

**Minutes of the 2<sup>nd</sup> meeting of Board of Governors held on 27<sup>th</sup> April, 2011 in the Himachal Pradesh Technical University at its Camp Office – Govt. Polytechnic, Baru at Hamirpur (H.P.)**

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The 2<sup>nd</sup> regular meeting of Board of Governors was held on 27<sup>th</sup> April, 2011 at 11.00 A.M. in the office of the Vice-Chancellor, Himachal Pradesh Technical University, Hamirpur under the Chairmanship of Prof. K.C. Malhotra. The following were present:-

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| 1. Prof. Shashi Kumar Dhiman, Vice-Chancellor, HimTU,        | -Member    |
| 2. Sh. Diljeet Singh, Secretary (TE) to the Govt. of H.P.    | -Member    |
| 3. Prof. S.K. Sharma, Vice-Chancellor, CSKHPKV               | -Member    |
| 4. Sh. Rajneesh, Spl. Secretary (Finance) to the Govt. of HP | -Member    |
| 5. Mrs. Rakhil Kahlon, Registrar, HimTU, Hamirpur            | -Secretary |

**Item No. 2.1 : Statement of the Chairman:**

I welcome all the distinguished Members of the Board of Governors of Himachal Pradesh Technical University in its 2<sup>nd</sup> meeting at Hamirpur. Now, I request the Secretary, Board of Governors to present the Agenda items for discussion.

**Item No. 2.2 Confirmation of the minutes of the 1<sup>st</sup> meeting of the Board of Governors on 2<sup>nd</sup> February, 2011:**

The minutes of the meeting held on 2<sup>nd</sup> February, 2011 were confirmed and approved.

**Item No. 2.3 To report action taken on the decisions taken by the BOG in its meeting held on 2<sup>nd</sup> February, 2011:**

Noted with approval.

**Item No.2.4 Members' Item:**

No Members' Item was received.

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**Item No.2.5 Approval of the minutes of the meeting of the Finance Committee:**

The BOG read out the complete recommendations of the Finance Committee meeting held on 24-03-2011 and unanimously approved the same. In addition, it was decided to add 'Examination Centre creation fee' @ Rs.40,000/- per centre, under Annexure "A". The revised fee structure approved as per Annexure.

**Item No. 2.6 Filling up of Sanctioned posts created for H.P. Technical University:**

The BOG noted the action taken and approved the same.

**Item No. 2.7 Publication of Prospectus for admission 2011-2012:**

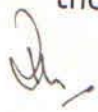
The BOG reviewed its earlier decision taken under Item No.1.10 in the last meeting of BOG held on 2<sup>nd</sup> February, 2011. It was decided that for admission to B Tech and B Pharmacy courses for the academic session 2011-12, the admissions and publication of Prospectus will be done by the H.P. Technical University. Admission and counseling process will be carried out with the collaboration of Directorate of Technical Education and J.N. Government Engineering College, Sundernagar.

**Item No. 2.8 Renovation of old building (SDM's Office) transferred temporarily to H.P. Technical University Office:**

Noted.

**Item No 2.9 Appointment of Dean on secondment basis:**

The BOG authorized the Vice-Chancellor to have an interaction session with the Applicant concerned (Dr. Pardeep Kumar, Associate Professor) who has applied for the post of Dean on secondment basis and offer him appointment, if found suitable, in the pay scale of Rs.37400-67000 with AGP of Rs.10000 (UGC Scale) and his basic pay may be protected. It was also decided that no emoluments other than those admissible as per instructions of the H.P. State Government





concerning appointment/transfer on secondment basis in public interest from time to time will be payable. After this process, if the post of Dean remain vacant, a reference may be made to the State Government through Secretary (TE), Govt. of H.P. seeking approval for conversion of the post of Dean on secondment basis to be filled through 'open recruitment/process'.

**Item No 2.10 Hiring the services of a retired officer as a Job Specialist to initiate and streamline the examination work:**

In the absence of available sanctioned post of Assistant Registrar, it was decided that the concerned Applicant [Sh. Gian Singh Jamwal, Assistant Registrar (retired) of H.P. University] may be engaged temporarily as Assistant Registrar against the available vacant post of Programmer till the said post is filled up by the University. He will be paid fixed honorarium/remuneration of of Rs.25,000/- (Rupees twenty five thousand only) per month (exclusive of his pensionary benefit).

**Item No. 2.11 Filling up of the posts of System Analyst and Programmer:**

The item was approved subject to approval of the H.P. Government.

**Item No. 2.12 Position of staff who has joined as on date in H.P. Technical University :**

Noted with approval.

**Item No. 2.13 Filling up of posts of Registrar and Finance Officer through open selection/recruitment process:**

The item was discussed in detail and it was unanimously decided that the present system will continue.



**Item No. 2.14 Creation of posts of Security/Chowkidar-3 on daily wage basis:**

The BOG recommended the creation of three posts of chowkidars/attendants and it was decided that matter for creation of these posts may be taken up with the State Government through the Secretary (TE) to Govt. of Himachal Pradesh.

**Item No. 2.15 Advertisement issued for recruitment on contractual/ daily wage basis to various posts sanctioned by the Government of HP:**

Noted.

