

**Minutes of the 24<sup>th</sup> Meeting of the Human Resource Committee held on 11.7.2014 in the PTU Camp Office, Mohali.**

The following were present in the meeting :

1. Dr. R.S Khandpur, Chairman
2. Sh. Mohanbir Singh, Additional Director, DTE & IT
3. Dr. Buta Singh, Dean (Academics), PTU
4. Dr. Rajneesh Kant Sachdev, Offtng Registrar, PTU
5. Dr. A.P Singh, Dean(RIC), PTU (Special Invitee)
6. Dr. R.P Bhardwaj, Director (Recruitment), PTU (Special Invitee)
7. Ms. Geet, Deputy Registrar(HRD) – (Convener)

It was informed by IIT, Ropar that Registrar Dr. A.K Pallanivel has since resigned, Dr. Shridhar has taken over the charge of Officiating Registrar.

Since Dr. Shridhar could not attend the meeting, he was granted leave of absence.

Registrar, Thapar University, Patiala was also granted leave of absence.

The Chairman desired that :

- (a) The minutes of the meeting be circulated to all the members seeking their comments within 10-15 days.
- (b) Agenda be prepared and forwarded to members well in time.
- (c) Confirmation of minutes be invariably done in the subsequent meeting.

The Agenda Items were then taken up and discussed . The committee made recommendations as under :-

**Item No. 1 Review of Promotion Policy for the staff working under Category 'A'**

The history in respect of Promotions done from time to time as approved by Human Resource Committee & Board of Governors, PTU is annexed.

**The fact sheet regarding promotion is as under:**

1. In 34<sup>th</sup> meeting held on 03.09.2009 vide item No. 34.3, Board of Governors approved that new posts of Assistant Registrar and Deputy Registrar be advertized as per UGC Qualification and Pay Scale.  
For promotion, it was decided that HR Committee put recommendation in its next meeting.





2. In 37<sup>th</sup> meeting held on 11.02.2010 vide item No. 37.3, Board of Governors approved promotion of 8 regular officers on the basis of recommendations of Promotion Committee which took note of 10<sup>th</sup> Board of Governors meeting i.e eligibility for promotion to higher grade may be five years.
3. In 44<sup>th</sup> Meeting held on 05 Oct 2011, two officers were again promoted as per previous practice of 5 years as per 10<sup>th</sup> BOG.
4. In 51<sup>st</sup> meeting held on 08 Oct 2013, Promotion Policy of PTU 2013 was put up in BOG and Board suggested that as regard to Promotion Policy it should be at par with Punjab Govt. Rules and in sync with regulations of PTU.
5. Till date PTU has never adopted UGC regulation for Promotion, only pay scale and Minimum qualification is adopted for recruitment of Officers.

The matter is placed before the HRC for deliberation.

### Recommendations of the Committee:

The committee recommended as under :

- (a) To prepare a comprehensive Promotion Policy for the Administrative Staff of the University in respect of Assistant Registrar, Deputy Registrar or all equivalent positions, a Comparative Chart of the Promotion Policies adopted by neighboring Government Universities and UGC & Punjab Govt. be prepared and put up in the next meeting of Human Resource Committee Meeting.
- (b) For positions not existing in other Universities, some suitable rationale be proposed by the University itself for future promotions in the comparative chart.
- (c) Faculty shall continue to be governed by UGC Rules. The screening/Assessment Committee as per UGC may be constituted and the cases of faculty be put up to this committee expeditiously.

### Item No. 2 Appointments made on contract basis/adhoc basis

The University has made appointments on contract/adhoc basis as follows:

Sr. No.	Name of Incumbent	Designation	Emoluments to be Paid	Remarks
1.	Dr. Nirmal Singh	Director Hoshiarpur	PIT Last Pay drawn minus pension	Appointment made for a

