

SCHEME OF THE GOVERNMENT OF INDIA UNDER
WHICH THE COLLEGE WAS ESTABLISHED.

Copy of letter No. 16-4/60-T.5, dated the 26th February, 1961 from the Secretary to the Government of India, Ministry of Scientific Research and Cultural Affairs, New Delhi, to the Secretary, Public Works Department, Government of Punjab Chandigarh.

Subject: Establishment of Regional Engineering College in the State under the Third Five Year Plan.

I am directed to say that the Central Government in consultation with the Planning Commission have sanctioned a scheme of establishment of seven additional Regional Engineering Colleges under the Third Five Year Plan in order to expand the facilities for technical education in the country during the plan period. These new Regional Colleges will be Centrally sponsored institutions and will represent a joint and co-operative enterprise of the Central Government and the State Governments concerned. They will be established in the following States:-

Madras	Tiruchirapalli
Rajasthan	Jaipur
Punjab	Kurukshetra
Orissa	Rourkela
Assam	Silchar (tentatively suggested but to be finalised in consultation with the State Government)
Kerala	Kezhikode
Gujrat	Surat

2. The Kezhikode and Surat Colleges have already been sanctioned and started functioning in the Current year. I am now to convey the formal sanction of the Central Government for the establishment of the other five Regional Colleges in Madras, Rajasthan, Punjab, Orissa and Assam.

3. The Regional Colleges are intended to serve the country as a whole for the training of technical personnel for various projects in the Fourth and subsequent plans. A detailed note on the scheme is enclosed (Appendix-I).

4. The Central Government have decided to assist in the establishment of the Regional Colleges on the following basis:-

- (a) The Central Government will provide the entire non-recurring expenditure on the College building and equipment.
- (b) The Central Government will provide 50% of the recurring expenditure for a period of five years. The balance of the expenditure has to be borne by the State Government. The question of how the recurring expenditure should be met after the five years period will be considered later on.
- (c) The Central Government will provide 50% of the expenditure on construction of staff quarters as grant-in-aid and the balance as loan at current rate of interest. The entire expenditure on Hostels will also be provided by the Central Government as interest-free loan.

5. The State Governments concerned have to provide adequate developed land free of cost for the establishment of the Colleges and also have to make adequate arrangements for the construction of roads, supply of water and electricity and other services to the Campus. The Central Government would suggest that a site of approximately 300 acres would be required for each College. Any additional land which may be acquired would be useful from the point of view of future development of the Colleges.

6. The provision of water, electricity, roads and sewage services etc. on the Campus includes the laying of the necessary main supply lines on the site from which individual connections would be given for the College buildings, hostels, staff quarters etc. The expenditure on the laying of the main supply lines on the site, according to the master-plan drawn up for the College Campus would be a legitimate charge to the cost of land and its development. The expenditure on individual connections drawn from the main supply lines to serve the College buildings, staff quarters, hostels etc. will be a charge to the cost of these buildings.

7. A tentative estimate of cost of a Regional College is given in the enclosed note. The detailed estimates have, however, to be prepared by the Board of Governors of each College and approved by the Central Government.

8. Each College will offer degree courses in the basic branches of Engineering, viz, civil, Mechanical and Electrical. Courses in other fields as for instance Chemical Engineering, Metallurgy, Mining etc., may also be offered depending on the advice given by the All India Council for Technical Education in due course. The tentative estimates given in the enclosed note relate to the basic Engineering Courses. Depending upon the decisions taken from time to time in respect of other courses to be organised in each College, the estimates will be revised.

9. Each College will conduct five-year integrated course in Engineering with an annual admission capacity of 250 students. A tentative distribution of these seats between the basic branches of Engineering is as shown below:-

Civil Engineering	70
Mechanical Engineering	90
Electrical Engineering	90

When courses in other fields, viz., Chemical Engineering, Metallurgy, Mining etc. are approved for a particular College, the total admission capacity of the institutions will remain the same, viz., 250 but the distribution of the seats between the various fields will be revised.

10. I am to request that the State Government may kindly proceed with the necessary preliminary work for the establishment of the Colleges during the plan period, viz., constitution of Boards of Governors, selection of site, development of land, appointment of planning staff etc., The question when a particular College should start functioning will be decided by the Central Government on the basis of progress made with the preliminary arrangements and the instructional facilities organised for the first admissions. The State Governments are requested

to let this Ministry know their own plans regarding the starting of the institutions and how those plans will be put into effect.

The receipt of this letter may kindly be acknowledge.

APPENDIX- I.

NOTE ON THE ESTABLISHMENT OF REGIONAL ENGINEERING COLLEGES

1. The Colleges are intended to serve the whole country for the training of technical personnel required for the Fourth Five Year Plan and subsequent plans. The Colleges shall have an all-India character in so far as their aims and objectives are concerned.

2. Each College is to be regarded as a joint and co-operative enterprise of the Central Govt. and the State Govt. The College shall have maximum amount of autonomy both financial and administrative, so that their establishment and development may proceed with speed and efficiency. For this purpose, the Colleges shall be registered under the Society Registration Act XXI 1860. Each College shall have Board of Governors registered with full powers for the administration and management of its affairs and finances. Provision will however be made in the articles of Association of the Society that in case the College is not functioning properly, the State Government will have the power to take over the administration and assets of the College but with the prior approval of the Central Government.

3. The composition of the Board of Governors and its powers and functions will be as shown below:-

(1) Chairman

To be appointed by the State Government with the approval of the Central Government.

(2) & (3)

Two representatives of the State Government, one from the Finance Department and another from the Department concerned with Technical Education.

(4)

One representative of the Central Government.

(5) & (6)

Two nominees of the All India Council for Technical Education, the nominations being made by the Regional Committee concerned.

(7)

A representative of the University to which the College is affiliated.

(8), (9), (10) & (11)

One non-official from each State in the region, interested in Technical Education, to be appointed by the State Government concerned in consultation with the Central Government.

(12)

Principal (Ex-Office and Secretary).

The Board as a whole may co-opt not more than two

persons.

POWER AND FUNCTIONS:

- (i) To prepare and execute detailed plans and programmes for the establishment of the College and to carry on its administration and management.
- (ii) To receive, to have custody and expand the funds of the College and to manage the properties of the College.
- (iii) To prepare the budget estimates for each year and to sanction expenditure within the limits of the budget as approved by the Central Government and the State Government concerned.
- (iv) To prescribe and conduct courses of study and training in different branches of Engineering and Technology.
- (v) To prescribe rules and regulations for the admission of students to the various courses, in consultation with the Central Government.
- (vi) To prescribe rules and regulations for and to hold examinations and declare the results for courses other than those for University degrees. In respect of the latter, to make arrangements in accordance with the Statutes of the Universities concerned.
- (vii) To institute and award fellowships, scholarships prizes and medals.
- (viii) To supervise the residence, progress, health and discipline of the students.
- (ix) To appoint and control such staff as may be required for the efficient management of the affairs of the College and to regulate their recruitment and conditions of service.
- (x) To co-operate with any other organisations in the matter of education and training in Engineering and Technology.
- (xi) To enter into agreements for and on behalf of the College.
- (xii) To sue and defend all legal proceedings on behalf of the College.
- (xiii) To appoint Committees for disposal of any business of the College or for advice in any matter pertaining to the College.
- (xiv) To delegate any or all of its powers to the officers of the Society for the administration of the affairs of the Society.

- (xv) To consider and pass resolutions on the annual report, the annual accounts and other financial estimates of the College, as it thinks fit, the annual report, the annual accounts and the financial estimates, along with resolutions passed thereon being submitted to the State Government concerned and the Central Government.
 - (xvi) To make, adopt and vary from time to time bye-laws for the regulation of and for any purposes connected with the management and administration of the affairs of the College and for furtherance of its objects, with the prior approval of the Central Government and the State Government.
 - (xvii) To make, adopt and vary from time to time bye-laws for the conduct of the business of the Board and the Committees to be appointed by it for delegation of its powers for fixing the quorum and for co-option.
 - (xviii) To perform such additional functions as may from time to time be assigned to it by the Central Government and State Government.
4. The first Principal of the College will be appointed by the State Government concerned in consultation with the Central Government.
 5. The College will not give their own degrees but will be affiliated to Universities. They may, however, conduct refresher SHORT term courses in branches for which a clear need is felt as and when they are developed and find themselves in a position to offer such facilities.
 6. It will be open to the Colleges to provide facilities in branches other than those provided for in the scheme depending upon the need of the State or the Region. Such provision will, however, be made in accordance with normal procedure namely on the advice of the All India Council for Technical Education.
 7. Not more than 50% of the seats may be utilised by the State concerned; at least 30% shall be made available to other States in the Region and at least 20% shall be open to students from all other parts of the country. For this purpose the Regions will be as demarcated by the All India Council for Technical Education.
 8. The detailed estimates of cost on buildings, equipment, hostels, staff quarters etc., will be prepared by the Board of Governors and submitted to the Central Government for sanction. The Central Government grants may be placed at the disposal of the Boards of Governors from time to time. The state Government share will also be paid in a similar manner.

9. -To facilitate staffing of the College on satisfactory lines, the Central Government may create a pool of teachers, recruit competent persons on all India basis, arrange for their training whenever necessary either in India or abroad, and assign them to the individual institutions. Similarly, for the procurement of equipment, both within the country and from outside, the Central Government may make suitable arrangements through the Directorate General, Supplies & Disposals, or any other Central agency. That will also facilitate the grants of import licences, release of foreign exchange and other formalities.
10. There is a proposal under the consideration of the Central Government for the holding of a common admission examination for all the Higher Technological Institutes in the country. The Regional Colleges will join the scheme of common admission examination in the larger interests of technical education in the country.
11. Periodical meetings or conferences will be convened by the Central Government for the purpose of co-ordinating the work and development of the institutions, so far as major issues are concerned.

ESTIMATES OF COST

12. Each College will conduct Five Year Integrated Courses in Civil, Mechanical and Electrical Engineering & have an admission capacity of 250 students per year. A tentative distribution of the seats between the three branches will be as shown below:-
- | | |
|------------------------|----|
| Civil Engineering | 70 |
| Mechanical Engineering | 90 |
| Electrical Engineering | 90 |
- When courses in other fields, viz., Chemical Engineering, Metallurgy, Mining, etc., are approved for any College, the total admission capacity of the institution will remain the same, viz., 250 students but the distribution of seats between the various fields will be revised.
13. The establishment and development of the College should be carried out in a phased manner extending over a period to be specified. In the first phase, activities should be concentrated on the construction of essential buildings, acquisition of the minimum amount of equipment and recruitment of the necessary staff for conducting the first degree courses on satisfactory lines. In the second phase, facilities should be developed at the institutions for advanced work in selected fields depending upon the availability of staff.
14. It is important and necessary that the capital outlay on the Colleges, especially in respect of buildings should be kept as low as possible and the utmost economy in construction should be effected. Every attempt should be made to achieve it by making the maximum possible utilisation of the laboratories, workshops, drawing halls and

class rooms. The Colleges should work from 7.00 A.M. to 5.00 P.M. each working day and the laboratories, workshops, lecture rooms and drawing halls should be available for the work of the students on an average of eight hours per day. The time table or the routine should be so constructed that students work in the laboratories and workshops and drawing halls both in the mornings and in the afternoons in groups. The crux of the problem should be effective and maximum utilisation of the facilities in the construction of the time-table and no effort should be spared in achieving the such desired result.

