

Minutes of the TWENTIETH Meeting of the Board of Governors held on Thursday the 4th February 2010 at 11:00 a.m. in INDIA HABITAT CENTRE, LODHI ROAD, NEW DELHI – 110 003.

The twentieth meeting of the Board of Governors of the National Institute of Technology, Tiruchirappalli (NITT), was held on Thursday the 4th February 2010 at 11:00 a.m. at the India Habitat Centre, Lodhi Road, New Delhi.

Following members were present:

Shri. R. Seshasayee,
Honorable Chairman, BOG, NITT
CEO, M/s Ashok Leyland Ltd.,
9th Floor, 1st Sardar Patel Road,
Guindy, Chennai – 600 032.
Phone: 044-2220 6146/2230 4314 / Fax: 044-2230 4323
E-mail: sesh.r@ashokleyland.com

Shri. N.K. Sinha
Joint Secretary
Government of India
Ministry of Human Resource Development,
Department of Technical Education,
Shastri Bhawan, NEW DELHI – 110 001.
Phone: 91-11-23387781 / 91-11-23388492 (Fax)
e-mail: nksinha.edu@nic.in / kapoorharish2006@gmail.com

Shri. T.V.A.Ram,
Assistant Financial Adviser
Representing on behalf of
Director (Finance),
Government of India,
Ministry of Human Resource Development,
Department of Secondary & Higher Education,
Shastri Bhawan, NEW DELHI – 110 001.
Ph: 011- 23397984/23384345
Ph: 91-11-23389247 / 91-11-23381355(Fax)

Shri. Mohan Das (Special Invitee)
Director (NITs)-Incharge
Department of Technical Education,
Ministry of Human Resource Development,
Shastri Bhawan, New Delhi – 110 001.



5. Prof. M. Singaperumal,
Professor,
Mechanical Engineering Department,
Indian Institute of Technology,
CHENNAI –600 036
E-mail: msingam@iitm.ac.in
6. Shri.B.V.Ramanan,
Managing Director,
M/s. Livia Polymer Bottles Pvt. Limited,
No.10, Rajaram Salai, K.K.Nagar,
Tiruchirappalli – 620 021.
Fax: 04339-250418, 250472
e-mail: livia@eth.net
7. Dr.G.Bhuvanasekaran
Senior Manager,
WRI
Bharath Heavy Electricals Ltd.,
Tiruchirappalli
Phone: 0431-2577266 / mobile: 9442627063
8. Shri. M.P. Gangadharan,
Former Minister, (AICTE Rep.)
Govt. of Kerala,
Shelter P.T.P. Nagar,
Trivandrum, KERALA
Mobile: 9387813993/Resi. 0471-2361988
9. Dr. P.Asokan,
Professor & Head
Dept. of Production Engineering
National Institute of Technology,
Tiruchirappalli – 620 015.
10. Dr.S.Nickolas,
Asst. Professor,
Department of Computer Applications
National Institute of Technology,
Tiruchirappalli – 620 015.
11. Dr.M.Chidambaram
Director,
National Institute of Technology,
TIRUCHIRAPPALLI – 620 015

Following members expressed their inability to attend the meeting:

Prof. B.S.Sonde,
Former Vice Chancellor,
Goa University,
274, Shree Ananth Nagar,
Electronics City, Hosur Road,
BANGALORE – 560 100
e-mail ID: bssonde@vsnl.net, bssonde@yahoo.com /Fax: 080-4502344

The Secretary,
Higher Education Department,
Government of Tamil Nadu,
Fort St. George, Chennai – 600 009.
E-mail: hrsec@tn.gov.in / s044-25673499

Dr.S.V.Balasubramaniyan
Chairman,
BANNARI AMMAN SUGARS LIMITED
1212, Trichy Road,
Coimbatore 641 018. India.
Phone : 91-422-2302277 (10 Lines) Fax: 91-422-2305599
E-Mail : bascbe@vsnl.com

Shri. Subash R. Gupte,
Executive Vice Chairman,
UB GROUP,
Hoechst House, 5th Floor,
Narimon Point, MUMBAI – 400 021.
Fax: 022-22852934

