

PROCEEDING OF 161ST MEETING OF BOG HELD ON 24.7.2020 AT 11 AM IN COMMITTEE ROOM OF GURU NANAK DEV ENGG. COLLEGE, LUDHIANA

On the sad demise of BOG pays sincere Condolence to S.Sikander Singh Gill, Ex- Principal, GND Polytechnic

Item No. 161.1 **Confirmation of minutes of 160th Meeting of BOG held on 14.03.2020**
 Since no comments have been received, as such the minutes stands confirmed.

Item No. 161.2 **Action taken report of minutes of 160th Meeting of BOG held on 14.03.2020**
 Noted. The BOG was apprised about NSET decision regarding freezing DA/increments/any other enhancement till further orders.

Item No. 161.3 **Extension in contract of Non-Teaching staff**

i) Contract up to 31.07.2020 and 28.08.2020

No. of employees=44	of	Those employees whose contract is expiring on 31.7.2020, be given further contract up to 31 st Dec 2020. For others, decision will be taken by the Chairman on the expiry of their contract.
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ii) Contract up to 30.05.2020 and 30.06.2020

No. of employees=22	of	Sr.No. 1 and 22-From 03.08.2020 to 31.12.2020 Sr.No. 2 to 13-From 10.08.2020 to 31.12.2020 Sr.No. 14 to 21-pending
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iii) Contract on the basis of 89 days (Contract expired)

No. of employees=07	of	Be kept pending. Chairman to decide as and when there the requirement is put up by the Principal.
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iv) Contract upto August/September 2020 (Through interview held in 2019)

No. of employees=03	of	Be kept pending. Chairman to decide when present contract expires.
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Item No. 161.4 **Continuation of service of Faculty**

- a) Approved
- b) Granted further contract on the same terms and conditions for 11 months w.e.f. 10th Aug 2020. For Architecture faculty, the service to be continued for one year
- c) Be kept pending. Chairman to decide as and when there the requirement is put up by the Principal.

Item No. 161.5 **Ratification of 12th Academic Council Meeting (online) held on 27.06.2020**
 Approved.

Item No. 161.6 **Ratification of TEQIP-III of activities and expenditure**
 Approved

Item No. 161.7 **Release of own share of PF of Dr. Buta Singh, Ex-Professor (ME), GNDEC**
Approved

Item No. 161.8 **Approval of Energy Policy and Environmental Policy of College**
Approved

Item No. 161.9 **Matters for which approval was sought from Chairman, BOG in anticipation of the approval by BOG**
Approved. The hostel fees reduction is only for the current semester (Aug-Dec 2020)

Item No. 161.10 **Financial Support to students**
Approved. The total financial help should not increase beyond 25.00 lakh for the current year. Reimbursement of Rs 1000 per student for internet connectivity is not approved. Those students who pay full fees in one go shall be given a discount of Rs 1500.

Item No. 161.11 **Extension in duration of research Project under TEQIP-III**
Extension in duration of research project under TEQIP-III is granted for four months w.e.f 1st October, 2020. Salary of SRF for the extension period will be equally shared by mentor and mentee institute.

Item No. 161.12 **Provision to disburse salary as a loan from Student Related Fund in case of short fall in General Fund Account due to slow cash flow in the COVID-19 problem.**
Be kept pending

Supplementary Agenda

Item No. S 161.1 **Gateway Facility of Punjab & Sind Bank**
Approved

Item No. S 161.2 **Admission of 1st year B.Tech. under Rural quota under Punjab 85%**
Approved

Item No. S 161.3 **Permission for Civil/Electrical Work at College level**
Approved as follows:

S. No.	Name of the work	Estimated Expenditure, Rs (in lakhs), GST extra	decision
1	Repair/ strengthening of the corridor columns in the block-1	6.50/-	Approved
2	Refurbishment of toilet blocks (6 no.) in the block -1, including	25.0/-	Be done Phase wise. In first phase 12.50 Lakhs approved

	providing facility for differently-abled persons		
3	Replacement of roofing/ sheets over the workshop	20.0/-	Approved
4	Construction and installation of lift in the main building (block-1)	25.0/-	Kept pending