15. Another aspect of economy is the type of construction to be adopted for the College buildings. In addition to workshops at least 40% of the accommodation required for the various laboratories should be provided in similar types of structures similar to workshops. The various laboratories which should be thus provided for the cement aggregate and concrete testing laboratory; Hydraulics laboratory. The rest of the buildings should be of the ordinary type or framed structures, multi-storeyed. This arrangement will result in a considerable amount of economy in the cost of buildings. The functional aspects of the laboratories will also be fully served.
16. The Building Projects Team appointed by the Planning Commission has recommended that for framed structures and multi-storeyed buildings, the designs should be such that 65% to 75% of the space should be usable and the rest should cover the requirements on account of thickness of walls, circulating, stair cases and sanitation facilities. For the main College buildings, we should aim at an average of 70% of the total space as usable, that is to say, that excess for plinth area over carpet area should be 43% the workshops and other special types of buildings. We should aim at over 60% as usable space i.e. about 25% excess for plinth over carpet area.
17. The rates off construction of buildings are also important. For ensuring the necessary economy specifications of buildings should be purely functional and as simple as possible, wherever possible the Central Government will indicate economy measures from time to time in the design and construction of the buildings.
18. In order to ensure that the Colleges are well established and developed and also to ensure that they maintain the highest standards possible, every care should be exercised in the selection of teaching staff. The staff should be selected on all India basis and wherever necessary they should also be trained either in India or abroad. The scales of pay have already been fixed at a uniform scale for Lecturers and Assistant Professors and it is hoped that the improved scales will attract persons of the right calibre. There is also another important aspect of the staff which is directly related to the efficiency of the institutions. The normal practice is that on the

basis of certain fixed hours of work which a Professor or Assistant Professor or Lecturer should do per week the strength of staff in each grade for an institution is determined and in that process a certain student-teacher ratio is aimed at. The ratio varies from institution to institution from 10:1 to 15:1 on the basis of the hours of works assigned to each teacher in his own grade. For the Regional Colleges, we should aim at a ratio 10:1, though in the initial period, due to various considerations, including the shortage of staff, it may be necessary to work on the basis of a somewhat larger ratio.

19. The staff structure and the scales of pay of various categories of the staff of Regional Engineering College is given at Annexure-III.
20. Economy should also be the watchword in respect of construction of buildings for hostels. A separate note on the subject is given at Annexure - IV.
21. The outlay on staff quarters should be kept to the barest minimum necessary. The extent to which residential accommodation should be provided at each College and the estimates of cost should be determined in addition to the local conditions. It may be possible for some staff members to find residential accommodation outside the College Campus. In those it is not necessary for the College to construct residences for the entire staff. Further, as many members of the subordinate staff as possible should be asked to make their own arrangements for residential accommodation outside the College Campus. The detailed plans and estimates of cost for different types of staff quarters should be prepared on the basis of the following standards:-

Scale of accommodation for the staff quarters of the Regional Engineering College:-

<u>Category of Staff</u>	<u>Total Plinth Area</u>
Principal	2300 sq.ft. plus 656 sq. ft. for garage and servant quarters.
Professors	2000 sq. ft. plus 250 sq. ft. for garage and servants.
Assistant Professors and equivalent staff. 1600 sq.ft.)	If constructed of flats 100 sq.ft. extra for each may be provided for staircase and circulation.
Lecturers and equivalent staff 1400 sq.ft.	
Associate Lecturers and equivalent staff 1200 sq.ft.)	
Administrative, Clerical, Technical and other staff.	

- | | | |
|------|-------------------------------|-------------|
| i) | For salary range Rs. 150-300 | 700 sq. ft. |
| ii) | For salary range Rs. 50-150 | 600 sq. ft. |
| iii) | For salary range below Rs. 50 | 550 sq. ft. |

If after providing for the necessary servants quarters for each house not enough area is left out of 250 sq.ft. for a separate garage for each house, then a garage for two quarters or three quarters has to be constructed.

22. Since the College Campus will have about 1500 students in residence as also a number of staff members together with their families, some facilities should be provided for their medical care and treatment. It is not intended, however, that the College should have a full-fledged hospital. What is needed is a whole-time medical officer and a small dispensary with provision for about 8 beds for indoor treatment of simple cases. Since the students at each College will be drawn from every part of the country, it is also important to ensure that a corporate life is promoted among them and proper discipline is maintained. The difficulties of the students as and when arise should also be looked into expeditiously and wherever possible should be solved quickly. The College should make every effort to advise, guide and help the students both in their studies and in their life on the Campus. For that purpose, the staff should establish close contact with the students. For each hostel, a senior member of staff not below the rank of Assistant Professor should be appointed as the Warden, who should live in the premises of the Hostel. Further, the overall welfare and discipline of the students should be the primary responsibility of the Professor of Training and placement who should be designated as the Proctor. He should be assisted in the performance of his duties by an Assistant Proctor.
23. Apart from staff salaries, the annual maintenance expenditure of the College on account of stores and supplies, stationery, postage, water and electricity etc. should be determined on the basis of actual requirements but the maximum economy possible should be effected. For purposes of estimates, however, the expenditure should be subject to a ceiling of Rs. 150/- per student per year.
24. The Colleges are intended to serve the country as a whole. It is, therefore, necessary to attract to the Colleges bright students from every part of the country by instituting an adequate number of scholarships. The scholarships are also necessary to encourage meritorious students but of poor means to join the institutions and continue technical studies. Each College should award scholarships to at least 25% of the students. The value of each scholarship should be Rs. 75/- p.m. for 12 months with exemption from tuition fees. The expenditure on the scholarships should be a part of the normal budget of the institution.

25. Due to present foreign exchange difficulties every care should be exercised in the selection and procurement of equipment. As far as possible, the equipment should be procured from within the country, of indigenous manufacture. A certain amount of equipment can and should be fabricated in the Workshop of the College. Also, if a uniform list of equipment required for all the Colleges is prepared, it should be possible to consult Indian manufactures and place bulk orders for the manufacture and supply of as many items as possible. Even for import of essential items from abroad, bulk purchases for all Colleges, have many advantages. A central purchase organisation may be set up for the purpose.

The lists of equipment should not only include those items which are essential for immediate instructional purposes for undergraduate courses but also some standard equipment for research work of the staff in various fields. The Colleges should encourage the staff from the very beginning to do research or carry out advanced studies in their respective fields. That is the only way in which work of high quality may be ensured at the Colleges which will reflect on the quality of graduates produced by the institutions.

26. On the basis of general Principles, as outlined in the preceding paras, model estimates for College buildings and equipment and the requirements for staff are furnished in the statements at Annexures I, II and III respectively, for a College with an admission capacity of 250 students per year for Civil, Mechanical and Electrical Engineering. The estimates for equipment as given in the statement at Annexure II indicate the ceilings. Each College should prepare detailed lists of equipment required keeping in view the general principles explained in para 25.
27. Tentative estimates for a College with an admission capacity of 250 students for Five Year Integrated Course in Civil, Mechanical and Electrical Engineering.

(a) Non-Recurring.

(i) Buildings.	Rs. 23 lakhs
(ii) Equipment	Rs. 28 lakhs

Total Rs. 51 lakhs

(b) Recurring(Ultimate)

(i) Staff salaries	Rs. 14 lakhs
(ii) Maintenance	Rs. 2 lakhs
(iii) Scholarships	Rs. 3 lakhs

Total : Rs. 19 lakhs

- (c) Staff quarters. Rs. 35 lakhs

The final estimates will, however, depend upon the rate of construction at each centre as certified by the local P.W.D., current prices of equipment, cost of services to be provided at each College etc. The detailed estimates will be worked out in stages by the Boards of Governors and submitted to the Central Government for examination and sanction. In preparing the detailed estimates, the actual requirements of special fields viz. Mining, Metallurgy, Chemical Engineering etc. in which the Colleges would conduct courses, will also be included.

ANNEXURE -I

Schedule of accommodation.

College with an annual admission of 250 students
for 5 year Degree Course in Civil, Mechanical and
Electrical Engineering.

(Civil 70, Mechanical 90, Electrical 90)

Item	Carpet	Type of Construction
1	2	3
1. Administration-Principal's room Registrar Office; meeting room; Training Officer; Stationery Stores and records waiting room Stenographer, NCC Office; etc.	8000	Ordinary or framed structures multistoreyed.
2. Library	8000	
3. Lecture Halls (6 General and 4 Departmental)	10000	
4. Drawing Halls Junior (2)	5400	
5. Tutorial rooms-General (10)	3600	
6. Laboratories (Vide Appendix A)	48380	3328 ordinary 15100 Special
7. Workshops (Vide Appendix A)	15000	Special
8. Boiler House and Heat Engine Laboratory.	8000	
9. Departmental requirements.		
(a) Applied Mechanics, Hydraulics and Hydraulic Machinery.		
Staff rooms, storage space; departmental Library	1500	
(b) <u>Civil Engineering</u>		
i. Drawing & Design-cum- Lecture rooms.	2800	
ii) Tutorial rooms (2)	720	
iii) Staff rooms, storage; Departmental Library	1500	Ordinary of Framed structure multi-storeyed.
(c) <u>Mechanical Engineering</u>		
i. Drawing & Design-cum- lecture rooms.	3600	
ii. Tutorial rooms (3)	1080	
iii. Staff rooms, storage, Departmental Library etc.	2000	

(d) <u>Electrical Engineering</u>		
i. Drawing & Design-cum Lecture rooms.	3600	
ii. Tutorial rooms (5)	1080	
iii. Staff rooms, storage, Departmental Library etc.	2000	
(e) <u>Humanities</u>	750	93,400 sq. ft. Ordinary
Staff room, storage, Departmental Library.		
(f) <u>Departments of Physics, Chemistry and Mathematics.</u>	2500	36,600 sq. ft.
Staff rooms, storage, Departmental Library.		
(g) <u>Miscellaneous items.</u>	1250	Special.
Total Plinth area;	1,30,000 1,33,562 43,920	
	1,77,482	say 1,77,500 sq.ft.

The maximum accommodation is 1,78,000 sq.ft.

For a College offering degree course in Metallurgy, in addition to courses in other branches viz Civil, Mechanical and Electrical Engineering add an additional area of 5000 sq.ft. (Carpet) of 4000 sq.ft. (Plinth). In that case, the College would require a total accommodation of 1,82,000 sq.ft.

APPENDIX A TO ANNEXURE -I

S.No.	Laboratory	Floor space required
1	2	3
1.	Cement aggregate and concrete testing Laboratory.	2,000 sq.ft.
2.	Road Materials Laboratory	600 sq.ft.
3.	Soil Mechanics and Soil Testing Laboratory	1,000 sq.ft.
4.	Structures Laboratory	2,000 sq.ft.
5.	Sanitary Engineering Laboratory	500 sq.ft.
6.	Surveying (Stores)	1,000 sq.ft.
7.	Junior Mechanics Laboratory	2,880 sq.ft.
8.	Strength of Materials Laboratory	4,000 sq.ft.
9.	Dynamics Laboratory (Mechanisms and Theory of Machines.)	1,000 sq.ft.
10.	Hydraulics Laboratory including Hydraulic Machinery	8,000 sq.ft.
11.	Geology Laboratory	1,200 sq.ft.
12.	Workshops	
	a. Machine shop	4,800 sq.ft.
	b. Fitting shop	1,200 sq.ft.
	c. Smithy shop	2,000 sq.ft.
	d. Foundry shop	2,000 sq.ft.
	e. Carpentry shop	2,000 sq.ft.
	f. Electric shop	3,000 sq.ft.
13.	Engineering Chemistry (Fuels, Metallurgy, water and Lubricants)	3,600 sq.ft.
14.	Heat Engines Laboratory Boiler, steam Engines J.C Engines, Refrigeration and air conditioning	
	a. Boiler House and Steam Engines Laboratory	4,000 sq.ft.
	b. Internal Combustion Laboratory including Refrigeration	4,000 sq.ft.
15.	Physics Laboratory	5,400 sq.ft.
16.	Chemistry Laboratory	7,200 sq.ft.
	a. Electrical Machines	4,000 sq.ft.
	b. Measurements and Applied Electronics	4,000 sq.ft.

