

MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY
(Deemed University)
ALLAHABAD-211004

Minutes of the Fourth meeting of the Board of Governors held on 4th May,
2004 at Noida.

Following members of the Boards of Governors attended the meeting: -

1. Shri Hari S. Bhartia
Co-Chairman & Managing Director,
Jubilant Organosys Ltd.,
1-A, Sector 16-A, Institutional Area,
Noida-201301
Chairman
2. Sri V.S.Pandey
Joint Secretary (T),
Govt. of India,
MHRD, New Delhi
Member
3. Dr. Vivek Man Singh
Managing Director
Portal Information Technology India Pvt. Ltd.
540, 1st Cross, 8th Main, 4th Block
Koramanala,
Banglore- 560095
Member
4. Prof. B.D. Chaudhary
Professor
Department of Computer Sc. & Engg.
MNNIT, Allahabad
Member
5. Dr. Mahesh Chandra
Reader
Department of Civil Engineering
MNNIT, Allahabad
Member
6. Prof. Krishna Kumar
Director,
MNNIT, Allahabad
Member/Secretary

The following members could not attend the meeting due to preoccupation: -

1. Secretary,
Govt. of U.P.
Department of Technical Education
Lucknow

2. Sri G.R. Morarka,
Chairman & Managing Director,
Dwarikesh Sugar Industries Ltd.
Dwarikesh Nagar, Bijnor
3. Sri Sanjay Gupta,
Editor, Dainik Jagran,
501, INS Building, Rafi Marg
New Delhi
4. Prof. S. G. Dhande
Director,
Indian Institute of Technology Kanpur
Kanpur
5. Prof. Sureshwar Sharma
Member UGC
Former Vice-Chancellor,
Rani Durgawati Vishwavidyala,
"Udhanchal", 188 Gupteshwar
Jabalpur
6. Prof. R. S. Gaud
Advisor-I
All India Council for Technical Education
New Delhi
7. Sri M. P. Garg
Executive Director
Recron Synthetic Ltd.
Naini, Allahabad

The Director welcomed the new Chairman, Board of Governors Shri Hari S. Bhartia, Co-Chairman & Managing Director, Jubilant Organosys Ltd on behalf of the Board.

The Board mourned the sad and untimely demise of Prof. H. C. Khare, Chairman, Board of Governors and observed two minutes silence in the honour of the departed soul.

The Board deliberated upon the agenda items of its 4th meeting and took the following decisions:-

- 4.01 To confirm the Minutes of the 3rd meeting of the Board of Governors held on 27.09.2003.

The Board of Governors considered the draft minutes of its 3rd meeting held on 27.09.2003 and confirmed the same. The Board was informed by the Institute that the post of System Manager lying vacant was missed out from the list of vacant Key Administrative Positions presented in the agenda item 3.18 of the last meeting. The Board allowed the inclusion of this position in the list. However, it was felt that before filling up the same, the qualification and job specifications must be presented before the Chairman, Board of Governors with proper justification of its continuance. The Board authorised the Chairman to take appropriate decision for filling up the post of the System Manager in the Computer Centre.

- 4.02 Action Taken Report on the decisions taken in the 3rd meeting of the Board of Governors held on 27.09.2003.

The Board of Governors considered the action taken report of the Institute on the decisions taken in its 3rd meeting held on 27.09.2003 and noted the same.

- 4.03 To consider the adoption of service conditions of the employees of MNNIT, Allahabad as communicated by the Ministry vide Office Memorandum No.F-20-46/2003-TS-III dated 9.11.2003 and OM No.F-20-1/2003-TS-III dated 12.11.2003.

The Board considered the service conditions of the employees of the Institute as communicated by the Ministry of Human Resource Development vide Office Memorandum No.F.20-46/2003-TS-III dated 9.11.2003 and Office Memorandum No.F.20-1/2003-TS-III dated 12.11.2003 and approved the same for adoption and incorporation in the RULES OF MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY as under:-

- 13(1) Period of Probation on Recruitment : Subject to the provision of the MOA and the Rules all appointment to posts under the Institute shall ordinarily be made on probation for a period of one year after which period the appointee, if confirmed , shall continue to hold the office subject to the provision of the MOA and the Rules till the end of the month in which he/she attains the age of superannuation as laid down in **Sub Rule 13(7A)-** Retirement on superannuation in respect of Teaching Staff " and **Sub Rule 13(7B)-** " Retirement on Superannuation in respect of Non-Teaching Staff ".

- 13(2) The appointing authority shall have the power to extend the period of probation of any employee of the Institute for such periods as may be found necessary, provided that if, after the period of probation, the official is not confirmed, and, his probation is also not formally extended, he shall be deemed to have continued on a temporary basis and that his services may then be terminable on a month's notice or on payment of a month's salary in lieu thereof.

- 13(3) **Conduct & Disciplinary Rules:**
The employees of the Institute shall be governed by the conduct & disciplinary rules as laid down in schedule – B and they shall be subject to disciplinary action, penalties and appeal as provided in the Administrative order.

