

Agenda for the 64th Meeting of the Board of Governors to be held on 28.12.2016 at 11:30 AM at Mahatma Gandhi State Institute of Public Administration (MGSIPA), Punjab Institutional Area, Sector-26, Chandigarh.

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Item No. 64.1 To confirm the proceedings of 63rd meeting of Board of Governors held on 27.09.2016.

- The Proceedings of 63rd meeting of the Board of Governors have been circulated vide no. IKGPTU/RO/96 dated 14.10.2016 and are placed at Annexure-I (Page no. 55).
- No comments have been received from any member of the Board. The proceedings may accordingly be confirmed.

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Item No. 64.2 Action taken report on the proceedings of the 61st, 62nd & 63rd meeting of the Board of Governors, IK Gujral Punjab Technical University

(i) ITEM No. 62.2: Action Taken Report on the 61st meeting of Board of Governors, IKGPTU

Board Decision: Action Taken Report on the proceedings of the 61st meeting of the Board will be presented in the next Board meeting.

Action Taken: The Action Taken Report is as follows:

ITEM No 58.2 (vii) : To notify the committee of Prof. Satish Verma, Dr. Paramjeet Singh, Dr. Pritpal Singh, Prof. B.S. Ghuman and Dr. V. K. Bansal for finalization of Regulations.

Board Decision: Vice Chancellor, *MRSSTU* informed the Board that draft of regulations shall be ready by 15th April, 2016. It was decided that the draft regulations should be circulated to all members immediately after 15th April, 2016 so that their feedback obtained before the next Board meeting.

Action Taken: The matter is placed as separate agenda item No. 64.4.

ITEM No. 58.2 (xx): To ratify the Interim Budget (2015-16) of IKG PTU.

Board Decision: The Board was informed that draft "Standard Operating Procedures (SOPs) & Delegation of Financial Powers" has been circulated to all members.

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The members were requested to give their feedback by 15th April 2016 so that the same may be finalized and implemented.

The final draft will be placed for ratification in the next meeting of the Board.

The Board desired that formal approval of the State Government be communicated to AG Punjab for audit of accounts for the Financial Year 2015-16 and then for previous years in that order.

Action Taken: The matter regarding Manual of Policies and Procedures (SOP) for Finance, Accounts and Purchase is placed as separate agenda item No. 64.23 and audit of the accounts of the IKGPTU by C&AG of India as separate item no. 64.24.

ITEM No. 58.2 (xxvi): To approve the promotions of faculty under CAS.

Board Decision: The Board noted the status and desired that the Committee should complete the process expeditiously.

Action Taken: The matter is placed as separate agenda item no. 64.8.

ITEM No 58.2 (xxxi): To review the position of available funds and liabilities of I.K. Gujral Punjab Technical University before taking decision on Transfer of further funds from I.K. Gujral Punjab

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Technical University to Maharaja Ranjit Singh State Technical University, Bathinda.

The matter is placed as ATR of 63rd meeting of BOG held on 27.09.2016.

ITEM No 59.2 (xxiii-b): To review follow-up action regarding anonymous e-mails and forging of University Documents.

Board Decision: The Board desired that Principal Secretary, Technical Education & Industrial Training shall take-up the matter with higher officials of Cyber Crime Branch of Punjab for expediting action in the matter

Action Taken: The Principal Secretary, Dept. of Technical Education & Industrial Training, Punjab, Chandigarh vide D.O. no. IKGPTU/REG/1441 dated 01.07.2016 has communicated to Inspector General of Police, State Cyber Crime, Mohali to look into the matter personally so that the offender(s) could be traced and brought to book under the law. PRO, IKGPTU visited the office of State Cyber Crime Police, Mohali as a follow up on the matter. Latest reminder sent to IGP State Cyber Crime vide letter no. IKGPTU/REG/3774 dated 30.11.2016.

Item No. 59.4: To consider the proposal for establishment of various Centres of Excellence in Sports in Affiliated Colleges of University

Board Decision: It was decided by the Board that Vice-Chancellor shall have a meeting with Secretary, Dept. of Sports, Punjab, Chandigarh to finalize the modalities.

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Action Taken: Meeting was held between Director, Department of Sports, Punjab and Vice-Chancellor, IKGPTU on 02.05.2016.

Dept. of Sports, Punjab has agreed to provide necessary sports facilities, coaching facilities and gradation of sports certificate etc to the students of IKGPTU.

The minutes of the meeting are placed at **Annexure - II** (Page No. 58).

Matter is placed before the Board for information.

Item No 59.10: To consider the recruitment cases of Administrative and Teaching Position.

Board Decision: The Board noted the status of the recruitment cases.

The Board desired that the details including Curriculum Vitae, Photograph, Aadhaar Card No. of all faculty and staff of affiliated colleges should be available on their websites. University to ensure that all affiliated colleges must release the salary of faculty and staff through Banks via DBS only, failing which University shall put on hold the affiliation continuation of any/all such colleges/institutions. University to also ensure the same for its staff/faculty in main campus as well as constituent colleges.

The Board also approved the training policy for Faculty and desired that the training calendar for the next session should be prepared immediately. The training policy and training calendar shall be given wide publicity to all the affiliated

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colleges/institutions and the same should be monitored by the University.

Action Taken: The matter regarding recruitment of faculty in the Affiliated Colleges and publishing of information regarding faculty is placed as separate agenda item no. 64.14 and training programme for faculty of Affiliated Colleges as item No. 64.19.

Item No 60.3: To inform about HR Audit and Review Report prepared by Mahatma Gandhi State Institute of Public Administration, Punjab

Board Decision The Board noted the status and desired that Implementation phase be commenced and the matter will be reviewed regularly in the Board. A separate agenda giving the progress of implementation phase be placed in the next meeting.

Action Taken: The matter regarding review of implementation of HR Audit Report is placed as separate Agenda Item no. 64.3.

Item No 60.9: To brief about the factual position on the complaint received from Anti-Corruption Society Jalandhar.

Board Decision: The matter was considered by the Board and it was decided that Principal Secretary, Technical Education-cum-Vice Chairman shall examine the factual report with the assistance from VC, IKGPTU and the report shall then be placed before the Board.

