

SHAHEED BHAGAT SINGH
COLLEGE OF ENGINEERING & TECHNOLOGY
MOGA ROAD, FEROZEPUR-152001 (PB.)

AGENDA

FOURTH MEETING OF THE BOARD OF GOVERNORS

VENUE: Punjab Bhawan
Sector 3C
CHANDIGARH.

Date: May ¹⁹~~21~~, 1998

Time: ²~~11~~.30 P.M.

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CONSTITUTION OF BOARD OF GOVERNORS, SHAHEED BHAGAT SINGH
COLLEGE OF ENGINEERING AND TECHNOLOGY, FEROZEPUR.

1. Dr Upinderjit Kaur
Technical Education Minister,
Punjab. : CHAIRPERSON
2. Mr.N.S.Rattan, IAS
Principal Secretary to the Government of
Punjab, Deptt. of Technical Education &
Industrial Training. : EX-OFFICIO
MEMBER
3. Secretary to the Government of
Punjab, Deptt. of Finance. : EX-OFFICIO
MEMBER
4. Secretary to the Government of
Punjab, Deptt. of Science and
Technology & Environment. : EX- OFFICIO
MEMBER
5. Mr. N.S. Kalsi, IAS
Director, Technical Education
& Industrial Training, Pb. : EX-OFFICIO
MEMBER
6. Sh. Isher Singh, Ex MLA.
45-A, Sector 10,
Chandigarh. : MEMBER
7. a) Nominee of the Ministry of
Human Resource Develop-
ment, New Delhi. : MEMBER
b) Nominee of the All India
Institutions. : MEMBER
8. a) Sh. M.S. Chahal, IAS,
Chairman
Punjab State Human Rights Commission
Room No.226, 2nd Floor,
Mini Sectt. Sector -9,
Chandigarh. : MEMBER
b) Sh. S.K. Bijlani
18, Sector - 2,
Chandigarh : MEMBER
9. The Vice Chancellor, Panjab
Tech. Univ., Jalandhar or his
nominee. : EX- OFFICIO
MEMBER

10. Mr. Anil Setia, Industrialist : MEMBER
Setia Niwas, Railway Road
Mukatsar.
11. Mr. Sunil Munjal, Managing Director, : MEMBER
Hero Cycles Ltd., CR-Division
Ludhiana.
12. Major Jiwan Tiwari : MEMBER
13. Prof. H.K. Verma : MEMBER
14. Dr. R.B. Lall Bedi : MEMBER
O.S.D.,
Punjab Technical University,
P.O. R.E.C., Jalandhar.
15. Prof. S.K.Khanna, : MEMBER
Nominee of the University
Grants Commission.
Former Chairman, AICTE &
Vice Chairman UGC, 242,
Vivekanand Puri, Sarai Rohalla,
Delhi-110007.
16. Chairman, Punjab State Board : EX- OFFICIO
of Technical Education and MEMBER
Industrial Training, Pb.
17. Dr. R.P.Gakkhar : MEMBER
Professor in Mechanical Engg.
SBSCET, Ferozepur
18. Dr. A.P.Singh : MEMBER
Asstt. Prof. in Applied Chemistry
SBSCET, Ferozepur
19. Prof. R.C. Bahl : EX-OFFICIO
Principal MEMBER
SBSCET, Ferozepur. SECRETARY

ITEM NO 4.1 Confirmation of the proceedings of the third meeting of the Board of Governors.

The proceedings of the third meeting of the Board of Governors held on 21.06.97 were circulated to its Chairperson and Members for information and comments, if any, vide memo no. SBSCET/BOG/FZR/3897-3923 dt.29.08.97 and are placed here as annexure -I on page 23-27.

No comments have been received. The proceedings are placed before the BOG for confirmation please.

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ITEM NO: 4.2

ACTION TAKEN REPORT ON THE DECISIONS TAKEN IN THE THIRD MEETING OF THE BOARD OF GOVERNORS, SBSCET, FEROZEPUR HELD ON 21.06.1997.

Item No. 3.1 : Confirmation of the proceedings of the second meeting of the Board of Governors.

