

Minutes of the 42nd meeting of the Board of Management of PEC University of Technology, Chandigarh, held on 19.12.2013 at 11:30 A.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 K Arora, Director, PEC Univ. of Technology (Co- Chairperson)
3. Sh. Vijoy Kumar Singh, Finance Secretary
4. Prof. Ashwani Kumar, Registrar, PEC
5. Prof. A.K. Lall, Dean RP & D
6. Prof. Sanjeev Sofat, Dean Students Affairs
7. Prof. Parveen Kalra, Dean Academic Affairs
8. Prof. A.M. Kalra, Seniormost Professor
9. Prof. Amit Halder, Seniormost Associate Professor

In attendance (Special Invitees):

1. Prof. S.K. Suman, Chairman Estate & Works
2. Sh. G. Mehta, AC (F & A)
3. Prof. (Ms.) Uma Batra, Co-ordinator TEQIP

Under Leave of absence:

1. Sh. Pawan Agarwal, Alumnus of the Institute
2. Sh. S.K. Setia, Joint Secretary, Technical Education

Decisions taken on various Agenda items are as follows:

| Item No. | Item | Decision |
|-----------------|---|---|
| 42.1 | To confirm the minutes of 41 st BOM meeting. | Minutes were confirmed. |
| 42.2 | Follow-up action of 41 st BOM Meeting | Action Taken report was noted. |
| 42.3 | Items for information <ul style="list-style-type: none">• 2nd Cycle of Mentoring Activity in PEC University of Technology• Institutional Performance Assessment of TEQIP-II | Progress of TEQIP programme was noted. The board appreciated the work done by the TEQIP team. |

| | | |
|------|---|--|
| | <p>Institutions</p> <ul style="list-style-type: none"> • Industry-Institute Interaction week • Second installment of Rs 3.0 Crore of TEQIP • Status of New Construction Projects | <p>Status of new construction projects was noted.</p> |
| 42.4 | <p>Accreditation status of UG and PG programmes</p> | <p>The Board noted the status of accreditation of various UG & PG programmes. The Board also urged the departments to make sincere efforts to improve the performance under all criteria and especially in the area of Research and Development and Teaching-Learning processes.</p> <p>It was further decided that the departments may appeal against non-accreditation provided they can provide proper justification for the same. Simultaneously, fresh application for accreditation of all programmes must be submitted. All efforts must be made to upload the required information before the commencement of next semester.</p> |
| 42.5 | <p>Change of name of UG Degree being offered by Department of Electronics and Electrical Communication Engg.</p> | <p>The Board accepted the proposal of Senate. The Students admitted from the session 2014-2015 onwards shall be registered for the degree of BE in Electronics & Communication Engineering.</p> |
| 42.6 | <p>Change of name of UG Degree being offered by Department Production Engineering.</p> | <p>The Board accepted the proposal of Senate. The Students admitted from the session 2014-2015 onwards shall be registered for the degree of BE in Production and Industrial Engineering.</p> |
| 42.7 | <p>Increase in intake of UG students</p> | <p>The Board accepted the proposal of Senate to increase the intake in various UG programmes w.e.f. the session 2014-2015,</p> |