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Action Taken: The matter is under process and to be decided after discussion with Vice-Chancellor.

Item No. 61.3: To approve the minutes of 47th Academic Council meeting held on 05.02.2016

Board Decision: The Board did not approve agenda item no. 47.10 of 47th Academic Council. The agenda item no. 47.12 was referred back for review. The Board approved all other agenda items of 47th Academic Council.

Action Taken: Approved agendas have been notified and matter vide agenda item no. 47.10 and 47.12 were referred back to concerned Department for taking necessary action.

Item No. 61.4: Grant of affiliation to MBA/MCA courses by Guru Nanak Dev University Amritsar contrary to the directions of DTE and IKGPTU Act.

Board Decision: The matter was discussed by the Board and the Board desired that matter be referred to the government for necessary action in the matter.

Action Taken: A meeting in this regard was held under the Chairmanship of Principal Secretary, Dept. of Higher education. Approved minutes of the meeting are placed at Annexure-III (Page No. 60). The Dept. of Higher Education, Govt. of Punjab vide memo no. 9/10/2016-4 S.1/783038/4 dated 27.06.2016 has written to Registrar, GNDU, Amritsar, PU, Chandigarh & Pbi. University, Patiala to send the comments on transferring the Management Institutes to IKGPTU.

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In this regard department of Higher Education, Govt. of Punjab has issued latest reminder vide memo no. 9/10/2016-4 S1/803360/4 dated 25/07/2016 to forward requisite information within 02 days, so that appropriate decision is taken accordingly.

Item No. 61.5: Decision on grant of status as Campus of IKGPTU to Beant College of Engineering & Technology, Gurdaspur.

Board Decision: The Board granted its concurrence and decided that the matter be forwarded to the government for further necessary action.

Action Taken: The matter has been communicated to Director Technical Education & Industrial training, Punjab, Chandigarh vide no. IKGPTU/REG/1451 dated 01.07.2016. (Annexure-IV on Page No. 63).

Item No. 61.6: Action plan for incorporation of Skill Based Education in various courses of IKGPTU

Board Decision: The Board considered the agenda and directed that all the necessary steps for introducing skill based courses in the University and its affiliated colleges be expedited and completed in time.

The Board also constituted a committee under the Chairmanship of Director, NITTTR and comprising of all the Deans of the University for making recommendations regarding the modalities for introducing the skill courses.

Action Taken: The matter is placed as separate agenda item No. 64.15.

Item No. 61.7: Rural Development Programme through IKGPTU and its Affiliated Colleges Students

Board Decision: The Board appreciated the initiatives taken by the University and desired that University should ensure the maximum involvement of students in the program, so as to inculcate values of social & community work.

Action Taken: The action taken report is placed as Annexure-V (Page No. 64) for the information of the Board.

Item No. 61.9: Approval of the recommendations of the Distance Education Programme Committee.

Board Decision: The Board approved various recommendations of the Committee and desired that the same be implemented expeditiously. The program needs to be scaled up with clear focus on quality.

Action taken: Notification has been issued vide no. IKGPTU/REG/N/1732 dated 28.06.2016.

Item No. 61.10: To approve the procedure for recruitment of Registrar/Controller of Examinations, IKGPTU

Board Decision: The Board was informed that the current process of recruitment being followed is not in line with UGC

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guidelines. The members were requested to give their feedback on the selection procedure and criteria by 15th April 2016 so that the same could be finalized and implemented in accordance with UGC guidelines. The same will be got ratified in the next meeting of the Board.

The Board further decided that there should not be any limit of 10 candidates per post to be called for interview.

The Board also decided that selection process be video graphed for greater transparency.

The Board approved following panel of expert members for the Selection Committee:

- (i) Prof. (Dr.) R.K. Kohli, Vice Chancellor, Central University of Punjab, Bathinda
- (ii) Prof. Arun Kumar Grover, Vice Chancellor, Panjab University, Chandigarh
- (iii) Dr. MPS Ishar, Vice Chancellor, MRSSTU, Bathinda

The Board desired that the post of Registrar and Controller be advertised immediately in line with UGC guidelines.

Action Taken: The matter is placed as separate agenda item no. 64.5.

Item No 61.11: To consider the Representation of Dr. R.P.S. Bedi, Joint Registrar on Charge Sheet issued by the then Vice Chancellor

Board Decision: The Board considered the representation of Dr. RPS Bedi, Joint Registrar and constituted a committee of two members comprising of Dr. M.P. Poonia and Dr. Dharinder Tayal, to examine the representation along with

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Charge-sheet issued to Dr. Bedi and give its recommendations.

Action Taken: The matter is placed as separate Agenda item no. 64.6

Item No. 61.12: Procedure for the recruitment of Faculty in Various Disciplines in IKG Punjab Technical University.

Board Decision: The Board was informed that the current process of recruitment being followed by the University is not in line with the UGC guidelines. The members were requested to give their feedback on the selection procedure and criteria by 15th April 2016 so that the same could be finalized and implemented in accordance with UGC guidelines. The same will be got ratified in the next meeting of the Board.

The Board further decided that there should not be any limit of 10 candidates per post to be called for interview.

The Board also decided that selection process be video graphed for greater transparency.

The Board further authorized the Chairman to approve the panel of subject experts for selection committee.

Action Taken: The matter was put up in the 62nd meeting of the Board held on 16.8.2016 and the Board ratified the selection procedure and panel of subject expert. The Board also approved selection of faculties carried out by the University noted the latest status.

Item No. 61.15: Decision on services of NetIIT (consultant)

Board Decision: It was proposed to the Board that a notice may be issued to the consultants NetIIT for the formal closure of the agreement. The Board discussed the matter and approved the same.

Action taken: As approved by the Board, the University has formally closed the agreement dated 28.8.2012 with M/s NetIIT, Consultant vide no. IKGPTU/REG/RO/67 dated 01/07/2016. Copy of the same is placed at **Annexure-VI** (Page No. 78).

The matter is placed before the Board for information.