5. Shri. Vijay G. Kalantri,
Managing Director,
M/s.Balaji Infra Projects Limited
New Excelsior Bldg. 6th Floor,
A.K. Nayak Marg, Fort,
Mumbai – 400 001.
Phone: 022-2207 4824/2207 4825 / Fax: 022-2207 2124



Welcome Address by Chairman:

The Chairman welcomed the Members present and in his opening remarks appreciated the efforts taken by the members to attend the Meeting at New Delhi. Also, Chairman placed on record the welcome change in terms of quality and quantity in preparation of Minutes, Agenda and support documents and directed office to initiate continued efforts to sustain the same. The Chairman, while welcoming the officials of Ministry of Human Resources Development, requested Joint secretary (MHRD) to expedite the finalisation reports and communicate the outcome on Prof. Sarangi's Committee and the UGC Draft guidelines. Also the Chairman directed the Office to ensure issuance of Minutes within a week's time from the date of the BOG meeting.

ITEM NO. 1

CONFIRMATION OF MINUTES OF 19th BOG HELD ON 30th NOVEMBER 2009

The Minutes of the 19th Meeting of the Board of Governors held on 30.11.2009 was confirmed with the following amendments.

- I. The Board approved modification to the decision of the Board of Governors at its 19th Meeting held on November 30, 2009 regarding faculty recruitment and decided that a fresh advertisement for all the posts be issued in line with the revised designations and pay scales as advised by Ministry of Human Resource Development, including the position of Assistant Professors, Associate Professor and Professor as per draft guidelines. The vacancy should be arrived at based on the students' strength of 2009-10.
- II. In the process of doing so, the Board directed the need to take care of the following:
 - (a) The number of vacancies available in various departments for various posts must be clearly specified in advance.

- (b) Those candidates who had applied against the earlier advertisement may not be needed to apply again, but should be allowed to upgrade and uplink any additional data in their bio-data subsequent to their application that could add value to their candidature.
- (c) The positions in the various departments must be based on work load, students' number, etc.
- (d) The reservation policy of the Government of India must be fully implemented and so specified in the advertisement in terms of number of posts available under the reservation policy.
- (e) This new advertisement with the number of vacancies clearly specified must be approved in a HODs' meeting and subsequently by the Senate.
- (f) Further Board resolved that, after the completion of above process it could be circulated to the Chairman and members of the Board and approval obtained through circulation note.
- (g) After fulfilling the above, the advertisement is to be released.

III. Simultaneously, process should be initiated to implement Accelerated Promotion Scheme under the MHRD Vide No. F.No. 23-1/2008-TS.II dated 18th August 2009.

ITEM NO. 2	ACTION TAKEN REPORT ON THE MINUTES OF THE PREVIOUS (19th) BOARD OF GOVERNORS MEETING HELD ON 30th NOVEMBER 2009 – WILL BE PLACED ON TABLES.
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ITEM NO. 2.2: NON TEACHING STAFF PROMOTIONS \REDESIGNATION

The Board considered the Govt. of India orders and 6th pay commission recommendations regarding training of staff under -IS cadre who do not possess minimum educational qualifications required and accorded approval for the fixation of Pay Band I with effect from 01.01.2006 and payment of arrears with in



ten days as they have successfully completed the training. Listing out in 3 groups
– minutes

ITEM NO. 2.3

RECRUITMENT OF ENDOWMENT OF CHAIR (SAIL)

The Board accepted the proposal subject to following the norms as stipulated by the Sponsoring Agency – Ministry of Steel.

ITEM NO. 2.4

CREATION OF NON-TEACHING POSTS AT N.I.T., TRICHY

The Board accorded approval for the number of vacancy arrived at on the ratio of 1:12 for Teacher : Pupil and 1: 1.1 for Teaching and Non Teaching Staff as per MHRD guidelines.

The Board directed the office to map the existing staff strength department wise. Also the Board directed the office to simultaneously initiate the evaluation of existing NMR's based on their experience, qualification and present work performance and their utilization of services based on the present contribution at their respective work locations.

On mapping the overall needs, department wise, the vacancy should be determined department wise and vacancies are to be filled after conducting due selection process based on merit cum seniority cum need basis only. For this purpose Dr.P.Asokan, Member of Board of Governors, NITT and Dean (Administration) were entrusted the task of preparing the staff requirement

department wise. The selection process will consists of appropriate written examination, Interview which will be finalized by the Selection Committee constituted for this purpose.

