

Proceedings of the 13th Meeting of Board of Governors of Shaheed Bhagat Singh State Technical Campus, Ferozepur, held on 05.06.2013 at 11.30 AM at Lakra Industries Ltd, E-200-01, Focal Point, Phase-IV, Industrial Area, Ludhiana, under the Chairmanship of Sh. Dinesh Lakra, Hon'ble Chairman BOG

The following were present:

1. Prof. B.D. Nathani, Principal (Rtd), Professor Colony, Ferozepur City
2. Dr. Buta Singh, Dean Academics Representative of VC, PTU Jalandhar
3. Er. Anirudh Gupta, CEO D.C. Model Group of Schools, Ferozepur Cantt
4. Mr. Ravi Gupta, MD Dev Raj Hi-Tech Machine Ltd, Ferozepur
5. Dr. Ravi Kumar, Principal Beant College of Engg. & Tech, Gurdaspur
6. Dr. Manjit Bansal, Director, BHSBIT, Lehragaga.
7. Sh. M.P. Singh, Principal GP Ludhiana Representative of Principal Secretary to the Government of Punjab, Deptt. of Technical Education and Representative of Director Technical Education & Industrial Training, Punjab, Chandigarh
8. Dr. Satvir Singh, Associate Prof. Shaheed Bhagat Singh State Technical Campus Ferozepur.
9. Dr. T.S. Sidhu, Director Shaheed Bhagat Singh State Technical Campus Ferozepur.

Diary No. 1091
Date 06/06/13
Shaheed Bhagat Singh College
of Engg. & Technology.
Moga Road, FERROZEPUR

Sh. Inderpal Singh, Registrar; Dr. A.K. Tyagi, TEQIP Coordinator; Dr. N.K. Grover, Nodal Officer Academics of TEQIP Project; Mr. Japinder Singh, Nodal officer Accounts of TEQIP Project and Dr. Satvir Singh, in the capacity of Nodal Officer Procurement of TEQIP Project have also attended the meeting.

At the outset, Dr. T.S. Sidhu, Director-cum-Member Secretary of Board of Governors welcomed the Hon'ble Chairman of Board of Governors and other members to the 13th meeting of BOG. Thereafter, with the permission of the Hon'ble Chairman, the agenda items were deliberated upon and the following decisions were taken unanimously:-

Item No. 13.1 Confirmation of the proceedings of the 12th meeting of the Board of Governors.

Decision: The proceedings of the 12th meeting of BOG were confirmed subject to the condition that promotion quota of the employee shall be kept as per the provision of Institute bye-laws no. 4.3.

Item No. 13.2 To report action taken on the decisions of the 12th meeting of the Board of Governors.

Decision: The action taken report of 12th BOG meeting was approved by the Board.

Chairman BOG, SBS

Diary No. 35

Date: 06-06-13

Date:

SBS/FZR/1454

Dated: 06-06-2013

Office of Chairman BOG, SBSSTC,
Ferozepur

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Dispatch No.

06-06-13



Item No.:13.3 Reconstitution and approval of various committees for the implementation of TEQIP-II Project

Decision:

The Govt of Punjab has already appointed an eminent industrialist as the Chairman of BOG. To further comply with the mandatory requirement of TEQIP project for avoiding audit objections from NPIU, the Board has reconstituted the Academic Council, Finance Committee and Industry Institute Interaction and Placement Cell (IIIPC) of the institute for a period of two year (i.e. up to 04.06.2015) as per below:

Academic Council

Nomenclature as per UGC norms	Sr.	Nomenclature	Designation
Principal	1.	Campus Director	Chairman
All HOD	2.	All HODs of the Institute	Members
Four teachers of the college	3.	Dr. N.K. Grover, Assot. Prof., Mech Engg.	Member
	4.	Dr. Kultardeep Singh, Assot. Prof., Elect. Engg.	Member
	5.	Dr. Satvir Singh, Assot. Prof., ECE	Member
	6.	Mr. Bohar Singh, Asst.Prof. Civil Engg	Member
Four experts from outside (Industry, Education, Engg, laws areas)	7.	Prof. V.K. Sharda, Civil Engg. Deptt, NIT Hamirpur	Member
	8.	Dr. Harpreet Singh, IIT Ropar	Member
	9.	Sh. Amarjit Singh, Frontier Industrial Corporation, Ludhiana	Member
	10.	Mr. Arman Jaisri, Director M/S Suddhara Small tools Pvt. Ltd, 416, Ind. Area (A), Wk.	Member
Three nominee of university	11	To be nominated by PTU	Member
	12	Jalandhar	Member
	13		Member
A faculty member nominated by Principal	14	Dr. Rakesh Kumar, Assot. Prof., Mech Engg.	Member Secy.