Item No. 61.16: Progress regarding preparation of strategic plan and DPR for the University by EdCIL.

Board Decision: The Board discussed the matter and decided that DPR be completed in time bound manner. EdCIL to make a presentation before the Board in the next meeting.

Action taken: EdCIL made final presentation on the DPR in the University on 01.06.2016 and submitted its final report to the University. The matter is placed as separate agenda item No. 64.13.

Item No. 61.17: Preparation of detailed project report regarding University Management System (ERP).

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Board Decision: The Board discussed the matter and desired that while preparing DPR, the success stories of similar implementation in some of the good universities/ institutions must be considered.

Action Taken: Matter is presented as a separate agenda item No 64.11.

Item No. 61.18: Any other item with the permission of Chair.

(a) Representation of Dr. Harmeen Soch, Associate Professor, IKGPTU

Board Decision: The representation regarding Pension case of Dr. Harmeen Soch be put up in the next meeting.

Action Taken: Matter will be placed in the next meeting of the Board.

(b) Status of Grievances on Portal

Board Decision: Board took serious note of pending grievances and directed that pendency should be addressed immediately by the concerned authorities of the University. It was also desired that University should make its Grievances Portal more user friendly.

Action taken: HODs have been informed for compliance. As on 27.12.2016, 100 out of 106 grievances have been disposed off. To make the Grievances Portal more user friendly, letter has been written to All Universities of State to send the suggestions vide letter no. IKGPTU/CS/2016/4668-70 dated 06.06.2016 and subsequent reminder no. 4767-69

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dated 28.07.2016 was sent to give suggestions to make portal more user friendly. Computer section has made an effort to make grievances portal more user friendly by providing a grievances filter option to portal users and also given assurance to make it more user friendly in future as and when any good workable suggestions will be received from any stake holder.

The matter is placed before the Board for information.

(II) ATR of 62nd meeting of the BOG held on 16.8.2016

After discussing the main and supplementary agenda, to improve the quality and standard of technical education, the Board decided as under:

Additional Agenda Points:

(a) Board Decision: With a view to put the Mohali establishment of IKGPTU to productive use, a Committee with following members was formed to conduct costbenefit analysis of this establishment; and give valuable suggestions to improve its utilization in public interest.

The committee shall present its recommendations/ analysis report in the next meeting.

I. Mr. M.P. Singh, Chairman

II. Mr. M.P. Poonia, Director, NITTTR

III. Mr. Dharinder Tayal, Director, AICR

VC, IKGPTU shall provide all the support required to conduct and complete the cost-benefit analysis.

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Action Taken: The committee members have been informed vide letter no. IKGPTU/REG/2964-2966 dated 08.09.2016.

(c) **Board Decision:** The process of independent evaluation of colleges under the University should be strengthened to produce robust and impartial evaluation results. The revised process/approach should be presented in the next meeting of BOG. The option of appointment of an independent ranking/audit agency may also be explored and presented in the next meeting

Action Taken: The matter is placed as separate agenda item No. 64.16.

(d) **Board Decision:** Board took a very serious view of the fact that a letter pertaining to grant of higher pay scale has been issued internally within IKGPTU in anticipation of the approval of Board, however the same has not been brought to the notice of BOG till today. BOG directed Vice-Chancellor to collate similar letters, if any which have been issued in anticipation of the approval of the BOG and present in the next meeting. All Heads of Departments within IKGPTU were asked to produce a certificate to this effect that all such cases pending BOG approval have been presented in the BOG and no such case is pending in their concerned department. VC IKGPTU was asked to fix the responsibility in such cases of delay

Action Taken: All the HOD's have been asked to submit any pending cases for Board's approval vide no. IKGPTU/REG/329 dated 23.8.2016, reminder no.

IKGPTU/REG/386 dated 19.9.2016 and no. IKGPTU/REG/434 dated 14.10.2016. Except Dean P&D, no other Department has sent any pending items where BOG approval is required. The last reminder vide no. IKGPTU/REG/496 dated 19.12.2016 was sent to all HODs to submit certificate that all such cases pending BOG approval have been presented in the BOG and no such case is pending in their concerned department by 20.12.2016, failing which it will be presumed that no case is pending in their department. It is for the information of the Board that no information has been received till date.

So far as the case referred to the Board regarding grant of higher pay case is concerned, the comments of Human Resource Department are placed at **Annexure VII (Page No. 80)**.

ATR of 63rd meeting of BOG held on 27.9.2016

(III) ITEM No. 63.3. To consider approval to transfer Rs. 75 crores from I.K. Gujral Punjab Technical University to Maharaja Ranjit Singh Punjab Technical university, Bathinda and approval of the Budget.

> **Board Decision:** The Board considered the agenda item and approved the transfer of Rs. 75.00 crores from I.K. Gujral Punjab Technical University to Maharaja Ranjit Singh Punjab Technical University, Bathinda. The Board also approved the revised budget for the year 2015-16 and Budget estimates for the year 2016-17.

> Action Taken: The University has transferred the amount of Rs. 75 crore to MRSPTU Account vide UTR no.

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HDFCCR52016100384250614 dated 3.10.2016 and same has been conveyed to MRSPTU vide letter no. IKGPTU/REG/3212 dated 3/10/2016.

Additional Points: The Board of Governors in its 63rd meeting held on 27.9.2016, while deliberating on additional points to improve the quality and standard of technical education in the University Campus and affiliated institutions, decided as under:

Board Decision:

(i) The Board noted the recruitment of regular faculty with Ph.D. as essential qualification and directed that in future also no adhoc appointment shall be made and regular faculty should be recruited as per requirement."

Action Taken: Matter is presented as a separate agenda item No 64.9.

Board Decision:

(ii) Accreditation of all affiliated institutions needs to be expedited and the University shall hold discussion with National Board of Accreditation for time bound accreditation of all the institutions affiliated with the University. The University may bear part of the cost in order to improve the guality and standard of the institutions.

Action Taken: The matter is placed as separate agenda item No. 64.16.

(iii) The Board also deliberated on six month industrial training being offered to the students and it was felt that the same is very impractical and does not lead to desirable

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outcome. It was accordingly directed that a new policy needs to be framed and the same should be presented in the next meeting of the Board. Industrial training of faculty also to be included in policy.

