

# Shaheed Bhagat Singh State Technical Campus, Ferozepur

(Established and promoted by Govt. of Punjab)



## Agenda of 33<sup>rd</sup> Meeting of the Board of Governors

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**Venue** : Committee Room, Guru Nanak Dev  
Engineering College, Gill Road, Ludhiana

**Date** : 11.10.2018

**Time** : 11.30 AM

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**CONSTITUTION OF BOARD OF GOVERNERS  
SHAHEED BHAGAT SINGH STATE TECHNICAL CAMPUS, FEROZEPUR**

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|-----|---|----------------------|
| 1.  | Sh. Akhil Malhotra ji,<br>CMD, Shivam Group, Ludhiana   | Chairman             |
| 2.  | Additional Chief Secretary to the Government,<br>of Punjab Deptt of Technical Education, Mini<br>Secretariat, Sector 9, Chandigarh.         | Ex-Officio<br>Member |
| 3.  | Principal Secretary to the Government of Punjab<br>Deptt of Finance, Civil Secretariat,<br>Chandigarh                                       | Ex-Officio<br>Member |
| 4.  | Principal Secretary to the Government of Punjab<br>Deptt of Science and Technology, Mini Secretariat,<br>Sector 9, Chandigarh               | Ex-Officio<br>Member |
| 5.  | Director, Technical Education & Industrial<br>Training, Punjab Sector-36A, Plot 1-A, Chandigarh   | Ex-Officio<br>Member |
| 6.  | Sh. Harpreet Singh, MLA<br>Malout   | Member               |
| 7.  | A Nominee of Ministry of Human Resource<br>Development, 6 Raisana Road, New Delhi -110 001.   | Member               |
| 8.  | Dr. Rajive Kumar,<br>Advisor – I, P&AP<br>All India Council for Technical Education,<br>Nelson Mandela Marg, Vasat Kunj, New Delhi -110067. | Member               |
| 9.  | A Nominee of Institute of Engineers(IE), Kolkata  | Member               |
| 10. | Dr. Buta Singh, Dean Academics<br>IKG Punjab Technical University,<br>Jalandhar.  | Member               |
| 11. | Prof. B.D. Nathani, Ex-Principal<br>RSD College, Ferozepur City   | Member               |

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|-----|--|----------------------|
| 12. | Sh. Kamal Sharma<br>Kothi No. 85, Preet Nagar, Ferozepur   | Member               |
| 13. | Vice Chancellor,<br>I.K.G Punjab Technical University,<br>Jalandhar or his nominee.  | Ex-Officio<br>Member |
| 14. | Sh. Sameer Mittal<br>Director Finance, Bhagwati Lacto<br>Veg Exports Pvt Ltd, Ferozepur Cantt.   | Member               |
| 15. | Sh. Narinder Singh , Director<br>Ishat Spinner Pvt. Ltd, Ludhiana.   | Member               |
| 16. | Dr. (Mrs.) J. Kakaria<br>Director Public Schools<br>DAV College Managing Committee,<br>Chitra Gupta Road, New Delhi-11- 055<br>(Nominee of University Grants Commission) | Member               |
| 17. | Chairman, Punjab State Board of Technical<br>Education & Industrial Training, Sector-36-A<br>Chandigarh.   | Ex-Officio<br>Member |
| 18. | Dr. Rakesh Kumar, Assoc. Prof.<br>Mechanical Engineering Deptt.<br>Shaheed Bhagat Singh State Technical Campus,<br>Ferozepur.  | Member               |
| 19. | Sh. Sukhwant Singh, Assoc. Prof.<br>Mechanical Engineering Deptt.,<br>Shaheed Bhagat Singh State Technical Campus,<br>Ferozepur.   | Member               |
| 20. | Dr. T.S. Sidhu, Director<br>Shaheed Bhagat Singh State Technical Campus,<br>Ferozepur.   | Member-Secretary     |

**Item No. 33.01      Confirmation of the Proceeding of the 32<sup>nd</sup> meeting of the Board of Governors.**

The approved proceedings of the 32<sup>nd</sup> meeting of the Board of Governors held on 03.06.2018 were circulated to members of BOG for information and comments, if any, vide letter no. SBS/Estb/E-3/1415-22 dated 06.06.2018 (Annexure-I, Page No 16-19).