Finance Committee:

Nomenclature as per UGC norms	Sr.	Nomenclature	Designation
Principal	1.	Campus Director	Chairman
One person to be nominated by BOG	2.	Director, Deptt of Tech. Edu. and Indl. Training, Punjab, Chd or his nominee	Member
Two Faculty members of the campus	3.	Dr. A.K. Tyagi, Prof. DASH	Member
	4	Dr. N.K. Grover, Assot. Prof.	Member
	5	Registrar of the campus	Member Secy.

(Handwritten signatures)

Industry Institute Interaction and Placement Cell (IIIPC)

SNO	TYPE OF MEMBER	NAME OF MEMBER
1	One industry representative having research inclination	Mr. Ravi Kant Gupta MD, Dev Raj High Tech Machine ltd, Ferozepur
2.	One Academic representative having entrepreneurial ability /experience, which can be Director / Principle of the institution	Dr. Nirmal Singh, Principal MIMIT Malout
3	One student /faculty representative of each department in the institution	Dr. R.S. Bhatti, ME Mr. Navtej Singh, CSE Mr. Pankaj Kalra, Chem Dr. Kultardeep Singh, EE Mrs. Parampreet Kaur, CE
4	Two industry / entrepreneurs (preferably alumni)	Mr. Gaurav Mahajan Jonex Sports, Jalandhar Mr. Menu Mehra, CEO V Serve, Focal point, Ludhiana
5	One alumni representative	Mr. Sukhjinder Singh
6	Two student volunteers	Mr. Vaishno Kumar Dubey Mr. Durlab Chauhan
7	One placement and Training officer	Mr. Sunny Behl, TPO
8	one coordinator	Mrs. Vaishali goyal / Mr. Manjindar Singh

The Board has further decided to approve the other committees as proposed under item no. 13.3.3 and also approved that minimum 50% presence in each committee shall be the required quorum for these meeting. Moreover, the Board has authorized the Campus Director to substitute or change all/any member of any committee approved under item no. 13.3.3 as per requirement. One additional committee for Industry Institute Interaction and Partnership Cell is approved as below:

The representative of Govt of Punjab, Mr. M.P. Singh, has pointed out that though the Finance Committee and Building & Works committee are constituted by the Board as per guidelines of TEQIP project of MHRD Govt of India, however, the matter must be reported to Principal Secretary, Deptt of Technical Education and Industrial Training, Punjab, Chandigarh.

The Board has also decided that as the Finance Committee and Building & Works committee were constituted by the Board and are recommendatory bodies. Their recommendations are to be approved by the Board and not brought before the Board for ratification. It is expected that the decisions taken in these committees are first approved by the Board and then action be taken for implementation. In case, there is an urgent item which is approved by any of these committees and require immediate implementation, the approval



may be sought from the Chairman and subsequently put up it before Board for ratification.

Item No.13.4: Academic Progress Report of TEQIP-II Project

Decision: The Board has approved the academic Progress report of the Institute including Training Need Analysis (TNA) and international travel plan for faculty/management placed as Annexure-IX at Page No. 107-113 of the Agenda of this Meeting. The Board has also authorized the Campus Director to approve the training programme of the faculty and staff as per requirement of the institute.

Further, the Board has decided to give scholarship of Rs. 8000/- to all 1st year and max 50% of 2nd year M.Tech students of the institute w.e.f academic year 2013-14..

Item No 13.5: To rectify the TEQIP Procurements: Completed, Orders Cancelled, Procurement In-Progress as well as approval to place Order to purchase Desktop Computers worth Rs. 61 Lac

Decision: The Board has ratified and approved the item as proposed.

Item No 13.6: Approval of Revised TEQIP Procurement Plan

Decision: The Board has approved the revised procurement plan as well as proposal of the institute to hire consultancy firm for improving the Campus Placement scenario of the institute.

Item No 13.7: Fixing of Institute quota seats for admission in MCA, MBA and Polytechnic courses

Decision: The Board has decided to put up this item on a single file to Punjab Govt.

Item No 13.8: Proposal to authorize Heads of Department for purchase up to Rs.1,00,000.00/- (One Lac) per year.

Decision: The Board has approved the item as proposed.

Item No. 13.9: Disciplinary action against Dr. Ajay Kumar, Associate Professor, for affecting purchase worth Rs. 112.63 Lacs by violating Institute Bye-Laws

Decision: The Board has discussed the case of Dr. Ajay Kumar in detail including enquiry report as well as Govt letter no. 3/24/2011-2TE2/1137 dated 09-04-2013.

