

Proceeding of 172nd (Budget) Meeting of Guru Nanak Dev Engineering College held on 27.03.2024 at 11 AM in Committee Room of Nankana Sahib Education Trust, Ludhiana

172.1 Confirmation of minutes of 171st Meeting of GB held on 23.08.2023

Since no comments were received by the members, as such minutes of 171st meeting of GB stand confirmed.

172.2 Action taken report of minutes of 171stMeeting of GB held on 23.08.2023

Noted. The comment of Dr K.D Singh is taken in agenda point No. 172.18. The CA should verify and sign the calculations of the payment made to Dr Harpal Singh.

172.3 Budget 2024-25 and Finance Committee Proceeding

- a. Budget as recommended by finance committee stands approved.
- b. All other recommendations of finance committee are also approved.

172.4 Approval of Proceeding of Academic Council meeting held on 23.8.2023

Approved.

172.5 Approval of Proceedings of Selection Committee

Approved.

172.6 Matters got approved from Worthy Chairman GB in anticipation of its approval by GB

Approved.

172.7 Financial Assistance to Mr. Rishav Sharma, final year civil engineering student (Captain College Basketball Team) towards medical expenses

It is decided that 50% amount of bills duly verified DPE shall be reimbursed to the student.

172.8 Payment of Driver Allowance to College Drivers

Rs. 50/- per hour for extra hours beyond duty hours will be paid to drivers.

172.9 Resignations of faculty and staff

Approved.

172.10 Sanction of Medical Leave

The medical leave for less than 15 days shall be given to faculty members subject to the condition that the medical certificate should be issued by a Post Graduate Doctor (registered with Punjab Medical Council). The same condition shall be applicable to medical leaves for more than 15 days also.

172.11 Enhancement in Road Mileage rate

Approved as proposed.

172.12 Faculty pursuing Ph.D. Course work

Approved as proposed.

172.13 Appointment of Software Developer

Approved with a consolidated salary of Rs. 35000/- per month

172.14 Amendments in Extra Ordinary leave (EOL) Rules

The amended EOL rules in the light of GB directions shall be put in next meeting for final approval.

172.15 Extraordinary leaves to faculty and staff

Approved.

172.16 Purchase of Desktop and Laptops for various departments

Approved as proposed.

172.17 Revision of the upper limit of amount of consultancy by the faculty

Approved as proposed.

172.18 Representation regarding Retirement benefits funds

In this case, the decision of GB (taken in 171st meeting) shall be applicable.

172.19 Financial Incentives to the students

GB gives rights to worthy chairman for such decisions from time to time.

Supplementary Items:-

S 172.1 Shifting of Gill Quota Seat from B.Tech. (Production Engg.) to B.Tech. (Logistics and Supply Chain Management)

Approved as proposed.

S 172.2 Re-appointment of Mr. Gurmukh Singh, Ex Lab Supdt (CSE)

Approved as proposed till next recruitment for the post.

S 172.3 Teaching Assistants

Approved for practical classes only.

S 172.4 Payment of 2% Special Allowance to Faculty who completes services of 10 years

The allowance is approved for the faculty to whom this has been already given.

S 172.5 Lien of Dr. Sandeep Singh Gill, Professor (ECE)

The lien of Dr Sandeep Singh Gill is expired but no communication has been received from him till date. GB directed that he be advised to convey his position within a month. A communication regarding the status of his job (whether confirmed) be made with his current employer.

172.20 Any other item:

Following agenda points were discussed with the permission of chair and decision taken as under:

1. It was decided that ambulance be disposed off/written off. The bus (32 Seater) be donated to SGPC. A new vehicle (mini bus) be procured out of Development Fund. The old innova be transferred in the name of Principal and further extension be sought.
2. The representative of Director Technical Education (DTE) was conveyed by the GB that the DTE should take steps to formulate some fees fixation committee so that the fees may be reviewed and revised. The present fees is too less to manage the ever

rising expenditure on the technical/professional education. The last revision was made by the state Govt. in the year 2010.

3. GB agreed in principle to open saving account in the banks where higher rate of interest is available. Final decision to be taken by NSET

The meeting ended with vote of thanks.

Sell
Member Secretary
Guru Nanak Dev Engg. College
Ludhiana

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172nd (Budget) Meeting of Governing Body

DATE : 27.03.2024

TIME : 11 AM

VENUE : Committee Room

Nankana Sahib Education Trust



ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਇੰਜ਼ੋਲਾਜ਼
GURU NANAK DEV ENGG. COLLEGE
LUDHIANA

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AGENDA OF 172nd MEETING OF GOVERNING BODY(BUDGET) OF GURU NANAK DEV ENGINEERING COLLEGE TO BE HELD ON 27.03.2024 AT 11 AM IN COMMITTEE ROOM, NANKANA SAHIB EDUCATION TRUST LUDHIANA.