No comments has been received. The approved proceedings of 32<sup>nd</sup> BOG meeting are placed before the BOG for confirmation please.

**Item No.33.02 To report action taken on the decisions of the 32<sup>nd</sup> meeting of the Board of Governors.**

**Item No.32.1 Confirmation of the Proceedings of the 30<sup>th</sup> meeting of the Board of Governors.**

**Decision:** The proceedings of the 31<sup>st</sup> meetings of BOG were confirmed as no comments have been received from any member of BOG.

**Action:** No action is called for.

**Item No.32.02 To report action taken on the decisions of the 31<sup>st</sup> meeting of the Board of Governors.**

**Decision:** The action taken report was approved by the Board as proposed.

**Action:** No action is called for.

**Item No:32.03 Charging of fee from Ph.D students-regarding**

**Decision:** The Board has decided to charge the fee from Ph.D students as per norms of IKGPTU Jalandhar. Further, it was also decided that fee for newly started courses i.e. PGDCA and BSc Agriculture and other non-AICTE courses should be charged as per norms of IKGPTU, Jalandhar plus institute charges.

**Action:** Decision implemented.

**Item No:32.4 Ratification of the extension of contractual service period of Mrs. Renu Rani (Peon)-regarding**

**Decision:** The item was ratified by the board as proposed.

**Action:** Decision implemented.

**Item No.32.05 To approve the selection of Non-Teaching Posts and to give permission for issuing appointment letters-regarding**

**Decision:** The item was approved by the board as proposed with the condition to re-advertise the posts of Library Assistants and Junior Technician (CSE). The qualification and experience for the post of Library Assistant should be kept as per below as proposed by Institute Librarian:

“B.Lib & Inf. Sc alongwith 02 years experiences of working in computerised library and practical knowledge of Library Automation and Digitization Softwares”.

**Action:** Appointment letters were issued to the selected candidates and they have joined on the said posts. Further, advertisement was issued again as decided above.

### **Supplementary Agenda**

**Item No.32.06 Implementation of CMSS on new courses i.e. PGDCA and BSc Agriculture alongwith LEET students of all courses.**

**Decision:** The Board has decided to implement Chief Minister Scholarship Scheme (CMSS) on new courses i.e. PGDCA and BSc Agriculture alongwith LEET students of all courses.

**Action:** Decision implemented.

**Item No.32.07 Permission for attending regular classes of Ph.D courses alongwith their routine duties in the Institute for internal faculty/staff.**

**Decision:** The Board has discussed the case of internal faculty/staff members who want to do Ph.D in the Institute alongwith their routine duties and decided to allow them to attend the regular classes of Ph.D courses to complete the requirement of one semester regular study. However, these faculty/staff members must ensure that it should not have any effect on the study of students and on their routine duties.

**Action:** Decision implemented.

**Item No. 33.3 To report the proceedings of 35th and 36th meeting of Finance Committee .**

The 35<sup>th</sup> and 36<sup>th</sup> meeting of the Finance Committee of the Institute were held on 26.06.2018 and 20.08.2018, respectively, under the Chairmanship of Sh. D.K. Tiwari, IAS, Secretary to Govt. of Punjab, Department of Technical Education & Industrial Training. The approved proceedings of 35<sup>th</sup> and 36<sup>th</sup> FC Meetings are placed as Annexure-II, Page No.20-26) .

The Proceedings of 35<sup>th</sup> and 36<sup>th</sup> meeting of Finance Committee are placed before the Board for approval please



**Item No. 33.4                      To report the proceedings of 23<sup>rd</sup> and 24<sup>th</sup> meetings of Building and Works Committee**

The 23<sup>rd</sup> and 24<sup>th</sup> meeting of the Building and Works Committee of the Institute were held on 24.10.2017 and 07.08.2018 under the Chairmanship of Dr. G Vajralingam, IAS, Additional Chief Secretary to Govt of Punjab, Department of Technical Education and Industrial Training and Sh. D.K. Tiwari, IAS, Secretary to Govt. of Punjab, Department of Technical Education & Industrial Training, respectively. The approved proceedings of 35<sup>th</sup> and 36<sup>th</sup> FC Meetings are placed as Annexure--III, Page No.27-32) .