ANNEXURE -II

Sr.No.	Designation of Laboratory	Approximate cost of equipment Rs.
1.	Cement aggregate and concrete testing laboratory	30,000
2.	Road Materials Laboratory	20,000
3.	Soil Mechanics and Soil Testing laboratory	50,000
4.	Structures Laboratory	1,00,000
5.	Sanitary Engineering Laboratory	20,000
6.	Surveying	75,000
7.	Drawing	10,000
8.	Junior Mechanics Laboratory	15,000
9.	Strength of Materials Laboratory	2,00,000
10.	Dynamic Laboratory	30,000
11.	Hydraulics Laboratory	1,50,000
12.	Geology Laboratory	35,000
13.	Tubewell sinking Laboratory	25,000
14.	Workshops	5,00,000
15.	Engineering Chemistry (Fuels, Metallurgy, Water and Lubricants)	70,000
16.	Heat Engines Laboratory(Boilers, Steam Engines, i.c. Engines, Refrigeration and Air-conditioning)	
	a. Boiler House and Steam Lab.	2,25,000
	b. Internal combustion laboratory including Refrigeration	1,25,000
	c. Models	25,000
17.	Physics Laboratory	1,00,000
18.	Chemistry Laboratory	1,00,000
19.	Electrical Engineering Laboratories	
	a. Electrical Machines	2,25,000
	b. Measurements and Applied Electronics	1,00,000
20.	Audio-Visual Equipment	25,000
21.	Miscellaneous	50,000
22.	Library	2,00,000
23.	Furniture and Special Fittings	2,50,000
Total :		27.325 lakhs

For a College conducting Degree Course in Metallurgy, an additional amount of Rs. 1.5 lakhs should be provided for equipment.

The above estimates include erection charges wherever necessary.

ANNEXURE - III

Staff for an Engineering College conducting 5 year degree courses in Civil, Mechanical and Electrical Engineering.

- A. Administration (Admission Civil 70 Mech. 90 Elect. 90)
- i) Principal (1) Rs. 1800-2250
 - ii) Registrar (iii) Dy. Registrar (1) Rs. 600-1150 plus D.A.
(Accounts, Academic and General Administration (2) Rs. 350-850 plus D.A.
including Estate Management)
 - iv) Stores Officer (1) Rs. 300-560 plus D.A.
 - v) Assistant Registrar (1) Rs. 275-800 plus D.A.
 - vi) Overseers Estate Maintenance (2) Rs. 350-850 plus D.A.
 - vii) Medical Officer (1) Rs. 350-850 plus D.A.
 - viii) Professor of Training and Placement and Students Welfare Officer (1) Rs. 1000-1500
 - ix) Assistant Proctor (1) Rs. 350-850
 - x) Librarian (1) Rs. 350-850 plus D.A.
 - xi) Assistant Librarians (2) Rs. 300-560 plus D.A.
 - xii) Assistants, Clerks, Stenographers, Typists, Peons, Malies, Staff Car Drivers, Watch and Ward, Compounder and other Medical Unit Staff, Skilled Workers for Estate Maintenance etc.
- Number and grades of pay to be determined in each case.
- B. Mathematics, Physics and Chemistry and Humanities Section.
- i) Professor (1) Rs. 1300-1600
 - ii) Professors (2) Rs. 1000-1500
 - iii) Assistant Professors (6) Rs. 600-1150 plus D.A.
 - iv) Lecturers (10) Rs. 350-850 plus D.A.
 - v) Teaching Assistants (10) Rs. 300-560 plus D.A.
- C. Applied Mechanics, Hydraulics and Hydraulic Machinery
- i) Professor (1) Rs. 1300-1600
 - ii) Assistant Professors (3) Rs. 600-1150 plus D.A.
 - iii) Lecturers (5) Rs. 350-850 plus D.A.
 - iv) Teaching Assistants (5) Rs. 300-560 plus D.A.
 - v) Draughtsman (1) Rs. 200-250 plus D.A.
- D. Mechanical Engineering including Workshops
- i) Professor (1) Rs. 1300-1600
 - ii) Professor (1) Rs. 1000-1500
 - iii) Assistant Professors (5) Rs. 600-1150 plus D.A.
 - iv) Lecturers (5) Rs. 350-850 plus D.A.
 - v) Teaching Assistants (8) Rs. 300-560 plus D.A.
 - vi) Draughtsman (1) Rs. 200-250 plus D.A.

Workshops

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|-------------------|----------------------------|
| i) Superintendent | (1) Rs. 600-1150 plus D.A. |
| ii) Foreman | (2) Rs. 275-600 plus D.A. |
| iii) Supervisor-s | (4) Rs. 250-350 plus D.A. |
| iv) Storekeeper | (1) Rs. 150-250 plus D.A. |

E. Electrical Engineering

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|----------------------------|----------------------------|
| i) Professor | (1) Rs. 1300-1600 |
| ii) Professor | (1) Rs. 1000-1500 |
| iii) Assistant Professors, | (4) Rs. 600-1150 plus D.A. |
| iv) Lecturers | (6) Rs. 350-850 plus D.A. |
| v) Teaching Assistants | (6) Rs. 300-560 plus D.A. |
| vi) Draughtsman | (1) Rs. 200-250 plus D.A. |

F. Civil Engineering.

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|---------------------------|----------------------------|
| i) Professor | (1) Rs. 1300-1600 |
| ii) Professor | (1) Rs. 1000-1500 |
| iii) Assistant Professors | (2) Rs. 600-1150 plus D.A. |
| iv) Lecturers | (5) Rs. 350-850 plus D.A. |
| v) Teaching Assistants | (6) Rs. 300-560 plus D.A. |
| vi) Draughtsman | (1) Rs. 200-250 plus D.A. |

G. Each Department should have Stenographer. It will also have the necessary clerical staff, Peons, attendants, etc. whose number and grades of pay should be determined in each case separately.

H. The number and grades of pay of Mistri Instructors for Workshop should be determined separately in each case.

I. For Colleges which will conduct degree courses in Metallurgical Engineering, the above staff should be reduced by Assistant Professor 1, Lecturers 2 and Teaching Assistants 2 and the following additional staff should be sanctioned;-

- | | |
|--------------------------|---------------------------|
| i) Professor | (1) Rs. 1300-1600 |
| ii) Assistant Professors | (2) Rs. 600-1150 |
| iii) Lecturers | (2) Rs. 350-850 plus D.A. |
| iv) Teaching Assistants | (2) Rs. 300-560 |
| v) Draughtsman | (1) Rs. 200-250 plus D.A. |

J. Manager of Hostels and Estate.

Rs. 350-850

MINISTRY OF SCIENTIFIC RESEARCH AND CULTURAL AFFAIRS.

Regional Engineering Colleges-Standards for Hostels.

The question of the standards to be prescribed for the hostels of technical institutions has been examined in detail in consultation with the Committee on plan project of the Planning Commission. The following standards have been suggested which the Regional Colleges are requested to consider in the preparation of detailed plans, estimates, etc., for their own hostels:-

- (a) Single-seated hostels would be constructed only when absolutely necessary and that too, for the students of the senior classes, namely for the students in the last two years of the degree courses. For all other students the hostels should be triple-seated.
- (b) The gross or plinth area per student in a triple-seated hostel should not exceed 180 sq.ft. of which 75 sq.ft. should be the net living area for the student. The accommodation on account of Warden's quarters and servants was quarter two extra.
- (c) The basis on which this gross area of 180 sq.ft. per student is worked out is explained in the statement at Annexure -A.
- (d) For a single-seated hostel the gross or plinth area per student should not exceed 200 sq.ft. of which the net living accommodation should be 93 sq.ft. For the students in this type of hostel it is not necessary to provide for separate study rooms as is done in the case of a triple-seated hostel.
- (e) The requirements in respect of warden's quarters and servants quarters would depend upon the conditions prevailing at each centre. Since the Colleges are fully residential institutions, separate staff quarters for teachers and other essential employees of the College will be constructed in the campuses of the Colleges. Therefore, the requirements in respect of warden's quarters and the quarters for the servants of the hostel may be integrated with the over-all requirements for staff quarters for each College as a whole. If the former requirements are, however, required to be shown separately, the following standards may be adopted.

Warden's Quarters

For each hostel of about 150 students, there may be a warden, chosen from the teaching staff of the College, on the basis that his salary range is Rs. 350-850. The Warden's quarter should have a total plinth area of about 1200-1400 sq.ft.

Servants Quarters

The servants quarters should not be integrated with the main buildings of the hostel but should be constructed separately. The specifications and designs of these quarters should be in accord with this class of employees, the number of quarters to be built would depend upon the minimum number of servants who have to live close to the hostel. On the basis that in a hostel of 150 students about 10 servants have to be provided with residential accommodation, the total plinth area for the servants quarters should not exceed 2,700 sq.ft.

ANNEXURE A TO ANNEXURE IV
STANDARD SCHEDULES FOR STUDENTS HOSTELS FOR TECHNICAL INSTITUTIONS

Triple-seated Hostel.

(I)	Net living area per student	75 sq. ft.
(II)	Dining Hall	7sq. ft. (on the basis of 10 sq.ft. per student for 2/ 3rd of the total number of students).
(III)	Kitchen, Pantry, Stores etc.	6 sq.ft. (on the basis of 2/3rd of the total space allotted for the dinning Room).
(IV)	Common Room, Room etc.	5 sq.ft. per student (on the basis of 500 sq. ft. for a hostel of 100 Students).
(V)	W.C. Blocks	6 sq. ft. per student (on the basis of set of W.C. Blocks of 45 sq.ft. for 8 students.)

Total 100 sq. ft. per student.

(VI)	Add 33% for circulation passages area varandahas, stair cases etc.	Rs. 133 sq.ft. floor
(VII)	Add wall space, columns etc. @ 20% of the floor space.	160 sq. ft.
(VIII)	Add for Miscellaneous Architectural features and other requirements.	10 sq.ft.
(IX)	Add for study rooms for the students	170 sq.ft. per student 6 sq.ft. (on the basis of 13 sq. ft. carpet or 24 sq. ft. plinth per student for 25% of the total student strength)
Total:		Plinth area per student 176 sq.ft. or say a maximum of 180 sq.ft.

Single-seated hostel.

The net living area should be 93 sq.ft. per student and the gross of plinth area should be 200 sq.ft. per student. In such a hostel there is no need for separate study rooms. The basis of calculations is the same as for a triple-seated hostel as above.

No.F.6-14/62-T.5

Government of India,
Ministry of Scientific Research & Cultural Affairs;
New Delhi, Dated the ____ July, 1963.

From

The Secretary to the Government of India.

To

The Principals of all Regional Engineering Colleges.

Subject: REVISION OF THE PAY SCALES IN THE REGIONAL ENGG.
COLLEGES.

Sir,

As you are aware, the Original scheme of establishment of the Regional Engineering Colleges as approved by the Central Govt. in consultation with the State Governments concerned prescribed definite pay scales for various categories of teaching, administrative and technical posts. The scheme also provided to that, in addition to the pay scales, the posts should carry dearness allowance wherever admissible. For various subordinate posts, both technical and non-technical, viz., stenographers, clerks, peons, mechanics etc. the scheme provided that the pay scales should be prescribed by the Boards of Governors of the Colleges in accordance with the local conditions.

2. As the Regional Colleges are functioning as all India Institutions and the teaching and senior administrative and technical staff are also recruited on all-India basis, the Boards of Governors of some Colleges sanctioned dearness allowance in accordance with the Central Govt. rules for all the posts for which the pay scales had been prescribed in the original scheme. Some Colleges, however, sanctioned dearness allowance for these very posts in accordance with the rules of the State Govt. concerned. In course of time a situation arose in which there were considerable variations between College and College in respect of dearness allowance given to those posts for which uniform all-India pay scales had been prescribed. Further, on the recommendations of the Central Pay Commission, the dearness allowance is being merged with the pay scales for various categories of posts under the Central Govt. As a sequel, the Regional Colleges have suggested that similar merger should take place in respect of their own staff and revised pay scales should be prescribed for the various posts. The pay commissions set up by the several State Governments have made similar recommendations regarding merger of dearness allowance with pay scales and the Regional Colleges have suggested that similar merger should take place in respect of posts for which local pay scales had been sanctioned.