Item No. S 161.4 Regarding deduction of salary by 20%

Referred to NSET for decision

The meeting ended with vote of thanks

Member Secretary
Board of Governors
GNDEC, Ludhiana

161th MEETING OF BOG

DATE : 24.07.2020
TIME : 11 AM
VENUE : COMMITTEE ROOM
GNDEC, Ludhiana



GURU NANAK DEV ENGG. COLLEGE
LUDHIANA

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AGENDA OF 161st MEETING OF BOG OF GURU NANAK DEV ENGINEERING COLLEGE TO BE HELD ON 24.07.2020 AT 11 AM IN COMMITTEE ROOM OF GNDEC, LUDHIANA

Item No. 161.1 Confirmation of minutes of 160th Meeting of BOG held on 14.03.2020
Copy of the minutes of 160th Meeting (**Annexure-1**) was circulated among members for comments. Since no comments have been received, as such the minutes may be confirmed.

Item No. 161.2 Action taken report of minutes of 160th Meeting of BOG held on 14.03.2020

The action taken report of 160th meeting is as under:-

Item No.	Description	Decision taken	Action taken
160.1	Confirmation of minutes of 159 th Meeting of BOG held on 29.12.2019	Confirmed	Implemented
160.2	Action taken report of minutes of 159 th Meeting of BOG held on 29.12.2019	Noted	Implemented
160.3	Annual Budget 2020-21	Approved	Implemented
160.4	Internal Audit Report of TEQIP-III for period 1 st April, 2019 to September 30, 2019	Applauded	Noted
160.5	IQAC meeting held on 08.02.2020	Approved	Implemented
160.6	Activities carried out under TEQIP-III	Approved	Noted
160.7	Extension of PG Block	Agreed in principle. Owing to present financial crunch, its implementation was deferred.	Take up the matter in future
160.8	Change in Finance Committee, GNDEC	Approved	Noted
160.9	Imprest for GNDEC School of Architecture	Approved	Released
160.10	Waiving off notice period of Mr. Sukhdeep Singh, Mess Manager No.1 etc.	Not approved	Noted
160.11	Staff whose service period expired on 03.03.2020 and will expired on 31.03.2020	The staff members who have been appointed through proper interview process, their extension is granted up to 31.12.2020 and in other cases their contract is renewed for 89 days i.e. up to	Implemented

		30.05.2020. Contract staff whose work is not satisfactory their contract be reduced to 89 days. Establishment to provide List of employees who have not been appointed through proper interview process to BOG. BOG recommends that scanned documents of each employee be put up in personal file of each employee.	
160.12	Enhancement in case of non-teaching staff	On completion of five years of service, enhancement will be out of annual increment/Rs. 1000/-, whichever is higher.	Implemented
160.13	Opening a new account in HDFC Bank, Model Town, Ludhiana	Approved	Action is being taken
160.14	TEQIP-III related approvals	BOG approves holding training of employees in college with suggestion that advise may be sought from MHRD and action taken accordingly. Regarding Panel approval for Air Travel Decision to be taken by Principal	Action is being taken
160.15	Raising of one Company in existing NCC Army wing of GNDEC	Noted	Action is being taken
Supplementary Item			
S 160.1	Amendments in TEQIP budgetary provisions for a) higher studies b) Organization of National/International Conferences	a) Approved Rs. 35000/-maximum in case of faculty only. b) Approved Rs. 3 Lakh for National Conference and Rs. 5 Lakh for International Conference. BOG approves with rider that TEQIP -III guidelines are not to be violated.	Implemented
S 160.2	Action taken report of NAAC previous Peer Team Report	Ratified with suggestion that details regarding shortcomings found by NAAC committee, its	Action is being taken

		<p>recommendations and action by college taken be submitted in detail to BOG.</p> <p>BOG recommends that NAAC recommendations regarding carrying out Construction, Development, Maintenance /Repair work of college be outsourced and executed on priority basis. The matter to be put in agenda of forthcoming BOG, NSET meeting for approval</p>	
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Item No. 161.3 Extension in contract of Non-Teaching staff

v) Contract up to 31.07.2020 and 28.08.2020

No. of employees=44	Annexure-2
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vi) Contract upto 30.05.2020 and 30.06.2020

No. of employees=22	Annexure-3
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vii) Contact on the basis of 89 days (Contract expired)

No. of employees=07	Annexure-4
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viii) Contract upto August/September 2020 (Through interview held in 2019)

No. of employees=03	Annexure-5
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BOG to decide.