On completion of due selection process 50% of the vacancies arising out of revised staff strength of 393 based on 2009-2010 student strength will be strictly filled on the basis of merit list as said above to be arrived at by the selection committee from the internal NMR candidates only.

Such vacancy arrived will be divided into 60:40 as Technical vs. Non-Technical posts as per the vacancy(ies) arrived earlier departments wise. Their seniority will be reckoned at the bottom with the existing employee.

In view of the service rendered for more than 10 years, the staff with inadequate qualification will be given consideration for absorption only in the departments like sanitation, garden maintenance.

Even though NMR service will not entitle them any right of employment, the Board consciously takes a humanitarian approach in view of their long association with the NITT for more than a decade..

When posts are filled against for the remaining vacancies at levels above the entry level all the eligible staff of NITT can apply and compete with open candidates. They will have to undergo selection process so decided and appear before selection committee and based on merit only the higher level posts will be filled.

The Board further noted that professionally qualified personnel with Post graduation in Engineering, Arts and Science with proven track record of service



can be considered at the entry level officers cadre in the areas of Administration and Technology based cadre.

ITEM NO. 2.5

REPRESENTATION OF FACULTY

The Board directed the office to prepare the following three combinations and place it before the next Board for its consideration. Also, the Board noted, the HRFC Committee recommendations were based on benevolent factor and the contribution by faculty for the development of NITT. The options required to be prepared are as under:

- (a) The list of faculty for whom already CAS promotions are granted and the benefit passed on Vs. The rules under which it should be revised or retained.
- (b) The list of faculty for whom CAS promotions are not granted.
- (c) Comparison of above cases with rest of the all faculty including those who have neither represented their cases before HRFC Committee nor appeared before any CAS promotions.

For this purpose Shri. B.V. Ramanan has been authorized by the Chairman and Board to coordinate with Dean Administration, Senate nominee to the Board and place their findings before the Board in its next meeting.

ITEM NO. 2.6

MASTER PLAN FOR INFRASTRUCTURE FACILITY

Director, NITT presented a detailed master plan before the Board. Chairman after the presentation directed the following:



1. The master plan should be based on a broader vision, preferable with the clear mission statement which may foresee the institute to be placed in greater heights within next 5 years and a mission statement to be prepared titled NITT by “2020”.
2. Models of the other universities may also be considered and better aspects prevalent in those Universities have to be adopted.
3. Further Chairman extended the help of professional firm for assisting NITT in developing such a mission statement for infrastructure development with emphasis in the following areas:
 - Green Campus
 - Green buildings concepts
 - Evaluation of option of vertical/horizontal expansion
 - Movement Management - Placing students in Hostel near their place of study
 - Waste management etc.
 - For this purpose Shri.B.V.Ramanan has been authorized by the Board to coordinate with the agency to be identified and prepare the mission statement on infrastructure on NITT with bench mark viz
 - NITT in next five years
 - NITT as Model for other NITs etc.

ITEM NO. 2.7

COUNTING OF PAST SERVICES FOR PENSION

On the grant of benefit for the past services rendered at Nehru Memorial College, Puthanampatti (Government aided College) by Prof. T. Balasubramanian from 12.7.1972 to 5.7.1998, after deliberations the Board directed the following:



- (a) To count the twenty six years of past service benefits rendered at Nehru Memorial Arts & Science College, Puthanampatti ,We may request the Government of Tamil Nadu to transfer the proportionate Pensionary Contribution for the services rendered at their end as per rule.
- (b) Alternatively, the employee may be permitted to avail the retirement benefits for the services rendered by him with the previous employer.
- (c) In the event of employee opting for Option (b), the pension and terminal benefits will be governed under the extent rules of Government of India, for the period of service rendered in National Institute of Technology, Tiruchirappalli only. Board directed the office to inform the employee alongwith the communication made with MHRD in this regard.

ITEM NO. 2.8 PAYMENT OF 6th CPC ARREARS TO TEACHING & NON-TEACHING STAFF OF NITT

The Board noted the action taken towards the payment of revised pay arrears for the Teaching and Non-Teaching Staff during the month of January 2010.