Action Taken: The following actions have been taken in this regard:

a) Letter has been sent to Universities/Institutes of repute to get the copy of their semester training policy (Panjab University Chandigarh, HPTU Himachal Pradesh, Punjabi University Patiala, GNDU Amritsar, GTU Ahmadabad Gujarat and SLIET Longowal). Follow up is being done.

b) A committee has been constituted (Annexure-VIII
 on page no. 81) regarding restructuring of Industrial
 Training & to formulate semester Training policy. Meeting of
 the said committee was held on Dec 07, 2016.

c) The committee took up the agenda and deliberated at length on the restructuring of the semester training for Engineering courses considering the pros and cons of the existing practices followed.

d) The committee recommended the structure of semester training which consists of two parts i.e. (a) Project Based Industrial Training of 05 months duration, consisting of 15 credits and (b) Training workshop of 02 weeks duration consisting of 03 credits, for the batch starting w.e.f. 2017. The minutes of meeting placed as **Annexure –IX** (Page No. 82).

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e) The matter is further being deliberated and a final draft policy will be placed before the Board in its next meeting.

(iv) The Board also deliberated on the need to strengthen the efforts of the University to establish College Development Council on the lines of other Universities in the state. The effort should be made to support the colleges in undertaking various measures for quality technical education.

Action Taken: The matter is placed as separate agenda item No. 64.17.

(v) The Board also desired to review the existing scheme of part time M.Tech Programme through Regional Centres.

Action Taken : The matter is placed as separate agenda item No. 64.18.

(vi) The Board also deliberated on the need for continuous improvement in the faculty and developing suitable Faculty Development Programmes. Training Policy draft in line with other good Universities may be presented in the next meeting

Action Taken: The matter is placed as separate agenda item No. 64.19.

(vii) The Board also desired to have a policy on annual audit of colleges under its affiliation. The draft of the policy may be presented in the next meeting."

Action taken: The matter is placed as separate agenda item No. 64.16.

Item No. 64.3 To review action taken regarding HR Audit by Mahatma Gandhi State Institute of Public Administration, Punjab.

 Subsequent to the submission of HR Audit Report by MGSIPA, an agreement has been signed with MGSIPA to implement the recommendations. The implementation plan is as under:-

Phase -1

- (i) Clear documentation of functions and responsibilities assigned to each department.
- (ii) Clear documentation of functions and responsibilities assigned to each division / cell under each department.
- (iii) Issuance of office orders as documented in (i) and (ii) above.
- (iv) Issuance of all circulars / office orders / notifications regarding the policies, guidelines, decisions which may have been taken by the competent authority such as BOG / Finance Committee / Building & Works Committee, HR Committee, VC etc. for the smooth functioning of each department / division/ cell.
- (v) Consolidation of these circulars / office orders / notification for each department / division / cell and publishing the same.

Phase-2

- Mapping of roles and responsibilities of each functionary as per the functions / duties assigned to the department / cell.
- ii) Defining and documenting the work flow in each department/cell/ division.
- iii) Preparation of standard operating procedures/ check list for various functions and duties assigned in the department / division cell.

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Phase-3

- Review and analyzing training requirement / training need analysis gap identification.
- ii) Recommended training for Group A, B & C employees.
- iii) Facilitate and organize suitable training for the employees.

Phase-4

- Review of manpower as per above and re-deployment of surplus manpower after training.
- So far, MGSIPA has submitted restructured teaching and nonteaching departments incorporating the recommendations of EdCIL Report. The same have been notified and copy of the notification is placed at **Annexure-X (Page No. 84)** for ratification by the Board.
- MGSIPA is further in the process of setting up team for implementation as per agreement and the same is likely to be in position by 30th December. The pace of implementation will accordingly pick up after 30th December.
- 4. The matter is placed before the Board for information and deliberation.

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Item No. 64.4 To prepare and notify Regulations for the University

- The matter regarding preparation of draft Regulations was discussed by the Board and a Committee comprising of Prof. Satish Verma, Dr. Paramjeet Singh, Dr. Pritpal Singh, Prof. B.S.Ghunman and Dr. V.K.Bansal was constituted to finalize draft Regulations for both MRSPTU an IKGPTU.
- 2. The matter has taken considerable time and a number of reminders were sent to MRSPTU to expedite the same. MRSPTU has now forwarded the draft regulations vide email dated 11.12.2016. However, the same require some changes keeping in view the requirements of IKGPTU. The draft regulations have been circulated to all the HOD's in the University for their feedback. The changes will be incorporated within 10 days and the draft regulations for IKGPTU will be ready by 09.01.2017. A copy of the final draft will be circulated to all members of the Board.
- The Board is requested to approve the draft Regulations so that the same could notified and working of the University could be streamlined.

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Item No. 64.5 To recruit Controller of Examination and Registrar for the University

- The Board in its 61st meeting had decided that the feedback on the selection procedure and criteria may be obtained from the members by 16-4-2016 so that the same could be finalized and implemented in accordance with the UGC guidelines.
- The selection procedure and criteria has accordingly been formulated and a copy of the same is enclosed as **Annexure-XI (Page No. 87)**. No comments from any member have been received.
- 3. The University had accordingly invited application for the post of Controller of Examination and Registrar. The University has received 6 applications for the post of COE and 34 applications for the post of Registrar. The post of COE was advertised only for SC candidates. It has, however, transpired that the post should have been kept open for General Category. A fresh advertisement has accordingly being published. Regarding the post of Registrar, representation was received from PTU Mulazim Front regarding the criteria being adopted for selection. A copy of the representation is placed at **Annexure- XII (Page No. 91)**. The same is without any merit.
- The Board may accordingly ratify the selection procedure and criteria for the post of Registrar and Controller of Examination as per Annexure-XI (Page No. 87).

