

**Shaheed Bhagat Singh**  
**State Technical Campus, Ferozepur**  
(Established and promoted by Govt. of Punjab)



**Agenda**  
**of**  
**32<sup>nd</sup> Meeting of the Board of Governors**

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**Venue** : Banquet Hall, Park Plaza Hotel, Ludhiana  
**Date** : 02.06.2018  
**Time** : 11.30 AM

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

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

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

**Item No. 32.01 Confirmation of the Proceeding of the 31<sup>st</sup> meeting of the Board of Governors.**

The approved proceedings of the 31<sup>st</sup> meeting of the Board of Governors held on 16-04-2018 were circulated to members of BOG for information and comments, if any, vide letter no. SBS/Estb-3/304-313 dated 20-04-2018 (Annexure-I, Page No 15-21 ).

No comments has been received. The approved proceedings of 31<sup>st</sup> BOG meeting are placed before the BOG for confirmation please.

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

**Item No.31.1 Confirmation of the Proceedings of the 30<sup>th</sup> meeting of the Board of Governors.**

**Decision:** Comments received from the office of DTE/IT Punjab vide memo no. 129/S-2/ECC/2018 dated 21-03-2018 were discussed. After thorough discussions, the minutes of 30<sup>th</sup> Meetings were confirmed.

Further, it was established that as per Memorandum of Association of the Institute, BOG is the only competent authority to take decisions regarding recruitment of faculty and staff. It was further observed that Finance Committee was constituted by the BOG to examine the budget before putting to BOG or any other matter as referred by BOG and recommendations of Finance Committee are put up to BOG for approval. It was observed that many decisions taken by BOG for the smooth functioning of Institute are often objected/reverted by the Finance Committee such as recruitment of faculty and staff, regularization of services appointed on compassionate grounds, promotion of faculty under CAS etc etc. Therefore, it was decided that meeting of Society should be held under the chairmanship of Hon'ble Technical Education Minister to decide the authorities and responsibilities of BOG, Finance Committee and Director of the Institute.

**Action:** No action called for.

**tem No.31.02 To report action taken on the decisions of the 30th meeting of the Board of Governors.**

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

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

**Item No:31.03 Relaxation in fee to be charged from SC/ST students admitted under PMSS Scheme w.e.f. academic session 2018-19.**

**Decision:** In compliance with the Punjab Govt, notification No. 3/94/2016-SAI/1493 dated Chandigarh 22 July 2016, the Board has decided that no fee should be charged from the SC/ST students of Engg. Wing, Poly Wing, B.Arch., MCA and non-AICTE courses to be admitted under PMSS scheme from Academic Session 2018-19 except caution money/security.

**Action:** Decision implemented vide office order No. SBS/Estb./E-3/320-26 dated 20-04-2018 (Annexure-II, page no. 22).

**Item No:31.04 Fee relaxation to students admitted under CMSS Scheme.**

**Decision:** The Board has decided to implement the Chief Minister Scholarship Scheme for the Academic session 2018-19 on the same terms and conditions as already approved in 28<sup>th</sup> Meeting of BOG vide Agenda Item No. 28.3. Further, it was decided that letter should be written to Punjab Govt for reimbursement of funds equivalent of benefits given to students admitted under CMSS.

**Action:** Decision implemented vide office order No. SBS/Estb./E-3/328-32 dated 20-04-2018 (Annexure-III, page no.23) and a letter has also been sent to Punjab Govt for reimbursement of funds equivalent of benefits given to students admitted under CMSS vide this Institute letter No.SBS/FZR/620 dated 01.5.2018 (Annexure-IV, page no. 24).

