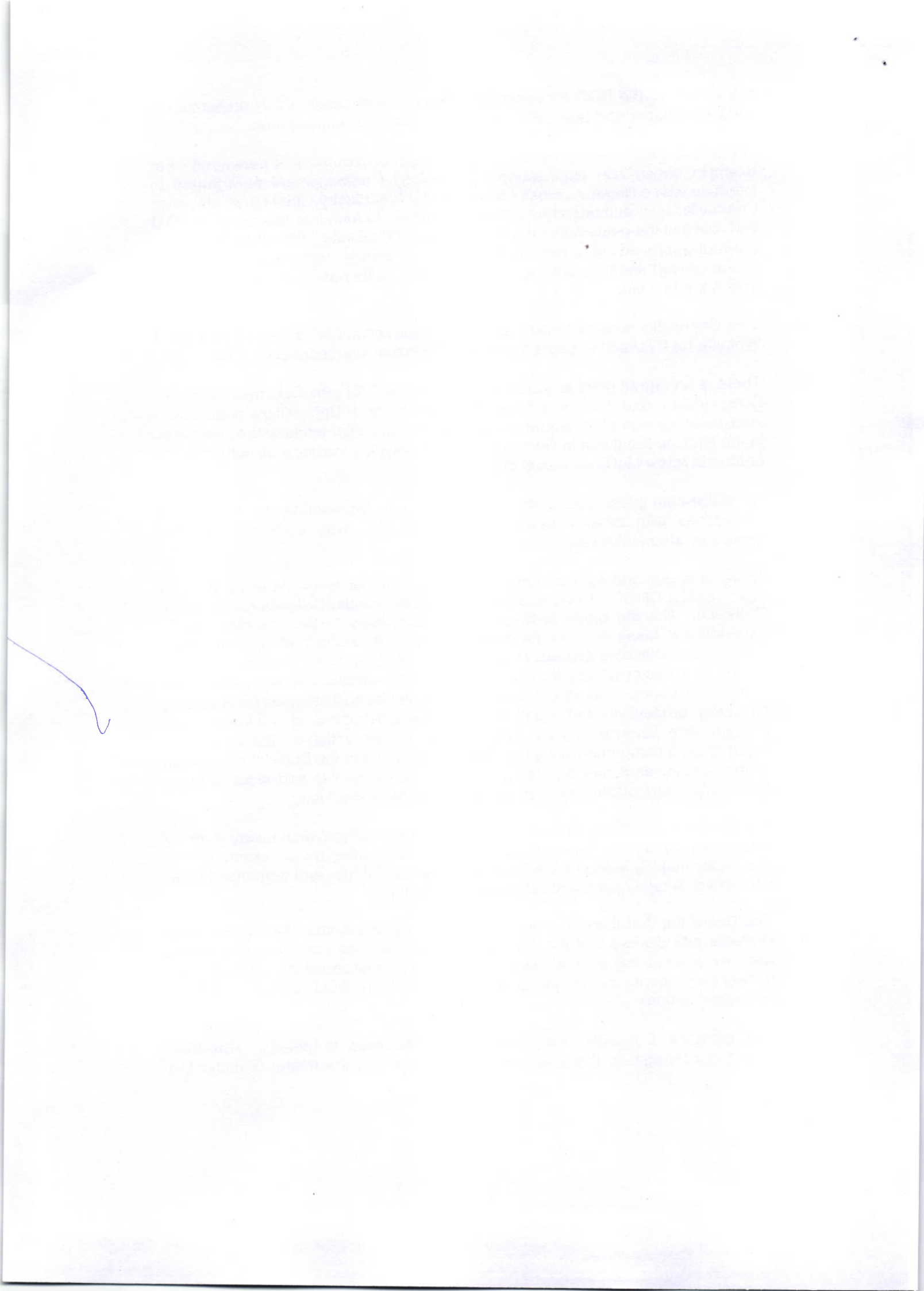
- iii) The Principal Secretary to Govt. of Punjab, Deptt. of Finance, who was present in the meeting was requested to arrange to release the funds to the University as per Act and funds so released will be kept separate and will be used only for modernization purposes as mentioned in Agenda -2 (ii)
- iv) The Board also approved the following Task Forces/Committees and authorized the Vice Chancellor to constitute the same: -
- a) For preparation of the Vision Document of PTU, which will include a road map and action plans as well.
 - b) Evaluation of Academic standards, relevant of the teaching modules, examination systems, higher courses, new affiliations, new opportunities in academic system etc. as well as suggestions for immediate action packages.
 - c) IT enabled services including sharing of courses, networking of affiliated colleges for academic, administrative, counseling and other purposes, as well as public information systems for responsive and transparent actions by PTU and its affiliated units. Accent should be on immediate requirement so that clear impact will be visible in the operations of PTU.
 - d) Planning of a new campus and the nature of its partnerships with other international / national centres / institutions / agencies including relationships with Industry and business firms.
 - e) Industry - Academia interaction to improve the relevance of PTU and its services; conditional knowledge of sharing with industry / business firms; placements; special services for industries, SME's etc.; Industry specific high tech services; Incubation mechanisms , mobile units of laboratories, TQM services etc.
 - f) Review of administrative / financial managerial systems to enable better responsiveness and greater decentralization / accountability.

There is a fair amount of overlaps between the activities of the work of the Committees. Therefore, there is need for training a small core group of highly motivated performers to continually follow up between the committees and enable the feed back between them in an efficient manner. VC was, therefore, authorized to induct such persons on a special contract basis for a period of six months to a year.