3. The entire question of the manner in which the pay scales of staff of the Regional Colleges should be revised for the various categories of posts in the light of the recommendations of the Central pay Commission and the State Pay Commissions has been examined by the Central Government. The Central Government would suggest that the pay scales should be revised as below:-

(a) Posts for which revised pay scales should be sanctioned uniformly for all the Regional Colleges.

Designation of post	Present pay Scale	Revised pay scale
1	2	3
Principal	1800-100-2000-125-2250	1800-100-2000-125-2250
1. Professors (Senior)	1300-60-1600	1300-60-1600
2. Professors (Ordinary)	1000-50-1500	1100-50-1300-60-1600.
3. Professors of Training and Placement.	1000-50-1500	1100-50-1300-60-1600-
4. Assistant Professors	600-40-1000-50/2-1150.	700-40-1100-50/2-1250.
5. Workshop Supdt.	600-40-1000-50/2-1150.	700-40-1100-50/2-1250.
6. Lecturers	350-350-380-380-30-590-EB-30-770-40-850.	400-400-450-30-600-35-670-EB-35-950.
7. Associate Lecturers	300-25-500-30-560	375-25-500-30-590-EB-30-650.
8. Registrar	600-40-1000-50/2-1150	700-40-1100-50/2-1250.
9. Dy. Registrar	350-350-380-380-30-590-EB-30-770-40-850.	400-400-450-30-600-35-670-EB-35-950.
10. Assistant Registrar	275-25-800	350-25-500-30-590-EB-30-800-EB-30-830-35-900.
11. Librarian	350-350-380-380-30-590-EB-30-770-40-850.	400-400-450-30-600-35-670-EB-35-950.
12. Stores Officer	300-25-500-30-560	375-25-500-30-590-EB-30-650.
13. Foreman	275-25-800	350-25-500-30-590-EB-30-800-EB-30-830-35-900.

(b) Posts for which all-India pay Scales had been prescribed in the Original scheme but revised pay scales should be sanctioned in accordance with local conditions.

4. The posts of supervisors for Workshops, draughtsman, Storekeeper, Medical Officer, Assistant Librarian, Assistant Proctor, Diverseer, Manager of Hostels had been included in the original scheme and uniform pay scales had been prescribed in the scheme. For these posts, the Board of Governors of the College may prescribe revised pay scales in conformity with the local conditions and after taking into account such recommendations as might have been made by the State Commissions and accepted by the State Governments concerned. In no case, however, should the revised pay scales exceed those for corresponding posts under the central Government.

(c) Other categories of staff for which revised pay scales should be sanctioned in accordance with local conditions.

5. For the posts of office Assistants, Clerks, Office Superintendent, Stenographers, Typists, Peons, Malies, Staff Car Drivers, Watch and Ward Staff, skilled workers, Mechanics etc. the original scheme had suggested that the Boards of Governors may prescribe appropriate pay scales in accordance with the local conditions. The Boards of Governors may now prescribe revised pay scales for these posts after taking into account the local conditions as also such recommendations of the State pay Commissions as have been accepted by the State Governments concerned.

6. As regards the date from which the revised pay scales should be implemented, the Central Government would suggest that the revisions should only have a prospective effect from a date not earlier than the date of issue of this letter except in those cases where the Board of Governors have already given effect to such revisions.

7. I am to request you to let this Ministry have as soon as possible the revised pay scales sanctioned by your Board of Governors for the various categories of staff in accordance with the general Principles outlined above and also indicate the date from which the revised pay scales have been given effect to or will be given effect to.

Yours faithfully,

Sd/-
(L.S. CHANDRAKANT)
JOINT EDUCATIONAL ADVISER (T)
for Secretary to the Government of
INDIA.

Copy to the State Governments concerned.

Copy to T.4
Copy to Guard File.

Sd/-
(L.S. CHANDRAKANT)
JOINT EDUCATIONAL ADVISER (T)

MEMORANDUM OF ASSOCIATION &
RULES RELATING TO ESTABLISHMENT
OF THE REGIONAL ENGINEERING
COLLEGE SOCIETY.

MEMORANDUM OF ASSOCIATION AND THE RULES
RELATING TO THE ESTABLISHMENT OF THE
REGIONAL ENGINEERING COLLEGE SOCIETY.

In the matter of ACT XXI of 1860 for the Registration of literary, Scientific and charitable societies, and

In the matter of the Regional Engineering College (Kurukshetra) society hereinafter referred to as the Society.

"Memorandum of Association".

(i) The name of the Society is the Regional Engineering College (Kurukshetra) Society.

(ii) The registered office of the Society shall be situated at Kurukshetra.

In this Memorandum and the Rules made thereunder unless the context otherwise requires.

(a) "College" shall mean the "Regional Engineering College (Kurukshetra).

(b) "Society" shall mean the "Regional Engineering College (Kurukshetra) Society", and

(c) "State Government" shall mean the Government of Haryana (Amendment No. 1 (under section 89 of the Punjab Re-organisation Act, 1966).

The objects for which the Society is established are.

(i) to establish and to carry on the administration and management of the Regional Engineering College, Kurukshetra. The functions of the Society shall be

(a) to provide for instruction and research in such branches of Engineering and Technology as the College may think fit and for the advancement of learning and dissemination of knowledge in such branches.

(b) to prescribe rules and regulations for and to hold examinations and declare the results and give awards for courses other than those for University degrees and in respect of the latter to make arrangement in accordance with the statutes and Regulations of the University to which the College is affiliated.

(c) to institute and award Fellowships, Scholarships prizes and Medals in accordance with the Rules and Bye-laws;

(d) to fix and demand such fees and other charges as may be laid down in the Bye-laws made under the Rules of the Society.

(e) to establish, maintain and manage halls and hostels for the residence of students.

(f) to provide for the maintenance of units of the National Cadet Corps for the students of the College;

(g) Supervise and control the residence, regulate the discipline amongst the students of the College and make arrangements for promoting their health, general welfare, cultural and corporate life,

contd....

CERTIFICATE OF REGISTRATION OF SOCIETIES

(Act XXI of 1860)

No.

2

of 1964-65.

I hereby certify that "REGIONAL ENGINEERING COLLEGE
(KURUKSHETRA) SOCIETY" has this day been registered under
the Societies Registration Act XXI of 1860 and as amended by Punjab
Amendment Act, 1957.

Given under my hand at Chandigarh this 25th
day of April, One Thousand Nine Hundred and
~~xxxxxx~~ Sixty four.

Fee Rs 50/-



842

Sd/- B.R. Kapur 25/4/64
Registrar of Firms and Societies
Punjab

- (h) to create administrative, technical and ministerial and other posts under the Society and to make appointments there to in accordance with the Rules and Bye-laws, and
- (i) to co-operate with educational or other institutions in any part of the world having objects wholly or partly similar to those of the Society by exchange of teachers, scholars and generally in such manner as may be conducive to their common objects;
- (ii) To make Rules and Bye-laws for the conduct of the affairs of the Society and to add to, amend vary or rescind them from time to time, with the approval of the State and the Central Government;
- (iii) to acquire and hold property, provided that prior approval of the State and Central Governments is obtained for the acquisition of immovable property;
- (iv) to deal with any property belonging to or vested in the society in such manner as the Society may deem fit for advancing its objects, provided that prior approval of the State and the Central Governments is obtained for the transfer of any immovable property;
- (v) to maintain a Fund to which shall be credited:-
 - (a) All moneys provided by the Central and the State Governments;
 - (b) All fees and other charges received by the Society;
 - (c) All moneys received by the Society by way of grants gifts, donations, benefactions, bequests or transfers; and
 - (d) All moneys received by the Society in any other manner or from any other sources.
- (vi) to deposit all moneys credited to the Fund in such Banks or to invest them in such manner as the Society may, with the approval of the State Government, decide;
- (vii) to meet the expenses of the Society including expenses incurred in the exercise of its powers and discharge of its functions out of the Fund;
- (viii) to maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in such form as may be prescribed by the State and Central Governments in consultation with the Accountant General of the Haryana State; Amendment No. II (under section 89 of the Punjab Re-organisation, Act 1966).
- (ix) Forward annually to the state and Central Governments the accounts of the Society as certified by the auditor appointed by the Society with the approval of the State Government together with any Government Audit Report thereon;
- (x) to do all such things as may be necessary, incidental or conducive to the attainment of and or any of the objects of the Society;
- (xi) to constitute such committee or committees as it may deem fit for the disposal of any business of the College or for tendering advice in any matter pertaining to the College;

- (xii) to delegate all or any of its powers to the Board of Governors or to a committee or committees constituted by it or to any officer or officers of the Society;
- (4) (i) The College shall be open to persons of either sex and of whatever race, creed, caste or class, and no test or condition shall be imposed as to religious belief or profession in admitting students or appointing members teachers, and other staff of the college.
(ii) No benefaction shall be accepted by the Society which in its opinion, involves condition or obligations opposed to the spirit and object of this paragraph.
5. The State Government may at any time appoint one or more persons to review the work and progress of the Society or the College and to hold an enquiry into the affairs thereof and to report thereon, in such manner as the State Government may stipulate. Upon receipt of any such report, the State Government may in consultation with the Central Government take such action and issue such directions as it may consider necessary (in respect of any of the matters dealt with in the report regarding the Society or the College, as the case may be) and the Society shall be bound to comply with such directions.
6. In case the State Government is satisfied that the Society or the College is not functioning properly, the State Government shall have the power to take over the administration and assets of the College with prior approval of the Central Government.
7. If, on the winding up or dissolution of the Society there shall remain, after satisfaction of all its debts and liabilities, any assets and property whatsoever, the same shall not be paid to or distributed among the members of the Society or any of them but shall be dealt with in such manner as the Central Government and the State Govt. may determine.
8. The names, addresses and occupations of the first members of the Governing Body of the Society to which by the Rules and Bye-laws of the Society, the management of its affairs is entrusted are;

Amendment No. III
(under section 89
of the Punjab
Re-organisation
Act-1966).

- | | |
|---|--|
| (1) The Chairman appointed by the State Government with the approval of the Central Government. | Vice-Chancellor,
Kurukshetra University,
Kurukshetra. |
| (2) Nominee of the State Govt. to represent its Finance Department | Commissioner for
Planning & Finance
& Secretary to Govt.
Finance Department
Haryana State. |
| (3) Nominee of the State Govt. to represent its Department concerned with Technical Education. | Member
Secretary to Govt.
Haryana, Technical
Education Deptt.
Member |

Contd....4/-

- | | | |
|------|---|--|
| (4) | Representative of the Central Government | Shri T.C. Ajmani,
Deputy Educational
Adviser to the Govt.
of India, Ministry
of Education, New
Delhi.
Member |
| (5) | Representative of the All-India Council for Technical Education nominated by the Northern Regional Committee. | Brq. K.B.Rai, C/o
Delhi Gymkhana Club,
Ltd., New Delhi.
Member |
| (6) | Representative of the All-India Council for Technical Education Nominated by the Northern Regional Committee. | Dr. B M Anand,
Prof & Head of Deptt.
of Physics,
Punjab University,
Chandigarh.
Member |
| (7) | Representative of the University to which the College is affiliated. | (To be nominated) |
| (8) | Non-Official representative of Rajasthan Govt. interested in Technical Education to be nominated by that Govt. in consultation with the Central Govt. | Shri G.S.Mehta, IAS,
(Retd) Jaipur
Member |
| (9) | Non-Official representative of Uttar Pradesh State interested in Technical Education appointed by U.P. Government in consultation with the Central Govt. | Shri Jagdish Narain Singh,
M.L.A.
Roorkee
Member |
| (10) | Non-Official representative of Jammu & Kashmir State interested in Technical Education, appointed by the Jammu & Kashmir Govt. In consultation with the Central Govt. | (To be nominated)
Member |
| (11) | Non-Official representative of the Punjab Govt. interested in Technical Education to be nominated by the Govt. in consultation with the Central Govt. | (To be nominated)
Member |
| (12) | Non-official representative of the Haryana Govt. interested in Technical Education to be nominated by that Govt. in consultation with the Central Govt. | (To be nominated)
Member |
| (13) | Principal | Member & Ex-officio
Secretary." |

Till the appointment of Principal Sh. P.C. Suri, Deputy Secretary to the Govt., Punjab, B&R(P.H.) Branch will act as Secretary of the Board of Governors.

