

**Minutes of the 35<sup>th</sup> meeting of the Board of Management of PEC University of Technology, Chandigarh, held on 17.04.2012 at 12.30 P.M. in the Conference Hall of PEC University of Technology, Chandigarh.**

**The following members attended the meeting:**

1. Sh. Vijoy Kumar Singh, Secretary Technical Education (Co-Chairperson)
2. Prof. Manoj Datta, Director, PEC Univ. of Technology (Co-Chairperson)
3. Sh. Vijoy Kumar Singh, Finance Secretary, Chandigarh Administration
4. Sh. S S Khara, Joint Secretary, Technical Education
5. Prof. Ashwani Kumar, Registrar, PEC Univ. of Technology
6. Prof. (Ms.) Uma Batra
7. Prof. Sanjeev Sofat
8. Prof. A M Kalra
9. Dr. Amit Halder

**In attendance (Permanent Invitee):**

1. Prof. Parveen Kalra

**In attendance (Special Invitees):**

1. Sh. G Mehta

Agenda was taken up thereafter:

<b>Item No.</b>	<b>Item</b>	<b>Decision</b>
35.1	To confirm the minutes of 34 <sup>th</sup> meeting of the Board of Management held on 9.12.2011 & an emergent meeting held on 8.2.2012.	Confirmed.
35.2	Follow-up action of 34 <sup>th</sup> BoM Meeting.	Noted. Regarding item 34.19 it was further informed by the Director that Sh. Pawan Agarwal has received our invitation letter and he was seeking the official permission to accept the offer of being a member of the Board of Management of PEC University of Technology.

35.3	<p>Items for information</p> <ul style="list-style-type: none"> <li>➤ Changes in the fee structure and intake for admission to M.Sc. in Mathematics and Computing.</li> <li>➤ 65<sup>th</sup> Annual Athletic Meet.</li> <li>➤ Blood Donation Camp.</li> <li>➤ ICICI TRINITY Innovation Program.</li> <li>➤ Vyom – 2012.</li> <li>➤ PMSS training under TEQIP-II scheme.</li> <li>➤ Income Tax Demand Notice against allowing Rebate on unrecognized PF subscriptions</li> </ul>	Noted.
35.4	Starting a new ME Program in Electronics –VLSI Design.	Approved as proposed (Annexure 35.4.1)
35.5	Increase of Seats in UG Programmes.	<p>Increase of seats in B.E. Aero space Engg. Programme, from 15 to 20 w.e.f. the session 2012-2013, was approved.</p> <p>It was suggested to examine the feasibility of merging the BE (IT) Programme with BE (Computer Science &amp; Engg.) so that the intake in Computer Science &amp; Engg. Programme becomes 60 and no independent IT Programme is offered. The faculty of IT department could also be merged/ transferred to the Comp. Science &amp; Engg. Department.</p> <p>Regarding the proposal by Production Engg. Department to increase their seats from 30 to 45, it was decided that the</p>

		<p>department should re-examine its proposal so that the increase in intake could be elevated to 60 rather than 45. If deemed necessary, the department may look into the possibility of re-structuring and renaming the programme to make it more attractive to the students.</p> <p>For starting new programmes in areas such as Chemical Engineering, Biotechnology etc., inputs from industry and institutions like IMTECH &amp; NIPER may be taken to assess the needs of industry and society.</p>
35.6	Interpretation of Deans of Faculties as applicable to PEC.	Approved as proposed (Annexure 35.6.1)
35.7	Adoption of UGC Gazette 2010 for Deemed Universities.	The information provided regarding other Deemed Universities was noted by the Board (Annexures 35.7.1 & 35.7.2)
35.8	Re appropriation between plan budget sub-heads made during 2011-12.	Approved (Annexure 35.8.1)
35.9	Budget estimates for the year 2012-13.	<p>The Budget Estimates were approved with the following modifications:</p> <p>i) In Annexure 35.9.2, under the head “C – Construction of new buildings” the total amount against Sr. No. 3, ‘Auditorium Block’ is to be read as Rs. 500 Lac and another item No. 4 is to be added as “Upgradation of Kalpana Chawla and Vindhya Girls Hostels” with an allocation of Rs. 100</p>