**Item No.31.05 Ratification of absorption of services of Mr. Nripjit, Associate Professor (Mech. Engg) at Beant College of Engg and Tech Gurdaspur, and transfer of record of GPF etc.-regarding**



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

**Action:** Decision implemented vide office order No. SBS/Estb./E-3/333-39 dated 20-04-2018 (Annexure-V, page no 25).

**Item No:31.06 Review of continuation of School wing (10+1 & 10+2 classes) in the college campus.**

**Decision:** The Board has thoroughly discussed the item and constituted following committee to suggest ways and means to improve the functioning of School:

(1) Prof. T.S. Kamal, FIE  
# 1005, Sector 42-B, Chandigarh

(2) Dr. Buta Singh Sidhu, Dean (P&D)  
MRSPTU, Bathinda

(3) Dr. Satinder Singh, Principal  
Senior Secondary School Gatti Rajo Ke, Ferozepur

**Action:** Decision has been conveyed to all concerned committee members vide office order No. SBS/Estb./E.3/314-19 dated 20-04-2018 (Annexure-VI, page no. 26).

**Item No.31.07 Grade pay of Non-Teaching staff-regarding**

**Decision:** The Board has directed the institute authorities to put up all the facts related to this case before the Hon'ble Punjab and Haryana High Court. Since the enhanced grade pay of staff was not approved by Finance Committee of the Institute, therefore, the office order No. 5391-93 dated 6.02.2018 issued by the institute for withdrawal of enhanced grade pay was ratified by the Board.

**Action:** The facts regarding grade pay to non-teaching staff will be put up before the Hon'ble Punjab and Haryana High Court through the advocate in the panel of the Institute.

**Item No.31.08 Extension of contract/regularization of services of Mrs. Renu Rani, Peon w/o Late Sh. Raj Kumar -regarding**

**Decision:** In compliance with the Punjab Govt Notification No. 7/100//2015-4FP1/248 dated Chandigarh 15-3-2016, the Board has reviewed its earlier decision taken in similar case in the 29th Meeting of BOG vide Agenda Item No. 29.6 and decided to regularize the services of Mrs. Renu Rani, Peon w/o Late Sh. Raj Kumar and Mrs. Savita Sharma, Peon w/o Late Sh. Vijay Kumar Sharma, who were appointed on compassionate grounds.

**Action:** Decision implemented vide office order No. SBS/Estb./E-3/345-50 dated 20-04-2018 (Annexure-VII, page no. 21). Further, the services of Mrs. Renu Rani W/o Late Sh. Raj Kumar and Mrs. Savita Sharma W/o Late Sh. Vijay Kumar Sharma has been regularized vide this office order No. SBS/FZR/656-63 dated 03-05-2018 and SBS/FZR/648-55 dated 03-05-2018 (Annexure-VIII, page no. 28-31).

**Item No.31.09 To ratify the minimum Grade Pay given to Group-D posts such as Lab Attendants/Library Attendants/Workshop Attendant/Dispensary Attendant etc.**

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

**Action:** No action called for.

**Item No.31.10 Participation in the different Education fairs for admission and to hire different consultants- regarding**

**Decision:** It was decided that institute must participate in different education fairs organized at J&K, Nepal, Bhutan and other places in India. However, each proposal must be discussed and approved in the meeting of HODs and Admission Committee.

**Action:** Decision conveyed to Dean Academic and Chairman Admission Committee for implementation vide office order No. SBS/Estb./E-3/378-81 dated 20-04-2018 (Annexure-IX, page no. 32).

**Item No.31.11 Implementation of ERP solution in the Campus-regarding**

**Decision:** It was decided that as per the directions of Punjab Govt, efforts should be made to procure the ERP solution through Government e-Marketplace (GeM). Further, it was decided that minimum 5 years contract should be made with the company to be hired for ERP solution and company must transfer the whole data after 05 years, in case contract could not be renewed.

**Action:** Decision conveyed to ERP Coordinator for implementation vide office order No. SBS/Estb./E-3/383-86 dated 20-04-2018 (Annexure-X, page no. 33) and institute is in the process of purchasing ERP through GeM.

**Item No.31.12 Continuation of services of Guest Faculty who were appointed in the academic year 2017-18 on consolidated salary of Rs. 15000/- per month on 11 month basis/lecturer basis.**

**Decision:** Keeping in view the judgment of Hon'ble Punjab and Haryana High Court, the item was approved by the board as proposed. Further, it was decided to pay consolidated pay of Rs. 15000/- per month uniformly to all the guest faculty teachers who are eligible as per AICTE Norms.