The Proceedings of 23<sup>rd</sup> and 24<sup>th</sup> meeting of the Building and Works Committee are placed before he Board for approval please

**Item No. 33.5**

**Approval of the proceedings of 10th meeting of Academic Council**

The 10<sup>th</sup> meeting of Academic Council of Shaheed Bhagat Singh State Technical Campus was held on 26.09.2018 under the Chairmanship of Dr. T.S. Sidhu, Campus Director. The approved minutes of the 10<sup>th</sup> meeting of Academic Council are placed as Annexure-IV , Page no.33-38.

The approved minutes of the 10<sup>th</sup> meeting of academic council are placed before the Board for approval please.

**Item No. 33.6**

**To approve the selection of Non Teaching Posts and to give permission for issuing appointment letters –regarding**

In the 28<sup>th</sup> meeting of BOG vide agenda item No.28.21 and 30<sup>th</sup> meeting of BOG vide agenda item No.30.12 approval was given to fill the following Non teaching posts :

Library Assistant : Gen-01, SC-01

Junior Technician : CSE-01 (SC)

Subsequently a letter has been received from the office of DTE/IT, Pb., Chandigarh not to fill the any post before getting the approval of Finance Committee of the Institute.

Subsequently a letter No.027 dated 05.04.2018 (Annexure-V page no 39) was sent to the office of DTE/IT, Pb., Chandigarh for getting the approval from Chairman, Finance Committee-cum-ACSTE on a single file. Thereafter letter No.675/E-5/ECC/ 2018 dated 01.05.2018 (Annexure-VI page no 40) has been received from the office of DTE/IT,Pb. to fill the post of non teaching at institute level by taking representative of Director, Technical Education & Industrial Training, Punjab, in the selection process.

Subsequently, in the 32<sup>nd</sup> meeting of BOG vide agenda item No. 32.05, it was decided to re-advertise the posts of Library Assistants and Junior Technician (CSE). It was also decided that the qualification and experience for the post of Library Assistant should be kept as “B.Lib & Inf. Sc alongwith 02 years experiences of working in computerised library and practical knowledge of Library Automation and Digitization Softwares”.

Accordingly, the posts of Library Assistants and Jr. Technician (CSE) were re-advertised.

Thereafter, two set of question paper were obtained from external experts for each post of Junior Technician (CSE) and Library Assistant. Test for these posts were conducted on 05.10.2018 by constitution 03 member committee (Annexure-VII, page no. 41). Dr. R.C. Gangwar, Associate Professor (CSE), BCET Gurdaspur; Dr. Iqbal Singh, Librarian, MIMIT Malout and Mr. MP Singh, Principal GPC for Women Ludhiana who was nominee of Director, Technical Education & Industrial Training, Punjab were present during the conduct of test and marking of answer sheets (Annexure-VIII, Page 42-44).

As per criteria approved in 30<sup>th</sup> meeting of BOG vide agenda item No. 30.10 & 30.11, the detail of ranking obtained by the candidates are prepared by summing up 20% weightage of qualifications (Annexure- IX, Page-45-50), 80% weightage to written test (Annexure-IX, Page 51-54) for each post as placed on Annexure---IX, Page 55-59..

Based on the above said facts, it is proposed to BOG to approve the selection of non-teaching posts as stated above and to issue the appointment letters to the following number of candidates based on merit ranking placed on Annexure---IX, Page 55-59, prepared as per approved criteria.

Library Assistant : Gen-01, SC-01

Junior Technician: CSE -01 (SC)

The matter is placed before the BOG for consideration and approval Please.

**Item No. 33.7**

**Ratification of Promotion given under Career Advancement Scheme (CAS) to faculty from Stage 1 to Stage 2 (i.e. AGP 6000 to 7000) and Stage 2 to Stage 3(i.e. AGP 7000 to AGP 8000).**

A memo No.1355/S-4/ECC/2018 dated 14.09.2018 had been received from the office of DTE/IT for giving the CAS benefits from Stage-II to Stage-III to the faculty (Annexure-X, Page 60-61) with a direction to check their cases at the institute level. Further, it was stated that if any discrepancy is found institute will be responsible. Correction of dates, if any, should be reported to the office of DTE/IT.

After checking the office records and the letter of DTE/IT No. 1355/S-4/ECC/2018 dated 14.09.2018, it is found that respective Screening-cum-evaluation committee have found the following faculty members eligible at the time of giving them the benefits of CAS from Stage-1 to Stage-II and from stage-II to Stage-III as they have completed the requirement of STC on the dates of giving them the said benefits.