		<p>Lacs (Annexure 35.9.1 – 35.9.3 have this amendment incorporated).</p> <p>ii) A separate fund of Rs. 2 Crore is to be created out of institute receipts, under the name, “Special Fund for erstwhile Govt. employees for benefits equivalent to GPF.” This will be over and above the proposed Budget Estimates.</p>
35.10	Opening of New Bank Accounts under TEQIP-II Scheme.	Post facto approval granted for the new Bank Accounts (Annexure 35.10.1).
35.11	Requirement of manpower for TEQIP-II.	The proposal for requirement and recruitment procedure of manpower for TEQIP (Annexure 35.11.1) approved.
35.12	Submission of Procurement Plan to SPFU under TEQIP-II scheme.	Post Facto Approval granted for the Procurement Plan (Annexure 35.12.1)
35.13	Medical Insurance Policy for under-graduate (UG) & Post-graduate (PG) students of PEC University of Technology.	<p>It was decided that to begin with, Medical Insurance policy as per the pattern of IIT Delhi (Annexures 35.13.1 - 35.13.3) may be purchased from National Insurance Co. for one year.</p> <p>In future, the policy procurement must be done through e-tendering process.</p>
35.14	In principle approval for enhancement of establishment charges and annual hostel charges with effect from July 2012, on annual basis.	The proposal for enhancement of Establishment Charges and Annual Hostel Charges (Annexures 35.14.1 & 35.14.2) was approved.
35.15	Rules for award of Administrator’s Gold Medal.	The proposed amendment (Annexure 35.15) in the rules for award of

		<p>Administrator's Gold Medal was approved with the following modifications:</p> <p>Out of marks reserved under clause 6 for Technical/Scientific publications, only 50% marks would be available to students if the publication is co-authored by faculty/staff of research laboratories. These marks will be further equally divided among all the students of PEC who are co-authors in a particular publication.</p>
35.16	PF related issues.	<p>The steps taken to resolve various issues relating to Provident Fund of PEC university employees were noted by the Board. Regarding the issues raised in the agenda item (Annexure 35.16.1) at 'a' 'b' and 'c', it was decided that the</p> <p>a) Provident fund for each employee would be deducted @ 12% of Basic Pay + GP+ DA, w.e.f. April 2012.</p> <p>An equivalent share would be contributed by the Institute.</p> <p>b) i) Provident Fund Trust may amend the rules as proposed (Annexure 35.16.1).</p> <p>ii) The Board approved creation of a separate fund of Rs. 2 crores under the sub-head "Special Fund for erstwhile Govt. employees for benefits equivalent to GPF", out of the institute receipts.</p>

		<p>The employees will be given refundable loans out of this fund and an interest would be charged at the same rate as the rate of interest allowed on PF contributions.</p> <p>A Sub-committee would be formed at the level of the Director to frame the guidelines for processing the requests of employees for advances from this fund.</p> <p>c) Approved.</p> <p>Further, it was decided that to maintain the accounts of the Trust as well as the Special Fund, the work may be executed through outsourcing / additional manpower.</p>
35.17	Opening of PF account of Ms. Sandeep Kaur, faculty member of Electrical Engg. Deptt.	It was decided that the case be re-examined in the light of changed scenario in respect of maintenance of PF Fund.
35.18	Proposed Proforma for application under CAS.	Approved. Any subsequent changes, if required, may be made with the approval of the Director (Annexure 35.18.2)
35.19	Audit Objections	Deferred.
35.20.1	Any other item: Extension of Kalpana Chawla Hostel.	Approved as proposed (Annexure 35.20.1)
35.20.2	Any other item: New Auditorium Block / Convention Centre.	Proposal (Annexure 35.20.2) approved. A concept note regarding the same may be put up. However, it was suggested that provision may be made for an

