

Punjab Technical University

**PROCEEDINGS OF THE 23rd MEETING OF THE BOARD OF GOVERNORS, PTU
HELD ON August 09, 2006 AT 1600 HRS IN THE COMMITTEE ROOM, 6TH
FLOOR, PUNJAB CIVIL SECRETARIAT, CHANDIGARH**

The Following were present in the meeting:

Shri K.R. Lakhanpal, IAS
Chief Secretary to Govt. Of Punjab
Chandigarh

Chairman

Dr. S.K. Salwan
Vice Chancellor
Punjab Technical University, Jalandhar

Member

Sh. P.Ram , IAS
Principal Secretary to Government of Punjab
Department of Technical Education & Industrial Training
Chandigarh

Member

Dr. R.S Khandpur
D.G Pushpa Gujral Science City
Chandigarh

Member

Sh. B.S. Sandhu, IAS.
(Nominee)
Principal Secretary Government of Punjab
Department of Finance

Member

Dr. S.C Vaidya (Nominee President CII)
University Business School
Punjab University
Chandigarh


Member

Dr. R.P.Singh
Dean (DEP), PTU

Special Invitee

Dr. M.S. Grewal
Registrar
Punjab Technical University
Jalandhar

Secretary



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Briefing by the Vice Chancellor:

The Vice Chancellor apprised the board of various activities under taken by the university in the span of period between 10 April 2006 and 09 August 2006. The University had conducted CET 2006. Counseling at the university level had been completed on 02 August 2006. Direct admission to second year of B.Tech and B. Pharmacy was scheduled for 21 – 24 August 2006. Admission to various regional centres of the university for postgraduate studies in engineering and pharmacy had been conducted on 06 August 2006. The Vice Chancellor informed the members of overwhelming response for admissions in all the courses. The increase response of the stakeholders for admissible to PTU courses was an indicator of the reputation and confidence the University had been able to earn with the public. He mentioned that the details of CET 2006 and NSS activities had been included in the agenda.

Sh. J.S. Gill, Chief Secretary to the Govt. of Punjab who also held the post of Chairman, Board from 29th February 2004 to 31st January 2006 was invited to the meeting. The Vice Chancellor expressed gratitude to former Chairman and informed the Board that the Chairman had held hand of the university in difficult times. It was during this period that the university underwent a transition evolving rules and regulations for improvement of the system. The university also adopted dynamic curricula, which was in line with the changing scenario of industry adopting state of the art technology.

The members brought out that it was only through concerted efforts of Sh. Jai Singh Gill and his close guidance that the university was able to start construction of its own campus at the Kapurthala site. The members unanimously expressed appreciation of contribution made by Sh. J.S. Gill and requested him to continue guiding the university in its future development programmes.

Thereafter regular agenda was taken up:



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23.1 To confirm the proceedings of 22nd meeting of the BOG held.

The Registrar informed the members that the minutes the BOG meeting held on 10 April 2006 had been circulated vide letter No PTU/REG/ 2293-2302 dated 26 April 2006. There were no written comments received on the minutes. The Board confirmed the minutes.

23.2 Action taken report on 22nd meeting of the BOG.

The Registrar briefed the members on Actions Taken on the agenda. The action taken was noted. In particular the following was briefed and noted by the board.

Action on agenda Item No 22.12

To approve of PTU shore campus (regional centres) abroad.

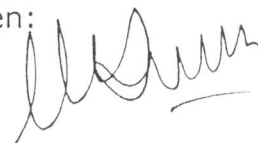
- (a) The Registrar informed the board that project report for off shore campus (regional centre) in Mauritius was under preparation and would be taken up as and when ready.

23.3 To brief on the activities of the University

The Registrar briefed the members on the activities undertaken in the NSS.

- (a) NSS camp for boys at Harike 5 July 2006 to 14 July 2006
- (b) NSS camp for girls at Gagra 18 July 2006 to 28 July 2006

He apprised members of appreciation of the action by the public especially rural, the participants. The following activities were undertaken:



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NSS Camp Boys at Harike.