**Action:** Decision implemented vide office order No. SBS/Estb./E-3/357-60 dated 20-04-2018 (AnnexureXI, page no. 34).

**Item No.31.13 To review the reversion of Mr. Sat Pal from post of Assistant Registrar to Supdtt. Gr.-II-regarding.**

**Decision:** In the 15th Meeting of BOG vide agenda item no. 15.1, it was decided that all matters related to establishment, finance and service of employees shall be put up in Finance committee of the Institute. Accordingly, it was decided to put up this case to chairman of Finance committee on a single file for examining under clause 2.1 of bye laws before putting it in the BOG meeting.

**Action:** As per decision a complete case has been sent to the Additional Chief Secretary to Govt. of Punjab, Department of Technical Education-cum-Chairman of Finance Committee on a single file vide this Institute Note No.SBS/FZR/487dated 26.04.2018 (Annexure-XII, page no 35-38). It is worth to mention here that Mr. Sat Pal has filed a civil writ petition in Hon'ble Punjab and Haryana High Court vide CWP No. 12305 of 2018 (Annexure-XIII, page no 39) , so the case is now sub-judice.

**Item No.31.14 To give the benefits of seniority to Mr. Shiv Kumar Shukla, Junior Assistant and others from the date of their selection/Joining-regarding**

**Decision:** The Board has decided that it is not appropriate to review this case as it has already been approved by the competent authority about 10 years back.

**Action:** Decision conveyed to Mr. Shiv Kumar Shukla and others vide office order No. SBS/Estb./E-3/368-71 dated 20-04-2018 (Annexure-XIV, page no. 40).

**Item No.31.15 Implementation of advertisement policy of Govt. of Punjab/giving direct advertisement to Journalist/advertising agency-regarding**

**Decision:** It was decided to issue advertisements directly to the journalists at a discount of 15% and to advertising Agencies at the discount of 12% as per already approved policy followed in the institute.

**Action:** Decision implemented vide office order No. SBS/Estb./E-3/362-66 dated 20-04-2018 (Annexure-XV, page no 41).

**Item No 32.3: Charging of fees from Ph.D. students- regarding.**

In the 9<sup>th</sup> meeting of Academic Council held on 7/2/18 vide agenda item no. 9.5 (Annexure XVI, page no 42-45) it was decided to start the Ph.D programme in all the disciplines. Further, it was decided that admission to Ph.D programme should be based on the test to be conducted at the institute level. Candidates who have passed NET/GATE should be exempted from the test. It was also decided that the regular course requirements and course credits for Ph.D. should be as per UGC guidelines/norms of the affiliating University. Accordingly institute has published an advertisement for conducting the Ph.D. test at the institute level on 17/6/2018.

The fee charged by the IKGPTU, Jalandhar from the Ph.D. students is as per below:

1. Registration form for admission: Rs 2000/-
2. Pre Registration: Rs. 25000/-
3. Thesis submission: Rs 25000/-
4. Semester Fee: Rs 6000/- till the submission of thesis.
5. Course work Fee: Rs 20000/- (Rs 10000/- per subject)
6. Late Fees
  - (a) Annual Report Submission: Rs 500 Per month
  - (b) Extension of Synopsis: Rs 10000/- by six months
  - (c) Extension for extension of thesis submission for 6<sup>th</sup> year: Rs 15000/-
  - (d) Extension for extension of thesis submission for 7<sup>th</sup> year: Rs 15000/-

It is proposed to charge the above said fees as charged by IKGPTU, Jalandhar, being the affiliating University.

The matter is placed before the BOG for approval Please.

**Item No.32.5 Ratification of the extension of contractual service period of Mrs. Renu Rani (Peon)**

As per the decision taken in the 31<sup>st</sup> BOG meeting vide agenda item No. 31.08, the contractual services of Mrs. Renu Rani (Peon) and Mrs. Savita Sharma (Peon) were regularized on compassionate ground vide Letter no. 656 dated 3.05.18 and letter no. 648 dated 3.05.18 (Annexure-VIII, page no 28-31).

The extension of contractual period of Mrs. Renu Rani (Peon) from 20.03.2018 to till her joining on regular basis i.e. 07.05.2018 was done at the Institute level subject to the ratification in the BOG.