| | | <p>with the modification that intake in Aerospace Engineering Programme shall be 30.</p> <p>The revised intake in various programmes w.e.f. the session 2014-2015 shall be as follows:</p> <table border="1"> <thead> <tr> <th>S.No.</th> <th>Programme</th> <th>Revised intake</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Aerospace Engineering</td> <td>30</td> </tr> <tr> <td>2</td> <td>Civil Engineering</td> <td>75</td> </tr> <tr> <td>3</td> <td>Computer Science and Engineering</td> <td>75</td> </tr> <tr> <td>4</td> <td>Electrical Engineering</td> <td>75</td> </tr> <tr> <td>5</td> <td>Electronics and Communication Engineering</td> <td>75</td> </tr> <tr> <td>6</td> <td>Mechanical Engineering</td> <td>75</td> </tr> <tr> <td>7</td> <td>Materials and Metallurgical Engineering</td> <td>60</td> </tr> <tr> <td>8</td> <td>Production and Industrial Engineering</td> <td>40</td> </tr> </tbody> </table> | S.No. | Programme | Revised intake | 1 | Aerospace Engineering | 30 | 2 | Civil Engineering | 75 | 3 | Computer Science and Engineering | 75 | 4 | Electrical Engineering | 75 | 5 | Electronics and Communication Engineering | 75 | 6 | Mechanical Engineering | 75 | 7 | Materials and Metallurgical Engineering | 60 | 8 | Production and Industrial Engineering | 40 |
|-------|--|--|-------|-----------|----------------|---|-----------------------|----|---|-------------------|----|---|----------------------------------|----|---|------------------------|----|---|---|----|---|------------------------|----|---|---|----|---|---------------------------------------|----|
| S.No. | Programme | Revised intake | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Aerospace Engineering | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Civil Engineering | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Computer Science and Engineering | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Electrical Engineering | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Electronics and Communication Engineering | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Mechanical Engineering | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | Materials and Metallurgical Engineering | 60 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | Production and Industrial Engineering | 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42.8 | Centralisation of PG admissions (ME/PhD) | The Board noted the Senate approved process of centralisation of PG admissions from the academic year 2014-2015. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42.9 | Medical Insurance Policy for UG and PG students. | <p>In view of poor response in e-tendering and also keeping in mind the guidelines of GIC, The Board approved that the institute may take the medical insurance policy as per the pattern of IIT Delhi from NIC for the academic year 2013-2014.</p> <p>In future, the institute shall invite offers from various insurance Companies and decide to</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | |
|-------|---|--|
| | | purchase the policy on the basis of competitive rates. |
| 42.10 | Progress on TEQIP-II Project | Progress on TEQIP activities was noted. It was considered desirable to take suitable measures to enhance the activities under Faculty and Staff Development. |
| 42.11 | Modifications in (i) Organizational Structure, (ii) Key Activity Wise Timeline and Responsibilities, and (iii) Processes for Execution of TEQIP-II | Board ratified the modifications in (i), (ii) and (iii). |
| 42.12 | Remuneration to faculty and staff under TEQIP project | The Board approved the proposal of Co-ordinator TEQIP regarding remuneration to faculty and staff under TEQIP project, and decided that it would be effective from 1 st January, 2014. |
| 42.13 | International travel for Faculty Development Programme under TEQIP – II | The Board ratified the sanction of International Travel grant under TEQIP to the three faculty members. |
| 42.14 | Institutional Governance Review | The Director-cum-Co-Chairperson was authorized to constitute a sub-committee of the Board to do the self assessment, and take further necessary action in this regard. The Committee may also invite a recent alumnus to its meetings to obtain a realistic feedback on governance. |
| 42.15 | Center of Excellence (CoE) Update | The Board approved the proposal from Coordinator, CoE regarding its Organizational Structure, funding and delegation of powers etc. as given in Annexure 42.15.1. Regarding the key activities of the CoE, the Board asked the co-ordinator to map these to the key activities under TEQIP. |
| 42.16 | Regarding step-up of pay/ re-fixation of salary in respect of | The Board noted that Dr. A. Manna was junior to Dr. Sanjeev Kumar as per merit list |