- Clearing of weeds
- Primary School
- Gurudawara
- Survey
- Against drugs
- Barge surrounding clearance
- Tree plantation
- Involving local in cleanliness drive
- Photographs
- Annual feature

NSS Camp Girls at Gagra

- Cleanliness drive
- Hygiene education personnel committee
- Anti drug
- Anti polythene
- Environment
- Tree plantation
- Cultural development
- Survey

The members of the Board viewed pictorial presentations and appreciated efforts of the university.

It was decided that as far as possible, NSS activities must be made compulsory for all the students. The Registrar informed the Board that in academic year 2005-2006 the university had received 4000 units from NSS. However, in the current year academic session the number is 7500 and it would be endeavored to increase this to 12000. The members expressed satisfaction on the steps taken to enroll higher number of student volunteers.



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**23.4 To Brief on the Construction work of PTU Campus at
Kapurthala site**


The member took note of the proceedings of the 9th meeting of building construction committee held on 18.07.06 circulated to all the members of the board. Various decisions of the committee were noted. The members expressed concern over non-presentation of visuals of construction. It was decided that arrangement for presentation of visuals must be made in the next meeting. The Vice Chancellor informed the committee there had been a delay of about one and half month on account of monsoon and other factors. It was decided to pressurize the contractor in accelerating and finishing the work in time. The Registrar informed that tenders for the following were being finalized within the current calendar month.

- i) External Electric Works
- ii) Public Health and Water Supply
- iii) Boundary Wall
- iv) Air conditioning System

The Board authorized the construction committee to approve all expenditure in connection with construction of buildings approved by the Board.

**23.5 To present the proceedings of the 25th meeting of the
Academic Council and to approve key issues.**

The Board took note of the proceedings of the academic council in general and in particular the following.



(a) To approve examination of a subject in the latest syllabus.

The members expressed their concern about ability of the otherwise weak students to be able to study latest additions, if any, of the syllabus on their own and be able to clear examination in the latest curriculum.

The members made the following recommendations

- (a) To study the pattern being followed by the other universities particularly technical universities for similar courses.
- (b) To set multiple copies of papers for each set of syllabus and to use these question papers as question paper bank.

The item was referred back to the academic council for reconsideration.

(b) To approve new colleges and increase in intake in the existing colleges.

The board on the recommendations of the academic council approved affiliation of the four new institutions as include in the agenda. The board also approved recommendations of variation in intake and additional intake for the academic session 2006-07 as recommended. The Registrar informed the board that there were a few other colleges that had applied for:

- (i) Affiliation
- (ii) Variation in intake
- (iii) Conduct of new courses approved by the board.

The board authorized the Vice Chancellor to approve any subsequent proposals received for the session 2006-07. It was decided that a consolidated course wise list of all the colleges for the session 2006-07 must be put up to the Board in its next meeting.



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(c) Installation of Technology Stambh award.

The Board approved of installation of the award. The board approved the committee forming by the academic council for working out modalities and methodology. It was decided to award the following:

- (a) Medal as representation of award.
- (b) Certificate of award
- (c) Cash award

Dr. R.S. Khandpur informed the BOG that he would sponsor installation of an award for instrumentation under the university. This would be for the topper in the course of instrumentation. The details for the award would be workout by the university in consultation with Dr. R.S. Kahandpur. The members welcomed the move and approved installation of the award

(d) To approve special migration in 5th semester on medical ground.

The board ratified the decision of the chairman BOG approving the two migrations as proposed. It was clarified that these were special cases on medical ground and were not to be taken as precedence.

(e) Modification of Academic Regulation 2004 recommendations for amendments.

The board approved recommendations of the committee. The BOG further decided to implement these for all the students governed by Academic Council Regulations 2001 as well as Academic Regulations 2004.

After deliberations a few amendments were incorporated to the committee recommendations, and the following was approved for implementation with prospective effect: and not with retrospective effect.