ITEM NO. 2.9

IMPLEMENTATION OF CAS PROMOTIONS

On the implementation of CAS promotion, the Board directed the office to initiate the process and complete the selection under the CAS/Accelerated Promotion Scheme in terms of the MHRD circular No. F.23-1/2008-TS.II dated 18th August 2009 for faculty in Rs. 6000/- AGP to Rs. 7000/- AGP, Rs. 7000- Rs. 8000 AGP and for Senior Professors with AGP Rs. 12,000/- (20% of Professor strength) within one month.

Revised UGC guidelines to be followed. Guidelines to be prepared and approval to be sought from the Chairman before implementation of CAS promotions.

ITEM NO. 2.10

APPROVAL OF THE COMMON SEAL

The Board directed the office to bring the proposals received in response to the circular issued on the (New Common Seal) for finalization and approval.

ITEM NO. 2.11

AGE OF SUPERANNUATION OF NON TEACHING STAFF

The Board noted the implementation of the Age of Superannuation as 60 years for the Non-Teaching staff in terms of Govt. of India stipulations. Also, the Board of Governors directed the office to bring, the action taken on the employees who have been prematurely retired since April 2009.



ITEM NO. 2.12 **UPGRADATION OF GRADE PAY ON ACCOUNT OF MERGER OF PAY SCALES IN THE PRE REVISED SCALES.**

The Board noted the implementation of upgradation, on the basis of approval accorded by MHRD as communicated vide Rc.No.F.19/2009-TS.III, Dated: 30-12-2009.

ITEM NO. 2.13 **TECHNICAL RESIGNATION OF SHRI C. SARAVANAN**

The Board noted the action taken on the said subject.

ITEM NO. 2.14 **MINUTES OF THE 12th MEETING OF THE FINANCE COMMITTEE**

The Board noted the action taken on the implementation of Quarterly Accounting, simultaneous recording of transaction in Tally and MIS and directed office to extend similar controls on accounts reconciliation/BRS on monthly basis preferably by 10th of the following month for the transaction taken place during the previous month.

ITEM NO. 2.15 **FIXATION OF PAY OF SHRI C. NATARAJAN ,Draftsman**

The Board noted the action taken on the said subject.

ANY OTHER ITEM NO. 1

FORWARDING OF APPLICATION FOR FOREIGN ASSIGNMENT

The Board noted the Action Taken.

ANY OTHER ITEM NO. 2

SHRI P.EDWARD RAJA , HELPER II – TERMINATION OF SERVICES

The Board considered it as a separate item under Item No.14 of this Agenda and considered the appeal dated 5.1.2010 submitted by Shri. P. Edward Raja on the termination of his services on the grounds of unauthorized absence and alleged involvement of theft and recorded its decision as under :

The Board considered his appeal on the following ground:

In view of the serious charges against of the delinquent employee, the employee should not be taken back to duty.

However, Board on the mercy petition submitted by the employee taking into consideration his poor family circumstances, directed the office to impose major penalty. Further the Board directed to reinstate him in service treating only as fresh appointment, in which case he will forfeit Government Pension Scheme and will be governed under New Pension Scheme apart from losing the past service benefits. This is subject to an undertaking to be submitted by the employee to the effect that he will completely obey and abide by the decision of the Board and will not indulge in any indiscipline. More specifically he will not raise any dispute on this reinstatement as an employee on fresh appointment in any forum.



The Board reserves its right to initiate process of appeal if any to be made against the Judgment of the Hon'ble Court in the event of any dispute raised by the employee. Regarding the intervening period between the date of absence and resumption of duty may be treated as "no-pay no work". The only exception being the subsistence allowance already paid.

ANY OTHER ITEM NO. 3

REPRESENTATION OF Mr.J.STANLEY JAYARAJ ,SECURITY OFFICER(on contract)

The Board authorized the Director to evaluate the services of the Shri. Stanley Jeyaraj, Security Officer on contract basis in its 19th Meeting and approved the recommendation of the Director that his services were not to the level of the expected standard for the sensitive post of security officer. Hence it is decided to serve termination order with a month notice.