The Board decided to add para 4 (a) and para 4(b) as under in the scheduled- B conduct and disciplinary rules.

4(a) Demonstrations and strikes: No employee shall engage himself or participate in any demonstration or resort to any form of strike in connection with any matter pertaining to his conditions of service.

4(b) Joining of association by employees: No employee shall join or continue to be member of any service association of employees:

- (a) which has not, within a period of one month from its formation, obtained the recognition of the Board of Governors, or
- (b) recognition in respect of which has been refused or withdrawn by the Board of Governors.

13(4) Medical Rules

The employees of the Institute shall be entitled to re-imbursment of Medical expenses incurred on themselves and their families in the similar manner as is available to other Central Government employees under Medical Attendance Rules of the Government

13(5) Traveling Allowance and Daily Allowance

Payment of TA & DA to the employees of the institute shall be governed in the similar manner as is being regulated under Fundamental Rules (FR) and Supplementary Rules (SR) for other Central Government employees.

13(6) Leave Travel Concession

The employees of the Institute shall be entitled to the facility of leave travel concession in the similar manner as per practice being followed in the Central Government in this regard.

13(7)(A) Retirement on Superannuation in respect of Faculty (Teaching Staff)

The faculty (teaching staff) shall be allowed to serve up to the age of 62 years and no extension of service shall be given thereafter.

13(7)(B) Retirement on Superannuation in respect of Non-teaching Staff

The Non-teaching staff of the Institute shall be allowed to serve upto the age of 60 years subject to their fulfilling the following terms and condition:

(i) Provision of Screening :- A Screening Committee shall be constituted to assess the suitability of all non-teaching employees for their further continuation in service beyond 58 years of age.

(ii) Composition of the Screening Committee :- The Screening Committee for the purpose shall consist of such members as form part of the Departmental Promotion Committee (DPC) constituted for regular promotion for the respective category of posts as well as one representative each from the Ministry of HRD and that of the IIT of the region in which the NIT is located. The Director and the Registrar of the Institute concerned shall remain personally responsible for the authenticity of data furnished to the Screening Committee and BOG in this regards:

(iii) Schedule for Screening: To ensure timely processing of such cases for extension in the age of retirement, the meeting of the Screening committee shall be held at least twice in a year preferably in the month of April and October every year so that all the cases of the Non-teaching staff who are to complete 58 years

of age in next cycle of the year are considered in the meeting. Cycle of the year for this purpose would mean that the meeting to be held in say October 2003 should consider cases pertaining to months of April 2004 to September 2004 while the meeting to be held in April 2004 are to consider cases pertaining to the months of October 2004 to March 2005 and likewise. The procedure shall be followed across all NITs including in those NITs where the existing age of retirement for non-teaching is already 60 years of age.

(iv) **Consideration by BOG :** The recommendation of the Screening committee shall be placed before Board of the Governors (BOGs) of the Institute which shall take a final view in this regard. Only those employees whose names are approved by the BOG shall be allowed to serve up to the age 60 years while the remaining such employees shall retire at the age of 58 years of age.

16 Leave Rules :

- (1) Employees of the Institute shall be entitled to vacation and leave as laid down in Schedule 'D'
- (2) The amount of accumulated leave at the credit of a member of the staff in the service of the Institute immediately before these rules shall become applicable to him after the date subject to the prescribed limit of leave.
- (3) When an employee joins the Institute or Central University from any of the other institute or any Central University, the leave to his credit on the date immediately before the date of such joining shall be carried forward and credited to his leave account in the Institute or Central University which he joins subject to the prescribed limit of accumulation of leave.
- (4) Employees of the institute shall in addition to above rules, be also governed by the Leave Rules, Rules regarding Faculty Development, secondment faculty exchange, deputation Rules etc. as contained in Administrative Orders..

17 **Performance Assessment System of faculty of the Institute:** The Institute shall adopt the same procedure and practice for performance assessment of Faculty as is in vogue in IIT Roorkee. The format for the same is given in schedule C.

18 **Career Advancement Scheme CAS For Faculty**
The faculty of the Institute shall be eligible for CAS as per Guide lines issued by the Ministry from time to time.

19 **Assured Career Progression (ACP) Scheme for Non-faculty**

The Assured Career Progression (ACP) Scheme shall be applicable for the employees of the Institute on the same line and scale as applicable for Central Govt. civilian employees.

20 Working Days

The Institute shall adopt the practice of 5-days working in a week subject to stipulation of minimum working hours as prescribed by AICTE in this regard i.e. @ 40 hours per week.

21 Holidays

The Institute shall adopt the same practices of holidays as is being observed by IIT, Kanpur.

4.04 To consider the case of Sri Sanjeev Sinha, Lecturer in Mechanical Engg. Deptt. for extension of study leave for Ph.D. Program from University of Struthelyde, U.K. and to consider the resignation of Dr. Rakesh Mishra, Lecturer in the Deptt. of Applied Mechanics from the post of lecturer.