Item No. 161.4 Continuation of service of Faculty

d) Faculty to be continued without break (30 Nos.) –**Annexure-6**

e) Faculty who were given one year tenure and term is expiring in July/August including Faculty of GNDEC School of Architecture (40Nos) **Annexure-7**

f) Faculty on 89 days term who were relieved on 30.5. 2020 (18 Nos) **Annexure-8**

BOG to decide

Item No. 161.5 Ratification of 12th Academic Council Meeting (online) held on 27.06.2020

The proceeding of 12th Academic Council Meeting held online on 27.06.2020 is placed at **Annexure-09** for ratification

Item No. 161.6 Ratification of TEQIP-III of activities and expenditure
The activities and expenditure during the period from 15th March to 15th July 2020 is placed at **Annexure-10** for ratification.

Item No. 161.7 Release of own share of PF of Dr. Buta Singh, Ex-Professor (ME),GNDEC
Dr. Buta Singh has served in this institution as Professor (ME) from 24.12.2008 to 18.03.2009. He has given a request for release of his PF for above mentioned serving period.
As per Rules, an employee who has worked for five or more years is entitled for both his own share as well as employer share. In his case, as he had served for less than five years, he may be allowed his own share only. The approx. amount is Rs. 10,000/-
BOG to approve.

Item No. 161.8 Approval of Energy Policy and Environmental Policy of College

The College Energy and Environmental Policy is placed as under for approval by BOG.

Energy Policy

GNDEC community shall strive to save energy and promote use of non-conventional energy for better future of coming generations.

Environmental Policy

We at GNDEC pledge to strive for saving the environment by taking care of the fauna and flora and also maintaining the green cover of the Campus

Item No. 161.9 Matters for which approval was sought from Chairman, BOG in anticipation of the approval by BOG

In respect of below mentioned matters, pre- approval was obtained from Chairman, BOG in anticipation of its approval by BOG.

a) Financial Assistance to Students for internship/orientation/GATE and Value added courses under TEQIP-III

There is provision for financial assistance to students for internship/orientation/GATE and Value Added courses under TEQIP-III-Annexure 11

b) Reduction in Hostel Fee

Due to covid-19 situation students can not join hostel for the forthcoming semester i.e July to December 2020. Repeated requests are coming from students/parents regarding waiving of hostel fee/charges. It is proposed that hostel fee for the coming semester July to Dec 2020 may be reduced by 50%. The fees of students who have already paid will be adjusted in next semester (Jan –May 2021)

c) Starting of BCA and B.Sc. (Fashion Technology) under Non AICTE scheme of IKGPTU

The non AICTE course named BCA and B.Sc. (Fashion Technology) to be started for which approval form IKGPTU was sought. It has been granted by the university in principle BOG to approve

Item No. 161.10

Financial Support to students

It is proposed that needy students may be given financial support from college funds as mentioned below:

- a. The students may be given financial support up to 50% of total fees. The eligibility to receive this financial support will be same as that of Punjab Govt “fee waiver scheme”. A copy of the eligibility conditions is attached herewith. However, keeping in view Covid-19 problem, the eligibility conditions may be relaxed for the current semester, if any student is able to justify his/her financial problem with relevant proofs.
- b. For the coming semester, reimbursement of internet expenses up to Rs. 1000 per student may be given so as to help them to arrange internet connectivity

Item No. 161.11

Extension in duration of research Project under TEQIP-III

A joint research project named “Process Optimization of upgraded Bio-Chemical Treatment for excess sludge minimization from highly polluted industrial wastewater between GNDEC, Ludhiana (Mentor) and ABVIET, Shimla (Mentee) vide order no. Joint Research project/605 dated 10.2.202. was sanctioned out of TEQIP-III. The PI has given an application for extension of project as the supplier has not supplied the required equipment due to COVID-19 problems. In this context mentee institute was approached, who has recommended to increase the duration of the project.