ITEM NO. 3

CONSIDER AND APPROVE THE FACULTY RECRUITMENT ADVERTISEMENT AS PER REVISED NORMS FOR THE POSTS OF (A) ASST. PROFESSOR (B) ASSOCIATE PROFESSOR AND (C) PROFESSOR.

The Board directed office to initiate immediate action to fill all the faculty vacancies as per the ratio of 1:12 based on the student strength including the intake during the year 2009-10. While doing so the following steps to be followed invariably:

- (a) The number of vacancies available in various departments for various posts must be clearly specified in advance.
- (b) Those candidates who had applied against the earlier advertisement may not be needed to apply again, but should be allowed to upgrade and uplink any additional data in their bio-data subsequent to their application that could add value to their candidature.
- (c) The positions in the various departments must be based on work load, students strength..
- (d) The reservation policy of the Government of India must be fully implemented and so specified in the advertisement in terms of number of posts available under the reservation policy.
- (e) This new advertisement with the number of vacancies clearly specified must be approved in a HODs' meeting and subsequently by the Senate.
- (f) Further Board resolved that, after the completion of the above process it could be circulated to the Chairman and members of the Board and approval obtained through circulation.
- (g) After fulfilling all the above the advertisement is to be released.

For this purpose, Board directed Dr. P. Asokan, Senate nominee to the Board to co-ordinate with the Director and finalise the Advertisement within 15 days.

ITEM NO. 4

CONSIDER AND APPROVE THE CONDUCT OF CAS INTERVIEW AS PER NEW GUIDELINES FOR THE POSTS OF ASSOCIATE PROFESSOR / PROFESSOR.

On the implementation of CAS promotion, the Board directed the office to complete CAS/Accelerated Promotion Scheme in terms of the MHRD circular No. F.23-1/2008-TS.II dated 18th August 2009 be implemented for faculty in Rs. 6000/- AGP to Rs. 7000/- AGP, Rs. 7000- Rs. 8000 AGP and 20% of Professor in AGP Rs. 10,000/- to Rs. 12,000/- to be



completed with in One Month in terms of the above referred MHRD directions and draft UGC guidelines.

It was also pointed out by MHRD officials that the minimum qualification for Associate Professor shall be Ph.D.

ITEM NO. 5

IMPROVEMENTS TO QUALITY OF TEACHING:

The Director briefed the Board on the various schemes available under TEQIP for the faculty of NITT towards “ Faculty Improvement programmes” within and outside country. The Director also illustrated various events conducted in this regard in the past and classified under three major headings viz. 1. Eminent Professors from abroad 2. Faculty of NIT Trained abroad 3. Faculty of NIT Trained in India.

Also he has traced various options available under TEQIP Phase II . Board expressed its satisfaction on the efforts taken for conduct of faculty improvement programmes and directed office to present status report once the TEQIP Phase II is commissioned.

ITEM NO. 6

FACULTY PLANNING – PROPOSALS:

ITEM NO. 6.1

ALLOCATION OF POSTS

The Board directed to initiate immediate action to ascertain Department wise vacancy taking the student base of 2009-10 and release advertisement as taken up in separate item no.3 of the Agenda.

ITEM NO. 6.2

STATUS ON RESERVATION:

While noting the scrupulous adoption of reservation policy by NITT in the past directed the office to fill in short fall if any in SC\ST\PWD treating the entire Assistant Professor cadre as entry level.

ITEM NO. 6.3

MENTORING OF POTENTIAL FACULTY:

The Board while noting the importance to identify and induct the young talents into teaching at the final year of B.Tech.programmes \M.Tech. \Ph.D. levels directed office to take clues and guidance from “Early Faculty Induction Programmes” as earlier proposed under AICTE and search talent, nurture them to make them full fledged potential faculty.

Also Board directed office to seek MHRD specific fund in this regard if need be. Prof. M.Singaperumal and Director were entrusted the task of designing the programme for the above and submit the same before the Board in its next meeting for its consideration and approval.