A copy of the Rules of the Society, certified to be a correct copy by three members of the Society, is filled along with this Memorandum of Association.

We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our several and respective hands hereinto and form ourselves into Society under Act XXI of 1860 this day of 196

Sr.NO.	Name Address and occupations of members.	Signature of members.	Names, addresses & occupations of witnesses.	Signature of Witnesses.
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REGIONAL ENGINEERING COLLEGE KURUKSHETRA
SOCIETY RULES

The Registered Office of the Society shall be situated at Kurukshetra.

The Society shall for the time being consist of the following members:

- (1) Minister-Incharge for Technical Education in the State to be appointed by designation as Chairman, Board of Governors, by the State Government and the Central Government be informed of the change.
 - (2) to (4) Three nominees of the State Government
 - (5) to (7) Three nominees of the Central Government.
 - (8) A representative of the AICTE
 - (9) Vice-Chancellor or a University Professor nominated by the Vice-Chancellor of the University to which the College is affiliated.
 - (10) to (11) Two industrialists/technologists (non-official representatives) in the region to be nominated by the Central Government in consultation with the State Government.
 - (12) A nominee of the I.I.T. in the region
 - (13) A nominee of the University Grants Commission.
 - (14) to (15) Two representatives of the Faculty of the College.
 - (16) Principal of the College as ex-officio Member-Secretary
2. The State and Central Government may by mutual consultation at any time appoint any other person or persons to be member or members of the Society.
 3. The Society shall keep a roll of members and every member of the Society shall sign the roll and state therein his or her rank or occupation and address. No member shall be entitled to exercise rights and privileges of a member unless he or she has signed the roll as aforesaid.
 4. If a member of the Society shall change his address he may notify to the Secretary his new address; but if he fails to notify such new address, his address as recorded in the roll of the members shall be deemed to be his address.

5. The general superintendence, direction and control of the affairs of the Society and of its income and property shall be vested in the Governing Body of the Society which shall be called by the Board of Governors, Regional Engineering College, Kurukshetra, hereinafter referred to as "The Board".
6. The Board shall be composed of the following members:
 - (i) Minister-Incharge for Technical Education in the State to be appointed by designation as Chairman, Board of Governors, by the State Government and the Central Government be informed of the change.
 - (2) to (4) Three nominees of the State Govt.
 - (5) to (7) three nominees of the Central Govt.
 - (8) A representative of the AICTE
 - (9) Vice-Chancellor or a University Professor nominated by the Vice-Chancellor of the University to which the College is affiliated.
 - (10) & (11) Two industrialists/technologists (non-official representatives) in the region to be nominated by the Central Government in consultation with the State Government.
 - (12) A nominee of the I.I.T. in the region
 - (13) A nominee of the University Grants Commission.
 - (14) to (15) Two representatives of the Faculty of the College.
 - (16) Principal of the College as ex-officio Member Secretary.
7. The Board may co-opt not more than two other persons to be members thereof.
 - (i) Where a member of the Society or the Board becomes such member by reason of the office he holds, his membership shall terminate when he ceases to hold that office.
 - (ii) A Member of the Society or the Board representing the Central Government shall continue to be such member during the pleasure of the Central Govt.
 - (iii) A member of the Society or the Board representing a Department of the State Government shall continue to be such member during the pleasure of the State Govt.

Approved by
ECK Society
(7.10.1981)

(iv)

Every other member of the Society or Board including the Chairman, shall cease to be such a member on the expiry of three years from the date of his appointment or nomination, but shall be eligible for re-appointment or re-nomination, as the case may be, except the two representatives of the Faculty of the College, one Professor and the other Assistant Professor or Lecturer, in turn, on alternative years (excluding the members who have already served as nominees on the Board) shall cease to be such members on the expiry of one year from the date of their appointment.

Approved by
ECK Society
(7.10.1981)

(v)

Should any nominee of the State or Central Governments be prevented from attending a meeting of the Society or Board, he shall be at liberty to appoint and authorise a representative to take his place at that meeting of the Society or Board and such a representative shall have all the rights and privileges of a member of the Society or Board for that meeting only.

Approved by
ECK Society
(6.5.1976).

8.

A member of the Society or Board shall cease to be such a member if he (a) dies or (b) resigns his membership or (c) becomes of unsound mind or (d) becomes insolvent or (e) is convicted of a criminal offence involving moral turpitude or (f) if he is removed by the State Government with the approval of the Central Government from the membership of the Society or (g) if except in the case of the Principal and the two representatives of the Faculty of the College he accepts a full time appointment in the College or (h) if he fails to attend three consecutive meetings of the Society or Board without the leave of the Chairman.

9(1)

The Chairman may resign the office by a letter addressed to the State Government and the resignation shall take effect from the date it is accepted by the State Government, in consultation with the Central Government.

9(2)

A member, other than an ex-officio member, or a member representing the Central or the State Government, may resign the office by a letter addressed to the Chairman and such resignation shall take effect from the date it is accepted by the Chairman.

10.

Any casual vacancy in the Society or the Board shall be filled by the appointment or nomination of a member by the appropriate authority entitled to make such appointment or nomination and the member appointed or nominated to fill such casual vacancy shall hold office for the remainder of the term, if any, of the member in whose place he has been appointed or nominated.

11.

The Society or the Board shall function notwithstanding any vacancy therein and notwithstanding any defect, in the appointment, nomination or co-option of its member; and no act or proceedings of the Society or the Board shall be called in question merely by reason of the existence of any vacancy therein or of any defect in the appointment, nomination or co-option or any of its members.

12. (i) The Society shall meet whenever the Chairman thinks fit, provided that the Chairman shall call a meeting of the Society upon a written requisition of not less than four members.
- (ii) For every meeting of the Society a notice of fifteen days shall be given but in the case of an emergency, the Chairman may reduce the period of notice;
- (iii) Five members of the Society including the Chairman shall constitute a quorum at any meeting or for any other reason, no quorum shall be necessary for the adjourned meeting.
- (iv) In case of difference of opinion amongst the members the opinion of the majority shall prevail.
- (v) Each member of the Society, including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the Society, the Chairman shall in addition have and exercise a casting vote.
- (vi) Every meeting of the Society shall be presided over by the Chairman and, in his absence from any meeting by a member chosen from amongst themselves by the members present at the meeting.
- (vii) Any resolution/business which it may be necessary for the Society to perform, except such as may be placed before its meetings, may be carried out by circulation among all its members and any resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if such resolution/business has been passed at a meeting of the Society provided that at least five members of the Society have recorded their views on the resolution.

13. Powers and Functions of the Board.

Subject to the provisions of the Memorandum, the Board shall have the Power:-

- (i) To prepare and execute detailed plans and programmes for the establishment of the College and to carry on its administration and management.
- (ii) To receive, to have custody and expand the funds of the College, and to manage the properties of the College.
- (iii) To prepare the budget estimates for each year and to sanction expenditure within the limits of the budget as approved by the Central Government and the State Government concerned.

- (iv) To prescribe and conduct courses of study and training in different branches of Engineering and Technology.
- (v) To prescribe rules and regulations for the admission of students to the various courses, in consultation with the Central Government.
- (vi) To prescribe rules and regulations for and to hold examinations and declare the results, for courses other than those for University degrees. In respect of the latter, to make arrangements in accordance with the Statutes of the Universities concerned.
- (vii) To institute and award fellowships, scholarships prizes and medals.
- (viii) To supervise the residence, progress, health and discipline of the students.
- (ix) To appoint and control such staff as may be required for efficient management of the affairs of the College and to regulate their recruitment and conditions of service.
- (x) To co-operate with any other organization in the matter of education and training in Engineering and Technology.
- (xi) To enter into agreements for and on behalf of the College.
- (xii) To sue and defend all legal proceedings on behalf of the College.
- (xiii) To appoint Committees for disposal of any business of the College or for advice in any matter pertaining to the College.
- (xiv) To delegate any or all of its powers to the Officers of the Society for the administration of the affairs of the Society.
- (xv) To consider and pass resolutions on the annual report, the annual accounts and other financial estimates of the College as it thinks fit, the annual report, the annual accounts and the financial estimates along with resolution passed thereon being submitted to the State Government concerned and the Central Government.



(xvi) To make, adopt and vary from time to time bye-laws for the regulation of and for any purposes connected with the management and administration of the affairs of the College and for furtherance of its objects, with the prior approval of the Central Government and the State Government.

(xvii) To make, adopt and vary from time to time bye-laws for conduct of the business of the Board and the Committees to be appointed by it, for delegation of its power for fixing the quorum and for co-option.

(xviii) To perform such additional functions as may from time to time be assigned to it by the Central Government and State Government.

14.(i) The Board shall ordinarily meet once in every three months provided that the Chairman may, whenever he thinks fit, and shall on the written requisition of not less than four members call a special meeting. Not less than fifteen days notice shall be given of every meeting of the Board but in case of an emergency, the Chairman may reduce the period of notice. A copy of the proceedings of every meeting shall be furnished to the State Government and the Central Government as soon as practicable after the meeting.

(ii) Five members of the Board including the Chairman shall constitute a quorum at any meeting. Provided that if a meeting is adjourned for want of quorum or for any other reason, no quorum shall be necessary for the adjourned meeting.

(iii) In case of difference of opinion amongst the members the opinion of the majority shall prevail.

(iv) Each member of the Board, including the Chairman shall have the Vote and if there shall be an equality of Votes on any question to be determined by the Board, the Chairman, shall in addition have and exercise a casting vote.

(v) Every meeting of the Board shall be presided over by the Chairman and in his absence from any meeting by a member chosen from amongst themselves by the members present at the meeting.

(vi) Any resolution/business which it may be necessary for the Board to perform except such as may be placed before its meetings, may be carried out by circulation among all its members and any resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if such resolution/business has been passed at a meeting of the Board provided that at least five members of the Board have recorded their views on the resolution.

Chairman

15. (i) It shall be the duty of the Chairman to see that the decision taken by the Board are implemented.
(ii) the Chairman shall exercise such other powers as may be delegated to him by the Board.

16. PRINCIPAL

- (i) The Principal shall be appointed by the Board with the approval of the Central and State Governments. (Approved by Regional Engineering College (Kurukshetra) Society on 02.12.77).

The following amendment was made by RECK, Society in April, 1995 and by State Govt. vide No. 40/16/92-4 TE dt. 09.06.95 in clause 16(i)

"The Principal shall be appointed by the Board with the approval of the Central and State Governments on contract basis for an initial period of three years with the possibility of renewal, depending upon the merit of each case."

- (ii) The Principal shall be the Chief Academic and Executive Officer of the College and shall be responsible for the proper administration of the College and for the imparting of instruction and maintenance of discipline therein. All other staff of the College shall be subordinate to the Principal. He shall be the custodian of the records, the funds of the College and such other property of the College as the Board may commit to his charge.

- (iii) The Principal shall have such other powers and perform such other duties as may be delegated or assigned to him by the Board.

- (iv) The Principal may delegate any of his powers to any of his subordinates with the approval of the Board.

- (v) The Principal shall act as the Secretary of the Society, the Board and such other committees as the Society or the Board may decide.

- (vi) In the event of the post of the Principal remaining vacant or the Principal being absent or unable to perform his duties for any reason, it shall be open for the Board to direct any officer or officers in the service of the Society to exercise temporarily such powers and perform such functions and duties of the Principal as the Board may deem fit.

The following amendment was made by BOG in its 90th meeting held on 25.11.98 in clause 16(vi): -

"The Board decided that seniormost Professor of the College may be authorized to act as Principal in case the regular Principal proceeds on leave or out of station for 2/3 months. In case the regular Principal is on long leave or is out of station for a long period say for more than 2/3 months or there is no regular Principal and an adhoc arrangement is to be made, then it should be by a person who is competent and qualified to hold the post of the Principal, as per seniority of the Professors."