The Board is of the opinion that though there may not be any embezzlement of funds in the purchases made by him but it is established that the concerned employee has overstepped his authority for affecting purchase worth Rs. 112.63 Lacs by violating Institute Bye-Laws. Therefore the Board has decided to issue him a warning letter not to repeat this kind of behavior in future, failing which institute shall initiate strict disciplinary action against him.

Item No 13.10: Disciplinary action against Dr. Arun Kumar Asati, Associate Professor (Mech Engg) for non-compliance the orders of seniors

Decision: The Board has discussed the case of Dr. Arun Kumar Asati in detail about sanctioning of his leave, cancellation of leave, enquiry report as well as Govt letter no. 04/05/2010-2TE2/1135 dated 09-04-2013.

The Board is of the opinion that all employees must obey the orders of higher authorities and must consider institute's interest over and above the personal interest. However taking a lenient view, the Board has decided to issue him a warning letter not to repeat this kind of behavior in future, failing which institute shall initiate strict disciplinary action against him.

Item No 13.11: Construction of seven storied Boys Hostel in the college

Decision: The Board has approved the item as proposed and allowed to give administrative and financial approval to construct a seven storey boys hostel instead of 4 storey under the SC-ST Hostel grant Scheme of AICTE, deficit funds for which shall be used from available Institute funds.

Item No. 13.12: Extension of Under Construction Girls Hostel to Four Floors

Decision: The Board has approved the item as proposed and allowed to give the administrative and financial approval to construct the remaining two floors through the same construction agency, viz. the PWD (B&R), using college funds.

Item no.13.13: Representation of SBSSTC, Ferozpur Employees Association.

Decision: The Board has considered the representations of Associations and has decided that Promotion/Placement cases of the employees shall be dealt strictly as per the provisions of bye-laws of the Institute, and in case bye-laws are found to be silent then Punjab Civil Services rules shall be followed. This decision of the Board shall supersede all the decisions taken in previous BOG/Finance Committee meetings of the Institute regarding promotion/placement.

The Board has further decided to put up the case of CPF/GPF contributions of the employees to Punjab Govt for review on a single file.

Item No. 13.14: Educational tour of reputed foreign universities/institutes.

Decision: The Board has approved the item as proposed.

Item no.13.15: Ratification of the staff who have successfully completed their probation period after promotion.

Decision: The Board has decided that this promotion case be reviewed as per the provision of Institute bye laws No. 4.3 and shall be put up again in next meeting of BOG.

Item no. 13.16: Ratification of staff who went on deputation to other institutes.

Decision: The Board has ratified the item as proposed.

Item No. 13.17: Ratification of regularization of Services of Contractual staff

Decision: The Board has ratified the item as proposed.

Item No 13.18: Ratification of various non-teaching posts declared vacant in this Institute.

Decision: The Board has ratified the item as proposed.

Item no.13.19: Ratification of new appointments of teaching and non-teaching staff:

Decision: The Board has ratified the item as proposed.

Item No. 13.20: Ratification of the proceedings of 26th meeting of the Finance Committee.

Decision: The Board has approved the item as proposed.

Item No. 13.21: Ratification of the proceedings of 13th meeting of the Building and Works Committee.

Decision: The Board has approved the item as proposed and further decided to construct a seven storey Boys hostel instead of 4 storey under the SC-ST Hostel grant Scheme of AICTE, deficit funds for which shall be used from available Institute funds.

Item No. 13.22 Ratification of the approvals given by the Chairman, BOG on a single file

Decision: The Board has ratified the item as proposed.

Item No. 13.23 To remove the anomaly in the pay scales of certain categories of employees.

Decision: The Board has decided to constitute the following committee to review this item and report of committee shall be put up before the Board in its next meeting.

1. Dr. Ravi Kumar, Principal BCET Gurdaspur
2. Dr. Manjit Bansal, Principal, BHSBIET Lehragaga
3. Dr. A.K. Tyagi, Associate Director SBSSTC Ferozepur
4. Mr. Inderpal Singh, Registrar, SBSSTC Ferozepur

The committee may be requested to submit its report within one month.

Item No. 13.24: House detention case of Dr. Krishan Saluja -regarding

Decision: This item was presented by Registrar of the institute as Dr. T.S. Sidhu opted to go out of the meeting for deciding this particular case. .

As per the minutes recorded by Registrar, the Board has taken a lenient view and decided that Dr. Krishan Saluja, Associate Professor should be given the options either to retain the house by paying the penal rent from the date of completion of 3 months or he should vacate the house and penal rent will be waived off.