BOG to decide about the extension

Item No. 161.12 Provision to disburse salary as a loan from Student Related Fund in case of short fall in General Fund Account due to slow cash flow in the COVID-19 problem.

Due to unprecedented COVID-19 situation, fee collection for July to December 2020 is slow paced but encouraging. Students cannot be forced to deposit the fee by due date. In event of short fall, in balance of General Account, a loan may be permitted out of Student Related Fund for payment of salary. This amount be reimbursed to student related fund as and when student fee is received.

Submitted please.

Item No. 161.13 Any other Item

Member Secretary

Supplementary Agenda

Item No. S 161.1 Gateway Facility of Punjab & Sind Bank

The Gateway facility of Punjab & Sind Bank is to be started through which fee etc. shall be accepted. There are some paper formalities. The BOG is requested to authorise Principal, GNDEC to complete such formalities. It is also apprised that we have already Gateway facilities of HDFC Bank Limited as well as Equitas.

Item No. S 161.2 Admission of 1st year B.Tech.under Rural quota under Punjab 85%

It is brought to kind notice that since 2010, IKGPTU is conducting online counselling for the admission to various courses. It has been observed that many seats under Rural Quota remain vacant after the end of online counselling rounds by the university. In this regard, it is requested that:

- GNDEC may be allowed to fill seats based on merit criterion notified by Punjab Govt. at its own under Rural Quota (except for SC Candidates) as per the seat matrix before the start of online counselling by the university.
- Remaining vacant seats against Rural Quota may be transferred to General Quota (i.e 85%) to be filled by the University through online counseling.
- The eligible SC candidates for SC post matric Scholarship may be admitted through online counseling by the University as per Punjab Govt. Rules.

It is also mentioned that Punjab State Board of Technical Education is already conducting admission of Rural Quota at Guru Nanak Dev Polytechnic, Ludhiana before the online counselling.

So on the same lines, GNDEC may also be allowed to fill the above stated seats at college level w.e.f 2020-21 session.

In this context, a letter addressed to Principal Secretary, Technical Education & Indl. Training has been written for seeking this permission.

BOG may kindly allow.

Item No. S 161.3 Permission for Civil/Electrical Work at College level

The major civil which are to be carried out during year 2020-21 are elaborated below for approval of BOG:-

S. No.	Name of the work	Estimated Expenditure, Rs (in lakhs), GST extra	Brief justification
1	Repair/ strengthening of the corridor columns in the block-1	6.50/-	Due to ageing/ carbonation, many columns in the corridor are showing signs of distress and leading to splitting / spalling. All these need urgent repair & strengthening being the main load bearing components of the building.
2	Refurbishment of toilet blocks (6 no.) in the block -1, including providing facility for differently -abled persons	25.0/-	The conditions of the toilet blocks in the main building area are going from bad to worse due to increased use and insufficient utility there as these were planned long time ago for an intake of around 200 students which is now increased manifold. These smell badly after 2-3 hours of use.
3	Replacement of roofing/ sheets over the workshop	20.0/-	The existing sheets have been damaged due to ageing at many places and cause leakage and damage to the equipment's
4	Construction and installation of lift in the main building (block-1)	25.0/-	This is urgently needed to provide vertical barrier-free access to various floors, especially GNDEC School of Architecture which is function on the top floor of the building.

Item No. S 161.4 Regarding deduction of salary by 20%

NSET vide its resolution no. 20 (passed during its meeting held on 24.06.2020) has conveyed the decision of 20% deduction in salary w.e.f June-2020 (payable in July-2020)

Representations have been received from entire staff (Teaching and Non-teaching) praying therein not to make deduction in the salary.

As such, it is requested that BOG may review the decision.

PROCEEDING OF 160th MEETING OF BOG OF GURU NANAK DEV ENGINEERING COLLEGE HELD ON 14.03.2020 IN COMMITTEE ROOM OF GNDEC, LUDHIANA

Item No. 160.1 Confirmation of minutes of 159th Meeting of BOG held on 29.12.2019

Since no comments have been received, as such the minute's stands confirmed.

