

Draft Minutes of the 18th meeting of the Board of Governors of Punjab Engineering College Society held on 7th December, 2007 at 12.30 P.M. in the Conference Hall of Punjab Engineering College, Chandigarh

Present:

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| 1. | Shri Chandra Mohan | Chairman |
| 2. | Shri S. K. Sandhu, IAS | |
| 3. | Shri R.C. Sobti | |
| 4. | Prof. Chandra Shakher | Nominee of Director, IIT- Delhi |
| 5. | Dr. Pawan Kapur | |
| 6. | Shri Pawan Agarwal, IAS | |
| 7. | Shri Harvinder Singh, | Nominee of MHRD |
| 8. | Shri Prithipal Singh | |
| 9. | Dr. T. N. Kapoor | |
| 10. | Dr. Gurnam Singh | |
| 11. | Dr. Ashwani Prashar | |
| 12. | Dr. V. S. Kaushal | Director |
| 13. | Dr. Kanchan Monga | Registrar, Member-Secretary |

Leave of absence was granted to:

1. Sh. Krishna Mohan, IAS
2. Sh. Vivek Atray
3. Sh. R. K. Saboo
4. Sh. Deep Kapuria
5. Sh. S. C. L. Dass
6. Sh. R. K. Chauhan
7. Sh. Krishan Goyal

IN ATTENDANCE:

1. Prof. Arun K. Lall, Dean Research, Planning & Development
2. Prof. K. K. Garg, Dean Students Welfare

Proceedings:

At the outset the Chairman placed on record the contribution made by outgoing Director Prof. Vijay Gupta in bringing about the improvements in curriculum and providing leadership for setting up rules and regulations for academic procession under the Deemed University set-up. The contributions made by Dr. R. N. Nauhria and Prof. Shiv Narayan as representatives of Senate were also acknowledged.

A warm welcome was extended to Prof. V. S. Kaushal, Director and the newly elected members of senate Prof. Gurnam Singh and Prof. Ashwani Prashar.

Item No.	Item	Decisions
18.1	To confirm the minutes of 17 th meeting of the Board of Governors held on 20th June, 2007	Confirmed

18.2	Follow up action on the previous Board meetings	
5.3/ 16.2.1/ 18.2.1	<p>To consider creation/redistribution of faculty positions in the Institute</p>	
	<p>The Board noted the shortage of faculty positions and its serious impact on the quality of teaching programmes.</p> <p>Increase in the approved faculty positions from current 162 to 182 as proposed and shown in Annexure-A was approved in principle.</p> <p>Director was authorized to write to the Chandigarh Administration for necessary approval with proper justification.</p> <p>The members expressed concern on the protracted delay in clearance of additional faculty positions pending with UT Admn. for two years.</p> <p>To smoothen functioning, it was unanimously agreed that time had come for a comprehensive review of the MOA in the backdrop of the operating experience of last three years.</p> <p>Director was requested to come up with a comprehensive proposal.</p>	<p>Following committee was constituted to take up comprehensive review of MOA</p> <ol style="list-style-type: none"> 1. Director, PEC 2. Sh. Prithipal singh 3. Sh. Vivek Atray JS (TE) 4. Sh. Pawan Agarwal 5. Prof. Chandra Shakher
14.3/ 18.2.3	<p>Service Rules for PEC employees</p>	
	<p>Members were of the view that the Service Rules proposed were primarily drawn from extant practices and were not in consonance with the needs and demands on a forward-looking institution of excellence to cater to fast-changing needs of technical education of the turbulent twenty first century.</p> <p>In this backdrop, Chairman was authorised to identify and constitute a new Committee of Specialists in HRD, faculty and alumni representatives to develop the Service Rules which provided the flexibility and dynamism needed. Report of committee for settlement of legal Cases</p>	<p>Meeting of the committee be held to finalise the service rules after joining of new Director.</p> <p>Prof. Gurnam Singh to replace Prof. R. N. Nauhria.</p>