ITEM NO. 6.4

**CONFIDENTIAL ASSESSMENT OF FACULTY AND NON
TEACHING STAFF – PERFORMANCE AND RELATED AWARD
/ REWARD SYSTEM**

The Board was briefed regarding the various ACR forms and confidential reports as existing at present for both Faculty and Non faculty. Board directed office to strictly implement filling and filing of ACRs on annual basis. Chairman directed office to make this process not merely a ritual one and emphasized the need to make it objective based performance evaluation and suggested the following to make it more effective.

- Objective based evaluation should be made.
- Ratings and rankings should be purely based on measurable terms
- Special achievements should be clearly qualified
- Additional contribution made in terms of extended area of responsibility, time devoted also should be given due weightage.
- Student feedback should be specifically considered for faculty and necessary weight-age be given.



Based on the above the faculty\Officers\Staff recommended for 4% of annual increment in terms of the 6th CPC should be brought before the Board for its consideration and approval at the next Board meeting.

ITEM NO. 6.5

FLEXIBLE FACULTY SCALE IN LINE WITH IIT SYSTEM

The Joint Secretary , MHRD communicated that the proposal of introduction of Flexible faculty at NITs is under consideration by the Ministry . Once it is finalized the same will be communicated for necessary further action at all NITs.

ITEM NO. 7

LEADERSHIP TEAM STRENGTHENING AND SETTING BENCHMARKS:

1. Appointment of Deputy Director

The Chairman emphasised the importance of having a regular Deputy Director to take care of routine , regular administrative work of the Institute which will considerably help the Director who in turn can devote more of his time in “**Conceptual Planning and Management**”

The Chairman requested the Joint Secretary , MHRD to take immediate steps in this regard .

2.DEANS :

The Chairman placed on record the necessity to find suitable faculty based on :

- a) Caliber
- b) Capacity
- c) Managerial Skills
- d) Ability to manage crisis etc.
- e) Peer review

The above selection of Deans should be done purely on merit basis with defined “**Key Result Areas**” (KRA)



The Chairman emphasized the importance of role clarity for this purpose he requested Mr. B.V.Ramanan to map the KRA of each Deans functional areas and ensure no duplicity \ overlapping of work responsibility.

Every Dean to accept to work as per the KRA and prepare reports for submitting to the Board through the Director.

ITEM NO. 8

INFRASTRUCTURE:

ITEM NO. 8.1

MASTER PLAN FOR THE CAMPUS

The Director, NITT presented a detailed master plan before the Board.

The Chairman after the presentation directed the following:

1. The master plan should be based on a broader vision, preferable with the clear mission statement which may be fit into taking in the institute to greater heights within next 5 years and a mission statement to be prepared titled NIT by “2020”.
2. Models of the other universities may also be considered and better aspects as prevalent in those university has to be adopted.
3. Further Chairman extended the help of professional firm for assisting NITT in developing such a mission statement for infrastructure development emphasis in the following areas:
 - Green\Smart Campus
 - Green buildings concepts
 - Evaluation of option of vertical/horizontal expansion
 - Solar power utilization
 - Zero balancing of Water Management
 - Placing students near their place of study for better movement management apart from ensuring their safety



- Waste management etc.
- For this purpose Shri.B.V.Ramanan has been authorized by the Chairman and Board to coordinate with the agency to be identified and prepare the mission statement on infrastructure on NITT.

ITEM NO. 8.2

INSURANCE AND ANNUAL MAINTENANCE CONTRACTS – STATUS:

The Board was briefed on the action initiated by the Office in identifying the Professional Chartered Accountant to create institute based asset register and annual maintenance contract. Board directed office to place the report finalized for its next meeting for its consideration .

The Chairman desired that all **Service Level Agreements (SLA)** should be consolidated and recorded in a single register and also to be audited. Necessary benchmark to be created in measurable terms to evaluate their performance and status report to be placed in the next meeting.

ITEM NO. 8.3

REPORTING ON INFRASTRUCTURE:

Invariably a monthly progress report to be submitted to the Chairman on all the ongoing projects on hand. For this purpose all the projects on hand including maintenance projects worth above Rs.2 lakhs to be electronically recorded. The Board desired that this is first step to monitor the progress of each project with better cost and quality control.

The Chairman shared the concern of the Board and assured to provide external support of the external Professional agency to record all the ongoing projects in the Microsoft software available for this purpose.