In case Dr. Saluja chooses first option then Dr. V.S. Bhullar shall be allotted a house on priority basis as and when house of his category will fall vacant on ground floor.

Further, it was decided that station seniority of those employees who have availed or are availing long leave shall be kept at the bottom in his/her category for the period of one year. Thereafter, his station seniority shall be maintained as per his/her previous seniority in the campus.

Item No.13.25: Bifurcation of Non-teaching posts of Poly Wing of the Institute.

Decision: The Board didn't consider the request of Mr. Arun Chander, Senior Assistant of the Institute as the post of Administrative Officer was approved for the Poly Wing to assist the Chairman BOG and Director of the Institute in handling day to day administrative matters, whereas Mr. Arun Chander was selected as Senior Assistant in Engg Wing of the Institute. Therefore the seniority of the employees of different Wings of the institute cannot be clubbed together for the purpose of promotion.

However, keeping in view the interest of Mr. Arun Chander, the Board has decided to hire the H R consultant for conducting manpower audit of the institute. Thereafter, the decision to increase or decrease the non-teaching posts shall be taken accordingly.

Item No.13.26 Approval to engage already working pro-term-lecturer/lecturer for a period of one year.

Decision: The Board has approved to engage the already working pro-term-lecturer/lecturer further for a period of one year as a Guest Faculty. The Board has also allowed to hire more guest faculty for period of one year if deficiency of faculty exists in any department as per AICTE norms, so that there may not be any deficiency of faculty for getting Extension of Approval (EOA) from AICTE for the academic year 2014-15. For the time being guest faculty be given salary on per lecturer basis.

The Board has also decided to sanction 12 more teaching posts in Poly Wing of the Institute, as for present intake of 360 students 54 teaching faculty is required against the already sanctioned 42 posts. ($360 \times 3 = 1080/20 = 54$ for 1:20 teacher student ratio)

Item No.13.27 To consider 100% placement instead of promotion.

Decision: The Board has decided to implement the same decision as has already been taken vide agenda item no. 13.13.

Item No.13.28: Sanctioning and recruitment of Technical Supporting staff in Civil Engg. Department.

Decision: The Board has approved the item as proposed

Item No.13.29: Ratification of Education Tour of Chairman BOG and Director-cum-Member Secretary BOG for visiting reputed Universities of USA under TEQIP-II project.

Decision: The Board has ratified the item as proposed

Item No.13.30: Service benefits to Mr Japinder Singh by counting period on EOL-regarding

Decision: The Board has approved the item as proposed.

At the end of meeting, the Board has taken following decisions:

- i. It was decided that the validity of panel recommended by the selection committee for filling up the subsequent vacancies shall be one year from the date of meeting of selection committee instead of six months. It was also decided that in case the

candidate to whom appointment letter for the post of Assistant Professor in Electrical Engineering on Regular basis was issued from the panel of waiting list does not join, then another candidate from the waiting list of Assistant Professor in Electrical Engineering on Contract basis be issued as the department of Electrical Engineering is facing acute shortage of faculty. ^{appointment letter}

- ii. The TEQIP Coordinator has informed the Board that the coordinator IIP cell has given a submission that the experts from Industries, professional agencies, reputed academic research institutions usually expect higher honorarium as high as 20000/- to 50000/-, whereas presently it is Rs. 3000/-. He has further informed that recently nodal officers TEQIP attended a workshop on various issues related with TEQIP at GNDU Amritsar from May 27 to June 1, 2013. It was organized by NPIU. The matter of high honorarium was also discussed over there. The NPIU officials clearly stated that higher honorarium is admissible provided it is approved by BOG.

Accordingly the Board has decided to increase the honorarium from Rs. 3000/- to Rs. 5000/- for experts invited from academic institutes/industry.

- iii. The Board has also decided to hire the services of HDFC bank for paying salary to the employees, collecting fee from students, installing ATM in the shopping complex etc. etc. as services offered by HDFC bank are found to be better than other banks.

The meeting ended with a vote of thanks to the Chair

Dated: 06.06.2013

Jma
6/6/13
Director-cum-Member Secretary
Board of Governors, Shaheed Bhagat
Singh State Technical Campus,
Ferozepur (Formerly SBSCET,
Ferozepur)

approved as per proposal
[Signature]
~~Approved/Not Approved~~ 6/6/13

**Chairman BOG,
Shaheed Bhagat Singh
State Technical Campus, Ferozepur**

- ① ARE to circulate to all concerned the relevant decision for action
- ② ARE to send the minutes for members for comment, if any
- ③ Director's copy.
- Jma*
6/6/13