	<p>The committee consisting of following has been constituted and a preliminary meeting has already been held on 18.05.2007:</p> <ol style="list-style-type: none"> 1. Mr. P. K. Verma, Chairman 2. Prof. Vijay Gupta, Director 3. Prof. R. N. Nauhria, Senior Prof. PEC 4. Mr. R. P. Bedi, Legal Advisor 5. Dr. Kanchan Monga, Registrar <p>No other meeting could be held after that.</p>	
18.3	Director's review of recent developments of significance	<p>The board was informed about</p> <ul style="list-style-type: none"> • Admission status during the current academic year • Successful organization of PECFEST-2007 • Initiatives taken by PEC Alumni.
18.4	Withdrawal of Resignation by Sh. Tejinder Pal Singh, Asstt. Programmer	Confirmed
18.5	2nd counseling for admission to B.E. programme in Punjab Engineering College (Deemed University).	Confirmed. It was, however, felt that the admission procedure needs to be reviewed for next year and allocation of number of seats be reviewed specially in the branches where the demand is more.
18.6	Career Advancement Scheme for Librarian	<p>UGC guidelines be accepted</p> <p>CAS to be made applicable w.e.f. 27.05.2005 to all those who have become eligible on 31.07.2006 at par with Physical Education instructor and as per guidelines of UGC.</p> <p>Age of superannuation to be 62 as per recommendations of UGC.</p>
18.7	New norms for remuneration distribution in reference to R&D/Testing Projects	The existing system of share of disburseable amount to be continued except for correction regarding multiple share from component

		AB&C to any category of staff.
18.8	Implementation of RTI Act, 2005	Item was withdrawn
18.9	Permission to faculty for taking up teaching assignments in other institutions	Approved as proposed
18.10	Ex- India Leave	Noted. Details regarding the nature of leave and purpose of visit to be included in future for information of Board.
18.11	Recommendations of the Finance Committee (Annexure-A)	<p>Item 6.1 – 6.2 Noted</p> <p>Item 6.3, 6.4, 6.5 and 6.7 Approved as recommended</p> <p>Item 6.6 The board did not accept the recommendation of Finance Committee regarding conversion of Jr. Draftsman to Sanitary Inspector. Consolidated salary of present incumbent to be increased to Rs. 7500/-</p> <p>Item 6.8.1 The recommendations were not accepted since the maintenance work and additional construction work relating to PEC are to be carried out by the Chief Engineer, UT as per notification issued by the Chandigarh Administration. The Finance Secretary assured to take up the maintenance and renovation work of Punjab Engineering College on priority basis without any constraints of funds.</p>
18.12	<p>Any other Item with permission of the Chair</p> <p>18.12.1. Appointment of Architect for Preparing campus Master Plan for Punjab Engineering College, Chandigarh.</p> <p>18.12.2 Disposal of unserviceable Machinery in Production Engg. Department</p>	<p>Proposal approved</p> <p>Noted</p>
Meeting ended with a vote of thanks to the chair.		

Annexure-A

Draft Minutes of 6th meeting of the Finance Committee of Punjab Engineering College Society held on December 06, 2007 at 3.30 P.M. in the Conference Hall of Punjab Engineering College, Chandigarh.

Present:

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| 1. | Shri Chandra Mohan | Chairman |
| 2. | Dr. C. S. Meena | |
| 3. | Prof. V. S. Kaushal | Director |
| 4. | Dr. (Mrs.) Kanchan Monga | Registrar, Member-Secretary |

Leave of absence was granted to:

1. Shri R. K. Saboo
2. Shri S. K. Ray
3. Sh. Krishan Goyal
4. Sh. Vivek Atray
5. Sh. Pirthi Chand

In attendance:

3. Prof. Arun K. Lall, Dean Research, Planning & Development
4. Shri Amar Singh Bisht, DDO

Proceedings of the Committee

Item No.	Particulars	Decision
6.1	To confirm the minutes of the 5th meeting held on April, 26, 2007.	Confirmed
6.2	Action of Board on the recommendations of the Finance Committee	Noted
6.3	Payment of Honorarium for teaching summer/ winter courses to contract faculty/ employees	Contract faculty/ employees should be paid at the same rate as applicable to regular employees/ faculty.
6.4	Registration Fee to Employees other than faculty for attending Conferences	Benefit of payment of TA/DA and Registration fee for presenting papers and attending national conferences to be extended to all employees.
6.5	Payment of honorarium and TA to the Enquiry Officer	Approved as proposed
6.6	Conversion of post of Junior Draftsman to Sanitary Inspector	Conversion of post of Jr. Draftsman to Sanitary Inspector in the pay scale of Rs. 4020-6200 approved. Corresponding consolidated salary for contract employees i.e. Rs. 7200/- to present incumbent w.e.f. 1 st

		<p>December, 2007 approved.</p> <p>Revision of consolidated emoluments in line with periodic revisions announced by Chandigarh Administration for regular staff in the grade also approved</p>
6.7	<p>Appointment of senior most Chowkidar/ Sweeper/ Khalasi as Head Chowkidar/ Head Sweeper/ Head Khalasi.</p>	<p>Approved as proposed(Annexure-1)</p>
6.8	<p>Maintenance work of Punjab Engineering College Campus</p>	<p>Members noted the gross inadequacy of the present arrangement vis-à-vis timeliness and quality, when responsibility of maintenance/ construction rests with UT Admn.</p> <p>Members recommended take-over of responsibility by PEC and requested UT to provide Annual Grant of Rs. 80 lacs in lieu of the expenditure incurred by the Admn.</p>
6.8	<p>Any other item</p> <p>6.8.1. Special Grant for up-grade of college and hostel facilities</p>	<p>In line with our vision of becoming a world-class institution of higher technical learning, Members recognised the urgent necessity of upgrading its environment, class-room and teaching facilities and hostels which have remained unattended for decades.</p> <p>Earliest provision of Special Funds was recommended strongly.</p>

**Subject: Appointment of senior most Chowkidar/
Sweeper/ Khalasi as Head Chowkidar/ Head
Sweeper/ Head Khalasi.**

The Recruitment Rules of Punjab Engineering College Service (Class IV) were notified on 17-10-1974 by the Home Department, Chandigarh Administration and in these Rules the cadre of Head Chowkidar, Head Sweeper and Head Khalasi was same as Chowkidar, Sweeper and Khalasi in the same pay scale. But the incumbents to the post of Head Chowkidar/ Head Sweeper/ Head Khalasi were allowed special Pay of Rs. 20/- which was withdrawn w.e.f. 1-1-1986 and the higher pay scale was granted.

In the revised pay scales w.e.f. 1-1-1986 and 1-1-1996 the following pay scales were granted:-

	1-1-1986	1-1-1996
1, Chowkidar, Sweeper, Khalasi:	Rs.750-1350 (With initial start Of Rs. 770/-)	Rs. 2520- 4140 (With initial start of Rs. 2620/-)
2. Head Chowkidar, Head Sweeper And Head Khalasi.	Rs.800-1455	Rs. 2720-4260

As per practice, the senior most Chowkidar, Sweeper and Khalasi were being designated as Head Chowkidar, Head Sweeper and Head Khalasi respectively and they were allowed to draw as initial pay the stage of the time scale next above his substantive pay in respect of the old post. As per pay fixation rules, the officials who are appointed/ promoted are entitled to draw as initial pay the stage of the time scale next above his substantive pay in respect of the old post. Therefore, it is proposed that the senior most officials who have been absorbed in Punjab Engineering College (Deemed University) may be deemed to be appointed as Head Chowkidar, Head Sweeper and Head Khalasi. The officials who have opted for absorption in the Chandigarh Administration and are on deputation with the Punjab Engineering College (Deemed University) will not be considered for appointment against these posts. Further the officials who are working as Head Chowkidar, Head Sweeper and Head Khalasi may be deemed to be appointed as such and be allowed to draw as initial pay the stage of the time scale next above his substantive pay in respect of the old post, as per rules from the date they were redesignated and given higher responsibility.

