

**NATIONAL INSTITUTE OF TECHNOLOGY,
(DEEMED UNIVERSITY)
KURUKSHETRA-136119.**

**Minutes of the 4th meeting of Board of Governors,
NIT, Kurukshetra held on 8.12.2003 at 11.30 A.M.
in the Board Room of the Institute at Kurukshetra.**

The following were present:-

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| 1. | Prof. Bhushan Lall Dhoopar,
Chairman, Board of Governors,
NIT, Kurukshetra. | In Chair |
| 2. | Shri Dharam Vir, IAS,
Financial Commissioner & Principal Secretary
to Govt. of Haryana,
Technical Education Department,
Haryana Civil Secretariate,
Chandigarh. | Member |
| 3. | Dr. R K Arora,
Professor,
Electrical Engineering Department,
NIT, Kurukshetra. | Member |
| 4. | Dr. V K Aggarwal,
Assistant Professor,
Mathematics Department,
NIT, Kurukshetra. | Member |
| 5. | Dr. S N Mahendra
Director,
NIT, Kurukshetra. | Member-Secretary |

Shri V S Pandey, IAS, Joint Secretary (T), Govt. of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi, Dr. R.S. Sirohi, Director, IIT, New Delhi, Dr. N K Jain, Joint Secretary, University Grants Commission, New Delhi Dr. K. Subramanian, Adviser-I, AICTE, New Delhi and Er. Pawan Munjal, Managing Director, Hero Honda Motors Ltd., New Delhi could not attend the meeting.

The Board of Governors welcomed Dr. S N Mahendra, new Director of the Institute before deliberations took place. The Board expressed its thanks



to Dr. N P Mehta for his services rendered as Principal/Director of the Institute for more than 5½ years. The Board desired that its feelings be communicated to Dr. N P Mehta by the Director and Member-Secretary.

On behalf of the Institute, on behalf of the Board and on his own behalf, Dr. S N Mahendra extended warm welcome to Prof. B L Dhoopar, Hon'ble Chairman of the Board. Then the Director apprised the Board about some of the initiatives taken by him after assuming the charge as the Director i.e. early completion/handing over of the construction works, automation of the process starting from the admissions of the students till declaration of their results, updating the Institute Website and preparation for the Convocation likely to be held in January, 2003.

Prof. B L Dhoopar, Chairman of the Board observed as under:-

- (i) The decisions already taken by the Board on academic issues should be taken up for implementation on priority basis.
- (ii) A booklet of the new service conditions for the employees mentioning all rules, bye-laws and academic calendar etc. be prepared and placed before the Board in its next meeting.
- (iii) Although a year and half have passed but the Board of the Institute has not been fully constituted. Three members i.e. (a) a Head of another Technical Institution in the region or an eminent technologist and (b) two representatives representing large, medium and small scale industries have not so far been nominated for which the matter may be taken up with the MHRD on priority basis.

Shri Dharam Vir, IAS, Financial Commissioner & Principal Secretary to Govt. of Haryana, Technical Education Department observed as under:-

- (i) Although sufficient time has elapsed after the Institute became NIT but there are no substantial changes in the academic qualities.

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- (ii) The existing system is not changing on IIT pattern. For example, the Senate of the Institute has not reviewed Syllabi and flexibility in the B.Tech. programmes on IIT pattern.
- (iii) The Institute should work hard to achieve parity with an IIT.
- (iv) For deficient students, some courses should be run during summer vacations so as to help them to graduate at the earliest (beyond minimum prescribed duration).
- (v) The Institute should be allowed to appoint a retired Professor from some IIT or a Technical Institute of repute, having expertise in framing academic rules for the Institute comparable to an IIT and the Professor so engaged should be allowed liberal remuneration for the job.

The Board took the following decisions:-

Item 4.1 To note assumption of charge as Director, National Institute of Technology (Deemed University), Kurukshetra by Dr. S N Mahendra, Professor, Electrical Engineering Department, Banaras Hindu University, Varansi in place of Dr.N P Mehta.

The Board of Governors noted that Dr. S N Mahendra, Professor, Electrical Engineering Department, Banaras Hindu University, Varansi has assumed the charge as Director of NIT, Kurukshetra w.e.f. 11.11.2003 (FN).