- v) VC was authorized to take actions to enlist a large pool of experts for a Knowledge Reservoir to be built up for PTU, for all areas. Such a reservoir would help to fill the gaps in the teaching / research strengths of colleges and would also help the University. The eminent persons enlisted in the Knowledge Reservoir (KR) would be drawn from industry, academia and other organizations. A special panel of overseas groups will also be drawn up. The entry into the KR would be assessed by a small group of eminent persons. The payments of retainer fees may vary. It is not clear at this stage how many will be paid and how many will offer services gratis. Based on the responses, a proposal will be

placed before the BOG for approval. For emergent cases, VC is authorized to circulate a paper and take action after considering the suggestions.

- vi) There is a great need to increase the strength of professional personnel. For example, those with engineering / technology / management background to interface with colleges / assess / evaluate and for industry - interaction etc. Vice Chancellor was authorized to constitute a group to look into the needs of PTU and readjust the posts within the overall limits of total salary bill calculated on the basis of approved list of personnel (using the Finance Committee approved list as the ceiling) and take actions for filling up the posts based on the new list(See also Agenda 2 vii)
- vii) Vice Chancellor was authorized to start urgent actions for establishing a good Website for PTU and to begin a process of minimal interconnect for PTU.
- viii) There is an urgent need to increase interaction of PTU with Industries, business firms, Indian and foreign educational institutions / Universities nationally / internationally and other expert groups. Vice-Chancellor explained some cases in the pipeline like those in Germany, UK, etc. Vice Chancellor was authorised to enter into a few MoUs on behalf of PTU.
- ix) An office-cum-guest house at Chandigarh may be established to improve interactions with other experts, industry etc. VC was authorized to take necessary step in this respect.
- x) There is a demand for customized in-house courses to be done by PTU by agencies like ONGC. There was an attempt to do it under Distance Education or Outreach. But the mode to be adopted would have to be different. As an experimental measure it is proposed to begin a process of a Customised Courses (for awarding degrees / diplomas for ONGC for its employees to be paid for them), Director (Colleges) is initiating an initial discussions with ONGC and Academic Council. The Board noted the potential for such courses for improving efficiency, productivity and quality within Punjab Govt agencies and industries in Punjab. Vice Chancellor was authorized to initiate actions. Based on this experience, a comprehensive paper will be brought up to the BOG for conducting such courses, as it has a potential to upgrade the quality and skills of many Government organizations / agencies and even private industry.
- xi) The Board desired that M.Tech. courses in engineering / technology may be introduced during the forthcoming academic year, after an assessment thus eventually making a good base for R & D and Ph.D thesis and authorised Vice-Chancellor to take necessary action(see also 2 (iv))
- xii) The Board felt that there is a great need to develop a system for placement of students and desired that the colleges may do it at their own level in a limited way. An attempt may also be made to engage a specialised placement agencies to help the students for their placement.(See also 2(ix)). Board authorised VC for necessary actions.
- xiii) The Distance Education Programme was discussed in detail. The Vice Chancellor brought to the notice of the members that the matter is under the



various court cases and vigilance department has also investigated the matter. He felt there is a need to review the whole issue thoroughly before inducting new students. He said that he is, however, seriously concerned about the students and their parents who have paid money in expectations of a better future and register for the courses from Punjab and other parts of India. It is, therefore, necessary to help these students to acquire good higher qualifications to the best extent possible. The Board taking stock of the situation, was of the unanimous view that future of more than 20000 students cannot be jeopardised and it would be prudent to rectify the shortcomings by taking various measures and authorised the Vice Chancellor to constitute the committee for the following actions:

- i) To carry out an assessment and selective inspections of the service providers, study centres with a view to remove the shortcomings in the prescribed standards in hardware, software and the teaching faculty. In case of deficiency they may be given an opportunity to remove the same urgently. Those found unfit may have to discontinue and the students with them transferred to others found fit. Dealing with various study centres (for improving quality or deleting them etc.) will be done through the study centre, making it their responsibility.
- ii) To examine the text books and to provide for suitable replacement if they are not upto the required quality.
- iii) The Board further desired that other steps such as examination system and evaluation system under distance education may also be reviewed and necessary deficiencies removed.

The above will apply only to the students who have already enrolled in Punjab or elsewhere till the students complete the course within reasonable time period. There will be no addition of new students into the Distance Education scheme until a full study is done and the total matter is considered by BOG for further action.

After taking up all the agenda items the following special items brought by the Secretary to Govt. of Punjab Department of Technical Education & Industrial Training were considered with the approval of the chair.

Special Item No. 1

The following financial powers were delegated, to begin with:

- a) Vice Chancellor upto Rs.50.00 lacs
- b) Finance Committee upto Rs. 50.00 crores

These financial powers will be subject to the following conditions:

- i) Budget provisions exist in this regard
- ii) The decision is not inconsistent with the Act, rules, regulations and sub-regulations, or special or general directions of the BOG or the Finance Committee.

Special Item No. 2

The Finance Committee was vested with the full powers i.e. administrative, financial and technical in so far as the construction of the new campus is concerned. The Vice Chancellor was authorised to exercise financial power upto Rs.50.00 lacs for this purpose.

Special Item No.3

The Academic Council was delegated the full powers of BOG in so far as the academic matters are concerned. The Board further decided that there is no need to set up a separate sub-committee of BOG for this purpose.

Special Item No. 4

Sh. Chandra Mohan made a brief presentation about TQM process as to how it improves profits, productivity and gives competitive edge. He also apprised of the initiation taken under the aegis of Punjab Chamber of Commerce for introducing TQM to industry in the region. He also made demonstration of a model aircraft prepared by a 21st century made battery. The model was done by the students and faculty of Institute of Engg. & Tech., Bhaddal.

Board appreciated the efforts and noted the importance of TQM.

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



(S. K. Bhatia)
Secretary