1. Dr. Sunny Bahel, Assistant Professor CSE
2. Dr. Vikram, Mutneja, Assistant Prof. ECE
3. Mrs. Jaswinder Kaur, Assistant Professor ECE
4. Mr. Inderjit Singh Gill, Assistant Professor ECE

Therefore, while issuing the office order No Estb/3568 dated 27.09.2018, the above said 04 faculty members have been given the benefits of CAS from Stage-II to Stage-III as per below, whereas dates of other candidates were kept same as verified by the office of DTE/IT as conveyed in letter dated 14.09.2018:

1. Dr. Sunny Bahel, Assistant Professor CSE 27.07.2015
2. Dr. Vikram, Mutneja, Assistant Prof. ECE 27.07.2015
3. Mrs. Jaswinder Kaur, Asstt. Professor ECE 27.07.2015
4. Mr. Inderjit Singh, Asstt. Professor ECE 27.07.2015

This above said corrections in dates of above said four candidates were made while issuing the office order No Estb/3568 dated 27.09.2018 (Annexure-XI, Page 62-63) for giving them the benefits of CAS from stage-II to Stage-III, otherwise we have to pre-pone the dates of CAS from Stage-I to Stage-II of other candidates who have completed the requirement of STC before the dates of their regularization as mentioned in the letter dated 14.09.2018 issued by the office of DTE/IT.

In reference to Director, Technical Education & Industrial Training, Pb.Chandigarh memo dated 14.09.2018 and recommendation of the Screening-cum-evaluation committee, the faculty members of this institute was given the benefit of Carrier Advancement Scheme (CAS) from Stage Stage 2 to Stage 3 (i.e. AGP 7000 to AGP 8000) vide this institute officer order No Estb/3568 dated 27.09.2018 (Annexure-XI, Page- 62-63) and their pay was fixed accordingly.

A complete case is put up before the BOG for consideration and ratification of institute officer order No Estb/3568 dated 27.09.2018 please.

**Item No. 33.8                      Sanctioning of new posts for the department of B.Sc (Agriculture)**

The Board of Governors in its 29th meeting held on 9.10.2017 vide agenda item No. 29.15 while approving the proceedings of 8th meeting of Academic council, has decided had decided to start B.Sc Agriculture in the institute and the campus director to immediately start plantation of different fruit bearing trees on unused land of the institute.

As per above said decision of BOG, B.Sc Agriculture course with intake of 30 seats was started in the institute during academic session 2018-19. This course got good response from the students, and all the seats were filled. In the 10 meeting of Academic council of this institute held on 26.09.2018, it has been decided to increase the intake of B.Sc (Agriculture) from 30 to 60. Therefore, it is proposed to sanction 01 post of Professor, 02 Associate Professors and 8 posts of Assistant Professor in the department of B.Sc (Agriculture).

The matter is put up before BOG for consideration and approval please.

**Item No. 33.09****Ratification of staff who went on deputation to PSBTE/IT, Chandigarh**

A letter was received from the office of Secretary, Punjab State Board of Technical Education and Industrial Training, Chandigarh vide No. PSBTE/Admn/3388-89 dated 28.09.2018 and No. PSBTE/Admn/3390-61 dated 28.09.2018 regarding deputation of Barinder Singh, Clerk and Varinder Singh, Clerk from SBSSTC Ferozepur to PSBTE/IT Chandigarh for a period of 03 years (Annexure-XII, Page 64-65)

Accordingly, they were relieved vide office order No. SBs/E-2/3640-45 and 3646-50 dated 3.10.2018 for joining at PSBTE/IT, Chandigarh (Annexure- XIII, Page 66-67).

The matter is placed before the BOG for consideration and ratification please.