		independent entry for the auditorium.
35.20.3	Any other item: Conveyance Allowance for PEC employees.	It was decided that the proposal may be re-examined, in the light of 5 <sup>th</sup> pay commission report of Punjab Govt. regarding Conveyance Allowance and Transport Allowance, and re-submitted after modification, if necessary.
35.20.4	Any other item: UGC Letter regarding MoA / Rules	Taking cognizance of the letters received from UGC, it was decided that the draft of the MoA as per UGC guidelines may be prepared. It may be put up to the Board along with a separate report highlighting the changes from the existing MoA.
35.20.5	Evaluation of conformance with BOM guidelines relating to sponsored research by individual faculty modifications in Self Assessment Report (ACR) proforma.	Proposed proforma (Annexure 35.20.5) approved. Any further modification, if required, may be incorporated after the approval of the Director.

Meeting ended with a vote of thanks to the Chair.

## **Annexure – 35.6.1**

**Subject: Interpretation of Deans of Faculties as applicable to PEC**

In the MOA of PEC under Clause 6(a) of the by-laws, the composition of the Senate has been defined and item 'C' refers to Deans of Faculties (ex-officio) being members of the Senate. Because the IIT pattern is followed at PEC, the Institute does not have Deans of Faculties but instead has the positions of Deans only.

It is requested that BoM may approve that Deans of Faculties may be interpreted as Deans for all proposes (including membership of the Senate) in accordance with the interpretation adopted for membership of the interim Board of Management.

This interpretation would be valid for the duration till the MOA is revised.



## Annexure – 35.8.1

**Subject: Re appropriation between plan budget sub-heads made during 2011-2012**

As per financial power delegation made by the BOG, the Director is competent to re-appropriate the budget sub heads to the extent given below:

Object head	Powers
Non Plan	Full powers within approved budget limits
Plan	Upto the limit of Rs. 50.00 Lac within approved budget limits

During the Financial year 2011-12 budget was got approved from the Board to the tune of Rs. 56.75 crore i.e. Rs. 32.30 Crore under Non Plan and Rs.24.45 under Plan object heads. Chandigarh Administration during the year provided Rs. 7.00 crore under Plan head (Rs.3.00 Crore for execution of various works, Rs. 4.00 crore for other than works) and later on the provision was revised to Rs. 9.00 crore. As some of the Departments submitted their proposals for making purchases of equipments etc. beyond the provisions made in the Budget estimates under Plan head and these were considered by the Director in the interest of studies/institute. Accordingly, in anticipation of the approval of Board, re-appropriations between subheads of plan object head exceeding the limits have been made.

The subheads against which re-appropriations have been made are as under:

- i) Additional Provisions have been made under following sub heads:

(Rs. In lacs)

Sub Head	Department	BE	RE	Remarks(increased by)
802	Applied Science	10.00	31.60	+ 21.60
804	Comp. Science	10.50	23.60	+ 13.10
805	Electrical	11.50	12.40	+ 0.90
806	Electronics	11.50	26.20	+ 14.70
807	I.T.	8.50	13.60	+ 5.10
809	Metallurgical	8.50	11.50	+ 3.00
812	Library	35.00	57.00	+ 22.00

818	New Research Dev	50.00 0.00	57.10 52.40	+ 7.10 + 52.40 for TEQIP
	<b>Total</b>	<b>145.50</b>	<b>285.40</b>	<b>+ 139.90</b>

- ii) Provisions to sub heads listed at (i) above have been diverted from following sub heads:

<b>Sub Head</b>	<b>Department</b>	<b>BE</b>	<b>RE</b>	<b>Remarks</b>
814	Campus wide Networking	15.00	10.00	- 5.00
816	Modernisation & Coputerisation	50.00	20.00	-30.00
821(i)	Carry Forward Const. works	151.00	46.10	-104.90
	<b>Total</b>	<b>216.00</b>	<b>76.10</b>	<b>-139.90</b>