Item 4.2 To confirm the minutes of the 3rd meeting of the Board of Governors held on 6.10.2003.

While considering confirmation of the minutes of the 3rd meeting held on 6.10.2003 the Board noted that Dr. Vinay Kumar, Ex-Professor of the Mechanical Engineering Department was allowed EOL (without pay) w.e.f. 31.3.1999 to 31.3.2003 by the Board in its 2nd meeting held on 19.4.2003 but inadvertently the above period was indicated as 31.3.1999 to 26.3.2002 while recording decision on the BOG agenda item 3.18 considered by the Board in its



3rd meeting held on 6.10.2003. The Board desired that the required correction may accordingly be made.

The Board considered comments sent by Dr. R S Sirohi, Director, IIT, Delhi vide his letter dated 2.11.2003 and desired that a proposal on the issue raised by Dr. R S Sirohi should be placed before the Board by the Institute in its next meeting for formulating a rule on the issue.

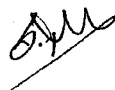
While considering the agenda item 3.6 the Director and Member-Secretary intimated the Board that the Senate of the Institute in its 2nd meeting held on 29.11.2003 constituted a Committee under Chairmanship of Dr. C V Ramakrishnan, Professor of Applied Mechanics, IIT, New Delhi to consider the issues contained in the BOG agenda item 3.6 from Sr. No. (a) to (e) and the Senate has requested the Committee to finalize its report at the earliest possible. The Director and Member-Secretary also intimated that matter regarding review of specialization of various M.Tech. programmes as decided by the BOG on the agenda item 3.19 will be considered by the Senate in its next meeting after it is thoroughly discussed in the Departments. The Board desired that a system should be evolved in the Institute which may ensure that decisions on the academic matters are taken without delay.

Item 4.3 To note the action taken on the minutes of the 3rd meeting of the Board of Governors of National Institute of Technology, Kurukshetra held on 6.10.2003.

The Board noted action taken/being taken by the Institute on the minutes of the 3rd meeting of the Board held on 6.10.2003 as mentioned in the agenda item 4.3.

Item 4.4 To consider terms & conditions of deputation of Dr. S N Mahendra who joined as Director, NIT, Kurukshetra.

The Board decided to approve terms & conditions of deputation/foreign service of Dr. S N Mahendra who has joined as Director of the Institute as contained in BHU, Varansi letter No. AB/15-P-92(L)/23027 dated 9.10.2003



which includes his deputation pay and foreign service contributions required to be paid by NIT, Kurukshetra to BHU, Varansi.

Item 4.5

To consider & ratify minutes of 2nd meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 10.9.2003.

The Board ratified minutes of 2nd meeting of the Finance Committee held on 10.9.2003 as per details furnished in the agenda item 4.5. However, the Board observed as under on the Finance Committee items 2.7 and 2.8:-

- (i) The registration of the students should be introduced and the fee from the students should be realized for the whole semester at the beginning before the registration. The issue should also be discussed in the Senate.
- (ii) The Institute may try to find out some alternative for having its own Guest House in Delhi/New Delhi.

The Board desired that while discussing financial matters the Finance Committee should specifically mention as to which items are required to be got ratified from the Board.

Item 4.6

To note grant of Non-Productivity Linked Bonus (Adhoc Bonus) to non-teaching employees of the Institute for the year 2002-2003 on the pattern of Central Government.

The Board noted action taken by the Institute in granting Non-Productivity Linked Bonus to the non-teaching employees of the Institute for the year 2002-03 on the Central Government pattern as mentioned in the agenda item 4.6.

The Board desired that in view of adoption of the service conditions of the employees on the Central Government pattern, delegation of powers to

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the Director for deciding various routine matters be got reviewed from the Board in its next meeting in one-go.

Item 4.7 To note grant of Dearness Allowance to the employees of the Institute w.e.f. 1.7.2003 as applicable to the employees of the Central Government.

The Board noted action taken by the Institute in granting Dearness Allowance to the non-teaching employees of the Institute w.e.f. 1.7.2003 on the Central Government pattern as mentioned in the agenda item 4.7.

Item 4.8 To note action taken by the Director in granting interest-free Festival Advance during the financial year 2003-04 to Class-III & IV employees of the Institute.