**Item No 2.16 Authorized signatory for issuing cheques:**

The BOG approved the proposal. The Finance Officer will sign the cheques up to the amount of Rs.5,000/- . The cheques exceeding the amount of Rs.5000/- (Rupees five thousand only) will be signed by both the officers i.e. Registrar and Finance Officer.

**Item No 2.17 Adoption of HP University rates in respect of honorarium for counseling:**

The BOG approved the rates of remuneration for the admission process including counselling for the courses of Engineering, Pharmacy, and Management etc. as per annexure.

**Item No. 2.18 Terms and conditions of the services of Vice Chancellor, Registrar and Finance Officer of H.P. Technical University:**

It was decided to adopt terms and conditions of the services of Vice-Chancellor, Registrar and Finance Officer from those laid down in the Statutes of (1) H.P. University, Shimla (2) Dr. Y.S. Parmar University of Horticulture and Forestry, Nauni (Solan) and (3) CSK KVV, Palampur.

**Item No. 2.19 Technical University privileges of affiliation and Terms and Conditions of Affiliation of Colleges/Institutions:**

The Item was deferred.





**Item No.2.20 Constitution of Board of Studies and the terms and conditions of its members:**

The BOG has approved the constitution of Board of Studies and the terms and conditions of its members for all programmes/courses as per Annexure.

**Item No. 2.21 Contingency expenses including Hospitality expenses are required for the Chairman of Board of Governors.**

The BOG has decided to reimburse the actual contingency expenses including hospitality expenses incurred by the Chairman, BOG on stationery articles and hospitality the basis of production of bill(s)/cash memo/vouchers etc. He may also be provided telephone charges as admissible under H.P. Govt. Notification/instruction in this regard.

**Item No. 2.22 Hospitality expenses required for the offices of Vice-Chancellor & Registrar:**

The BOG has approved hospitality expenses to meet out the expenditure for arrangement of refreshment, bouquets etc. for VIPs/guests/meeting etc. in the office of the Vice-Chancellor and Registrar, subject to approval of the Vice-Chancellor.

**Item No. 2.23 Adoption of Notifications regarding Grant of Dearness Allowance/payment of Arrears etc.:**

The BOG has approved the grant of Dearness Allowance from the existing rate of 45% to 51% with effect from 01-01-2011 in respect of the employees of this University as per terms and conditions provided in the Notification No. Fin(C)-B(7)-2/2006 dated 16<sup>th</sup> April, 2011 issued by the Principal Secretary (Finance) to the Govt. of Himachal Pradesh. Further, Notification No.Fin(C)-B(7)-2/2006 dated 7<sup>th</sup> February, 2011 regarding Grant of Dearness allowance - Disbursement of arrear and Notification No.Fin-(PR)B(7)-1/2009 dated 10<sup>th</sup> March, 2011 regarding payment of arrears on account of revision of pay scale dated 16<sup>th</sup> April, 2011 also adopted.



The Vice-Chancellor was authorized for adoption of routine Notifications relating grant of dearness allowance/payment of arrears/service matters/Finance and other relevant matters issued by the State Govt. from time to time for implementation in the University after considering the financial status of the University, as per the practice of H.P. University, Shimla.

**Item No. 2.24 Seal of the H.P. Technical University:**

The item was deferred.

**Item No. 2.25 Printing of stationery material:**

The BOG has decided that printing work of the University may be done on the basis of lowest quotations from open market.

**Item No. 2.26 Authority for sanctioning of leave etc.**

The BOG has approved the following sanctioning authorities for grant of regular leaves i.e. Earned leave & Commuted leave/HPL etc.:

<u>Category</u>	<u>Leave Sanctioning authority</u>	<u>Quantum of leave</u>
1) Teaching staff	Vice-Chancellor -	Full powers
2) Non-Teaching staff	Registrar -	Full powers

**Item No. 2.27: ANY OTHER ITEMS:**

**SPOT ITEM(S):**

**(i) Fixing of allowances and sitting fee for the members of the Board of Governors:**

The BOG has approved sitting fee to the Chairman & Members of the Board of Governors @ Rs.3000/- (Rupees three thousand only) per meeting.





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**(ii) Confirmation of action taken by the Vice-Chancellor being urgent or an emergent nature under Section 12(5):**

The BOG has noted and confirmed the action taken by the Vice-Chancellor.

**(iii) Regarding adoption of syllabi :**

The BOG decided that for B.Tech, MBA, B. Pharma and M. Tech courses the syllabus prescribed/adopted by the H.P. University, Shimla be adopted for the academic session 2011-12. After constituting the Academic Council, the matter for adoption of syllabus be taken up before the Academic Council.

**(iv) Appointment of Driver (On Contract basis) :**

The BOG noted and approved the appointment of Sh. Tilak Raj S/o Sh. Johandu as Driver (on contract basis) made by the University vide Office Order No. HimTU-2(Estt.)H-6/2011 dated 23<sup>rd</sup> April, 2011.

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



**Secretary, Board of Governors/  
Registrar, HimTU, Hamirpur**

Confirmed

**Sd/-**

**CHAIRMAN  
Board of Governors**