Regulation 6.1 and 6.2 of 2004 shall stand repealed and replaced by the following:

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6.1 Examination: any bonafide student, subject to provisions of regulation 3.2 and 6.2, who appears for the examination conducted by the University, shall be promoted to the next higher semester and shall carry forward, all course(s) in which he / she is declared fail. The student shall have to pass all papers within the stipulated maximum duration to qualify for the award of university degree.

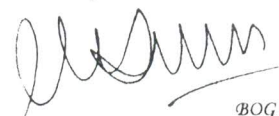
The same shall be applicable, mutatis mutandis, to students governed by Academic Regulation 2001 in super session of relevant provisions therein.

6.2 Attendance:

(a) Student detained, due to shortage of attendance, in any subject, shall have to repeat the course and then only appear in the concerned subject, whenever it is offered as a regular course. However, if a student is short in attendance in all the courses offered during a semester, he shall be required to repeat the semester, along with the next batch of students.

(b) A student absent consecutively, without any notice or intimation, in writing to the concerned Principal/Director, for more than 45 days consecutively in a semester shall be deemed to have withdrawn from the course and his/her enrolment shall stand cancelled. Save the amendments proposed hereinabove, all other provisions of Academic Regulations 2004/2001 shall remain unaltered.

The above shall be applicable, mutatis mutandis, to students governed by Academic Regulation 2001 in super session of relevant provisions therein. Any clarifications of ambiguity must be brought to the notice of the University in writing within 90 days of implementation of these provisions. The University alone shall be the competent authority to issue any Clarifications to remove any doubts or hardship to any individual or group of students enrolled in the University.



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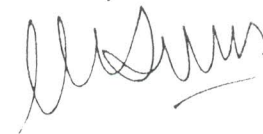
23.6 To recommend amendment to Chapter XVI of the regulations relating to use of unfair means in or in relation to examination.

The Board approved of amendments as proposed. It was decided that cautionary notice must be displayed at appropriate places. It was also decided that the amendment must be given a wide publicity. The amendment approved is as appended below:

- 10 (z)" (i) Carriage of mobile or other means of electronics communication inside the examination hall (even in off condition).
- (ii) Communicating or trying to communicate, by any means whatsoever, through electronic media or otherwise with any other person in a manner that is indicative of help being sought/ given in an examination".

23.7 To report on the present status of the staff of the University and to highlight various issue involved.

The Vice Chancellor briefed the Board the details about the staff on adhoc appointment including the action plan prepared by the University. The Board considered the previous advice given in the Board meeting of 21-22 and the letter of the Chief of Vigilance Bureau, the court cases filed by All India Sikh Student Federation (Mehta Group) and representation of the employees etc. After detailed discussion, the Chairman concluded that judgment of the Apex Court on regularization of the staff that have not been recruited following the laid down procedure is clear. In view of this judgment the government is in process of issuing guidelines in this regard. The University should take action as per the guidelines of the government as and when issued. Meanwhile, the University must prepare qualifications /experience for each of its sanctioned posts keeping in mind the need of the modern University. This must be based on an ideal technical university structure.



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23.8 To review the University staff cadre.

Dr. R.P. Singh Dean (DEP) presented the cadre structure of the staff. The recommendations of the Finance Committee were also presented on the cadre review. The brief of the recommendations is as follows:

- (a) Designation must be in line with the modern technical university
- (b) Avenue for promotion for each category must be well designed.
- (c) The qualifications and experience of the staff must be as per the modern office practice.
- (d) The Cadre may not be on the Government pattern but must be such that it attracts the best talent
- (e) Rules and regulation for direct recruitment as well as for promotion must be well defined.
- (f) Image building of the university must be kept in mind.
- (g) Future requirement /expansion must be kept in mind at this stage so that the cadre structure is applicable for at least next five years.

Keeping in mind the above the report on the revised cadre structure was placed before the Board. The Board approved the report with modification as shown in Appendix-A and desired that cadre requirement rules with avenue for promotion and appointment be worked out and put up in the next meeting.

