

Minutes of 27th meeting of Internal Human Resource Committee of IKGPTU held on 17.03.2020 in the Office of Registrar, IKGPTU at 04:00 PM.

The following attended the meeting:

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|--|-----------------|
| 1. Dr. R.K. Sharma, NIT, Kurukshetra | Chairman |
| 2. Dr. S.S. Walia, Registrar, IKGPTU | Member |
| 3. Sh. R.S. Mittal, Deputy Controller (F&A) (Retd.), Govt. of Punjab | Member |
| 4. Dr. Neelkanth Grover, Associate Professor (ME), IKGPTU | Member |
| 5. Sh. Dinesh Juneja, Deputy Registrar (HRM), IKGPTU | Member |
| 6. Sh. Raman Kumar Sharma, BOG Member | Special Invitee |

Leave of absence was granted to: Registrar, PAU Ludhiana

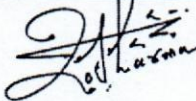
The Chairman welcomed all the members of Internal Human Resource Committee. After this regular agenda was taken up.

Item No. 27.1: Confirmation of minutes of meeting of Internal Human Resource held on 07.01.2020.

Minutes of the 26th meeting of Internal Human Resource Committee were circulated, no comments received. Committee confirmed the same.

Item No. 27.2: Action taken report on the proceedings of 26th meeting of Internal Human Resource held on 07.01.2020.

Agenda Item 26.2: Review of Action Taken Report on 25th meeting	Action	Decision
Agenda Item 25.2, 25.8, 25.10, 25.11 & 25.13:	The matter is under process.	Noted
Agenda Item 25.5: To re-consider the criteria of educational qualification for promotion from the post of Office Assistant to Clerk as per criteria of State Govt.	The minutes of meeting were approved by the 72 nd meeting of BOG held on 23.01.2020. In this regard, a notification issued vide No. IKGPTU/REG/NF/41 dated 09.03.2020 (Copy placed at Annexure-I).	Noted

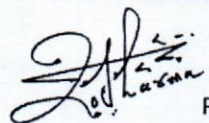
 Page 1 of 11

Agenda item 25.6: To consider the appointment of daughter of Late. Sh. Vikramjeet, Office Assistant, on Compassionate Ground, when she will attain the age of majority.	The minutes of meeting were approved by the 72 nd meeting of BOG held on 23.01.2020. A Separate Policy regarding the case of son of late Sh. Jaspal Singh, Ex-Joint Registrar, IKGPTU and similar is under process	Noted
Agenda Item 25.7: To enhance the Retirement Age from 58 years to 60 years for Category `B` & `C` employees.	The minutes of meeting were approved in the 72 nd meeting of BOG held on 23.01.2020.	Noted
Agenda Item 25.9: To consider grant of benefit of previous service to 09 employees of University.	Chronological date-wise details of the case are placed at Annexure-II for further deliberation by the committee.	Legal opinion to be taken
Agenda Item 25.12: To consider the representation of Ms. Madhu Midha, Deputy Librarian.	Matter is put up again before the committee for further deliberation.	Legal opinion to be taken

Item No. 27.3: Placement/Promotion cases of Group-A officers.

Minutes of High Power Human Resource Committee held on 21.01.2020 were placed before Board of Governors in its 72nd meeting vide item No. 72.6. The decision of BOG is reproduced as under:

"1) Board deliberated on the minutes of High Power Human Resource Committee held on 07.01.2020 and 21.01.2020. Chairman informed that Vice Chancellor has all Executive powers for promoting and placing the employees/officers/faculty on higher post/scale and implement the recommendations of High Power Human Resource Committee as decided in the 68th BOG meeting. Board approved the same.