Annexure-B

Subject: Appointment of Architect for preparing Campus Master Plan for Punjab Engineering College, Chandigarh.

An open tender was floated for selecting Architect for preparing Campus Master Plan of Punjab Engineering College, Chandigarh along with phased construction in January 2007. An expert Committee consisting of following seven members was constituted to evaluate the offer/Bid:

1)	Prof. Rajnish Wattas	:	Principal CCA
2)	Sh. S. S. Sandhu	:	Chief Architect(Retd)
3)	Sh. Kapil Satia	:	Architect, Chd. Admn.
4)	Sh. Joga Singh	:	Consultant, CEC
5)	Prof. S.K.Suman	:	Chairman Estate
6)	Prof. Roshan Lal	:	O/I Buildings
7)	Prof. Arun K. Lall	:	Dean RP&D- Convener

The Expert Committee suggested that as per the norms laid down by the Council of Architects they will recommend only one party on the basis of technical competence and presentation of the parties and the Institute will be free to accept or negotiate with the recommended party after opening the financial bid of the recommended party. The suggestion was approved by the then Director.

Subsequently the technical bids of all seven valid tenderers were opened and the parties gave presentation before the Expert Committee. On the basis of evaluation and presentation, the Committee recommended that financial bid of M/S Satnam Namita & Associates may be opened.

A Committee of 5 members consisting of Principal CCA, ret. Chief Architect and three internal members was constituted by the Director for final negotiations which opened the financial bid of the recommended party and after discussions with the party opined that revised quote may be obtained as the quoted prices were on the higher side. The revised bid dated June 14, 2007 was submitted by the party along with detailed documentation. In this quote the detailed design charges were reduced but the Master Plan charges were kept the same. After further negotiations, the charges for the Master Plan were reduced from Rs.40 lakhs to Rs.30 lakhs and the firm submitted revised bids dated August 9, 2007 and August 17,2007 which were evaluated by the committee. The committee finally recommended M/S Satnam Namita Associates for preparation of the Master Plan of Punjab Engineering College, Chandigarh alongwith phased construction as per their revised quotes as under:

A)	Preparation of DPR & Master Plan	Rs. 30.00 lacs
B)	Detailed design charges:	
a)	Academic Block	4.0%
b)	Auditorium	4.0%
c)	Student Hostel	2.35%
d)	Faculty & staff quarters	2.35%
e)	Guest House extension	3.3%

f)	Renovation of old structure	6%) Charges laid
g)	Land development, external services & roads	3.5%) down for
) these items by
) COA are 7.5%

However, one member has made an observation in the final recommendation of the expert committee which is reproduced as under:

“Advice of Department of Urban & Town Planning (Arch Wing) may be taken before placing the order.”

It is felt that there is no need of taking advice of Urban and Town Planning Deptt .The matter is placed before the BOG for approval.

Annexure-C

Subject: Disposal of Unserviceable Machinery in Production Engineering Department.

On the basis of report of Departmental Committee, five Machinery items in the Production Engineering Department was written off being obsolete and unserviceable. To dispose of these items, a tender notice was published in the leading newspapers as per prescribed procedure and after evaluation of the above, the Auction Committee has decided that the same is to be given to the highest bidder as per details given below:

S. No.	Name of Item	Book Value	Amt. of highest Bid
1.	HMT CNC Lathe Machine	Rs. 25.94 lacs	Rs. 4.11 lacs
2.	Electric Muffle Furnace.	Rs. 20,700/-	Rs.33,100/-
3.	Submerged Arc Welding Machine	Rs. 1.21 lacs.	Rs.62,420/-
4.	Flux recovery Unit.	Rs. 18,564/-	Rs. 5,000/-
5.	Pneumatic Jolting Machine.	Rs. 13,000/-	Rs. 21,000/-

As per delegation document, the Director has been delegated powers to write off irrecoverable losses and obsolete surplus and unserviceable stores (no financial limit) but Board is to be informed. It is, however, to mention that the moveable and immovable property is yet to be transferred to the PEC society by Chandigarh Administration.

This is for the information of the Board.