Decision : It was resolved to confirm the proceedings of the second meeting of Board of Governors SBSCET, Ferozepur held on 24.9.96.

Action : No action is called for.

Item No. 3.2 : To report action taken on the decisions of the second meeting of the Board of Governors.

Decision : The Board approved the actions taken on the decisions of the second meeting of Board of Governors.

Action : No action is called for.

Item No. 3.3 : To report progress of works & academic activities of the College.

Decision : A detailed account of the progress of the college was given by the Principal. The Board took note of non release of additional funds of Rs. 329 lacs in 1996-97 resulting in great financial hardship & disruption of construction work. This caused delay in timely completion of various buildings and development works and the purchase of library books, equipment and machinery for the laboratories, workshop and offices. Further it was pointed out that non-availability of adequate funds for creating the requisite infrastructure is likely to invite adverse observations from AICTE and the affiliating university.

Following points/suggestions were discussed and decided :

Mr. P.D.Vashisth, PSTE/IT suggested that the progress of work should be reported to Board of Governors once in a quarter. Mr.S.K.Bijlani suggested that the gap between two successive meetings should not be more than 90 days. The two suggestions were accepted by the Board.

PSTE/IT ^{draw} ~~draw~~ pointed attention of the Chairperson to the fact that P.S.F. or his representative is generally not available in the BOG meetings. He further suggested that secretary, Planning Deptt. also need to be taken as a member or special invitee of BOG to strengthen the Board.

PSTE/IT and the Principal suggested that the Board may consider appointing some expert group/agency on payment basis, preferably a neutral one to inspect the quality of work of the buildings and other development works undertaken by NBCC. It will also carry out measurements as per M.Bs and verify bills to facilitate payment against final bills preferred by NBCC on completion of work of each building/ work. This will also help in taking over of buildings from NBCC. The Board approved the suggestion and decided that the proposal be moved on file to the Government for decision by the Chairperson.

The Board also took note of the likely delay in the completion of the civil construction and development works owing to paucity of funds and the resulting escalation of the cost of the project by at least 20-25 percent.

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- Action :
- i) Action for necessary formalities is being taken for holding the next meeting of BOG.
 - ii) As regards the attendance of Principal Secretary, Department of Finance, in the meetings, the matter needs to be taken up by the office of the PSTE/IT, Pb.
 - iii) As regards invitation to the Secretary, Department of Planning, the matter is to be taken up by the office of the PSTE/IT, Pb. with TEM.
 - iv) As regards the appointment of some expert group/agency to inspect the quality of the work of buildings and other development works undertaken by NBCC, the matter is to be taken up by the office of the PSTE/IT, Pb.
 - v) Noted for compliance.

Item No. 3.4 : To report the proceedings of the third meeting of the Finance Committee.

Decision : Principal while giving account of the fund position stated that the Finance Committee in its meeting held on 18.4.97 had approved the Budget Estimates for 1997-98 for this collage as under :-

S.N.	S.O.E	Proposed expenditure (Amount in lacs)	Additional demand. 1997-98
1.	Land	10.00	-
2.	Building & Development	787.00	289.42
3.	Machinery & Equipment	220.00	15.00
4.	Vehicle	10.00	-
5.	Other facilities	34.03	-
6.	Inter-com facility/ EPBX	20.00	-
7.	V.SAT connectivity		-
		1081.03	304.42

The College has anticipated an additional grant of Rs. 329.29 lacs during 1996-97 which was not released till March 31, 1997. Therefore, the liability of Rs. 304.42 (289.42 lacs on account of building and 15 lacs on equipment) was spilled over to 1997-98.

However the College had anticipated a grant of Rs. 1250 Lacs during 1997-98 whereas only a sum of Rs. 500 Lacs has been allocated in the annual plan for 1997-98 for this college. Thus at present only a sum of Rs. 544.93 Lacs would be available with the college. Principal stated that a sum of Rs. 304.42 Lacs would be needed to clear the pending liabilities in the

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first place. Considering the recurring expenditure of Rs. 213.90 Lacs for 1997-98, the College will be left with a balance of Rs.26.61 Lacs to meet its construction development and other infrastructure needs against the anticipated requirement of Rs.1081.03 Lacs.