**Annexure – 35.10.1****Subject: Opening of New Bank Accounts under TEQIP-II Scheme**

Under the TEQIP-II scheme at PEC University of Technology, there is a requirement to open five separate bank accounts with any nationalized bank (RTGS/NEFT enabled branch). One account will be used to deposit Grant received under this scheme to meet expenditure in project activities. Other four accounts are mandatory and an annual contribution of at least 0.5% of annual total recurring expenditure of institution has to be deposited in each account towards four funds: Corpus Fund, Faculty Development Fund, Equipment Replacement Fund and Maintenance Fund to ensure sustainability of the reform process beyond the project period. Sources could be a definite % of fee collection, saving from Block Grant, donation, IRG, consultancy earning & matching grants from Govt. Funds are not to be used during project period.

As per the information received from the State Project Advisor, State Project Facilitation Unit, UT Chandigarh, funds of 1.5 Crore for the year 2011-12 have been received and it was requested to open separate bank accounts at any nationalized bank (RTGS/NEFT enabled branch) before 31-03-2012 under TEQIP-II scheme.

As per the Financial Management Manual of TEQIP, approval of the Board of Management has to be taken for opening these accounts. Therefore, five bank accounts as per details tabulated below have been opened in the Punjab National Bank (RTGS/NEFT enabled with IFSC Code PUNB0606000) in anticipation of approval from BOM.

<b>S. No.</b>	<b>Name of Account</b>	<b>Account Number</b>	<b>Purpose</b>
1	Project Fund	6060000100003482	Deposit Grant received from SPFU to meet expenditure on project activities
2	Corpus Fund	6060000100003455	To ensure sustainability of the reform process beyond the project period
3	Faculty Development Fund	6060000100003446	
4	Equipment Replacement Fund	6060000100003473	
5	Maintenance Fund	6060000100003464	

## Annexure – 35.15

### Subject: Rules for award of Administrator's Gold Medal.

In view of the anomalies noticed during award of Administrator's Gold Medal for the session 2011, it is proposed to make minor amendments in the existing rules of this award (**Annexure 35.15.1**) as indicated below:

- I. It is observed that there is no recognition for achievements in Technical Activities in the award of Administrator's Gold Medal. However, achievements in Cultural Activities are awarded marks as per Rules for Award of Administrator's Gold Medal – Clause 4. Participation in International Technical Competitions is also not given recognition. In view of this Clause 4 may be modified as:

#### **4. Achievements in Cultural/Technical Activities      05 Marks**

*The marks shall be awarded as under:*

##### **(a) University / National level Cultural and Technical Competitions**

- |      |                 |   |          |
|------|-----------------|---|----------|
| i.   | First Position  | : | 03 Marks |
| ii.  | Second Position | : | 02 Marks |
| iii. | Third Position  | : | 01 Marks |

##### **(b) International Cultural and Technical Competitions:**

- |     |                      |   |          |
|-----|----------------------|---|----------|
| i.  | Any position / Award | : | 04 Marks |
| ii. | Participation        | : | 03 Marks |

##### **(c) Membership of a Club / Technical Society / Editorial Board of PECMAG / Placement Committee / Canteen Committee / Institute or Departmental Level Committee:**

- |     |                                 |   |             |
|-----|---------------------------------|---|-------------|
| i.  | Secretary/Chief Editor/Convener | : | 02 Marks    |
| ii. | Member                          | : | ½ Mark each |

*Provided that maximum marks awarded to any candidate for above activities i.e. 4(c) shall be limited to 04 marks.*

*Provided further that only those cultural / technical activities which are approved by the college shall be considered.*

- II. It is observed that Technical/ Scientific publications of students are often co-authored by other students or faculty members. Publications of students co-authored by faculty / staff of research laboratories / other

students may be considered for award of marks for Technical/Scientific publications. In case more than one student is the author of a Technical / Scientific publication, the marks may be divided equally between them. Clause 6 of the rules would now read as follows:

**6. Technical/Scientific Publications: 06 Marks**

- a) *Publication in Journals published outside India* : 06 Marks
- b) *Publication in Journals published inside India* : 04 Marks
- c) *Presentation of paper at a Conference held outside India:* 04 Marks
- d) *Presentation of paper at a Conference held in India* : 02 Marks
- e) *College Magazine* : ½ Mark

*Publications of students co-authored by faculty / staff of research laboratories / other students may be considered for award of marks for Technical / Scientific publication. In case more than one student is the author of a Technical / Scientific publication, the marks may be divided equally between them.*

**Subject: PF related issues**

In the process of getting recognition from Income Tax Department in respect of Provident Fund maintained at the institute level as per requirement of law and as advised by the advocate, following steps have been completed / taken up as per approval of PEC University of Technology Provident Fund Trust :

1. Trust deed and provident fund rules have been framed and Trust deed has also been got registered with the Sub-Registrar, Chandigarh on 23/2/2012.
2. Separate Saving bank account in the name of PEC University of Technology Provident Fund Trust has been opened with the SBI PEC Branch, Sector 12, Chandigarh.
3. Funds already invested in the FDRs out of General Provident in the name of Director, PEC have been got changed in the name of PEC University of Technology Provident Fund Trust.
4. PAN No. AACTP0938J has been got allotted from the Income Tax Department in the name of trust.
5. DMAT account has been opened with the SBI CAP Securities Ltd., Chandigarh and CSGL a/c has got been opened with Punjab National Bank GILTS Ltd. in the name of Trust.
6. Investments out of provident fund trust have been made in the Govt. Securities as well as in the FDRs.
7. The matter has also been taken up with the Secretary Labour, Chandigarh Administration to issue notification allowing exemption of application of EPF and Miscellaneous Act, 1952.

On completion of above formalities, Commissioner of Income Tax-I, Aayakar Bhawan, Sector 17 E, Chandigarh vide order No. CIT/CHD/TECH/2011012/7605 dated 29/30.3.2012 has given recognition to PEC University of Technology Provident Fund Trust w.e.f. 31/3/2012. However, a notice has been received from the income-tax department to pay tax and penalty thereon as the rebate allowed to employees for the year 2008-09 was not permissible for want of recognition of PF during that period.

Further, after formation of trust and its rules, next step in the process as guided by the advocate is that the provident fund account of the employees will have to be maintained in two parts as per trust deed and rules framed for the purpose, i.e. First – Employee Share @ 12% of Basic Pay+Grade pay & DA, and Second – Employer's Share @ 12%. Employee can get withdrawal / advances from Employee Share as per applicable rules framed by the trust and the second share (employer's share) at the end of the service will be transferred to Pension Fund from where pension will be released / paid to the employee as per applicable rules.

The permissible withdrawals/advances under Trust Rules are also at variance with those under GPF rules available to PEC employees till now.

The matter is, therefore, placed before the board for consideration and decision on the following:

- a) BOM may allow deduction of PF @ 12% of Basic Pay+GP & DA from the employees who were earlier contributing towards GPF and also allow to start contributing employer share @ 12% by the Institute w.e.f. April 2012. The PF accounts will be maintained at the institute level.
- b) (i) The PF trust may be asked to explore the possibility of amending its rules to the extent that the quantum of withdrawal/advance comes at par with what the employees were getting under GPF rules for those reasons for which a provision otherwise exists in Trust rules  
(ii) To cover the circumstances for which withdrawal/advance is not allowed under Trust rules, but was permissible under GPF rules, the BoM may consider setting up a separate fund out of which refundable advances may be allowed to employees.
- c) The trust may be asked to file an appeal before appropriate income-tax authority for granting recognition from back date to the Provident Fund maintained by PEC, so that the rebate in tax allowed so far to PEC employees on their GPF contributions gets regularized.