The Board noted action taken by the Director in granting interest free Festival Advance during the financial year 2003-04 to all Class-III & IV employees of the Institute as per past practice as mentioned in the agenda item 4.8.

The Board, however, desired that in future instructions of the Central Government in this regard have to be followed.

Item 4.9 To note action taken by the Director in nominating one Professor and one Assistant Professor of the National Institute of Technology, Kurukshetra to serve on its Board of Governors.

The Board noted action taken by the Director in nominating Dr. R K Arora and Dr. V K Aggarwal for a period of one year w.e.f. 1.9.2003 to 31.8.2004 as mentioned in the agenda item 4.9.

Item 4.10 To note the enhancement of uniform/washing allowance from Rs. 85/- P.M. to Rs.100/- P.M. to all Class-IV employees.

The Board noted action taken by the Institute in enhancing uniform/washing allowance to all Class-IV employees from Rs. 85/- P.M. to Rs. 100/- P.M. on the State Government pattern.

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The Board desired that instructions of the Central Government in this regard be followed w.e.f. 1.1.2004.

**Item 4.11 To approve Annual Report and Audit Report of the
 Institute for the year 2002-2003.**

The Board felt satisfaction over timely preparation of Annual Report, Audit Report and Annual Accounts of the Institute for the year 2002-03 and congratulated the Institute for the same.

The Board, however, made the following observations:-

- (i) There are certain jobs which should be phased out to contain man power.
- (ii) The Annual Report displays dismal picture regarding publications carried out and conferences attended by the faculty members of the Institute
- (iii) The number of students who were awarded Ph.D degrees during 2002-03 and those presently registered for Ph.D. programmes is not at all satisfactory.
- (iv) There are several B.Tech. students who did not pass out in time and they took years together to do so.
- (v) The Institute should take timely steps to make admissions so that best students are admitted to the M.Tech. programmes.
- (vi) The efforts should be made to register maximum number of students for various Ph.D programmes.
- (vii) All Ph.D. students of the Institute, presently registered with Kurukshetra University, Kurukshetra should be registered in the Institute by getting the registration transferred.
- (viii) The Self-appraisal Reports of the faculty members should highlight their publications in referred journals and those presented in conferences.



- (ix) The issues mentioned at Sr. No. (ii) to (vii) above should be considered by the Senate at length.

After detailed discussion the Board approved Annual Report and Audit Report of the Institute for the year 2002-03 for onward submission to Govt. of India, MHRD/Parliament and the revised format of the Annual Report for future preparation of the Annual Reports as enclosed with the agenda item 4.11. As requested by the Director and Member-Secretary the Board agreed to furnish additional information under para 11.1 (page 51) of the Annual Report as placed on the table.

Item 4.12 **To consider and adopt the service conditions of the employees of Regional Engineering College, Kurukshetra upon their conversion as National Institute of Technology, Kurukshetra with Deemed University Status.**

The Board noted that the Govt. of India, MHRD, Department of Secondary & Higher Education, New Delhi vide their office memo No. F.20-46/2003-TS.III dated 9.11.2003 and office memo No. F.20-11/2003-TS.III dated 12.11.2003 issued certain instructions concerning service conditions for the employees of all NITs so as to ensure uniformity in rules & regulations governing service conditions of the employees in NITs as indicated below:-

1. Period of probation on recruitment
2. Leave Rules
3. Conduct & Disciplinary Rules.
4. Medical Rules
5. Traveling Allowances & Daily Allowance
6. Leave Travel Concession
7. Performance Assessment System
8. Career Advancement Scheme (CAS).
9. Assured Career Progression (ACP)
10. Working Days
11. Holidays
12. Provision of Screening at the age of 58 years with composition of the Screening Committee and Schedule of Screening in respect of non-teaching staff.

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The Board further noted that above service conditions will be effective after their necessary adoption by BOG of the respective NITs.

The Board decided to adopt the service conditions mentioned at sr. no. 1 to 11 above in terms of the Govt. of India instructions contained in their letter dated 9.11.2003 under reference w.e.f. 1.1.2004.

The Board further decided to authorize the Director, on advice of the Institute Sr. Medical Officer, to refer employees of the Institute and their family members for special treatment in the Govt. as well as private hospitals as approved by the Central Government from time to time and to allow them reimbursement on the Central Government pattern.