The Board considered the request dated 30.01.2004 of Sri Sanjeev Sinha, Lecturer in Mechanical Engineering Department for allowing him to join the institute after unauthorized absence from 1.10.2003 to 29.01.2004 and sanction of study leave without pay for the period of 1.10.2003 to 29.01.2004 ie. 121 days. The Board noted that Sri Sinha has already been granted 4 years maximum admissible study leave for pursuing his Ph.D. abroad under existing provisions approved by the Board of Governors vide Res. No.63.05(Ta) dated 7.11.1979 and took the following decision:

1. The Board ratified the decision of the Chairman for allowing him to join the Institute.
2. The Board as a very special case not to be quoted in future, approved Study Leave without pay for 121 days absence from 1.10.2003 to 29.1.2004 with the penalty that this period will not count for increment and in qualifying service for pension.

2. The Board considered the request dated 7.12.2003 of Dr. Rakesh Mishra, Lecturer in Applied Mechanics Department who was on Extra ordinary leave without pay from 12.12.2000 to 11.12.2003 to serve on the post of Post Doctoral Researcher at University of Huddersfield, U.K. and accepted his resignation w.e.f. 12.12.2003. Since Dr. Mishra has not given 3 months notice as per rules, the salary in lieu-there-of is due to be recovered from him.

4.05 To consider the requirement of faculty positions and recruitment of Faculty and vacant Administrative position.

The Board considered the acute shortage of faculty in the institute presented by the Director and allowed 15 regular faculty positions - 5 each in Computer Science, Electronics Engineering and Electrical Engineering Departments filled up through advertisement. The Director emphasized the need of more faculty in Computer Science and Engineering Department which has 2 PG, 2 UG and One MCA programs. The Board authorised the Chairman to approve additional faculty recruitment in Computer Science and Engineering Department depending the availability of qualified candidates.

The Board also allowed the Institute to fill up all the vacant administrative positions on deputation.

- 4.06 To consider the proposal for strengthening the Institute dispensary by providing consultancy services of specialist doctors.

The Board considered the proposal for strengthening the Institute Dispensary by providing specialists services of specialist doctors and took the following decisions:

- (i) The Board ratified the decision of the Chairman for appointment of one part-time doctor (Child specialist), one dresser-cum-pharmacist on contract and one nurse-cum-midwife on contract.
 - (ii) The Board approved for hiring the services of one consultant ophthalmologist.
 - (iii) The Board approved an increase in the rate of remuneration of Consultant specialist doctors from Rs.300/- to Rs.500/- per visit of 2 hours.
- 4.07 To consider the joint request of Dr. L.C. Malhotra, Professor MED and Dr. S.C. Prasad, Professor CED for change of their option for pensionary benefits.

The Board considered the request of Dr. L.C. Malhotra, Professor MED and Dr. S.C. Prasad, Professor CED for change of their option from Contributory Provident Fund Scheme to Pension Scheme. The same was not acceded to as it was not permissible under Government of India rules.

- 4.08 To consider the joint representation of Prof. L.C. Agarwal and Prof. S.C. Jain, Professor in Electrical Engineering Deptt. and Civil Engineering Deptt. respectively.

The Board considered the joint representation of Dr. L.C. Agarwal, Retired Professor Electrical Engineering Department and Dr. S.C. Jain, Retired Professor Civil Engineering Department for re-fixation of their pension counting their services and pay at the age 60 years instead of 58 years. It was observed that their pensionary benefits had been fixed as per the rules in place at the time of their retirement. The Board, therefore turned down the request.

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- 4.10 To consider the Minutes of the Building Works Committee.

The Board noted the recommendations of the Building and Works Committee of the Institute taken in its 1st, 2nd & 3rd meeting held on 9.5.2003, 18.11.2003 and 30.1.2004 respectively.

- 4.11 To consider the recommendation of the Finance Committee meeting scheduled to be held on 4.5.2004

The Board considered the recommendations of the 3rd meeting of the Finance Committee held on 4.5.2004 and approved the same.

- 4.12 Status Report of the Technical Education Quality Improvement Program (TEQIP) of the Government of India under World Bank assistance.

The Board noted the Status Report of the Technical Education Quality Improvement Program (TEQIP).

- 4.13 To consider the case of compassionate appointment in the Institute.

The Board considered the cases of compassionate appointment in the Institute. The Director presented all the cases pending for compassionate appointment listed in the agenda. These pertained to the 4 employees who died during their service period on 5.5.2003, 22.5.2003, 28.1.2004 and 25.4.2004. It was observed that the institute already had staff significantly in excess over what is permissible as per the stipulated faculty-staff ratio of 1:1.5. After further deliberations, considering several other aspects, the Board turned down the request for compassionate appointments.

Any other matter: As desired by the Chairman, Board of Governors, it was agreed to delegate to the Director, the power vested in him under para 8(1) of the Rules "The Chairman shall have the power to send member of staff of the Institute for training or for a course of instruction outside India subject to such terms and conditions as may be laid down by the Board from time to time.

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

Krishna Kumar
18.5.4

(KRISHNA KUMAR)
DIRECTOR
MEMBER/SECRETARY

Approved,


(HARI S. BHARTIA)
CHAIRMAN