172.1 Confirmation of minutes of 171st Meeting of GB held on 23.08.2023

Copy of the minutes of 171st Meeting (**Annexure-1,Pages 9-11**) was circulated among members for comments. Since no comments have been received, as such the minutes may be confirmed.

172.2 Action taken report of minutes of 171stMeeting of GB held on 23.08.2023

The action taken report of 171st meeting is placed at **Annexure-2 (Pages 12-15)**.

172.3 Budget 2024-25 and Finance Committee Proceeding

The budget for year 2024-25 is placed at **Annexure-3 (Pages 16-27)** for discussion and approval. The proceeding of Finance Committee is placed at **Annexure-4 (Page 28)**.

Submitted for approval of GB

172.4 Approval of Academic Council Proceeding held on 23.8.2023

The proceeding of Academic Council meeting held on 23.8.2023 is placed at **Annexure-5 (Pages 29-42A)** for approval.

Submitted for approval of GB

172.5 Approval of Proceedings of Selection Committee

- 1) Proceeding of Selection Committee (Walk-in-interview) held on 12.09.2023
- 2) Proceeding of Selection Committee held on 12.01.2024.....**Annexure-6 (Pages 43-48)**

Submitted for approval of GB

172.6 Matters got approved from Worthy Chairman GB in anticipation of its approval by GB

- 1) Renewal of contract appointments of Assistant Professor working in various departments expiring in November-2023.
- 2) Re-fixing of salary of Ms. Ramandeep Kaur, AP (B.Voc. Interior Design)
- 3) Extension and new Approval of courses for 2024-25..... **Annexure-7(Pages 49-56)**

Submitted for approval of GB

**172.7 Financial Assistance to Mr. Rishav Sharma, final year civil engineering student
(Captain College Basketball Team) towards medical expenses**

Mr. Rishav Sharma, D4, CE-204466 who is Captain of College Basketball Team has undergone ACL-Ligament of knee ruptured, which was broken while practicing for basketball prior to the tournament. He has an expenditure of Rs. 66672/-on this treatment for which he has submitted Xerox copies of bills and requested for reimbursement of same from college side.

In this context, it is requested that in a suspense account we have credit of Rs. 5.00 Lakh which was collected from students/staff for treatment of a student of Mechanical and Production Engg. Department (Mr. Kuldip Singh) way back in 2002. He is no more and amount is lying in that account unspent. GB is requested to allow to reimburse above amount from this head.

Submitted for decision of GB.

172.8 Payment of Driver Allowance to College Drivers

A driver allowance was given to college drivers @ Rs.1400 per month since 01.01.2013. They have requested to enhance this allowance.

It is recommended that suitable enhancement may be given in the driver's allowance. A notification of enhancement by Punjab Govt. is placed in **Annexure-8 (Page-57)** just for reference wherein it is raised to Rs 2800 per month w.e.f. 2021.

Submitted for decision of GB

172.9 Resignations of faculty and staff

Following faculty/Staff have submitted their resignation:-

- Er. Ravneet Kaur Gill, AP (ECE) was relieved on 18.12.2023
- Er. Gurjot Kaur Kahlon, AP (CSE) was relieved on 30.01.2024.
- Dr.Harsimranjit Singh Gill, AP (ECE) was relieved on 24.08.2023
- Mrs. Darshandeep Singh, AP (GNDEC SOA) was relieved on 29.02.2024
- Mrs. Mandeep Kaur, Clerk was relieved on 08.03.2024.

Submitted for approval of GB.

Panjab Bus 69

172.10 Sanction of Medical Leave

At present a faculty member can avail minimum 15 days leave on medical ground but recently DPI (Colleges) Deptt of Higher Education has amended the rule for aided colleges. As per new rule, a faculty member can avail medical leave for less than 15 days also. Copy of amendment is placed at **Annexure-9(Page-58)**

Submitted for decision of GB.

172.11 Enhancement in Road Mileage rate

At present, we are paying road mileage (Travelling Allowance) @ Rs. 10/- per kilometer for own car as well as against use of taxi. Now, IKG Punjab Technical University has revised the rate to Rs. 12/- kilometer vide their notification no. IKGPTU/REG/NF/55 dated 02.01.2024 (**Annexure-10,Page-59**).

Submitted for decision of GB.