- 2) **Board also decided that post of officers (all cadres in PB-3 i.e. 15600-39100 with GP 5400 and above) must be filled in the ratio of 60:40 through promotion: direct or as per Govt. of Punjab and authorized the Vice Chancellor to implement the HR recommendations where the posts are available.**
- 3) **Board also decided that the matter of creations of new posts involving financial implications be put to the Finance Committee for Financial approval. "**


The decision of BOG is placed at **Annexure-III.**

The decision of 10th BOG is reproduced as under:

" The Board of Governors in its 10th meeting vide agenda item No. 10.5 held on 20.05.2003 has approved the report of Task Force Career Growth for the Technical & Administrative Personal. The Task Force Committee has recommended "For administrative and support staff minimum residency period for eligibility for promotion to higher grade may be five years." The copy enclosed at **Annexure-IV.**

Based on the recommendations of High Power Human Resource Committee vide its meeting 21.01.2020 regarding "**Administrative Posts for University Administrative Main Campus**" the matters are placed before Committee:

Pt. No.	Recommendations of High-Power Human Resource Committee	Matter for consideration
I	The Post of Administrative Officer/Registrar in the pay scale of 37400-67000 (GP 10000) for constituents Campuses be filled up for the main Administration office of University through Promotion/Placement amongst the incumbents working as Director/Deputy Registrar/ Deputy Controller who have completed Five years Regular service in the pay scale of 37400-67000 (GP 8700) or equivalent.	The detail case is placed for consideration and approval at Annexure-V.

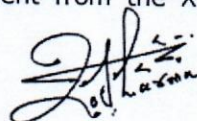


II	The incumbents working as Deputy Registrar/ Deputy Controller who have completed five years regular service in the pay scale of 15600-39100 (GP-7600) be placed in the pay scale of 37400-67000 (GP-8700) as per University norms/UGC guidelines already implemented	The detail case is placed for consideration and approval at Annexure-VI.
III	Further the incumbents working as Deputy Registrar/ Controller in the pay scale of 37400-67000 (GP-8700) be designated as Director (Admin.) placed against the post of Director in the pay scale of 37400-67000 (GP-8700)	The detail case is placed for consideration and approval at Annexure- VII
IV	<p>The incumbents working as Assistant Registrars/ PRO/SVC/LO or equivalent who have completed five years regular service in the pay scale of 15600-39100 (GP-5400) be promoted/ placed as Deputy Registrar/Deputy Controller/DFO on the scale of 15600-39100 (GP-7600).</p> <p>The previously sanctioned posts of Administrative Offices/Registrar for constituents campuses, Director (37400-67000(GP-8700), Deputy Registrar/ Deputy Controller/DFO for main campus and constituents campuses may be converted to 100% by promotion.</p>	The detail case is placed for consideration and approval at Annexure VIII

Recommendations of the committee:

For Pt. No.-I

- 1) The employees Dr. Balkar Singh and Dr. Rajneesh Sachdeva are working in AGP of 9000, already got placement from AGP Rs 8000 to Rs 9000 as per UGC norms. Also, it was apprised to the committee that there cases are under consideration with the committee constituted for CAS as per UGC. So, it is recommended that their case for promotion to the post of Professor in the AGP Rs 10000 may be Dealt as per UGC through CAS committee.
- 2) The High Power Human Resource Committee vide meeting dated 21.01.2020 has recommended that the post of SE or Chief Engineering with pay scale of 37400-67000 (GP-10000) which is to be filled with incumbents through promotion/Placement from the XEN/Equivalent

 - Page 4 of 11

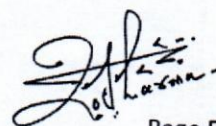
who have completed five years regular service in GP-8700. The BOG in 72nd has decided that the matter of creations of new posts involving financial implications be put to the Finance Committee for Financial approval.

Committee deliberated and recommended that the case of Sh. Harvinder Pal Singh, XEN can be considered for placement/Promotion in the higher scale by the DPC after the creation of post by BOG.

- 3) As per the details mentioned in the agenda there are 07 sanctioned positions of Administrative Officers in the pay scale of 37400-67000 (GP 10000) for constituents Campuses as per Notification No. IKGPTU/Reg/Notification /1328 dated 15.06.2017.