| | | |
|-------|---|--|
| | Dr. Alakesh Manna. | prepared by UPSC when both of them were selected as Assistant Professors (now called Associate Professor). In the rules, there is no provision for stepping up the pay of a junior to bring it at par with his senior. The request of Dr. Manna cannot, therefore, be acceded to. |
| 42.17 | Filing of appeals against orders of income tax department regarding recovery of income tax. | The Board approved the proposal to prefer 2 nd appeal before the higher authority. It was further decided to authorize the Director to take all such decisions in future regarding applications and appeals before appropriate Income Tax authority. However, the Board may be informed about such decisions. |
| 42.18 | Regarding recovery of outstanding demand for the assessment years 2007-08 to 2009-10 | The Board noted the progress on the issue of recovery of outstanding demand by the Income Tax Office for the assessment years 2007-2008, 2008-09 and 2009-10. |
| 42.19 | Deans as Members of Board of Management. | It was decided that Dean Faculty Affairs and Dean Academic Affairs shall be the members of the Board and Dean Sponsored Research, Planning and Development shall be a permanent invitee to all Board meetings. The other two Deans, i.e., Dean Student Affairs and Dean Alumni, Corporate and international Relations, may be requested to attend the meetings as special invitees, as and when required. |
| 42.20 | Sitting fee for external members of BOM and Senate. | The Board approved a sitting fee of Rs. 3000/- for members of BoM and Senate (other than those from PEC and Chandigarh Administration) for attending the meetings of BoM/ Senate and the committees formed by Board and Senate. |
| 42.21 | Support from PEC for Officers formerly involved in Administrative duties | The Board approved that : For all such cases which are pending and |

| | | |
|-------|--|---|
| | | <p>which are likely to be taken up in the future, the following facilities may be approved for officers (who have completed their tenure) in cases involving the performance of their duties in an official capacity (including cases registered against them by name):</p> <p>All cases or consequences arising out of decisions/ actions taken by former officers, in their official capacity as Director/ Chairman Senate (or other Committees), Head of Institute/ Department, Disciplinary Authority/ Appellate Authority, Dean, Registrar, or any other official role, will be treated as official cases by the Institute. For such cases/ consequences, all former officers would be provided the same facilities by the Institute as were available to them when they were working as officers of the institute, in relation to legal support, services of legal counsel, access to official records, secretarial assistance, communication facilities, TA/ DA, official stay in guest house, other facilities etc. This would apply to all cases by designation or by name. Hiring of additional legal counsel at personal cost would be admissible wherever necessary.</p> <p>This would be applicable to the past and future officers as well.</p> |
| 42.22 | Effective date of benefit accruing to employees as a result of re-classification of posts. | <p>It was observed that the employees of PEC have been getting all allowances w.e.f. the dates their counter-parts in Chandigarh Administration were granted the same.</p> <p>As a result of re-classification of posts, some employees have moved to higher category (for example from group 'C' to group 'B') and as a consequence, allowances are admissible to them at higher rates.</p> <p>The Board approved that the employees of</p> |

| | | |
|-------|---|--|
| | | <p>PEC may be granted enhanced allowances from the date(s) these were allowed to employees of Chandigarh Administration, as the delay in re-classification of posts is none of their fault, and we must honour the commitment, made to the employees when they were transferred from Chandigarh Administration to PEC Society, that nothing would be altered to their detriment.</p> |
| 42.23 | Pension Scheme for Contractual employees. | <p>The Board did not approve the proposal of the contractual employees of PEC being brought under the Swavalamban Yojana of Chandigarh Administration.</p> <p>It was decided that these employees may be provided the benefit of New pension Scheme (NPS) of the government. To work out the modalities for the same, and to decide on the contribution to be made by the institute, the NPS must be studied in detail. A committee constituting of Registrar, ACF&A and Prof. S K Suman was constituted to do this task and place its recommendations before the Board in its next meeting.</p> |
| 42.24 | Appeal of Dr. Geeta Arora. | <p><i>Prof. A.M. Kalra and Special invitees to the meeting were asked to leave and this item was discussed in the presence of remaining members of the Board.</i></p> <p>After deliberations, the Board decided to constitute a committee of the following members to look into all aspects (including the recent developments) of the case of Dr. Geeta Arora:</p> <ul style="list-style-type: none"> i) Jt. Secy. Tech. Edu. Chairman Chandigarh Admn. ii) Prof. Sanjeev Sofat Member iii) Prof. Parveen Kalra Member |