172.12 Faculty pursing Ph.D. Course work

Following faculty members have applied for NOC for pursing their Ph.D course work in regular mode. They have been allowed in anticipation of its approval by GB subject to the condition that to compensate the regular course work hours, they will be given additional duties on weekends or timing beyond regular working hours.

Ms. Gagneet Kaur, AP(IT)

Ms. Gitanjli, AP(IT)

Submitted for approval of GB.

172.13 Appointment of Software Developer

Guru Nanak Dev Engineering College (GNDEC), has been using internally developed software solutions to streamline various operational facets such as admissions, academic processes, examinations, online fee collection etc.

Keeping in view the need of automation of various manual practices and to provide better services at a faster rate to our diverse stakeholders, it is recommended to strength the in-house team by recruiting at least one skilled Software Developer.

Permission may be accorded to appoint one 'Software Developer' on contractual basis. The role will be categorized as non-teaching.

Other information may be as under for above appointment:

Education Qualification: B.Tech. CSE/ IT / M.Tech. CSE/IT / MCA with at least 2 years of experience in relevant field. Selection may only be through task based software assignment followed by interview.

Expenses: Rs. 35000/-Rs. 40,000/- per month

Annual Increase: It can be as decided by Management from time to time

The expenditure may be charged to DF (upgradation of Computer Software)

Submitted for decision of GB.

172.14 Amendments in Extra Ordinary leave (EOL) Rules

The existing EOL rules and amendments thereof, approved by Managing Committee are placed at **Annexure-11 (Pages 60-62)**

It is recommended that following amendments may be made in existing EOL rules:

- a) Minimum EOL sanctioned will be of one year (Two semesters) duration
- b) Faculty will not be granted EOL during running semester. They have to apply EOL well before the start of odd semester
- c) These rules will be applicable for both Teaching and Non-Teaching Staff.

Proposed EOL rules after incorporating above amendments are placed at **Annexure 11-A (64-64)**

Submitted for decision of GB.

172.15 Extraordinary leaves to faculty and staff

The EOL was granted to following employees in anticipation of approval of GB:

1. Mr. Chander Mohan Kajla Senior Assistant for two years from 1.11.2023 to 31.10.2025
2. Ms. Jaspreet Kaur, AR(Exam.) for one year from 19.03.2024 to 18.03.2025
3. Ms Supreet Kaur, AP (CSE) for one from 1.4.2024 to 31.3.2025

Submitted for approval of GB

172.16 Purchase of Desktop and Laptops for various departments

There is a need to replace old and obsolete desktop/laptop in various departments. These computers are to be used in labs for the use of students. The approximate expenditure for 60 computers shall be 50.00 lakhs. As there is availability of funds in the student funds, these may be purchased out of this fund.

Submitted for approval of GB

172.17 Revision of the upper limit of amount of consultancy by the faculty

A representation from the faculty members, who were regularized as per NSET-2021 policy was obtained, with a request to enhance the cap on the maximum amount being earned by them from the consultancy assignments.

As per existing rules, there is an upper limit equal to the gross annual salary of the faculty/ staff members doing such assignments.

It is appraised that faculty is working tirelessly to help the Testing and Consultancy Cell (TCC) to raise annual revenue to more than 5 crore this FY. This momentum in term of their motivation and energy needs to be maintained to raise the bar further to the next level. Moreover, they are the likely torch-bearer in the coming decades to look after the TCC.

In light of these facts, it is therefore requested to consider the demand and the annual cap on their annual earning be raised to twice of their annual gross salary or Rs 10 lakh whichever is higher.

Submitted for decision of GB

CSR

172.18 Representation regarding Retirement benefits funds

A representation has been received from Ex. Professor Dr. Harpal Singh (Civil Engg.) requesting for releasing his balance retirement benefits. (**Annexure 12, Pages 65-66**)

In this context, it is apprised that this case was put up in 171st GB of GNDEC (Resolution No.171.12) wherein following decision was taken:

“The gratuity and leave encashment as per rules be calculated. Prof K.D Singh shall supervise to ensure that calculation of amount should be correct. As per audit objection

Dinesh

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and legal opinion, the amount of increments granted for the period of his EOL be deducted and balance amount be released to Dr.Harpal Singh.....”

In the light of above GB decision, balance payment (after making deductions as per audit objections) was transferred in bank account of Dr. Harpal Singh through RTGS.

Submitted for decision of GB.

172.19 Financial Incentives to the students

It is proposed that some provision may be kept to give financial incentives to newly admitted students particularly in the selected braches like Mechanical, Civil, Architecture etc. and existing students to encourage their merit/performance and admission.