As directed above the monthly statement should be submitted to the Chairman on the Microsoft project software duly highlighting delay and cost escalation certified by Director

ITEM NO. 9

STUDENT WELFARE

The Board appreciated various steps taken to improve the students welfare at NITT. To make it more effective Chairman suggested the following for immediate implementation.

- To include Office bearers of the Students Association in certifying the quality of the food and services of the mess as a measure of check before making payments to the parties.
- For this purpose a quality review system may be implemented preferably with electronic data recording which allows the students to cast his order of ranking .
- Such reports of students may be periodically monitored and corrective action initiated by the Director
- With regard to the IT Network and increase of bandwidth Chairman requested the MHRD to immediately approve the already pending proposal of increasing bandwidth.
- The Dean (Student Welfare) should meet the Students Association representatives at least once every fortnight.
- The Director should meet with the students representatives at least once every month.
- The Board felt that if the above is implemented, lot of student related issues can be resolved to the satisfaction of the students.



ITEM NO. 10

GRIEVANCE REDRESSAL MECHANISM

- (i) The Chairman noted that the item was not drafted in good taste bringing conflict into picture without understanding the importance of “ Relationship Management”

For this purpose the Board suggested that a retired local faculty \ renowned personality associated with the affairs of NITT may be appointed as ombudsman. This ombudsman will act as a fair and neutral agency which would be a open platform for the employees of the institute to vent their grievances for redressal without any apprehension. This will relieve the administration from spending enormous time in dealing with the grievance of the employees of the NITT.

The Board directed immediate nomination of a person of repute as said above as ombudsman.

- (ii) Similar redressal mechanism should be put in place for non-teaching staff with an internal committee to resolve grievances.
- (iii) A grievance redressal mechanism should also be established for redressal of students’ grievances, with participation by senior students and faculty. This committee should meet the students with grievances and sort them out at the Institute level itself.

ITEM NO. 11

BUDGETING PROCESS MODIFICATION

The Chairman expressed his concern regarding preparation of Budget in NITT only based on expenditure irrespective of repeated directions to prepare the same on the basis of “ Accountability “



For this purpose the Chairman suggested the following to be adopted and implemented without fail.

- Each head of requirement should clearly come out with details such as equipment required, man power deployment, project proposed with time for accomplishment, etc.
- For ongoing projects a deviation report duly indicating the delay if any, with particulars of cost escalation apart from fixing responsibility on the individual \ agency concern

For designing output based budget for the above Chairman nominated Shri B.V.Ramanan to be a part of Budget planning process. and to take the professional support of any Chartered Accountant firm for this purpose.

Action taken report specific on the above to be placed before Finance committee in its next meeting for its consideration.

MHRD officials felt that the above proposal will be very beneficial for the Institute; Hence, it was decided as per the following:

Budget to be prepared as follows and as per timelines:

- (a) Bottom up approach – from the various departments – before July every year.
- (b) Consolidation by the Institute by August.
- (c) Approval by BOG by September.
- (d) Submission to MHRD immediately for incorporating in their annual Budget.



ITEM NO. 12

STRATEGIC MOU'S WITH INDUSTRY

The Chairman emphasized the importance of having real-time tie up with industries and nominated Shri B.V.Ramanan to immediate steps in identifying the Industry /Agency like CII , ASSOCEM, World Bank etc. to bring in latest technology and partnerships which culminate in mutual sharing of benefits . For this purpose a special proposal will be drafted and will be sent to Chairman for his approval.

The Chairman desired to know whether any specific approval from MHRD is required in this front and utilization of Government funds. Joint Secretary informed that tie up with industry is an important part of evolvement of any institute to excellence. We already have the structure for the same and hence no specific approval is required.

ITEM NO. 13

UP GRADATION OF THE DEPARTMENTS

- The Chairman directed the Institute to take necessary steps towards upgradation of the Departments. For this, the following 4 points were recommended:
 - (a) Benchmarking and gap analysis.
 - (b) Funding to bridge the gap
 - (c) Tie-up with foreign Universities.
 - (d) Role of Alumni
- The Chairman wanted each department to complete this process immediately towards improvement and upgradation of the departments.