23.9 To approve award of Ph d degree to Sh. Harsh Kumar Verma.

The BOG approved the recommendations of Academic Council meeting held on 30 June 2006 under item no 25.16 for award of Ph D to Sh. Harsh Kumar Verma for his thesis "Numerical Solution and Software Development of Volterra Integral and Inegro -differential Equations using Spline Interpolation".

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23.10 To deliberate setting up of regional centre at Khadoor Sahib in Tarn Tarn.

The board approved the recommendations of the finance committee that a regional centre may be opened at Khadoor Sahib Taran -Tarn as a joint venture with a private party. The Board asked the Vice Chancellor to appoint a committee to examine the viability and to work out a project report. The project report may be submitted to the board as and when ready.

23.11 To approve extension of contract of Sh. Ekonkar Singh

The Board approved extension of contract of Sh Ekonkar Singh for the period of two years or the completion of the civil works which ever is earlier.

23.12 Recruitment of University staff deputation.

The Board approved the panel recommended by the selection committee in order of merit viz.

1. Manish Kumar-- Directorate of Technical Education, Haryana.
2. Sarbjit Singh-- NIT, Jalandhar

The deputation of the above candidates is for a period of not exceeding three years (and would not add any right for absorption).

23.13 To approve the criteria of performance appraisal of RLFC's working under Distance Education Programm of the University.

The criteria of assesement of the RLFCs/ ARLFCs was approved. Refer to 22.7 of the 22nd meeting of the Board held on 18 April 2006.



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23.14 To consider incentive share to Learning Centres.

The Board agreed in principle payment of incentive as an adhoc measure and desired that the details may be worked out by Sub the Committee constituted by the Finance Committee before implementation. The following committee was approved.

Sh. P.Ram, IAS

Sh S.K.Misra

Dean (DEP) will be the convener of the committee.

23.15 For information about operation of Master RLFC i.e. Symantec Infoways under distance education programme of PTU.

The Board noted the ARLFC of Symantec Infoways.

23.16 To inform on the financial health of the university and to review minutes of the Finance Committee meeting held on 7 August 2006.

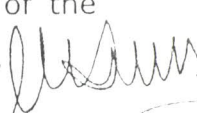
The Board reviewed the minutes of the Finance Committee as circulated. The members took note of the following:

- (a) Progress of the construction.**
- (b) Recommendations made by the Finance Committee as regard to the Financial Health of the University:**

The members expressed satisfaction on University attaining self-sufficiency.

- (c) Incentive to Learning Centres in Distance Education:**

The BOG approved the committee formed by the Finance Committee. The members desired that recommendations of the committee may be presented in the next meeting of the BOG.


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(d) To consider encashment of earned leave for Officer's of PTU (on tenure post).

The Board approved the following in respect of tenure posts:

- (i) Whatever is the tenure, all tenure-based posts will carry earned leave not exceeding 30 days per completed year.
- (ii) Encashment of earn leaves shall be restricted up to the maximum of 90 days in irrespective of number of years of service.
- (iii) For services more than one year entitlement shall be worked out on pro-rata bases.
- (iv) The earned leave shall be calculated as 1/12 of the period spent on duty. Accumulation of earned leave by the above said employees shall be restricted to 90 days during the whole of their tenure with the University.
- (v) The entitlement of encashment of earned leave by any staff on tenure basis shall be independent of any encashment of leave availed in any previous service.

(e) To consider release of funds for additional construction work

The Board approved the following recommendations of the Finance Committee:

- (a) Possibility of grant of funds for works especially for accommodation for Sports / Cultural /NSS activities.
- (b) The BOG approved 60 lakh for Sports track. The balance is to be tapped from AICTE/UGC/Sports Control Boards.
- (c) The BOG approved construction of convention hall consisting of the following and at cost of Rs. 8 crores.
 - (i) Main hall should be a capacity of 1500-2000 seats.
 - (ii) One Seminar Hall of seating capacity 400 and two of 150 each.
 - (iii) The convention centre may be on the lines of Vigyan Bhawan, New Delhi.