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Item No. 64.6 To approve the recommendations of the Committee constituted to examine the representation along-with charge-sheet issued to Dr. R.P.S. Bedi, Joint Registrar, IKGPTU

- The Board in its 61st meeting held on 1.4.2016 considered the representation of Dr. RPS Bedi, Joint Registrar and constituted a committee of two members comprising of Dr. M.P. Poonia and Dr. Dharinder Tayal, to examine the representation along with Charge-sheet issued to Dr. Bedi and to give its recommendations.
- The recommendations of the Committee are placed as Annexure-XIII (Page No. 93) for the consideration of the Board

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Item No. 64.7 To Nominate of Non-Official nominee of BOG for Staff Affairs Committee of IKGPTU

- As approved by the Chairman BOG, the notification vide no. IKGPTU/REG/N/RO/160 dated 23.6.2016 was issued for constitution of Staff Affairs Committee of IKGPTU with composition as under:
- (i) Vice-Chancellor, IKGPTU-Chairman
- (ii) Dean, IKGPTU, Member
- (iii) Registrar, GNDU, Amritsar, Member
- (iv) Non-Official nominee of BOG, Member
- (v) Nominee of PSTE, not below the rank of Director, Member
- (vi) One representation of staff to be nominated by VC, Member
- (vii) Registrar, IKGPTU, Convener
- The nominated members of Board of Governors are as under:
- (a) Shri Sachit Jain, JMD, Vardhman Textile & MD Vardhman Special Steels, Ludhiana.
- (b) Dr. Dharinder Tayal, Director, Anovus Institute of Clinical Research.
- (c) Dr. M.P. Poonia, Director, NITTTR, Chandigarh
- (d) Prof. Parkash Gopalan, Director, Thapar University, Patiala.
- (e) Dr. Ravi Kumar, Principal, BCET, Gurdaspur
- (f) Dr. A.P. Singh, Dean RIC, IKGPTU
- The matter is placed before the Board for nomination of member at sr. no. iv (non–official nominee of BOG.)

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Item No. 64.8 To approve the promotions of faculty under the Career Advancement Scheme.

- The Board of Governors in its 57th meeting held on 07.08.2015 constituted a Committee comprising following members to look after promotion cases of faculty of IKGPTU under CAS:
- (i) Dr. M.P. Poonia, Director NITTTR, Chandigarh
- (ii) Dr. Ravi Kumar, Principal, BCET Gurdaspur
- (iii) Shri Parveen Thind, nominee PSF, Pb. Chandigarh
- The Committee, however, has not been able to finalize its recommendations and two members of the Committee have since demitted their office.
- 3. In this connection, the matter regarding processing of CAS applications has been discussed in detail and it is felt that a well defined procedure in accordance with UGC Guidelines adopted by the University shall be formulated and notified. The detailed procedure for processing CAS applications as per UGC Guidelines has accordingly been formulated and placed at

Annexure -XIV (Page No. 102).

- 4. The draft procedure is as per UGC guidelines with a provision of completing the assessment and evaluation process within 6 months. The entire procedure is divided into following steps:
 - (i) Inviting applications for CAS promotions (as per UGC and other govt universities)
 - (ii) Scrutiny of applications (proposed in line with other Universities)
 - (iii) Formation of Screening/Selection/Expert committee (as per UGC and other govt universities)
 - (iv) Procedure for the assessment by screening /Selection /Expert committee (as per UGC and other govt universities)

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- (v) Final Selection of Candidates (same as for direct recruitment)
- 5. The provisions have been made for CAS promotion with assessment period prior to adoption of UGC regulations to be governed by the AICTE norms notified in vide PTU/Registrar/office notification/265A dated 19-10-2011.
- The matter is placed before the Board for approval of the procedure placed at Annexure-XIV (Page No. 102).

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Item No. 64.9 To recruit faculty for various Departments of the University.

- University had advertised for 27 number of faculty positions in different disciplines vide advertisement no. Advt./721 dated 14.10.2016. The applications have been processed as per the laid down selection procedure. Interviews were conducted from 27.10.16 to 04.11.16 by the duly constituted Selection Committees. The recommendations of the Selection Committee in the sealed envelopes will be opened before the Board and placed for decision of the Board.
- 2. It is further informed that keeping in view the directions of the Board to have regular faculty, 49 number of faculty positions have been advertised on 14.10.16 and scrutiny of the same is in process. Once this selection is completed, the University would not need any adhoc or guest faculty except in special cases.
- 3. Board is requested to approve the recruitment of selected faculty members.

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Item No. 64.10 To consider the cases of faculty for conversion from IIT scales to UGC Scales.

 University recruited faculty as per IIT norms in the year 2011. As University notified the implementation of UGC norms and in order to maintain uniformity amongst all faculty members, consent was sought from all five faculty members recruited earlier and working in IIT scales for conversion to UGC scales (Annexure-XV on page no. 115). Brief of the details of these faculty members are as under.

Sr. No	Name of the Faculty Member & Designation	Present Pay Scale	Proposed/Co nsented for Pay-Scale as per UGC Norms	Requests made by the faculty members
1	Dr Harmeen Soch, Associate Professor	37000-67000 (AGP- 9500)	37000-67000 (AGP-9000)	 Counting of past service for all relevant purpose including promotions Pay protection
2	Dr Kapil Gupta, Assistant Professor	37000-67000 (AGP-9000)	37000-67000 (AGP-9000)	 Protection of pay and emoluments along with AGP Counting of past service for promotions including CAS
3	Dr Rajesh Narula, Assistant Professor	37000-67000 (AGP-9000)	37000-67000 (AGP-9000)	 Pay and pay-scale protection Counting of past service for promotions including CAS
4	Dr Vandana Naithani, Assistant Professor	15600-39100 (AGP-8000) Initial Pay 30000/-	15600-39100 (AGP-8000)	 Pay and pay-scale protection Counting of past service for promotions including CAS
5	Dr Mukta Sharma, Assistant Professor	15600-39100 (AGP-8000) Initial Pay 30000/-	15600-39100 (AGP-8000)	 Pay and pay-scale protection Counting of past service for promotions including CAS

 Matter is placed before the Board for consideration of request of faculty and approval to convert the scales of these five faculty members from IIT into UGC without changing the designations.