To tide over current financial position, BOG strongly emphasized upon the DTE Nominee and IKGPTU representative to permit enhancement of Fee or to restore Grant-in-Aid for the deficit (95%).

Item No. 160.2 Action taken report of minutes of 159th Meeting of BOG held on 29.12.2019

Noted

Item No. 160.3 Annual Budget 2020-21

BOG Approved the Annual Budget (2020-21) as proposed along with Proceedings of finance committee with following recommendations:

- a) BOG decides DA will be implemented in 2 stages. In initial stage it is 3% increase in DA w.e.f 01.03.2020. For 2nd stage decision is pending with BOG.
- b) Regarding Provision for payment of Gratuity / Leave Encashment for retiring staff in future from the interest accrued out of Tuition fee. BOG strongly recommends the provision and forwards the proposal to NSET for its approval.
- c) Regarding Promotions of Staff in Phased manner:
For reasons of non-payment of Government Share of SC/ST Scholarship fee. BOG to consider promotions after receipt of SC/ST Scholarship fee from Government.

Item No.160.4 Internal Audit Report of TEQIP-III for period 1st April, 2019 to September 30, 2019

Applauded

Item No. 160.5 IQAC Meeting held on 08.02.2020

Approved. Composition of new IQAC was also approved.

BOG endorses steps to increase Popularity of college under IQAC recommendations and encourages conduction of Marathon/Bike Ride by 200-300 college students outside college premises. With students wearing T-Shirts bearing college name/Logo along with carrying Placards with attractive slogans.

BOG also emphasized the need to improve communication skills of both Students and Staff with special focus to help Girl students.

Item No. 160.6 Activities carried out under TEQIP-III

Approved

Item No. 160.7 Extension of PG Block

BOG Principally agrees that extension of PG Block must be carried out but owing to present financial crunch it defers its implementation to future.

Item No. 160.8 Change in Finance Committee, GNDEC

Approved

Item No. 160.9 Imprest for GNDEC School of Architecture

Approved

Item No. 160.10 Waiving off Notice period in respect of Mr. Sukhdeep Singh, Mess Manager No.1, and Mr. Deshinder Singh, Instructor (Elect. Workshop)

Not Approved

Item No. 160.11 Staff whose service period expired on 03.03.2020 and will expire on 31.03.2020

The staff members who have been appointed through proper interview process, their extension is granted up to 31.12.2020 and in other cases their contract is renewed for 89 days i.e. up to 30.05.2020.

Contract staff whose work is not satisfactory their contract be reduced to 89 days.

Establishment to provide List of employees who have not been appointed through proper interview process to BOG.

BOG recommends that scanned documents of each employee be put up in personal file of each employee.

Item No. 160.12 Enhancement in case of non-teaching staff

On completion of five years of service, enhancement will be out of annual increment/Rs. 1000/-, whichever is higher.

Item No. 160.13 Opening a new account in HDFC Bank, Model Town, Ludhiana

BOG recommends opening of this account with two authorized signatories. First College Principal and second Secretary NSET

Item No 160.14 TEQIP-III related approvals

BOG approves holding training of employees in college with suggestion that advise may be sought from MHRD and action taken accordingly.

Regarding Panel approval for Air Travel

Decision to be taken by Principal

Item No. 160.15 Raising of one Company in existing NCC Army Wing of GNDEC

Noted

Supplementary item

Item No. S 160.1 Amendments in TEQIP budgetary provisions for a) higher studies b) Organization of National/International Conferences

- a) Approved Rs. 35000/-maximum in case of faculty only.
- b) Approved Rs. 3 Lakh for National Conference and Rs. 5 Lakh for International Conference.
BOG approves with rider that TEQIP -III guidelines are not to be violated.

Item No. S 160.2 Action taken report of NAAC previous Peer Team Report

Ratified with suggestion that details regarding shortcomings found by NAAC committee, its recommendations and action by college taken be submitted in detail to BOG.

BOG recommends that NAAC recommendations regarding carrying out Construction, Development, Maintenance /Repair work of college be outsourced and executed on priority basis. The matter to be put in agenda of forthcoming BOG, NSET meeting for approval.

Member Secretary