**Item No. 33.10 To revise the qualifications for the posts of Associate Professor (Training & Placement)-regarding**

In the 14<sup>th</sup> meeting of BOG vide agenda item No. 14.21 held on 26.07.2013, the Board had decided to fill the post of Training and Placement Officer at the Institute level in the pay scale of Associate Professor against the sanctioned post of Training and Placement Officer (scale of Professor) with the following qualification and experience:

“B.E./B.Tech and MBA from reputed Institute with 10 years experience in industry/relevant field”

Again, in the 23<sup>rd</sup> Meeting of BOG held under the chairmanship of Sh. M.P. Singh, IAS, Principal Secretary to Govt of Punjab, Department of Technical Education, held on 29.12.2015, it was decided to fill the post of TPO on contract basis for a period of 3 years in the Pay Band: 37400-67000 + AGP 10,000/-. The qualification and experience of TPO will be that of Professor. After successful completion of tenure, the post may be considered for regularization based upon performance i.e. no. of students placed and placement drives conducted. Further, it was decided that in case the candidate with the qualification and experience for the post of Professor is not found suitable/available, candidate with qualification and experience approved in the 14<sup>th</sup> BOG meeting vide agenda item no. 14.21 will be considered for recruitment of

Associate Training and Placement Officer (Associate Professor Cadre) in the Pay Band: 37400-67000 + AGP 9000/-.

Subsequently, in the 27<sup>th</sup> Meeting of BOG held on 2.12.2016 vide Agenda Item No. 27.15 (ii) it was decided that Associate Professor (Training and Placement) should be filled on regular basis urgently at the institute level as per the Bye laws of the Institute. Accordingly an advertisement was published in the leading newspapers at National level to recruit Associate Professor (Training & Placement) in Pay Band Rs 37400-67000 (AGP Rs. 9000/-) on regular basis with the following qualifications approved in 14<sup>th</sup> and 23<sup>rd</sup> Meeting of BOG. However, very few candidates have applied for the posts and most of them don't have relevant experiences. Therefore, in 28<sup>th</sup> meeting of BOG held on 18.07.2017, it was decided to again publish the post of Associate Professor (Training & Placement) in Pay Band of Rs 37400-67000 (AGP Rs. 9000/-) on regular basis.

Subsequently a letter has been received from the office of DTE/IT, Pb., Chandigarh not to fill the any post before getting the approval of Finance Committee of the Institute.

Subsequently a noting No.027 dated 05.04.2018 was sent to the office of DTE/IT, Pb., Chandigarh for getting the approval from Chairman, Finance Committee-cum-ACSTE on a single file. Thereafter letter No.675/E-5/ECC/ 2018 dated 01.05.2018 has been received from the office of DTE/IT,Pb. to fill the post of non teaching at institute level by taking representative of Director, Technical Education & Industrial Training, Punjab, in the selection process.

The post of Associate Professor (training & Placement) was again advertised, but response was found to be very poor. Mr. Gazalpreet Singh, TPO (Additional Charge) has recommended that experience required should be reduced from 10 years to 05 years.

Keeping in view the poor response, it is proposed that qualifications and experience required for the post of Associate Professor (Training & Placement) may be revised as per below:

“B.E./B.Tech and MBA (Marketing/HRM) from reputed Institute with 05 years experience in service sector/corporate sector/industry.

Submitted for kind consideration and approval please.

**Item No.33.11 : Resolution for permanent affiliation from IKGPTU, Jalandhar**

Institute has applied for grant under section 12(B) of UGC Act 1956 from UGC vide letter No SBS/FZR/862 dated 09/05/18 (Annexure XIV, page no. 68). In return UGC asked us for the permanent affiliation from the University vide their letter No 8-295/2013(CPP-I/C) dated 5/07/18 (Annexure XV, page no. 69). Subsequently the Institute has requested IKGPTU to grant permanent affiliation to the institute vide our letter No SBS/FZR/2193-95 dated 24/07/18 (Annexure XVI, page no. 70). IKGPTU vide their letter no IKGPTU/DCD/4830 dated 03/08/18 (Annexure XVII, page no. 71-72) has asked for the following to process our request for permanent affiliation:

1. Resolution of Society for permanent affiliation.
2. Advance dues for session 2019-20,2020-21.
3. Affidavit.

It is also informed that IKGPTU has given affiliation to the Institute for a period of one year (Annexure XVIII, page no. 73). Earlier also BOG has approved for application of affiliation to IKGPTU vide agenda item no 30.14(Annexure XIX, page no. 74-77).

The matter was put up in the 36<sup>th</sup> FC meeting of the Institute where it was decided that the matter shall be put up before BOG for discussion & decision.

Members of BOG are requested to kindly approve resolution for the permanent affiliation of the institute with IKGPTU.