On the basis of the recommendations of High Power Human Resource Committee dated 21.01.2020 and decision of 72th BOG, 04 posts may be filled through promotion as per ratio 60:40 (promotion: direct). As per reservation policy of Punjab Govt. 14% posts in group A shall be reserved for promotion from SC candidate, therefore 01 post is required to be filled from eligible SC candidate.

After deliberations committee recommended that three employees mentioned in the table 1 may be placed /promoted against the sanctioned positions of Administrative Officer in the scale of 37400-67000 (GP- 10000) for a period of three years. Vice Chancellor may give further extensions. Committee also proposed that as the PhD Degree is compulsory for the post of Director (37400-67000 GP 8700) so the person to be placed/ promoted to director/Administrative officer (37400-67000 (GP 10000) must possess PhD Degree. Candidate mentioned in the table 2 shall be promoted only after acquiring the requisite qualifications. So, the one promotional post for SC candidate as per Punjab Govt. roster may be kept vacant.



Committee also proposed that following DPC may be constituted for checking the eligibility, ACRs and other conditions.

- (i) Sh. Raman Sharma, Member BOG - Chairman
- (ii) Dr. S.S. Walia - member
- (iii) Sh. R.S. Mittal - member
- (iv) District Welfare Officer or nominee - member

Recommendations of the above DPC shall be approved by the Vice Chancellor.

Table 1

Sr. No.	Name	Designation	Scale in which to be placed/ promoted	Scale to be Granted w.e.f. (proposed)
1.	Dr. R.P.S Bedi	Joint Registrar	37400-67000 (GP 10000)	16.06.2013
2.	Dr. Sukhbir Singh Walia	Director	37400-67000 (GP 10000)	15.12.2018
3.	Dr. Paramjit Singh	DCOE	37400-67000 (GP 10000)	15.02.2020


Table 2 (SC candidate as per Pb. Govt Roster)

Sr. No.	Name	Designation	Scale in which to be placed/ promoted	Scale to be Granted w.e.f
1.	Sh. Sunil Kumar	Deputy Registrar	37400-67000 (GP 10000)	

The designation to be given to these officers shall be Director/ Administrative officer as per the requirement in the university and decided by Vice Chancellor.

For Pt. No.-II

The committee recommended that the officers mentioned in the Table 3 may be placed/promoted in the pay scale of 37400-67000 (GP 8700). They may be given designation as Director from the date of availability of post


Page 6 of 11

and as per eligibility. Committee also recommended that same DPC as proposed in Pt No.-I may be requested for checking the eligibility, ACRs and other conditions in this case also.

Recommendations of the committee will be approved by the Vice Chancellor.

Table 3

Sr. No.	Name of the Officer	Designation	Scale to be given	w.e.f. (proposed)
1.	Sh. Dinesh Juneja	Deputy Registrar	37400-67000 (GP 8700)	20.11.2015
2.	Sh. Sandeep Kumar Kajal	Deputy Controller of Examination	37400-67000 (GP 8700)	28.07.2016
3.	Sh. Rajinder Kumar Dogra	Deputy Registrar	37400-67000 (GP 8700)	04.05.2017

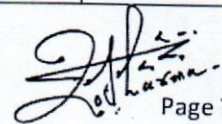
For Pt. No.-III

Committee recommended that the officers mentioned in the table 4 may be re-designated as Director from the date of availability of post and as per eligibility. The eligibility for the promotion to the post of Director remain same. Committee also recommended that same DPC as proposed in Pt. No.-I may be requested for checking the eligibility, ACRs and other conditions in this case also.