Submitted for decision of GB

172.20 Any other item

Supplementary Agenda (172nd meeting of Governing Body of GNDEC Ludhiana)

S 172.1 Shifting of Gill Quota Seat from B.Tech. (Production Engg.) to B.Tech. (Logistics and Supply Chain Management)

At present, we have seven seats reserved for Gill Quota in courses B.Tech. Civil, Mechanical, Electrical, Electronics & Communication, Computer Science & Engineering, Information Technology and Production Engineering. Now, course B.Tech. (Production Engineering) has been closed and in place we have applied for introduction of new course i.e. B.Tech. Logistics & Supply Chain Management from session 2024-25. It is proposed that seat earmarked for B.Tech. Production Engineering may be shifted to B.Tech. Logistics & Supply Chain Management.

Submitted for approval of GB.

S 172.2 Re-appointment of Mr. Gurmukh Singh, Ex Lab Supdt (CSE)

Mr. Gurmukh Singh, Ex-Lab Supdt (CSE) who was retired on 28.02.2024 has given an application for re-appointment. At the time of retirement, he was working in pay scale of Rs. 10300-34800+5400 (AGP).

It is proposed that he may be reappointed for a period of one year on consolidated salary of Rs. 15700 (10300+5400) per month.

It is further informed that GNDEC Service & Conduct Rules, Clauses- 7 states that

"The appointing authority may in exceptional cases, grant extension of service or re-employ any member of the staff on a year to year basis provided further that the extension in the first instance in the case of teaching staff may be made for a longer period but not exceeding three years"

Submitted for decision of GB.

S 172.3 Teaching Assistants

It is recommended that Teaching Assistants (TA) may be appointed from final year students of M. Tech. programme. The number of TAs appointed can be maximum to 2 if 50 percent of seats are filled in case of M. Tech. programmes having total seats of 12. Only 1 TA can be appointed if 50 percent seats are filled in case of M. Tech. programmes wherein number of total seats are 6.

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Proposed honorarium for TAs for taking Laboratory Classes will be Rs. 175 per hour subject to maximum of 10 hours per week subject to maximum of Rs. 8050/- per month. TAs will assist the faculty members only in Laboratory classes and not in any Minor Project/Major Project/Lectures/Tutorials. The GATE qualified students are not covered in this scheme as they are having separate scheme: AICTE PG scholarship.

It is expected that with this initiative, the admission in M.Tech courses shall improve.
Submitted for decision of GB.

S 172.4 Payment of 2% Special Allowance to Faculty who completes services of 10 years

As per NSET Regularization Policy 2021, special allowance @ 2% of basic pay was given to faculty, who has completed the service of ten years at GNDEC (Copy of policy document attached for reference). As per the clause, this allowance was given to the teachers as and when they complete 10 years of service. The details are attached herewith.

College CA has objected this payment on the plea that this was to be given one time only and it should not be applicable to the persons who completes 10 years of service subsequently.

However as per spirit of the policy, this benefit should be given as a small financial benefit to the teachers who complete 10 years of service at GNDEC. Governing body is requested to issue directions to continue/discontinue this benefit.

Submitted for decision of GB.

S 172.5 Lien of Dr. Sandeep Singh Gill, Professor (ECE)

Dr. Sandeep Singh Gill, Professor (ECE) was granted lien for a period of five years w.e.f 27.03.2019 for joining as Professor at NITTTR, Chandigarh

Period	From	To	Resolution No. and Date
2 years	27.03.2019	26.03.2021	156.17/19.3.2019
1 Year	27.03.2021	26.03.2022	163.8/28.12.2020
2 Years	27.03.2022	26.03.2024	168.13/24.3.2022

The lien period has expired on 26.03.2024. No information has been received from employee till date.

Submitted for decision of GB

Any other item:

The life span (15 years) of following vehicles has expired on dates mentioned against each. As per Govt. policy, we cannot run these vehicles on road.

Vehicle No.	Regd. No.	Year of Manufacturing	Expired/expiring on	Distance covered (in Lacs)
32 Seater Bus	PB-10CG-9067	August 2007 (DOR 6.6.2008)	August 2022	1.10
Old Innova	PB-10CM-7959	April 2008 (DOR 2.4.2009)	June 2024/Extended up to June 2024	2.26
Ambulance	PB-10CG-9068	Nov-2006 (DOR 6.6.2008)	November 2021	0.19

It is proposed that we may disposed off these vehicles. In place, a new vehicles with suitable capacity may be purchased.