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Item No. 64.11 To brief about the detailed Project Report regarding University Management System (ERP)

- In order to provide comprehensive technology platform with both end and front, services need to be computerized, it was envisaged to implement ERP solution on turn-key basis in the University.
- 2. The Board had approved the hiring of the services of NICSI empanelled consultant for assisting the University in implementation of ERP project. The University has accordingly prepared draft RFP for the selection of consultant after deliberating the matter in the Committee under the chairmanship of Vice Chancellor. A copy of the draft RFP is placed at Annexure-XVI (Booklet no. 01).
- 3. The Board may kindly approve the draft RFP.

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Item No. 64.12 To constitute the Search Committee regarding appointment of Vice-Chancellor, IKGPTU

- The term of Vice Chancellor, IKGPTU has been expired on 21.12.2014. As per IKGPTU Act, the Vice Chancellor shall be appointed by the Chancellor from amongst distinguish persons in the field of technical education on the advice of State Government from the panel of persons recommended by the Board of Governors through a Search Committee to be nominated by Board of Governors.
- Shri Rakesh Kumar Verma, Secretary, Technical Education & Industrial Training, Punjab has been given additional charge of Vice-Chancellor, IKGPTU w.e.f. 15.01.2015.
- Advertisement for appointment of Vice Chancellor for IKGPTU has been already issued by Directorate of Technical Education, Punjab. The last date of receipt of applications was 08.08.2016.
- 4. Following Search Committee is proposed:-
 - (i) Additional Chief Secretary Technical Education Punjab
 - Dr. Kuldeep Chand Agnihotri, Vice Chancellor, Central University, Himachal Pradesh.
 - (iii) Dr. Kailash Chandra Sharma, Vice Chancellor, Kurukshetra University, Kurukshetra
 - (iv) Sh. Kamal Oswal, Nahar Group of Industries, Ludhiana.
- Matter is placed before the Board for constitution of Search Committee to give recommendation for appointment of Vice Chancellor, IKGPTU.

Item No. 64.13 To review the report of Strategic Plan and Detailed Project Report (DPR) submitted by EdCIL

- The University had engaged the services of EdCIL for preparation of DPR. EdCIL has accordingly carried out detailed study and submit Detailed Project Report to the University. A copy of the same is placed at Annexure-XVII (Booklet no. 02).
- On the recommendations of EdCIL, the matter was deliberated with various stakeholders and action plan was prepared for commencing the academic programme at IKGPTU. A copy of the action plan is placed at Annexure-XVIII (Booklet no. 03). The action plan interalia covers the following:
 - (a) Formation of Faculties
 - (b) Assignment of Departments/Centre to faculties and function.
 - (c) Appointment, function, duties and responsibilities of the Dean of different faculties.
 - (d) Creation of teaching departments, appointment, functions and duties of the Head of University teaching departments.
 - (e) Condition of residence of the students and functions, duties, responsibilities and procedure of appointment of Chief Wardens of the University.
- 3. The University has further signed MOU dated 23.9.16 with EdCIL for taking their professional assistance for procurement services for the University in setting up various academic departments in the campus.

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The matter is placed for deliberation on various recommendations of the report and ratification of the notification of Academic Program as per Annexure-XIX (Page No. 120) and MOU dated 23.09.16 as per Annexure-XX (Page No. 135).

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Item No. 64.14 To consider the recruitment of faculty in the Affiliated Colleges and publishing of information regarding faculty on their website

Regarding Recruitment of Faculty in Affiliated Colleges

- University has drafted the regulations for the Faculty Recruitment in affiliated colleges as per the provisions mentioned in the UGC guidelines. The drafted regulations were notified and circulated to all the affiliated colleges vide letter no IKGPTU/REG/1150 dated 13/06/2016 and same is implemented (Annexure –XXI on page no. 145).
- As per directions of the Board of Governors all the affiliated colleges of IKGPTU has displayed the data of the Faculty on their respective websites and the weblink of the college website is available at IKGPTU website. The list of colleges along with website address is attached at Annexure –XXII (Page No. 151).

The matter is placed for information of BOG

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Item No. 64.15 To introduce Skill Based Education in various courses of IKGPTU

- IKGPTU is keen to introduce skill based courses to the existing students and unemployed youth to fulfill the growing need in India for skilled manpower across sectors and narrow the existing gap between demand and supply of skills. In addition to AICTE and Non-AICTE courses, IKGPTU shall offer various skill development courses as per the framework designed and notified by National Skill Qualification Framework (NSQF) from the academic session 2017-18 and onwards.
- 2. Applications from the interested colleges will be invited and availability of the infrastructure will be checked as per the requirements of respective Sector Skill Council. Duration of courses, eligibility requirements for admission and course will be strictly as per the guidelines laid down by NSQF. Assessment and certification for the courses will be done by respective sector skill councils.
- 3. University will offer such courses through our affiliated colleges as a part of National Skill Development Mission.
- University will offer such courses at main campus and constituent colleges as a part of National Skill Development Mission.
- Keeping in view of the above, the draft regulations for skill development courses and proforma to be filled by colleges for starting of skill development course are placed at Annexure – XXIII (Page No. 160). The proposed schedule for starting of Skill Development course by the Colleges is placed

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at **Annexure – XXIV (Page No. 163).** The necessary steps shall be taken as per the requirement of skill development courses.

The matter is placed before the Board for approval.

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Item No. 64.16 To review Academic Audit and Accreditation of Affiliated Institutions.

As per Directions of the Board of Governors, the University has taken the following initiatives:

- 1. There are two National agencies in India which are recognized for accreditation.
- These agencies are:
 - (a) National Board of Accreditation (NBA): NBA does the accreditation of the Courses mainly AICTE courses.
 - (b) NAAC does the accreditation of the institutes
- University has liaison with both the agencies NBA and NAAC and the following are the outcomes of the discussion
 - Both NBA and NAAC have agreed to organize a sensitization workshop in Punjab to make the colleges acquaint with accreditation process so that colleges could get motivation and prepare themselves for the accreditation process. NBA is conducting a workshop in this regard on 21st January 2017 in NITTTR Chandigarh as per the request made by IKGPTU during a meeting with Member Secretary of NBA.