Principal, therefore, strongly pleaded that grant-in-aid for 1997 needs to be increased substantially.

PSTE/IT observed that a frequent review of the fund position and progress of the college work, by holding meeting of the Finance Committee at least once in three months could help in better fund management by taking timely action. The suggestion was accepted.

The proceedings of the third meeting of the Finance Committee of SBSCET, Ferozpur held on 8.4.97 were taken on record.

- Action : i) Action are being taken for holding the next meeting of Finance Committee.
 ii) Office notes for getting the grant released sent to the PSTE/IT, Pb vide this office no. Spl.1 and 3809 dated 04.7.97 and 22.8.97.
 iii) No action is called for.

Item No. 3.5 : To report the appointment of staff (teaching & other staff)

Decision : The Board ratified the approvals granted by the chairperson, Board of Governors for the appointments of Assistant Professors and Professors. Appointments of lecturers were taken on record.

Action : No action called for.

Item No. 3.6 : Confirmation of staff who successfully completed their probation period.

Decision : The Board approved the confirmations of staff as per details of the agenda item.

Action : Office order regarding the confirmation of services of the concerned employees has been issued vide this office no. 4077-79, 4080-82 & 4083 - 85 dated 05.9.97.

Item No. 3.7 : Grant of Incentive Increments to faculty members on their acquiring higher qualifications.

Decision : After a detailed discussion it was agreed that individual cases be examine in the light of judgement of the Punjab & Haryana High Court and decision taken accordingly.

Action : Office order regarding grant of advance increment has been issued vide this office no. 3860-63 dated 28.8.97 after getting the approval of the worthy Chairperson, BOG vide your office letter no. 3734 dated 28.7.97.

Item No. 3.8 : Renewal of contract of appointment of Prof. R.C.Bahl, Principal, SBSCET, Ferozpur.

Decision : After detailed discussion, the members unanimously took the decision to allow extension in the existing contract upto the age of 60 years i.e. upto 30.11.2000.

Action : The office note regarding issuance of formal order has been sent to the DTE/IT, Pb. vide this office no. 3411 dated 04.8.97.

Item No. 3.9 : Any other item with the permission of the Chair.

Decision : Following suggestions were made by members for improving the quality of education in the college :

Use of modern teaching aids and methodologies for imparting instructions.

To establish institute - industry interaction.

To prepare and circulate awareness programmes about the engineering courses run at the college and strengths of passing out graduates to attract employers for campus recruitments.

To organise short entrepreneurship development programmes for the students and others.

To start paid coaching classes for weak students desirous of seeking admission to engineering colleges.

To offer continuing education programme to in-service personnel.

To offer paid coaching for entrance tests.

Principal assured the members that all possible will be done to impart quality education to the students and to build healthy academic environment on the college.

- Action :
- i) Payment for installation of INTERNET through VSAT connection has already been sent to the Department of Electronics, Govt. of India, New Delhi.
 - ii) Steps are being taken.
 - iii) Steps are being taken.
 - iv) Steps are being taken.
 - v) Coaching classes for guidance to the students who seeks admission to the engineering colleges has already been started.
 - vi) Action will be initiated shortly.
 - vii) Action will be initiated shortly.
 - viii) Action will be initiated shortly.

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Item No. 4.3

Overall progress report of Shaheed Bhagat Singh College of Engineering and Technology, Ferozepur.

Buildings and Development Works

The project report of the college was approved by the BOG in its first meeting held on 9.6.94.

The total outlay of funds for building and development work is Rs.2168.00 lacs. The work for construction of buildings providing of services like sewerage, electricity, roads and water supply and creating of other infrastructure was entrusted to National Buildings, Construction Corporation Ltd. (A Govt. of India Undertaking) on turn key basis and an agreement was signed on 29.6.94. The construction work of the college buildings was started on 17.9.96.

The college is spread over an area of 98.4 acres and is located on Moga Road at a distance of 4 km. from Ferozepur.