As regards decision taken by the Govt. of India vide their office memo No. F.20-11/2003-TS.III dated 12.11.2003 to allow the non-teaching staff of all NITs to serve upto the age of 60 years subject to their going through screening at the age of 58 years, the Board deferred the issue and desired that it may be put up in the next BOG meeting.

As regards Career Advancement Scheme (CAS), the Board referred to the agenda item 4.19.

Item 4.13

To consider retention of accommodation of the Institute by Dr. Vinay Kumar, Ex - Professor of the Mechanical Engineering Department after retirement and withholding his final settlement of accounts by the Institute.

The Board authorized the Director to take suitable steps to take possession of the house unauthorizedly occupied by Dr. Vinay Kumar, Ex-Professor of the Mechanical Engineering Department at the earliest by constituting a Committee at the Institute level taking into account all legal aspects.

S. S. M.

Item 4.14

To note constitution of one member Committee to find out the facts regarding final settlement of Miss Indu Nalwa, Ex- Lecturer, Humanities Department.

The Board noted that one member Committee of Dr. M P Kapoor, Director, Thapar Centre for Industrial Research & Development, Patiala has been constituted to find out the facts regarding final settlement of accounts of Miss Indu Nalwa, Ex-Lecturer, Humanities Department as per decision of the Board taken in its 3rd meeting held on 6.10.2003.

Item 4.15

To consider the panel of External Experts in various subjects.

The Board authorized the Chairman of the Board to take decision in finalizing the panel of external experts in various subjects. The Board, however, desired that the following guidelines may be taken into consideration while finalizing the panel of external experts:-

- (i) The experts should be from top class Institute.
- (ii) Experts from private Institutions and retired persons may not be included except outstanding persons.
- (iii) The guides of the existing staff doing Ph.D should be avoided.
- (iv) Adopt the same format for preparing panel of experts by different departments.

Item 4.16

To consider furnishing the Director's residence and two Nos. residences for visiting faculty members at National Institute of Technology, Kurukshetra.

The Board approved semi-furnishing of two residences for visiting faculty and the Director's residence as per details furnished in the agenda item 4.16. The residence of the Director be semi-furnished taking into consideration dignity and status of the post of the Institute's Director.

S.P.M.

Item 4.17**To consider payment of honorarium to the external experts of various Staff Selection Committees and to deliver expert lectures etc.**

The Board decided that in addition to TA/DA admissible under the rules, an honorarium of Rs. 1,000/- (Rupees One Thousand only) per day be paid to the external experts for attending meetings of the Staff Selection Committees for teaching and administrative posts, for delivering invited lectures by men of eminence and for attending meetings of Screening Committees.

Item 4.18**To consider compassionate appointments of dependents of deceased employees of the Institute.**

The Board noted that so far the compassionate appointments to the dependents of the deceased employees of the Institute were being given on the State Government pattern.

The Board decided that henceforth the appointments on compassionate ground to the dependents of the deceased employees be allowed strictly on the Central Government pattern.

Item 4.19**To consider the implementation of Career Advancement Scheme (CAS) as per latest instructions of Govt. of India and AICTE.**

After detailed discussion the Board decided as under:-

- (i) The matter regarding seniority of persons recruited through CAS vis-a-vis those recruited directly be deferred and put up in the next BOG meeting.
- (ii) As per revised Career Advancement Scheme issued by the AICTE vide its letter No. FD/PSSC/Clarif./2003/1 dated 10.9.2003, promotion as Professor has to be made from the post of Assistant Professor after 8 years of service as Assistant Professor.

However, as per clarification furnished by the AICTE in the same letter of 10.9.2003, the experience of Selection Grade Lecturer is to be considered equivalent to that of Assistant Professor after

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acquiring the Ph.D. A clarification should be sought whether period of service as Selection Grade Lecturer prior to acquiring Ph.D. is to be considered equivalent to that of Assistant Professor.