NAAC will confirm its schedule for sensitization workshop in Punjab very shortly probably in the month of March/April, 2017.

 The Chairperson and Member Secretary of NBA are personally visiting Chandigarh on 21st January 2017 to

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interact with the principals of the engineering colleges affiliated with IKGPTU in the sensitization workshop

- NBA has informed that only those colleges could apply for accreditations which are found eligible by NBA in prequalifier phase of accreditation. To prepare colleges for prequalifier phase NBA will give training to some senior Academicians from IKGPTU system and these academicians will facilitate the colleges for pre-qualifier and also check their eligibility criteria for pre-qualifier at the University level. The colleges which are found to be Eligible at University level for Pre-Qualifier will further apply to NBA for Accreditation
- University will try to ensure that all the affiliated colleges should apply for accreditation in next three years.

The matter is placed for information of the BOG

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Item No. 64.17 To set up College Development Council

Introduction: The College Development Council shall serve as an academic guide to the college system on the one hand and on the other hand it ensures interaction between academic faculties in the University. To fulfil this objective the college development council in consultation with the University or other bodies concerned shall take all such steps as it may think fit for promotion, co-ordination, and raising the standard of education in the colleges. The office of the Dean College Development Council (DCDC) acts as an intermediary between the university and its Affiliated Colleges. It plans for the integrated development of the Affiliated Colleges and provides them with the required necessary help and guidance. The College Development Council (CDC) shall meet at least once in a year, the draft of proposal for the establishment of comparison of CDC with other universities of Punjab is attached at **Annexure – XXV (Booklet no. 04)**.

The draft for constitution of College Development Council is submitted for deliberation in the light of below mentioned facts

(a) MHRD Guidelines and Present Structure of IKGPTU
Academic Council: On UGC website no guideline regarding
College Development Council were found, however on MHRD web
link below mentioned guidelines are available (Detailed report and
web link address is attached at Annexure – XXVI in Booklet no.
04) . The structure of CDC as per MHRD web link is as under

"The college Development Council may consists of the Vice-Chancellor , Coordinator/Director/Dean of the Council, a few senior teachers of the University Teaching

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Departments particularly those who have taken COSIP/COHSIF etc. Some principals of the affiliated colleges, and a representative of the state Government. The total membership of the council shall not exceed 30"

(b) Comparison of CDC described by MHRD and Academic Council of IKGPTU is as under:

Sr. No	CDC as described by MHRD	Academic Council of IKGPTU
1	Vice-Chancellor	Vice-Chancellor (Chairman)
2	Coordinator /Director / Dean of the Council	Dean of Faculties (Member)
3	Few Senior teachers of the University	One Professor from Each Department of University and Head of Department (Member)
4	Some Principals	Principal of the Colleges
5	Representative of the State Government	
6		Two eminent industrialist nominated by BOG Two Eminent Technologist nominated by BOG

1. The Present Structure of Academic Council of IKGPTU satisfies all these requirements of CDC as mentioned by MHRD in web link except the condition of having a nominee of the State Government.

2. Provisions of PTU Act : As per PTU Act the Academic Council has been designated as supreme Academic body which have the right to advise the Board of Governors on all Academic matters. At

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present in IKGPTU all Academic decisions recommended by the Academic Council are approved by the BOG.

Under below mentioned clauses of PTU act the BOG is empowered to make regulations regarding affiliation of colleges.

Clause 19 (g) the conditions under which colleges, schools and centers may be admitted to the privileges of the University and withdrawal of such privileges

Clause 19 (r) the supervision and inspection of colleges, schools and centers admitted to the privileges of the University

Under these clauses the BOG has already empowered the Academic Council of IKGPTU to make regulations regarding affiliation/monitoring of colleges. These regulations were already framed by the Academic Council in its 08th Meeting and further approved by the BOG (**Annexure – XXVII in Booklet no. 04**).

At present, the Academic Council is already performing those functions related to affiliation of colleges mention under clause 19(g) & 19(r) of IKGPTU Act (Annexure – XXVIII in Booklet no. 04) which are supposed to be allotted to College Development Council.

The matter is placed before BOG for deliberation and approval.

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Item NO. 64.18 To review the existing scheme of Part Time M.Tech Programme through Regional Centres.

- University had established its Regional Centers in affiliated colleges to fulfill the gaps of the acute shortage of faculty in its affiliated colleges, after the approval of the BOG in 13th Meeting (Annexure – XXIX on page no. 164). The shortage of faculty occurred due to:
 - (A) There was sudden exponential expansion of technical education in the state of Punjab.
 - (B) There were only few colleges which were running M. Tech courses approved by AICTE at that time.
 - (C) AICTE had changed eligibility conditions for faculty in the affiliated colleges from B-Tech degree to M-Tech Degree.
- Therefore University has taken initiative to start part time M-Tech courses and M-Pharma courses in its Regional Centers, so that the existing faculty may upgrade their qualification during their service.
- At present 14 Regional Centres of IKGPTU are running in its affiliated colleges. List of Regional Centres and courses offered is attached at Annexure – XXX (Page no. 168).
- At present AICTE already has given approval for regular M-Tech and M-Pharma courses in many IKGPTU affiliated colleges. At present M-Tech courses are offered in 35 institutes and M-Pharma courses are offered in 17 institutes, list enclosed at Annexure-XXXI (Page no. 169).

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Moreover University has also started the regular M-Tech courses in its own campus.

- It has been observed that at present in many Regional Centers the seats in M-Tech and M-Pharma courses remained vacant. The admission data for the last two years is attached herewith (Annexure – XXXII on page no. 175).
- Due to the starting of regular M-Tech courses in IKGPTU main campus and affiliated colleges there is a decline in the relevance of continuing these Regional centers. Hence it is proposed that
- (A) New admission in there Regional Centres may be immediately closed w.e.f academic session 2017-18 except one course that is M.Tech (Chemical Engineering) as this course is not offered in any of regular college of IKGPTU and presently this course is offered in Regional Centre running at Beant College of Engineering & Tech., Gurdaspur.
- (B) The Regional Centres may be permanently closed after the passing out of current batches of students.
- (C) The resources and funds of IKGPTU lying with these Regional Centers shall be transferred to university by the Now, the University has also started the regular M-Tech courses in its own campus. Department along with store department of IKGPTU.