The matter regarding extension of contractual service period of Mrs. Renu Rani (Peon) from 20.03.2018 to 07.05.2018 is placed before the BOG for ratification please.

**Item No.32.03 To approve the selection of Non Teaching Posts and to give permission for issuing appointment letters -regarding**

In the 28<sup>th</sup> meeting of BOG vide agenda item No.28.21 and 30<sup>th</sup> meeting of BOG vide agenda item No.31.12 approval was given to fill the following Non teaching posts :

Library Assistant : Gen-01, SC-01  
Junior Technician : Civil-01 (SC), CSE-01 (SC)  
Clerk : Gen-01, SC-01  
Training & Placement Officer : 01 (Gen)  
( Associate Professor)

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

Subsequently a noting No.027 dated 05.04.2018 (Annexure-XVI, page no 46) was sent to the office of DTE/IT, Pb., Chandigarh for getting the approval from Chairman, Finance Committee-cum-ACSTE on a single file. Thereafter letter No.675/E-5/ECC/ 2018 dated 01.05.2018 (Annexure-XVIII, page no. 47-48) has been received from the office of DTE/IT,Pb. to fill the post of non teaching at institute level by taking representative of Director, Technical Education & Industrial Training, Punjab, in the selection process. Thereafter typing test for the post of clerk was taken on 16.05.2018 by two experts namely Dr.Sanjiv Sharma, Registrar, MIMIT, Malout & Mr.Sandeep Bajaj, Registrar, BHSBIET, Lehragaga in the presence of Mr.M.P.Singh, Principal-Govt. Polytechnic for Women, Ludhiana as a representative of Director, Technical Education & Industrial Training, Punjab.

Thereafter, two set of question paper were obtained from external experts for each post of Clerk, Junior Technician (CSE & Civil



Engg.) and Library Assistant. Test for each post were conducted on 21.05.2018 by constitution 03 member committee (Annexure-XIX, page no. 49) and the nominee of Director, Technical Education & Industrial Training, Punjab were present during the conduct of exam and marking of answer sheets. The test were evaluated by further constituting the 03 member evaluation committee (Annexure-XX, page no 50).

As per criteria approved in 30<sup>th</sup> meeting of BOG vide agenda item No. 30.10 & 30.11, the detail of ranking obtained by the candidates are prepared for each post.

Here, it is worth mentioned that one candidate has represented against the scrutiny of applications for the post of Junior Technician (CSE) claiming that she is made ineligible despite the fact of fulfilling the requisite qualification. Therefore the test of Junior Technician (CSE) was not conducted on dated 21.05.2018 and postponed.

Further, it is informed that Institute Librarian has requested that the the posts of library Assistant may be filled with following qualification:

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

Earlier the posts of Library Assistants were advertised with the following qualifications and experience:

**“B.Lib & Inf. Sc. and preferred experience of 02 years”.**

He has requested that presently, we don't have any employee who can install and work on library automation software. Therefore, it

would be in the overall interest of College and development of the Library, if we will make new recruitments as per above said revised qualifications and experiences (Annexure-XXI, page no.51)

Furthermore, it is informed that HOD-Mechanical Engg., HOD-Computer Sci. & Engg., Principal-Polywing and Training & Placement Officer have demanded clerks for smooth functioning of their departments (Annexure-XXII, page no.52-55). Here it is informed that institute had advertised only 02 post of Clerks (01 Gen. + 01SC). At present 13 Junior Assistant and 01 Clerk working in this Institute on regular basis against 27 sanctioned posts of clerk. Presently, 13 post of clerks are vacant in Engg. wing. and no regular clerk has been filled against 09 sanction post of clerks in polywing. So total 22 posts of clerks are lying vacant. Therefore, either institute has to advertise the new posts of clerks or one more clerk can be selected than the advertised posts to meet the current requirement. Accordingly it is proposed to select one more candidate for the post of clerk than the advertised posts of clerks.

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

Library Assistant : Gen-01, SC-01  
Junior Technician: CSE -01 (SC)  
Clerk : Gen-02, Sc-01

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