

**Draft Minutes of the 12<sup>th</sup> meeting of the Board of Governors of Punjab Engineering College Society held on 24<sup>th</sup> June, 2006 at 3.00 P.M. in the Conference Hall of Punjab Engineering College, Chandigarh**

**Present:**

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| 1.  | Shri Chandra Mohan      | Chairman                        |
| 2.  | Shri Krishna Mohan, IAS |                                 |
| 3.  | Shri S. K. Sandhu, IAS  |                                 |
| 4.  | Prof. K.N. Pathak       |                                 |
| 5.  | Sh. Daljit Singh        |                                 |
| 6.  | Sh. Puran Singh         | On behalf of Sh. Ravi Mathur    |
| 7.  | Prof. Chandra Shakher   | Nominee of Director, IIT- Delhi |
| 8.  | Dr. Pawan Kapur         |                                 |
| 9.  | Sh. Prithipal Singh     |                                 |
| 10. | Dr. T.N. Kapoor         |                                 |
| 11. | Sh. R.K. Saboo          |                                 |
| 12. | Sh. Pawan Agarwal       |                                 |
| 13. | Dr. R.N. Nauhria        |                                 |
| 14. | Dr. Shiv Narayan        |                                 |
| 15. | Prof. Vijay Gupta       | Director                        |
| 16. | Dr. Kanchan Monga       | Registrar, Member-Secretary     |

**Leave of absence was granted to:**

1. Shri Vikram Dev Dutt
2. Shri R.K. Chauhan
3. Shri Ajay S. Shri Ram
4. Shri Krishan Goyal

**In attendance:**

1. Prof. V. S. Kaushal, Deputy Director
2. Prof. Arun K. Lall, Dean Research, Planning & Development
3. Prof. K. K. Garg, Dean Students Welfare

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At the start of the meeting, the Director presented a report on Student Reaction Survey responses 2005-06 (2<sup>nd</sup> semester). The Board appreciated the efforts made by faculty members who have shown commendable performance. It was suggested that in future more details should be presented to the Board.

Proceedings of the Meeting

Item No.	Particulars	Decision
12.1	To confirm the minutes of 11 <sup>th</sup> meeting of the Board held on May 29, 2006	Confirmed
12.2	Follow up action on the previous Board meetings	<p>While noting follow-up action on previous Board meetings following observations were made:</p> <p><b>Item No. 12.2.1/5.3 :</b> Home Secretary assured that the case will be decided within 2 weeks.</p> <p><b>Item No. 12.2.2/6.2/3.17 (c) :</b> It was decided that Sh. Daljit Singh, Joint Secretary (Tech.Edu.) be associated with the Committee in place of Sh. R.C. Sharma.</p> <p>Committee was requested to present its recommendations at the next Board meeting.</p> <p><b>Item No. 12.2.3/7.2 :</b> Director informed that first draft of the rules was ready and final Rules would be submitted after consideration by Sub-committee at the next Board meeting.</p> <p><b>Item No. 12.2.3/7.6 :</b> The members felt that the Vision Document should be prepared at the earliest and requested the Committee to finalize it for consideration of the Board by December, 2006.</p> <p>Board felt that incorporation of suggestions from all stake-holders, such as alumni, public, students and faculty in the Vision Document would be useful.</p>

		<p><b>Item No. 12.2.4/8.4 :</b>  Director advised that the Pension Trust had been constituted and first meeting of Board of Trustees held on 22.06.06.</p>
12.3	To consider promotion in respect of Group 'C' Technical Posts- Relevancy of trade.	<p>The Board asked the College to examine whether categorization of technical employees into different technical categories without taking trade into consideration could be done without affecting the work. Possibility of making two categories of technical employees, one without consideration of trade and other where trade consideration was important, may also be seen.</p> <p>Proposal to be implemented after getting approval from Chandigarh Administration.</p>
12.4	Filling up of vacant posts of Group 'C' & 'D' employees	<p>The Board approved the proposal to the extent that promotions against the posts to be filled by promotion for both Group 'C' and group 'D' may be made (Abolished posts not to be considered).</p> <p>Case for revival of posts to be filled by direct recruitment (which have lapsed because of not filling them within one year) may be sent to Chandigarh Administration for approval.</p> <p>Norms prescribed by AICTE regarding technical posts may be kept in view.</p>
12.5	Recommendations of 3 <sup>rd</sup> Finance Committee Meeting	<p>Draft Statement of Accounts for the period 01.10.04 to 31.03.05 was approved with following observations:</p> <p>1. Accounts should be ready within 3 months of close of financial year and should be submitted to the</p>

		<p>Board before the end of September. The Finance Secretary offered to provide any assistance required for streamlining the same.</p> <p>2. Very high water charges were noted.</p> <p>Director informed that since water meters were all submerged, billing had been arbitrary for a long time. Action on raising &amp; replacement of faulty meters had already been initiated. Estimated cost Rs. 1.5 lacs.</p> <p>Director further pointed out that billing was on commercial rates. It was suggested that the issue should be taken up with appropriate authority.</p> <p>3. It was observed that a very large amount was lying under 'Students Security'. Board desired that a statement showing how many students had been refunded security during the last two years may be put up at the next Meeting.</p> <p>4. Under Annexure 'E', cash in hand showed cash in Punjab and UT treasuries. Furthermore cash of Rs.54,145 had been lying in Punjab Treasury since very long</p> <p>These entries should be sorted out and corrected.</p> <p>5. Annexure 'G' listed substantial advances to some employees. Board advised that all employee advances must be adjusted before close of the year.</p>
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12.6	Acceptance of donations from alumni of Punjab Engineering College	<p>Proposal was approved. It was, however, pointed out that required permissions should be taken :</p> <ul style="list-style-type: none"> <li>• Weighted deduction under Section 35 to Universities for donations/contributions/R&amp;D work sponsorship etc.</li> <li>• As per FCRI guidelines for acceptance of donations from abroad &amp; US curbs on foreign donations</li> </ul>
12.7	Creation of middle level posts for Punjab Engineering College (Deemed University)	<p>The Board approved the addition of :</p> <ul style="list-style-type: none"> <li>• 1 Deputy Registrar (Finance &amp; Accounts)</li> <li>• 4 Assistant Registrars. (Estt., Gen. Admn. and legal to be clubbed together)</li> <li>• Total of 5 Superintendents as per need.</li> </ul> <p>Posts to be filled-up as per UT /UGC Rules. Computer savviness important. Accent on minimal paper-work</p>
12.8 12.8.1	<p><b>Any other item with the permission of the Chair.</b> Promotion of Sh. B. R. Choudhary, Instrument Repairer</p>	<p>Approved. It was further suggested that a Personnel Committee of the Board may be constituted by the Chairman to examine individual cases and make recommendations to the Board.</p>