The matter is placed before Board for approval.

Item No. 64.19 To review Faculty Development Programmes.

 The Board of Governors in its 63rd meeting held on 27.09.2016, while deliberating on additional points to improve the quality and standard of technical education in the University campus and affiliated institutions, directed as under:

"The Board also deliberated on the need for continuous improvement in the faculty and developing suitable faculty development programmes. Training policy draft in line with other good Universities may be presented in the next meeting."

 Accordingly, in consultation with Jawahar Lal Nehru Technological University Hyderabad and Panjab University, Chandigarh, the University has prepared a training programme (2016-17) for continuous development and knowledge updation of faculty. The copy of the same is placed as Annexure-XXXIII (Page no. 176).

The matter is placed before the Board for information.

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Item No. 64.20 Draft Policy on Placement.

- Placement has emerged as one of the important activity for the colleges /university. It has been observed that a number of students do not get placed at the end of their studies.
- 2. It has also been observed that efforts are required to equip our students for placement during campus interviews.
- The university currently does not have any laid down policy on the subject.
- 4. In order to help the students in placement and coordinate and synergize the efforts of the university and the colleges for placement, a draft policy for the placement has been framed by the university. The same has been discussed with members of the academic council and has been circulated to all the Directors/ Principal of all the affiliated colleges of the university to invite their suggestions / feedback. The suggestions /feedback received from the colleges and other stakeholders has been incorporated in the policy and same is placed at **Annexure-XXXIV (Page no. 177).**

The matter is placed before Board for deliberation on the draft placement policy.

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Item No. 64.21 Draft Policy on Entrepreneurship

- In order to promote entrepreneurship amongst the students, the University has been taking a number of steps. Entrepreneurship has emerged as one of the most important needs of the country as we cannot absorb such a large number of students in the job market. There is need for younger generation to set up their ventures / start up& become job givers and not job seekers.
- 2. In order to promote entrepreneurial culture in the students in the university / Colleges, a draft policy has been framed.
- 3. A draft policy has accordingly been formulated. The same has been discussed with members of the academic council and has been circulated to all the Directors/ Principal of all the affiliated colleges of the university to invite their suggestions / feedback. The suggestion / feedback received from the colleges and other stakeholders have been incorporated in the policy and same is placed as **Annexure-XXXV (Page no. 181).**

The matter is placed before Board for deliberation on the draft Entrepreneurship policy.

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Item no. 64.22 To approve the minutes of 48th & 49th Academic Council meeting held on 27.04.2016 & 27.06.2016 respectively

- 48th & 49th Academic Council meeting was held on 27.04.2016
 & 27.06.2016 respectively at IKGPTU Mohali Campus.
- The minutes of the meetings are placed at Annexure-XXXVI (Page no. 183) for the approval of the Board of Governors.

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Item No. 64.23 To approve the SOP for Finance and Accounts related procedures.

- The Board had decided that University shall formulate Standard Operating Procedures and Delegation of Financial Powers to be notified immediately. In this connection the University has drafted the SOP.
- Draft copy of the same is circulated to all members of the Board for feedback/comments. The feedback/comments will be incorporated in the SOP and the same will be put up in the next Board meeting for approval.

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Item No. 64.24 To get the accounts of the University audited from CAG.

- The State Government has decided to get the accounts of IKGPTU audited from CAG and necessary orders have been issued in this regard vide letter No. 12/3/2013-4TE2/738293/3, dated 22.4.16. The University is now following up with CAG to get the audit done.
- The State Government has further decided to get the audit for the financial year 2008 to 2011 from CAG vide letter No. 7/65/2016-4TE2/888098/3 dated 6.12.2016.

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Item No. 64.25 To approve the study leave of Ms. Gazal Sharma, Assistant Professor (Bio-technology) to pursue practical work of Ph.D.

- As decided by the Board of Governors in its 55th meeting held on 03.07.2015, the University has adopted UGC guidelines in totality for smooth functioning in the University.
- Ms. Gazal Sharma, Assistant Professor (Biotechnology), IKGPTU has applied for study leave of 11 months w.e.f January 2017 onwards to complete practical work of Ph.D.
- 3. As per UGC guidelines no. F.1-6/2012 (PS) dated 11.6.2013, "Study Leave shall be granted by the executive Council/Syndicate on the recommendation of the Head of department concerned. The leave shall not be granted for more than three years in one spell, save in very exceptional cases, in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university/College/institution.
- 4. The concerned HOD has recommended the case.

The matter is put up to the Board for approval of study leave of Ms. Gazal Sharma, Assistant Professor (Bio-technology).

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Item no. 64.26 To approve the minutes of 43rd, 44th, 45th, 46th, 47th, 48th, 49th & 50th meeting of Standing Building Construction Committee

 As per the decision taken by BOG in its 55th meeting, the minutes of the 43rd, 44th, 45th and 46th meetings of Standing Building Construction Committee have been reviewed by the newly constituted Standing Building Construction Committee in 47th meeting under agenda no. 47.3 and its recommendations are as under:

"After detailed discussions, committee recommends approval of minutes of the 43th, 44th, 45th and 46th meetings of Standing Building Construction Committee".

- 3. The standing building committee is constituted by BOG and is a recommending committee and its recommendations for approval of minutes of 43rd, 44th, 45th, 46th, 47th, 48th, 49th, & 50th meetings are placed before BOG for approval on similar lines as being done for Maharaja Ranjit Singh Punjab Technical University. **(Annexure-XXXVII)**
- 3. It is submitted that in anticipation of approval of minutes of Standing Building Construction Committee, University has accorded approval to PWD for taking up the construction works of Auditorium at main campus Kapurthala and Faculty and Administrative block at Bassian Kothi, Raikot, Ludhiana. These items are also part of the minutes included under this agenda item.

The Board is requested to approve the same.

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Item No. 64.27 Any other item with the permission of Chair.

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