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(f) To deliberate setting up of regional centre at Khadoor Sahib in Taran Tarn:

Discuss as agenda item no. 23.10

(g) To review the University Staff Cadre:

Discussed as agenda item no. 23.8

(h) Any other points with the permission of the Chair

Discussed as agenda item no. 23.17

23.17 Any other points with the permission of the Chair..

To ratify decisions of the Chairman, BOG for deviations in regulations of re-evaluation.

The Board members received copies of the noting on file in the case of Gagandeep Singh Bhullar. The Registrar briefed the members on the Civil Writ Petition, in Punjab & Haryana High Court intermediate orders of Hon'ble and final judgment in the case.

The Vice Chancellor informed the Board on the deviations from PTU re-evaluations regulations of. He also informed that in order to avert contempt of the court a decision on file had been taken by the Chairman, BOG implementing order of the Hon'ble Court. The Board ratified the decision permitting limited deviations in this particular case. This was not to be taken as precedence. The members also discussed possibility of appeal/ SLP in such cases.

The meeting came to an end with vote of thanks to the Chair.


Dr. M.S Grewal
Registrar

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Revised cadre Structure

Post	Existing Pay Scale	Revised Pay scale	Existing Post	Revised Post
Vice Chancellor	26000 fixed	26000 fixed	1	1
Dean	16400-22400	16400-450-22400	4	4
Registrar	16400-22400	16400-450-22400	1	1
Chief Controller of Finance	NIL	16400-450-20400	NIL	1
Associate Dean	16400-22400	Nil	6	NIL
Director/Director(Finance)/Joint Registrar *	NIL	14300-420-18300	NIL	7
(* in lieu of Associate Dean)				
Controller of Examinations#	16400-22400	14300-420-18300	1	1
(# downgraded)				
Dy Dean	12000-18300	12000-420-18300	4	5
Dy Registrar	12000-15500	12000-420-18300	3	3
Controller of Finance	12000-18300	12000-420-18300	1	1
Director (Sports)	12000-18300	12000-420-18300	1	1
Dy Controller	NIL	12000-420-18300	NIL	4
Lecturer	8000-13500	8000-275-13500	2	18
Assistant Registrar	7220-11600	8000-275-13500	6	5
Secretary to VC	12000-15500	8000-275-13500	1	1
Superintendent	7220-11600	7220- 11660	10	5
Executive Secretary	NIL	7220- 11660	NIL	6
Accounts Assistant	NIL	5000- 8100	NIL	6
Executive Assistant	4	5000- 8100	4	17
Admin Assistant	NIL	5000- 8100	NIL	4
DEOA	NIL	4020-6200	NIL	85
Drivers	3320/4020-6200 and	3330 -6200	10	10
(all grades merged)	4550-7220			
Office Assistant	2620/2720/2820 - 4400	2820-4400	26	59
(all grades merged)				
Asstt Co-ordinator Academics	8000-13500	Nil	3	NIL
Legal Officer	8000-13500	8000-13500	1	1
PRO	NIL	8000-13500	NIL	1
Admin Asstt.-III	4020-6200	Nil	45	NIL
Admin Asstt.-II	4520-7220	Nil	10	NIL
Admin Asstt.-I	5800-9200	Nil	10	NIL
Technical Asstt.	5000-8100	Nil 2	25	NIL 3
Senior Technical Asstt.	5800-9200	Nil 2+1	5	NIL
Technical Officer	7220-11600	Nil 1	5	NIL

Total Posts Required = 245

250

Outsourcing Support Services

All support services must be outsourced to reputed agencies. This would include the following (a) Public Relations Advertising; (b) Maintenance of premises and Cleaning; (c) Security services (d) Information Cell (e) Construction activities (f) Short-term work like masking/unmasking of answer sheets (g) Website Maintenance. These services may be carried out through muster roll till contract/outsourcing arrangements are finalized.