17. REGISTRAR

- (i) The Registrar shall be a whole time officer of the College and shall be appointed by the Board on such terms and conditions as may be laid down in the Bye-Laws.

- (ii) The Registrar shall be directly responsible to the Principal of the College for the proper discharge of his duties and functions as laid down in the Bye-Laws.

- (iii) The Registrar shall exercise such powers and perform such duties as may be delegated or assigned to him by the Board or the Principal.

18. The members of the Society or the Board and of any Committee appointed by the Society or the Board shall be entitled to such traveling and daily allowances in respect of the journeys undertaken to attend the meetings of the Society or of the Board or of the Committees or in connection with the business of the Society or the Board as may be provided in the Bye-Laws of the Society or the Board as the case may be. No other remuneration shall be payable to the members of the Society, Board or Committee.

19. FUNDS

(i) The Secretary of the Society shall cause true accounts to be kept of all financial transactions of the Society and all sums of moneys received and by the Society maintain records of the receipts and expenses relating to such matters, and of the assets, credits and liabilities of the Society.

Provided that accounts shall be kept separately for the College and other organizations, if any, of the Society;

(ii) The funds of the Society shall be utilized solely for the purpose of the Society.

(iii) The Society shall open an account with, and deposit the funds (Except such sums as may be required for current expenses) in the State Bank of India, or, if so directed by the State Government in the Govt. treasury or in any other scheduled Bank.

(iv) The Secretary shall retain only such amount in his hands as may be required for current expenses by way of permanent advance that may be proscribed from time to time by the Board of Governors.

(v) No payment out of funds of the Society shall be made except on cheques drawn by the Secretary.

20. ACCOUNTS

(i) Within six months after the close of every financial year, the Society shall submit to the State Govt. and the Central Government a report on the working of the College in the previous year together with an audited statement of accounts showing the income and expenditure for the previous year.

(ii) The Society shall submit to the State Government and the Central Government the budget estimates for every financial year by such date before the end of the previous year as the State Government may fix in this behalf.

21. For the purpose of Section 6 of the Registration of Societies Act, the person in whose name the Society may sue or be sued shall be the Secretary of the Society.

22. CONTRACTS

(i) All contracts for and on behalf of the Society or the College shall be expressed to be made in the name of the Society or the College, as the case may be, and shall be executed by the Chairman, the Principal of the College and one other member of the Board to be nominated by the Chairman.

(ii) No contract for the sale, purchase or supply of any goods or material shall be made or financial agreement entered into for and on behalf of the Society with any member of the Society or the Board of Governors, or his relative, a firm in which such member or relative is a

partner or share-holder or any other partner in such a firm, or a private company of which the member is a member or director.

23. Common Seal

The Society shall have a common seal of such design as the Board of Governors shall determine.

24. (i) Subject to the prior approval of the Central and the State Government, the Society may alter extend or abridge any purpose or purposes for which it is established, provided that the procedure prescribed in that behalf by Act XXI of 1860 has been followed.

(ii) These rules may be altered by the Society with the consent of the Central and the State Governments at time by a resolution passed by a majority of two-thirds of the members present at any meeting of the Society which shall have been convened for the purpose after giving due notice of such resolution to the members of the Society.

25. Notwithstanding anything to the contrary in the rules all previous action taken by the State Government for the establishment of the College shall be deemed to have been taken by the Board.

We, the following members of the Board of Governors, certify, that the Rules of the Society given above are a correct copy thereof.

BYE LAWS OF THE REGIONAL ENGINEERING COLLEGE
(KURUKSHETRA) SOCIETY.

PREMABLE In pursuance of Rule 13(xvi) of the Regional Engineering College (Kurukshetra) Society Rules and other powers enabling it, in that behalf, the Board of Governors of the Regional Engineering College (Kurukshetra) Society for the regulation of and for any purposes connected with the management and administration of the affairs of the College and for furtherance of its objects, hereby makes the following Bye-laws:-

1. These Bye-laws shall be deemed to have come into force from 16.7.1963:

Provided that any condition laid down in the appointment letter of any employee, prior to the date of making of these bye-laws by the Board of Governors and their approval by the State Government and the Central Government, shall not be changed by the provisions of these bye-laws to the disadvantage of the employees of the Society:

Provided further that notwithstanding anything to the contrary in these Bye-laws, all previous actions taken by the competent authority of the College and the Board of Governors from time to time, shall be deemed to have been taken under these Bye-laws.

The Revised Bye-laws, as approved by the Board of Governors in its meeting held on 28th April, 1972, be implemented with immediate effect and the State and the Central Governments be informed about the implementation of the revised Bye-laws in anticipation of the approval.

(Resolution No. XVI of BOG MEETING
held on 28.4.72).

- In future bye-laws should be brought into force immediately as soon as they are passed by the Board of Governors, in anticipation of the approval of the Governments.

(Added vide Resolution No. 25.XV
of BOG Meeting held on 17.8.1972).

APPLICATION

2. Except when otherwise expressly provided for, these Bye-laws shall apply to every person in the whole time employment of the Regional Engineering College

(Kurukshetra) Society, employed or appointed on or after 16.7.1963, other than a person so employed under the contingent establishment.

3. Where the Board is satisfied that the operation of any Bye-law under these bye-laws causes undue hardship in any particular case, the Board may dispense with or relax the requirements of that Bye-Law to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.

4. The Board may, with the prior approval of the Central Government and the State Government, modify, add or delete any Bye-law under these Bye-Laws as may, from time to time, deem expedient:

Provided that the conditions of service of an employee of the College, as given in his appointment letter, or subsequently decided by the Board, shall not be varied to his disadvantage.

DEFINITIONS

5. In these Bye-laws, unless the context otherwise requires:-

(a) 'Board' means the Board of Governors of the Regional Engineering College (Kurukshetra) Society.

(b) 'Chairman' means the Chairman of the Board of Governors of the Regional Engineering College, (Kurukshetra) Society.

(c) 'College' means the Regional Engineering College, Kurukshetra.

(d) 'Competent Authority' means the Board of Governors of the Regional Engineering College (Kurukshetra) Society, and includes such officer or authority to whom the Board; may authorise for all or any of the purposes of these Bye-laws.

(e) 'Employee' means any person employed or appointed to any service, office or post in connection with the affairs of the Society, but not including part-time employees and employees on work-charged basis.

(f) 'Principal' means the Principal of the Regional Engineering College, Kurukshetra.

(g) 'Registrar' means the Registrar of the Regional Engineering College, Kurukshetra.

(h) 'Society' means the Regional Engineering College, (Kurukshetra) Society.

(i) 'Service' means service in the Regional Engineering College, Kurukshetra.

APPOINTMENT OF STAFF

6. (i) All posts under the Society shall normally be filled by direct recruitment by advertisement but the Board shall have the powers to decide that particular post is filled by invitation or by promotion from amongst the members of the staff of the College. While making appointments, the appointing authority shall take into consideration the claims of the members of the SC/ST and Ex-servicemen consistent with the maintenance of administration and teaching in the College.

Subject to a suitable vacancy arising and eligibility, one dependant of any employee of the College, who may die or become permanently disabled while in service with the College, be given preference in employment in the College.

(Resolution on Agenda Item 50.21
of BOG meeting held on 19.5.79)

(ii) Selection Committees for filling up of posts under the Society by advertisement or by promotion from amongst the members of the staff of the College shall be constituted in the manner as laid down by the Board, from time to time. The life of any panel of selected candidates for appointment against any future vacancies will be one year from date of selection.

(iii) The terms and conditions of the post to be filled by advertisement, except the post of the Principal, shall be advertised by the Principal and all applications received within the date specified in the advertisement shall be considered by the Selection Committee:

Provided that the Principal may, for sufficient reasons, consider any application received after the date so specified. The preliminary selection of candidates, to be called for interview, shall be made by the Principal, in consultation with Chairman of the Department concerned and a summary of particulars of the

Candidates called for interview, shall be supplied to all the members of the Selection Committee. The members of the Selection Committee may suggest names of other candidates for the posts of Assistant Professor and above to be called for interview.

(iv) Action required to be taken by the Principal in Bye-Law 6(iii) shall be taken by the Chairman; BOG when the post of the Principal is to be filled. The procedure stated in Bye-law 6(iii) shall apply in full in this case also except consultation with the Chairman of the Department concerned for making preliminary selection of candidates to be called for interview.

In making the preliminary selection under College Bye-Law 6, the maximum number of candidates to be called for interview be limited as under:

- | | | |
|------|---|------------|
| i) | If the vacancy is for one post only | 10 |
| ii) | If the vacancy is for two posts only | 16 |
| iii) | If the vacancy is for more than 2 posts | 6 per post |

The following amendment was made by BOG in its 85th meeting held on 16.05.1995 in this clause: -

1. The Board noted the action taken by the Chairman, Board of Governors on the proposal of the College submitted in January, 1995.
2. The Board approved that the number of eligible candidates to be called for interview be limited as under after making preliminary selection at the college level: -
 - (a) If the vacancy is for one post =15
 - (b) If the vacancy if for two or for more than two posts=10 per post
3. The Board also decided that a Screening Committee consisting of the following should make preliminary selection of the candidates to be called for interview in accordance with clause 2 above.
 1. Principal
 2. Chairman of the Department concerned.
 3. A member from outside suggested by the Principal from the panel of experts of the concerned Department/Section

It shall be the duty of the Registrar of the College to certify that all applicants, who are called for interview, fulfill completely the essential qualifications as advertised and no candidate, who does not fulfill the essential qualifications, is called for interview.

(This was added vide resolution no. 57.3 (A) of BOG Meeting held on 07.10.1981)

(v) The Principal shall maintain a panel of external experts in various subjects as approved by the Board of Governors to be revised every two years. External Experts shall be appointed from this panel.

In the event of an external expert expressing this inability, at a very short notice, to attend the meeting of the Selection Committee, the Principal may invite another external expert in his place who may or may not appear in the panel of experts approved by the Board. In case of the senior and junior committees, this is to be done with the approval of the Chairman of the Selection Committee.

The following addition was made in this rule by the BOG in its 48th meeting held on 03.01.1979: -

The external experts shall act as Experts for all the specializations in the Department concerned.

(vi) In the interest of maintenance of efficiency of teaching at the College, the Principal may make appointments to teaching posts on adhoc basis, upto and including the post of Lecturer, for a period not exceeding six months. Any extension beyond six months in the adhoc appointments may be made, with the approval of the Chairman, Board of Governors. Any further extension in adhoc appointments beyond one year may be made with the approval of the Board of Governors upto a maximum period of six months. During this period of one-and-a-half years, the vacancy be filled up on a regular basis through the normal set of procedure for appointments.

The Principal may make temporary appointments to Non-teaching posts carrying the scale maximum of which does not exceed Rs. 3500/- for a period of six months.

The following amendment was made by BOG its 91st meeting held on 11.05.1999 in clause 6(vi): -

"The Principal may make Adhoc/Temporary appointments to Non-teaching posts carrying the scale maximum of which does not exceed Rs. 10,500/- for a period of six months."

(vii) Notwithstanding anything in Bye-Law 6(vi), appointments to the posts of Lecturers from amongst teachers trained under Technical Teachers' Training Programme of the Ministry of Education, Government of India, may be made directly by the Principal and subsequently reported to the Board.

(viii) For recruitment to the lowest ministerial posts, apart from issue of advertisement notice to newspapers, an intimation shall also be sent to the District Employment Exchange, for obtaining names of eligible candidates for consideration along with the applications received in response to the advertisement in the newspaper.

(ix) No act or proceedings of any Selection Committee shall be called in question on the ground merely of the absence of any member or members of the Selection Committee, provided that at least one of the external experts, who is not a member of the Board, is present in a meeting of the Selection Committee. The quorum for outside experts in Selection Committee meetings for the Teaching Staff of the College shall be at least one outside expert who is not a member of the Board.