Recommendations of the committee will be approved by the Hon'ble VC

Table 4

Sr. No.	Name	Designation	Date of Joining	Working in the Pay Scale
1.	Dr. Paramjit Singh	DCOE	15.02.2010	37400-67000 (GP 8700)
2.	Dr. Ekonkar Singh	Deputy Registrar	15.02.2010	37400-67000 (GP 8700)
3.	Sh. Sunil Kumar	Deputy Registrar	18.02.2010	37400-67000 (GP 8700)


Rajendra Sharma
Page 7 of 11

Sr. No.	Name	Designation	Date of Joining	Working in the Pay Scale
4.	Dr. Geet	Deputy Registrar	04.05.2010	37400-67000 (GP 8700)
5.	Dr. Nitya	DCOE	24.02.2011	37400-67000 (GP 8700)
6.	Dr. Amanpreet Singh	DCOE	01.03.2011	37400-67000 (GP 8700)

For Pt. No.-IV

- 1) Committee recommended that all the officers working in the scale of 15600-39100 GP 5400 may be placed in the scale of 15600-39100 GP 6600 after completion of four years of regular service in the scale.

Table 5

Batch 2010

Sr. No.	Name	Present Designation	Scale to be given	W.e.f. (Proposed)
1.	Mr. Kishore Luthra	Assistant Registrar	15600-39100 (GP 6600)	01.04.2014
2.	Dr. Pawan Kumar	Assistant Registrar	15600-39100 (GP 6600)	06.04.2014
3.	Mr. Rishi Gupta	Assistant Registrar	15600-39100 (GP 6600)	01.04.2014
4.	Dr. Sandeep Mehmi	Assistant Registrar	15600-39100 (GP 6600)	28.05.2014
5.	Mr. Naresh Kumar	Assistant Registrar	15600-39100 (GP 6600)	01.04.2014
6.	Mr. Joginder Singh	Assistant Registrar	15600-39100 (GP 6600)	01.04.2014
7.	Mr. Devinder Kumar	Assistant Registrar	15600-39100 (GP 6600)	02.04.2014
8.	Mr. Gaganjot Singh	Assistant Registrar	15600-39100 (GP 6600)	01.06.2014
9.	Mr. Parvesh Kumar Aspal	Assistant Registrar	15600-39100 (GP 6600)	03.08.2014
10.	Sh. Paramjit Singh Gill	Assistant Registrar	15600-39100 (GP 6600)	18.11.2014
11.	Smt. Paramjit Kaur	Assistant Registrar	15600-39100 (GP 6600)	To be proposed by DPC as per service records

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Batch 2011

Sr. No.	Name	Present Designation	Scale to be given	W.e.f. (Proposed)
1.	Sh. Rajneesh Kumar Sharma	Public Relation Officer	15600-39100 (GP 6600)	01.04.2015
3.	Dr. Vivek Talwar	Assistant Registrar	15600-39100 (GP 6600)	06.07.2015
2.	Sh. Saurabh Sharma	Assistant Registrar	15600-39100 (GP 6600)	15.07.2015
4.	Ms. Jasleen Kaur	Assistant Registrar	15600-39100 (GP 6600)	07.07.2015
5.	Mr. Hardeep Singh	Assistant Registrar	15600-39100 (GP 6600)	08.07.2015
6.	Sh. Rajinder Kumar	Assistant Registrar	15600-39100 (GP 6600)	03.10.2015

Batch 2014

Sr. No.	Name	Present Designation	Scale to be given	W.e.f. (Proposed)
1.	Sh. Jiwan Lal	Secretary To VC	15600-39100 (GP 6600)	27.05.2018
2.	Dr. Vaneeta Bala	Assistant Registrar	15600-39100 (GP 6600)	02.09.2018
3.	Mr. Vishal Beri	Estate Officer	15600-39100 (GP 6600)	20.05.2018

- 2) It is conveyed to the committee that sanctioned positions of Deputy Registrar or equivalent for IKGPTU Main Campus and other Campuses subsequent to issuance of Notification No. IKGPTU/Reg/Notification/1328 dated 15.06.2017 are as follows:

Sr. No.	Name of the Post	No. of Posts	Percentage for Appointment by		No. of Posts filled up by		No. of Posts to be filled up by	
			Direct Appointment	Promotion	Direct Appointment	Promotion	Direct Appointment	Promotion
IKGPTU Main Campus								
1.	Deputy Registrar	13 (Main Campus-10, PITK-01 & PITTTR-2)	5	8	3	2	*2	6
2.	Deputy COE	4	2	2	4	Nil	Nil	*2
3.	Deputy Finance Officer	1	-	1	Nil	Nil	Nil	1

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IKGPTU Other Campuses								
4.	Deputy Registrar	6	2	4	Nil	Nil	2	4
Total		24	09	15	7	2	2	13

*Two promotional positions of Deputy COE filled up through open selection have been shown as adjusted against the two vacant positions of Deputy Registrar to be filled up through open selection. At present the 13 posts of Deputy Registrar/ Deputy controller/DFO are vacant under promotion category.

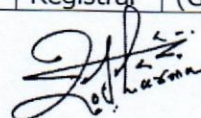
In the light of above, the committee recommended that persons mentioned in the table 6, working as Assistant Registrar/PRO or equivalent in the Pay scale 15600-39100 GP 6600 may be promoted to the post of Deputy Registrars against the posts of Deputy Registrar/Deputy controller/DFO (Pay Scale 15600-39100 GP 7600) on completion of five years of regular service.

Committee also recommended that same DPC as proposed in Pt. No.-I may be requested for checking the eligibility, ACRs and other conditions in this case also. Recommendations of the DPC shall be approved by the Vice Chancellor.

Table 6

Batch 2010

Sr. No.	Name	Present Designation	Date of Promotion w.e.f.	Against the post of	Scale to be given
1.	Mr. Kishore Luthra	Assistant Registrar	01.04.2019	Deputy Registrar	15600-39100 (GP 7600)
2.	Dr. Pawan Kumar	Assistant Registrar	06.04.2019	Deputy Registrar	15600-39100 (GP 7600)
3.	Mr. Rishi Gupta	Assistant Registrar	01.04.2019	Deputy Registrar	15600-39100 (GP 7600)
4.	Dr. Sandeep Mehmi	Assistant Registrar	28.05.2019	Deputy Registrar	15600-39100 (GP 7600)
5.	Mr. Naresh Kumar	Assistant Registrar	01.04.2019	Deputy Registrar	15600-39100 (GP 7600)



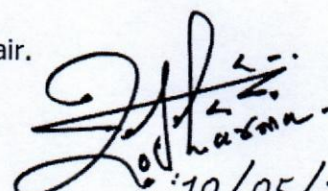
6.	Mr. Joginder Singh	Assistant Registrar	01.04.2019	Deputy Registrar	15600-39100 (GP 7600)
7.	Mr. Devinder Kumar	Assistant Registrar	02.04.2019	Deputy Registrar	15600-39100 (GP 7600)
8.	Mr. Gaganjot Singh	Assistant Registrar	01.06.2019	Deputy Registrar	15600-39100 (GP 7600)
9.	Mr. Parvesh Kumar Aspal	Assistant Registrar	03.08.2019	Deputy Registrar	15600-39100 (GP 7600)
10.	Sh. Paramjit Singh Gill	Assistant Registrar	18.11.2019	Deputy Registrar	15600-39100 (GP 7600)
11.	Smt. Paramjit Kaur	Assistant Registrar		Deputy Registrar	Date of promotion shall be as per date of fulfilling the eligibility conditions of promotion, ACRs, etc.

Batch 2011

Sr. No.	Name	Present Designation	Due date of Promotion	Against the post of	Scale to be given
1.	Sh. Rajneesh Kumar Sharma	PRO	01.04.2020	Deputy Registrar	15600-39100 (GP 7600)

All proposed dates of promotion/placement are provisional subject to the verification of records by the DPC.

Meeting Ended with vote thanks to the chair.


10/05/2020
(Dr. R.K. Sharma)
Chairman