- The Chairman directed the Institute to immediately implement bottom up Budgeting system based on department feedback to improve and upgrade the facilities in each department of NITT
- For this purpose output budget to be implemented from the year 2010-11 without fail.
- Departmental budget duly approved by the HODs to be placed before the HODs meeting and the Director is requested to discuss threadbare and finalise requirement of each department based on necessity and essentiality
- For ascertaining the necessity and essentiality the requirements of each department with reference to number of students, technology involved etc. may be considered
- Consolidated Budget based on the above should be placed before the Board duly considered by the Finance Committee for its consideration and approval.

ITEM NO. 14

SHRI.P. EDWARD RAJA, HELPER-II – TERMINATED FROM SERVICE REPRESENTATION BY INDIVIDUAL FOR RECONSIDERATION.

The Board considered the appeal dated 05.01.2010 submitted by Shri. P. Edward Raja on the termination of his services on the grounds of unauthorized absence and alleged involvement of theft.

The Board considered his appeal on the following ground:

In view of the serious charges against of the delinquent employee, the employee should not be taken back to duty.

However, Board on the mercy petition submitted by the employee taking into consideration his poor family circumstances, directed the office to impose major penalty. Further the Board directed to reinstate him in service treating only as fresh appointment, in which case he will forfeit Government Pension Scheme



and will be governed under New Pension Scheme apart from losing the past service benefits. This is subject to an undertaking to be submitted to the employer to the effect that he will completely obey and abide by the decision of the Board and will not be indulging in any acts of indiscipline. More specifically he will not raise any dispute on this reinstatement as an employee on fresh appointment in any forum.

The Board reserves its right to initiate process of appeal if any to be made against the Judgment of the Hon'ble Court in the event of any dispute raised by the employee. Regarding the intervening period between the date of absence and resumption of duty may be treated as "no-pay no work". The only exception being the subsistence allowance already paid.

ITEM NO. 15

**REPRESENTATION OF Dr. G. VENKATESA PRABHU, HEAD,
DEPARTMENT OF CHEMISTRY – FOR FIXATION OF PAY
UNDER 6TH PAY COMMISSION RECOMMENDATIONS**

The Board while taking cognizance of the out of court settlement reached through compromise memo filed on 18.11.2008 before the Hon'ble High Court of Madras Madurai Bench in W.P.No. 278/2005 directed office to implement the joint compromise memo in letter and spirit to avoid contempt of court. The Board was briefed regarding the MHRD stipulations that CAS promotions cannot be implemented prior to 1.4.2003 in terms of the MHRD directions .

In view of the contradictions between the joint compromise memo and MHRD directions , Board directed the office to seek the consent of the employee to accept his promotion as Assistant Professor under CAS scheme from 1.4.2003.



In the event of non acceptance by the employee the office may initiate necessary action to implement the CAS promotion to the said employee as Asst. Professor by awarding notional benefit from 1.7.2002 and financial benefit from 13.5.2006. Further the Board directed the status of the said item to be placed before it in its next meeting.

ITEM NO. 16

NON TEACHING STAFF MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) – REG.

The Board approved the proposal brought before it on the modified assured career progression scheme for the non teaching staff NITT and directed to immediately forward to MHRD for its concurrence. On receipt of concurrence from MHRD the same may be implemented from the date as it is due to the employees.

ITEM NO. 17

GUIDANCE ON HOSTEL EMPLOYEES' REPRESENTATIONS

The Board was briefed regarding the status of Hostel Staff at the present scenario . Board while taking into consideration , the status of Hostel staff under NIT Statute 2009 and also the provisions of contract labour regulation and absorption Act, noted that the salary and other payments with regards to the Hostel staff are met out of students contribution only.

Chairman desires desired the response of Joint Secretary MHRD in this regard and Joint Secretary opined that the Hostel Staff are not Government employees since their expenditure are not met out of Government Grants and hence they cannot be treated as regular employees of the Institute .

In view of the above Board directed to continue the status quo with regard to the terms and conditions of the employees of Hostel. Any indiscipline by the



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Hostel staff as experienced in the past would result in stringent action of termination of services.

J. B. Sam

REGISTRAR & SECRETARY
Board of Governors, NIT, Trichy

[Signature]

CHAIRMAN
Board of Governors, NIT, Trichy