

Minutes of the meeting of the Human Resource Committee held on 07.05.2010 in the Office of DG, Pushpa Gujral Science City, Chandigarh.

The following were present

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| 1. Dr. R. S. Khandpur, DG, PGSC, Chandigarh | Chairman |
| 2. Col. Jagdev Singh ^(Retd) , Registrar, Thapar University, Patiala | Member |
| 3. Dr. Buta Singh, Dean Academics, PTU | Member |
| 4. Er. H. S. Bain, Registrar, PTU | Member Secretary |
| 5. Dr. R. P. Bhardwaj | Special Invitee |

Following was discussed:

Item No. 1 To approve recruitment of 'A' & 'B' category posts on deputation / contract basis.

The Committee discussed in details the requirement of each post in the University and recommended as below:

1. For the posts of Controller of Examination, Controller of Finance, Deputy Dean, Director, Assistant Director (Sports), Secretary to Vice-Chancellor, Public Relation Officer, Placement Officer suitable persons may be taken on deputation or contract.
2. For the posts of Deputy Controller Examination, Assistant Registrar, Programmer / System Analyst, Students Counselor persons may be recruited on regular basis through advertisement.
3. The post of Legal Officer may be filed on Deputation / contract basis and a complete Proposal of setting up of legal cell may be put up in the BOG.
4. The Dean Academic may come up with detailed proposal for the Foreign Language Department in the next meeting. Complete justification and work distribution may be prepared before filling up the post of Assistant Professor (Foreign Language).

Item No. 2 Manpower employed on daily wages

The Registrar briefed the Committee about the Manpower employed in the University in different categories and requested to sanction 7 more posts of Drivers, to be filled up through Contracting Agency.

The Committee discussed the matter and approved the same.

Bain,
07/5/10



Item No. 3 Proposal for the Establishment of the Post Graduation Teaching Department and Foreign Language department in the University.

The Committee appreciated the proposal given by Dean (Academic) to establish P.G. teaching department and approved all the posts to establish Post Graduation Department in Engineering. However, before making the appointments the Committee suggested to employ a Senior Person as Consultant to prepare a complete, comprehensive Report. The matter may be placed before the Board of Governors in its next meeting.

In case of establishing the Foreign Language Department, the Committee has proposed to discuss the matter in the next HRD meeting and the Dean (Academic) will prepare the detailed project report regarding the same.

Item No. 4 posts of System Department

The Committee deliberated on the issue and recommended

- To establish a full fledged Systems Department in the University.
- To come up with a complete Proposal / Plan for the computerization of the different University Departments.
- For the maintenance of the computer systems persons with ITI or Diploma Qualifications as Technician or Technical Assistant may be employed.

Meeting ended with the vote of thanks to the Chair.

M Sidhu
7/5/10
Dr. Buta Singh Sidhu
Dean (Academics), PTU

Jagdev
Col. Jagdev Singh (Retd)
Registrar, TET, Pta.
TU

Om
Dr. R.P. Bhardwaj
Director, PTU

R.S.Khandpur
7/5/10
Dr. R. S. Khandpur
DG, PGSC, Chd.

Bains
7/5/10
Er. Harminder Singh Bains
Registrar, PTU