- (iii) As per clarifications issued by the Govt. of India, MHRD vide their letter F.No. 37-104/95-TS-II dated 14.6.1999, the benefits of the CAS be allowed w.e.f. 9.10.1998 or from the date of eligibility for promotion under the CAS whichever is later.
- (iv) The Board decided to adhere to the clarifications in all other matters as per clarifications furnished by the AICTE vide its letter No. FD/PSSC/Clarif./2003/1 dated 10.9.2003.
- (v) The clarifications issued by the AICTE vide its letter No. FD/PSSC/Clarif./2003/1 dated 19.9.2003 under sub paras (ii), (iii) and (iv) may also be adhered to.
- (vi) As per instructions contained in the Govt. of India, MHRD, New Delhi letter No. F.20-18/2003-TS.III dated 15.9.2003, the promotion under CAS shall be effective after approval of recommendations of the Selection Committee by the BOG of the Institute.
- (vii) The Board noted and ratified composition of the Selection Committee for promotion to the level of Professors, Assistant Professors and Lecturers under CAS as well as for direct recruitment as contained in the Govt. of India letter dated 15.9.2003 under reference.

The Board referred to the constitution of the Selection Committee for teaching posts as per rule no. 12(3) of the Rules/MOA of the Institution and decided that in addition to above Committee, Head of the Department concerned in the Institute (in place of one of the nominees of the Board, if the post for which selection is being made is lower in status than the one occupied by the Head of the Department) will also act as member on the Selection Committee for CAS as well as for direct recruitment.

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The Board authorized the Chairman of the Board to nominate two external experts out of the panel of experts on behalf of the Board on the above Selection Committees required from time to time.

- (viii) The eligibility criteria and other terms & conditions for promotion under CAS shall be the same as circulated by the Govt. of India and AICTE from time to time.

Item 4.20

To consider implementation of Assured Career Progression (ACP) to the non-teaching employees of NIT, Kurukshetra.

In implementation of ACP of the Central Government, a number of Institute employees loose privilege of ACP of the State Government of Haryana. The proposal given in the agenda needs further discussion and decision.

The Board, however, desired that there is strong need to extend monetary incentives to reward good staff members for which the matter may be first examined at the Institute level and then it may be put up to the Board for consideration and decision. The Board further desired that proformae for reporting Annual Confidential Reports of both teaching and non-teaching employees be reviewed.

Item 4.21

To consider service conditions of the faculty members (teaching staff) as per latest instructions of the Govt. of India - Retirement on superannuation.

The Board noted its decision taken by way of circulation in the last week of Nov., 2003 in adopting service conditions of the faculty members (teaching staff) of NIT, Kurukshetra under which their retirement age on superannuation will be 62 years in terms of the Govt. of India, Ministry of Human Resource Development letter No. F.20-11/2003-TS.III dated 12.11.2003.

S. P. V.

**Item 4.22 To consider filling up the post of Deputy Registrar
(Academic) in the Institute.**

The Board desired that the qualifications/experience required for the post of Deputy Registrar (Academic) be re-cast on the pattern of IIT, Kanpur/IIT, Delhi. The pay scales for the post of Deputy Registrars are also yet to be decided after upgradation of the RECs.

Till the post of Deputy Registrar (Academic) is filled up, the Board authorized the Chairman of the Board to engage a retired/retiring officer from Technical Institutes of repute to deal with affairs relating to academic, examination, secrecy and results etc. on contract basis. The Board further authorized the Chairman to decide salary and other terms and conditions of contractual engagement of the aforesaid officer.

**Item 4.23 To consider the matter regarding absorption of
Shri Amar Nath Sharma, Ex-Supervisor, ECE
Department of the Institute in GGSIP Univ., Delhi.**

The Board authorized the Director to decide the matter appropriately assuring that it does not lead to legal and financial implications for the Institute in the long run.

**Item 4.24 To consider Enquiry Report regarding death
case/promotion of Shri Moti Lal, Ex-Lecturer,
NIT, Kurukshetra.**

The Board deferred the consideration of the Inquiry Report received from the State Government in November, 2003.