| | | |
|--|--|---|
| | | <p>iv) Prof. (Ms) Uma Batra Member</p> <p>The Committee shall consider all the points raised in the appeal and also the response to these points from the concerned persons (already on record/ sought afresh), and submit their findings to the Co-chairpersons of the Board, in about a month's time.</p> |
| 42.25.1 | Any other item: Delegation Document | <p><i>Prof. A.M. Kalra and Special invitees were called back for this item.</i></p> <p>The Board approved the revision of Delegation Document in principle. The members of the Board were requested to provide feed-back on the draft document in 15 days.</p> <p>The document would then be finalized (and implemented) at the level of the Director, keeping in mind that the delegation of power should not go down by more than one level (i.e., Deputy Director and Deans) from the existing provisions.</p> <p>The final document may be brought in the next meeting of the Board for ratification.</p> |
| <p><i>After this, all the Special Invitees to the meeting were asked to leave, and only regular members of the Board were present to discuss a Confidential Item for which the minutes are drawn separately.</i></p> | | |

Meeting ended with a vote of thanks to the Chair.

Confidential Item taken up in the 42nd meeting of BoM held on 19.12.2013

| Item No. | Item | Decision |
|----------|------------------------|--|
| 42.1 (C) | Case of Dr. R.R. Singh | <p>The Board noted that Dr. R.R. Singh has accepted the terms and conditions prescribed by the Board in its 41st meeting, for restoration of his post to that of Associate Professor.</p> <p>Dr. R.R. Singh has sent letters to various authorities saying that he withdraws the complaints against PEC authorities. However, as per legal opinion of the counsel of the institute, the complaints cannot be treated as withdrawn/ closed on the basis of these requests alone. Formal orders to this effect have to be passed by the concerned authorities/ Commissions.</p> <p>As such, the documents given by Dr. R.R. Singh can't be considered as documentary proof of withdrawal of complaints though they are certainly documentary proof of the fact that Dr. R.R. Singh has initiated the process of withdrawal. The completion part of this process is within the jurisdiction of the respective authorities/ Commission & their orders/ acknowledgement is necessary.</p> <p>In view of these facts, the Board felt that orders for the restoration of Dr. R.R. Singh's post cannot be issued before the formalities as mentioned above are completed. This process is likely to take some time.</p> |

| | | |
|--|--|--|
| | | <p>In order that Dr. R.R. Singh is not put to disadvantage due to delay in the completion of such formalities, and since the Board acknowledges the acceptance of specified terms and conditions by him, it was decided that though the formal orders to this effect will be issued only after all formalities are completed, the restoration of the post of Dr. R.R. Singh to that of Associate Professor will be effective from the date of this meeting of the Board, i.e., 19.12.2013.</p> |
|--|--|--|

| | | |
|-------|--|---|
| 42.19 | Deans as Members of Board of Management. | <p>It was decided that Dean Faculty Affairs and Dean Academic Affairs shall be the members of the Board and Dean Sponsored Research, Planning and Development shall be a permanent invitee to all Board meetings.</p> <p>The other two Deans, i.e., Dean Student Affairs and Dean Alumni, Corporate and international Relations, may be requested to attend the meetings as special invitees, as and when required.</p> |
|-------|--|---|

| | | |
|-------|----------------------------|---|
| 42.24 | Appeal of Dr. Geeta Arora. | <p><i>Prof. A.M. Kalra and Special invitees to the meeting were asked to leave and this item was discussed in the presence of remaining members of the Board.</i></p> <p>After deliberations, the Board decided to constitute a committee of the following members to look into all aspects (including the recent developments) of the case of Dr. Geeta Arora:</p> <ul style="list-style-type: none"> i) Jt. Secy. Tech. Edu. Chairman Chandigarh Admn. ii) Prof. Sanjeev Sofat Member iii) Prof. Parveen Kalra Member iv) Prof. (Ms) Uma Batra Member <p>The Committee shall consider all the points raised in the appeal and also the response to these points from the concerned persons (already on record/ sought afresh), and submit their findings to the Co-chairpersons of the Board, in about a month's time.</p> |
|-------|----------------------------|---|