Resolved Further that while issuing appointment letters in future to employees on temporary/permanent basis it may be stated that period of service on adhoc basis, if any, shall not be counted towards annual increment.

APPLICATION FEE

7. A candidate applying for a post under the Society shall be charged application fees at the rates detailed below: -

- | | | |
|----|--|----------|
| a) | Post carrying a scale of pay maximum of which is upto 1500/- | Rs.5/- |
| b) | Post carrying a scale of pay maximum of which is upto 2900/- | Rs.7.50 |
| c) | Post carrying a scale of pay maximum of which is upto 4000/- | Rs.10.00 |

(Added vide SAAC recommendations made vide Item No. 7.5 of its 7th meeting and the same approved by the Board vide Item No. 73.25 of its 73rd meeting held on 26.5.89)

For the Post of Lecturer	Rs. 15.00
For the post of Assistant Professor and Professor	Rs. 25.00

(Added vide Resolution No. 68.25 of 68th BOG meeting held on 2.5.86)

The following amendment was made by the BOG in its 91st meeting held on 11.5.1998 in this clause: -

- | | | |
|----|---------------------------|-----------|
| a) | For the posts Group 'D' | Rs. 25/- |
| b) | For the posts Group 'C' | Rs. 50/- |
| c) | For posts Group 'A' & 'B' | Rs. 100/- |
- (All Administrative and Teaching posts)

PAYMENT OF TA TO CANDIDATES ATTENDING INTERVIEW

8. TA at the following rates be paid to the candidates, to be called for interview, after scrutiny of applications for the teaching posts in the college:

- | | | |
|-------|---|--|
| (I) | For teaching posts carrying the scale of pay of Rs. 700-1600 and equivalent posts | Actual Second Class Rail/Bus fare |
| (II) | For teaching posts carrying The scale of pay of Rs. 1200-1900 and equivalent Posts. | Actual First Class Rail/Deluxe Bus fare. |
| (III) | For teaching posts carrying The scale of pay of Rs. 1500-2500 and above. | Actual First Class Rail Fare/Air-conditioned Bus Fare. |

(Resolution No. 68.25 of the 68th BOG meeting held on 2.5.86)

MEDICAL FITNESS

9. Every appointment shall be subject to the condition that the appointee is certified by a Medical Authority, nominated by the Board, as being in sound health and physically fit for service:

Provided that the Board may, for sufficient reasons, relax the medical requirements in any particular case or cases or dispense with such certificate, subject to such condition, if any, as may be laid down by it:

Provided further, that in the case of persons appointed temporarily in vacancies of less than six months, in duration, the production of the medical fitness certificates may be dispensed with.

That for the medical examination of the employees of the College of the rank of Lecturers and above, the Medical Examination Board shall comprise of (i) Senior Medical Officer and (ii) Lady Medical Officer of the College Health Centre. In case one of them is on long leave then the College will associate the University Medical Officer for conducting the Medical Examination of the employees of the rank of Lecturer and above.

(Added on the recommendation on Item 6.2 of the 6th meeting of SAAC and approved by the BOG in its 72nd meeting held on 4.11.1988).

REGULATION OF PAY

10. The pay and allowances of all the employees of the Society shall be regulated in such a manner as may be decided by the Board from time to time.

"that in future the Selection Committee should decide in each case the basic pay to be offered to the selected candidates".

(Added vide Resolution No.66.16 of the 66th BOG Meeting on 4.1.86).

"that while issuing appointment letters in future to employees on temporary/permanent basis, it may be stated that period of service on adhoc basis, if any, shall not be counted towards annual increment".

(Added vide Resolution No.56.19 of the 56th BOG meeting held on 22.5.81)

"Board agreed in principle, that the benefit of military service be given to the Non-Teaching employees of the College in accordance with Haryana Government Rules. However, before implementation, it may be examined whether any such benefit given by the Haryana Government is in contradiction with the Bye-Laws of the College."

(Added vide Resolution No. 61/41 of the BOG Meeting held on 24.4.84).

PERIOD OF PROBATION AND AGE OF SUPERANNUATION

11. (a) All appointments to full time posts under the Society shall ordinarily be made on probation for a period of two years. If a confirmed employee of the College is selected for a higher post, the period of his probation in the higher post be one year and this resolution be made applicable commencing with all such employees on probation on 26.2.1976.

If a confirmed employee of the College is selected for a post in the same pay scale, the period of his probation in that post be one year and this resolution be made applicable commencing with all such employees on probation on 24.8.1977.

(b) The appointing authority shall have the power to extend the period of probation of any employee of the Society for one year or such shorter period as may be found necessary. If an employee who is already working in a post in a temporary capacity is appointed in same post against permanent vacancy, his period of probation in the permanent post may be reduced by the period he has already served in the post in a temporary capacity subject to a maximum of the period of probation and this resolution be made applicable commencing with all such employees on probation on 24.2.1978.

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"That the persons who had been selected by duly constituted Selection Committees and had been offered temporary appointments but have been working for long periods of time, say more than three years, satisfactorily, be confirmed with immediate effect against the available permanent posts."

(BOG Resolution No. 53.32 of 25.4.1980)

- (c) On completion of the period of probation or the extended period of probation as the case may be, the employee shall, if his work and conduct during the period of probation has been satisfactory, shall be confirmed in the post and he shall continue to hold his office till the age of 60 years subject to disciplinary rules of the College.

RETIREMENT

- (d) The age of retirement of both Teaching and Non-teaching Employee of the College be 60 years.

(Added vide Resolution No. 54.6 of the 54th BOG meeting held on 30.7.80).

The employees of the College may be allowed to retire on the last day of the month irrespective of the actual date of their retirement as per Haryana Govt. Rules.

(Added vide Resolution No. 59.15 of 59th BOG meeting held on 11.5.83)

The employees of Regional Engineering College, Kurukshetra, be permitted to retire voluntarily after completion of 20 years qualifying service or at the age of 55 and they be paid proportionate retirement benefits on a similar pattern as is granted by the Haryana Government in case of their employees who are allowed to retire voluntarily before the prescribed age of retirement. (For detailed Rules see Schedule VI)

(Added vide Resolution No. 61.12 of 61st BOG meeting on 24.4.80)

SUB-CLAUSE ON COMPULSORY
OR PRE-MATURE RETIREMENT

The Board shall, if it is of the opinion that it is in the interest of the College so to do, have the absolute right to retire any employee, other than Class IV employee by giving him notice of not less than three months in writing or three month's pay and allowances in lieu of such notice:-

- (i) If he is in Class I or Class II Service or post and had entered the service of the College before attaining the age of thirtyfive years, after he has attained the age of fifty years; and
- (ii) (a) If he is in Class III Service or post or
(b) If he is in Class I or Class II Service or post and entered the service of the College after attaining the age of thirtyfive years;
after he has attained the age of fiftyfive years.

The employees would stand retired immediately on payment of three month's pay and allowances in lieu of the notice period and will not be in service thereafter. The employee who is compulsorily or pre-maturely retired shall be entitled to all the benefits accruing upto the date of his compulsory/pre-mature retirement as per rules of the College.

(Sub-clause on compulsory or pre-mature retirement was recommended by the SAC in its 3rd meeting held on 28.7.87 and the same was ratified by the Board in its 70th meeting held on 12.10.87).

NOTE: (The Board however, in its 71st meeting vide Item 71.61 decided to keep the above sub-clause in abeyance on a demand from the Teachers' Association of the College).

"The SAC considered the retirement of teachers at the end of the Semester, i.e. 30th June or 31st December and recommended to the Board that ordinarily, College Bye-law 11(d) on retirement be followed i.e. the age of retirement should be 60 years.

Further recommended to the Board that where the Principal considers it necessary from academic point of view, the individual cases of Teachers (Professors,

Assistant Professor and Lecturers) for extension beyond the age of superannuation upto the end of the semester should be put up before the Board of Governors.

(Recommendations made vide Item 4.8 of 4th SAC meeting on 9th Oct. 87 and ratified by the Board in its 71st meeting held on 22.3.1988).

The following amendment was made by the BOG in its 88th meeting held on 15.03.1997: -

The Board resolved that the teachers of Regional Engineering College, Kurukshetra be retired as per College Bye-Laws. Further resolved that in the interest of teaching, re-employment after the date of superannuation upto the end of the semester i.e. 30th June or 31st December to the teacher(s) only be allowed by the Principal which will be need-based and as per specific requirements of each case. During the period of re-employment, no service benefit whatsoever except emoluments last drawn be allowed to the concerned.

TERMINATION OF SERVICE

12. The appointing authority shall have the power to terminate the services of any employee without notice and without assigning any cause, during the period of probation or extended period of probation.

The appointing authority shall have the power to terminate the services of any employee by three months' notice or on payment of three months' salary in lieu thereof, if, on medical grounds, certified by a Medical Authority nominated by the Board, his retention in service is considered undesirable by such appointing authority.

The Board shall have the power to terminate the services of any employee on grounds of retrenchment or, economy by giving to the person concerned three months' notice in writing or on payment of three months' salary in lieu thereof.

An employee of the society may terminate his engagement by giving the appointing authority 3 months' notice or three months' salary in lieu thereof, provided that the appointing authority may, for sufficient reasons, either reduce this period or for teaching staff call upon the employee concerned to continue till the end of the academic session in which the notice is received.

The services of a temporary employee shall be liable to termination at any time by notice, in writing, given either by the employee to the appointing authority, or, by appointing authority to the employee. The period of such notice shall be one month unless otherwise agreed to by the Society and the employee.

The following amendment was made by the BOG in its 88th meeting held on 15.03.1997: -

The Board authorized the Principal to count the notice period of three months within the expiry of Extra-ordinary Leave in case of permanent employees of the College who proceed on Extra-Ordinary Leave (without pay) for assignment within India only.

APPOINTING AUTHORITY

13. The appointing authority for different posts shall be as under: -

- a) For the posts upto and Principal

including Lecturer or equivalent.

- b) For the posts higher than Lecturer and upto and including Assistant Professor or equivalent.

Chairman,
Board of
Governors

- c) For the posts of Professor and equivalent or higher post.

Board of
Governors

(BOG Resolution No. 42, 21 of the 42nd meeting held on 6.5.77).

VACATION/NON-VACATION STAFF

14. It shall be for the Principal to decide as to the class of employees who shall be entitled to vacation.

APPOINTMENT ON CONTRACT

15. Subject to the provisions contained in Memorandum of Association of the Regional Engineering College (Kurukshetra) Society, the Board may, in special cases, appoint a person on contract for a period not exceeding 5 years with a provision of renewal for further period.

Principals in Regional Engineering Colleges, may be appointed by the respective Board of Governors on contract basis for an initial term of three years with the possibility of renewal, depending upon the merits of each case and the initial appointment as well as the renewal of term, if any will be made as usual with the approval of the concerned State Government and the Central Government.

(Instructions of Min. of HRD, Govt. of India in letter No. A.11013/20/88-T4 dated 6.4.89 put up before the Board meeting on 26.5.89 - Item No. 73.38).

FORWARDING OF APPLICATIONS FOR OUTSIDE JOBS

16. Forwarding of applications of the employees of the Society for appointments elsewhere will normally

Be governed by the following conditions: -

- (i) Applications of substantive employees of the society, except those who are on probation, may be forwarded twice a year in a calendar year. In addition to two applications per year, one application for registration for foreign assignment per year may be forwarded. In future applications for Teacher Fellowships in science or Humanities of the University Grants Commission may be forwarded subject the study Leave Rules of the College.

The following amendment was made by the BOG in its 85th meeting held on 16.05.1995: -

Confirmed employees of the College be allowed to apply for outside jobs during a calendar year as under:

‘three times within the country and one time for abroad.’

‘Employees on temporary basis/ probation/adhoc basis be allowed to apply for outside jobs any number of times if not under contract/bond.’