**Item 4.25 To consider and approve minutes of 2nd meeting
of the Senate, National Institute of Technology,
Kurukshetra held on 29.11.2003.**

The Board considered and approved minutes of the 2nd meeting of the Senate of the Institute held on 29.11.2003 as per details furnished in the

6.7.11

agenda item 4.25 with the following observations:-

- (i) The meetings of the Senate should be held frequently so that delay in taking decisions on the academic matters and implementation thereof is avoided.
- (ii) A complete and detailed home work is required to be done by the Senate for taking decisions on academic matters, implementation of the academic decisions taken by the Senate as well as by the Board.
- (iii) While evaluating result of the Undergraduate students and making assessment, their participation in training held during summer and winter vacations may be taken into account.
- (iv) As per practice followed in IITs the Answer Sheets may be shown to the students before preparing their results.
- (v) The Institute may examine if the part-time M.Tech. programs are extended to external students/employees too.
- (vi) It may be examined by the Senate as to whether there can be admissions to M.Tech. Courses twice a year.
- (vii) Sequential summer/winter courses may be introduced by the Departments of Civil Engineering, Electrical Engineering, Mechanical Engineering, Electronics and Computer Science for the faculty of Self-financing & Govt. Engg. Colleges on the pattern of IITs, leading to award of M.Tech. (part-time) degree, in order to improve the quality of teaching.
- (viii) A scholarship of the value of Rs. 500/- P.M. may be introduced as advised by Shri Dharam Vir, IAS, Financial Commissioner & Principal Secretary to Govt. of Haryana, Technical Education Department, Chandigarh. Accordingly, the matter may be taken up with Shri Dharam Vir, IAS.

S. D. V.

- (ix) The Hindi version of the degree formats enclosed with the agenda item 2.8 of the Senate has to be a literal translation of the English version. The English version should be on one side of the page and the Hindi version on the other side.

The meeting ended with a vote of thanks to the Chair.


(S N Mahendra)^{21/1/09}

Director & Member-Secretary

**NATIONAL INSTITUTE OF TECHNOLOGY,
(DEEMED UNIVERSITY)
KURUKSHETRA-136119**

No. NITK/BOG/4th/1179-87

Dated: 06.02.2004

Subject: Corrigendum on the Minutes of the 4th meeting of the Board of Governors of NIT, Kurukshetra held on 8.12.2003.

Kindly refer to our letter No. NITK/BOG/4th/762-66 dated 22.1.2004 and Endst. No. NITK/BOG/4th/767-71 dated 22.1.2004 circulating the minutes of the 4th Meeting of the Board of Governors of NIT, Kurukshetra held on 8.12.2003.

In this regard it is to inform you that there are some typographical errors in the above minutes, which need correction.

The minutes as contained in the 1st para on page 2 (introductory part) of the minutes may be read as follows:-

“On behalf of the Institute, on behalf of the Board and on his own behalf, Dr. S N Mahendra extended warm welcome to Prof. B L Dhoopar, Hon'ble Chairman of the Board. Then the Director apprised the Board about some of the initiatives taken by him after assuming the charge as the Director i.e. early completion/handing over of the construction works, automation of the process starting from the admissions of the students till declaration of their results, updating the Institute Website and preparation for the Convocation likely to be held in January, 2004”. (instead of January, 2003)

The minutes on the agenda item 4.7 on page 5 of the minutes may be read as follows:-

“The Board noted action taken by the Institute in granting Dearness Allowance to the employees of the Institute w.e.f. 1.7.2003 on the Central Government pattern as mentioned in the agenda item 4.7”. (instead of non-teaching employees)

Inconvenience caused is regretted.

S. N. Mahendra
(S N Mahendra)

Director & Member-Secretary,
BOG, NIT, Kurukshetra

Phone:-01744-238083(O), 238044(R),

Fax No: 01744-238050

1. Prof. Bhushan Lal Dhoopar,
Hon'ble Chairman, Board of Governors,
NIT, Kurukshetra,

2. Shri V S Pandey, IAS,
Joint Secretary (T),
Govt. of India,
Ministry of Human Resource Development,
Department of Secondary & Higher Education,
Shastri Bhawan,
New Delhi.
3. Shri Dharam Vir, IAS,
Financial Commissioner & Principal Secretary to
Govt. of Haryana,
Technical Education Department,
Haryana Civil Secretariate,
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4. Dr. R.S. Sirohi,
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New Delhi-110002.
6. Dr. K. Subramanian,
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8. Dr. R K Arora,
Professor,
Electrical Engineering Department,
NIT, Kurukshetra.
9. Dr. V K Aggarwal,
Assistant Professor,
Mathematics Department,
NIT, Kurukshetra.