- (ii) Applications of employees who are on probation may be forwarded; and
(iii) Applications of persons appointed temporarily may normally be forwarded.

Notwithstanding what has been said above, the appointing authority reserves to itself the right to refuse to forward the applications of any candidate if such refusal is in the interest of the College.

DEPUTATION OF COLLEGE EMPLOYEES TO OUTSIDE ORGANIZATIONS

The employees of the College be allowed to go on deputation by the Competent Authority provided they or the Organizations, where they proceed on deputation, pay leave salary contribution and also contribution towards gratuity as per rates prescribed by the Haryana Government as amended from time to time and also pay towards Contributory Provident Fund as per rates prescribed by the College.

LIABILITY TO SERVE IN ARMED FORCES/DEFENSE DEPARTMENT

17. The employees (graduate in engineering) of the College shall be liable within 1st 10 years of service and upto 40 years of age to serve for a minimum period of 4 years (including the period spent on training) in Armed Forces or in work relating to Defence efforts anywhere in India or Abroad if so required and on communication of an order to that effect, the employee shall not have any right to resign from his service with this institution under any clause of these rules.

ORGANISATION OF DEPARTMENTS

There shall be such Departments as may be created by the Board from time to time.

Each Teaching Department in the College will have a Chairman. The Chairman will be appointed by rotation in order of seniority for a period of three years as under:

- i) If a Department has two or more Professors, the Chairmanship shall rotate amongst the Professors.
- ii) If the Department has only one Professor, the Chairmanship shall rotate between the Professor and the seniormost Assistant Professor.
- iii) If a Department has no Professor the Chairmanship shall rotate between the two seniormost Assistant Professors.
- iv) The Principal will appoint the Chairman of the Department.

Provided that the Principal, if he considers it necessary for any administrative reasons, may deviate from the principle of seniority and will report this to the Board of Governors in its next meeting.

Provided further that the Principal, if he considers it necessary for any administrative reasons, may cancel the appointment of the Chairman and make fresh appointment and will report this to the Board of Governors in its next meeting.

Provided further that where the situation so demands the Principal may himself take temporary charge of the Department or appoint a Professor from another Department and report this to the Board in its next meeting.

- v) The Chairman of the Department shall be responsible for the entire working of the Department subject to the general control of the Principal.

It shall be the duty of the Chairman of the Department to see that the decisions of the authorities of the College and the Principal are faithfully carried out.

The Chairman shall perform such other duties as may be assigned to him by the Principal.

B. Each Department will have a Departmental Affairs Committee (DAC) which will comprise of;

- | | | |
|------|--|----------|
| 1. | Chairman of the Department | Chairman |
| 2. | Outgoing Chairman
(Immediate past Chairman) | Member |
| 3. | One Person next to the Chairman
in order of seniority. | Member |
| 4. | Senior most Professor in the
Department. | Member |
| 5&6) | Two teachers to represent major
specializations not represented
by members 1 to 3 above by rotation
in order of seniority for one year. | Member |

The constitution of the Departmental Affairs Committee will be approved by the Principal on first August of every year.

- i) The Departmental Affairs Committee will advise and assist the Chairman in academic, financial and administrative matters of the Department.
- ii) The Departmental Affairs Committee shall meet as often as necessary but at least twice in a Semester. All the decisions taken in the meeting shall be recorded.
- iii) Decisions of the Committee shall be advisory to the Chairman of the Department who will ordinarily implement them. In case a decision is not acceptable to him, he will bring the matter to the notice of the Principal in writing and will take instructions from him.

GENERAL

- i) The Chairman shall convene a meeting of all the teaching staff members in the Department at least once in a semester.
- ii) If and when the Chairman of the Department happens to be on leave or tour or for any other official work away from the headquarters, the acting Chairman will not deal with such policy matters as require the attention of the Chairman and instead will always wait for the Chairman to look into such policy matters. In case of any emergency, the acting Chairman will consult the Principal.

18(C) SENIORITY OF EMPLOYEES OF THE SOCIETY:

A seniority list of all employees of the College shall be maintained by the College.

The inter-se seniority in a Department and Inter Departmental Seniority of the teaching faculty will be as under:

(i) Departmental Seniority

a) In case of the persons appointed on adhoc basis or on temporary basis against leave vacancies, the period of service in such capacity will not be counted while determining their seniority. The seniority will be determined only with effect from the date they join a temporary/permanent post against a regular vacant post so that length of service is continuous or in other terms join on regular basis against substantively vacant post in whatever capacity whether temporary or permanent.

b) In case of persons selected by a Selection Committee, their seniority will be kept in the order of merit as recommended by the Committee.

Provided where selection of teachers in various specializations of the same discipline of Engineering is made by different Selection Committees on the same day, the seniority in the absence of combined order of merit

will be determined as under:

- i) In case all persons are external, by the amount of pay, the teacher recommended a higher pay will have precedence over the teacher selected at a lower pay and where the pay is the same, by the age, the older teacher being senior;
- ii) In case all persons are internal, the seniority will be the same as existed in the immediate lower posts;
- iii) In case of tie between internal teacher and external teacher, by the amount of pay, the teacher recommended a higher pay will have precedence over the teacher selected at lower pay and where the pay is the same, by the age, older teacher being senior.

(As a one time measure in case of selections under Direct Selections and Merit Promotion posts in January/February, 1984, inter-se seniority of Professors and Assistant Professors in a Department was notionally deemed to be the same as existed in the lower posts of Assistant Professor or Lecturer in that Department respectively, as decided by the Board of Governors on 4.11.1988).

ii) Inter-Departmental Seniority

The date from which inter-departmental seniority is to be reckoned will be based on the following criteria:

- a) Such seniority is determined by the length of continuous service, whether temporary against a leave vacancy, or permanent/temporary against regular vacant posts.
- b) In case of teachers who joined on the same date, their inter-se seniority shall be determined as under:
 - i. In case of tie between internal teachers and external teacher, by the amount of pay, the teacher recommended a higher pay will have precedence over the

teacher selected at lower pay and where the pay is the same, internal teacher will be senior.

ii. In case of a tie between two external teachers, the seniority shall be determined by pay and in case of same pay, by age - the older being senior;

iii. In case of a tie between two internal teachers, by length of service in the immediate lower teaching posts and where the length of service is also the same then seniority among them will be determined by age, the older teacher taking precedence over the younger teacher.

22.5.84 (As a one time measure in case of selection of Professors in January/February, 1984, the Professors who joined on 21.5.84, against this selection may be treated at par as decided by the Board of Governors, on 4.11.1988).

(Recommendations of 9th SAAC meeting held on 8.5.1990, approved by the Board of Governors vide Item No. 76.12 of 76th meeting held on 29.6.90).

Seniority of Non-Teaching Employees

Seniority, interse of Members of the Service shall be determined by length of continuous service of any post in the Service.

Provided that where there are different cadres in the service, the seniority shall be determined separately for each cadre.

Provided further that in the case of members appointed by Direct recruitment, the order of merit determined by the Selection Committee of College or Board, as the case may be, shall not be disturbed in fixing seniority.

Provided further that in the case of two or more members appointed on same date, their seniority shall be determined as follows:

a) a member appointed by direct recruitment shall be senior to a member appointed by promotion or by transfer;

b) a member appointed by promotion shall be senior to a member appointed by transfer.

c) in the case of members appointed by promotion or by transfer, seniority shall be determined according to pay, preference being given to a member, who was drawing a higher rate of pay in his previous appointment; and if the rates of pay drawn are also the same, then by the length of their service in the appointments, and if the length of such service is also the same, the older member shall be senior to the younger member.

(N.T. Employees Service Rules, 1984)

(d) For any small time, leave vacancy upto three months of Principalship, the Chairman, Board of Governors, in consultation with the Principal, shall make temporary arrangement to carry on work of the College and report to Board of Governors.

TRAVELLING AND DAILY ALLOWANCE

19. The employees of the Society shall be governed by the TA and DA Rules, of the State Government, and approved by the Board from time to time.

The principal may in very special circumstances allow the senior staff members of the College actual taxi charges in case the same is higher than the approved rates and in case the concerned officer certifies that the journey performed/being performed by him/her was/is not possible by him for which he had/has to pay the actual traveling charges subject to the production of receipts from drivers/taxi owners, in the interest of the College work.

LEAVE

20. The employees of the Society shall be entitled to leave according to the Leave Rules as given in Schedule I.

“Approved the following rules in regard to retention of lien by employees of the College during Study Leave/Extraordinary Leave/Deputation under Q.I.P: -

- (1) As Q.I.P is treated as deputation and Study Leave as duty, retention of lien will be permitted on the post---permanent, Temporary or Probationary--- from which an employee proceeds on such leave.
- (2) During Extraordinary Leave, lien will be retained on the permanent post held by an employee and not on any higher post he may be holding on a temporary basis or on probation at the time he proceeds on such leave.
- (3) If any employee on Study Leave/Extraordinary Leave/Deputation under Q.I.P is selected for a higher post, he will be entitled to the benefits of the higher post only if he formally joins that post and thereafter is permitted to

continue with his leave or deputation but any probationary period under the College Rules will have to be completed by him on his return to the College."

(Added vide BOG meeting on 15.10.76)

In future any Teacher who is on deputation under Q.I.P or on Study Leave may be permitted to compete for a higher post in the College but if he is selected, he would be placed on the higher post and draw the salary of the higher post only after he rejoins the College on completing his deputation under Q.I.P or Study Leave."

(Added vide BOG meeting on 24.8.77)

CONTRIBUTORY PROVIDENT FUND

21. The employees of the Society shall be entitled to Contributory Provident Fund-cum-Gratuity rules as given in Schedule II.

CONDUCT & DISCIPLINARY RULES

22. The employees of the Society shall be governed by the Conduct & Disciplinary Rules of the State Government in this regard as given in Schedule III.

MEDICAL ATTENDANCE & REIMBURSEMENT OF EXPENDITURE

23. The employees of the Society shall be governed by the Medical Attendance and Reimbursement Rules of the State Government.

JOINING TIME

24. The employees of the Society shall be governed by the joining time Rules of the State Government in this regard schedule V.

PARTICIPATION IN CONFERENCES IN AND OUTSIDE INDIA

1. Resolved the College may provide financial assistance to its Teachers for attending International Conferences abroad provided they secure financial assistance from the University Grants Commission or similar Bodies. The financial assistance from the College will not exceed the amount secured from the University Grants Commission or similar Bodies. The Teachers would be considered for such assistance once only in three years and the total number of Teachers who may allowed such financial assistance will be restricted to three per year, two from the Engineering and one from Non-Engineering disciplines.

(Added vide Resolution No. 51.5 of BOG meeting on 6.9.79)

2. "The Board approved in Principal that if any one particular year, no teacher applies for permission to attend an International Conference abroad and instead, if any teacher, who has already attended an International Conference abroad within the last three years, has, again, been invited by the Organizers to attend an International Conference abroad; and the Teacher applies for permission to attend the same, even if the limitation of period of three years is not yet over, he may be permitted to attend such a Conference. However, in such an event, specific case(s) may be placed before the Board for consideration."

(Added vide BOG meeting on 2.5.86)

3. "Resolved that Registration fees be paid to the members of the staff who may present papers in Conferences, Seminar, Conventions, etc. and that all proceedings of such Conferences, Seminars or Conventions, etc., shall become the property of the College provided that, where there are no proceedings, a copy of the paper read by the member of the staff shall be submitted to the College."

(Added vide Resolution No. 52.18 of 52nd BOG meeting on 23.11.79)

4. "The Board further decided that in future in order to make use of the Economy Excursion Air Ticket, halage charges for a minimum period of 14 days and also Academic Leave of 14 days will be granted subject to the usual condition that 50 percent of the total expenditure involved is met with either by the University Grants Commission or any other sponsoring agencies. Also in such cases, a proper academic programme for 14 days halage will be worked out and submitted by the concerned teacher before attending the conference. On return, he will submit a detailed report which will be put up to the Board of Governors."

(Added vide BOG meeting on 20.2.87)