A sum of Rs.134.43 lacs has been paid so far towards cost of the land. Some landowners have since filed cases in the court for enhanced compensation.

The master layout plan for the college provided for a total plinth area of 58002 sq. metres as per details below:

	(Area in Sq. Metres)
Instructional Complex	14052
Student's Residences	18178
Students and Staff Amenities	3823
Administrative Complex	3949

A sum of Rs.1936.45 lacs has been spent on buildings and development works as on 30.4.98. Besides this there is a liability of Rs.293.59 lacs against pending bills upto Feb.1998. The details of buildings and other works taken up are given in tabular form at annexure -VII on page no 28 to 29

No new work could be taken up and on going works could be completed for want of adequate funds.

Works on administrative complex (3,949 m²) and amenities for students and staff (3,823 m²) has not been taken up as yet.

Equipment, Machinery and Books:

A sum of Rs.875 lacs is provided in the detailed project report of the college. An expenditure of Rs.149.12 lacs has been incurred as on 31-3-98 for creating these facilities.

Following laboratories have been adequately equipped and are functional. These need to be strengthened to meet the requirement of curricula.

Physics Laboratory
Chemistry Laboratory
Fluid Mechanics Laboratory
Applied Mechanics Laboratory
Workshop(Machine Shop, Carpentry Shop, Fitting Shop, Sheet Metal Shop, Foundry & Forging Shop, Welding Shop and Electrical Shop)
Thermodynamics Laboratory.
Drawing & Machine Drawing Laboratory
Strength of Materials
Theory of Machines
Electrical Engineering
Digital Laboratory
Electronics Laboratory
Material Sc. Lab.
Chemical Engg. Lab.-I
Chemical Engg. Lab.-II
Chemical Engg. Lab.-III
Chemical Engg. Lab.-IV

Library

A total of 5051 text books have been procured for the use of students and teachers. 57 journals/periodicals/magazines and 335 SI codes/workshop manuals and eleven newspapers are being received in the reading room of the library.

Vehicles

The college has one ambassdor car, one mini bus(33 seater). Chasis of one big TATA 1510 bus (52 seater) jeep has been received. One tractor and ambulance was approved by the finance committee during year 1997-98. But it could not be purchase due to shortage of funds.

Academic Programmes

Admissions to three B.E. degree programmes namely Mechanical Engg. and Industrial Engineering were made through CET-95 with an intake of 40 students in each. The first academic session was started on 21.8.95 on the College Campus using facilities for holding lecture classes, practicals and workshops. Living accommodation for students and staff was also made available on the campus.

Admissions to all the six B.E. degree programmes namely Mechnaical Engg. Production Engg., Industrial Engg., Computer Sc. & Engg., Chemical Engg. and Materials Engg. were made through CET-96 and CET-97 with an intake of 40 students in each. Hostel accommodation(three seater boys hostel and third wing of girls hostel) are urgently needed to be completed .Staff accommodation is urgently needed for the new faculty & staff.

AICTE approvals for the courses offered in the years 1995-96 and 1996-97 were duly obtained. Extension of approval of AICTE has been received for the courses for the year 1997-98.

Inspection team of Punjab University has also visited the college on 30.8.96 for affiliation of the additional three courses as above. Inadequate provision of funds & delayed release of instalments of grant-in-aid is posing a serious problem in meeting our time shedule targets resulting in delays in completion of buildings and procurement of equipment and machinery . This is resulting in adverse observations by AICTE and Punjab University .

During the year 1996-97 the college has started coaching classes to guide the candidates who are appearing in the CET-97 examination.

Staff Recruitment

A total of 40 regular faculty members at all levels are in position as on date

A total of 91 other regular staff members including technical and ministerial staff are in position as on date.

The details are placed as annexure-II on page **32 to 35.**

A total of 47 persons have been deployed on annual contract basis as security guards, malis and sweepers/scavengers to provide required services on the campus.

The delay in the release of budgeted funds is seriously affecting the progress of works on buildings and procurement of equipment and machinery for the laboratories.

The targeted completion of civil and development works through NBCC by December, 1997 is certainly behind schedule. This will result in escalation of the cost of the project by at least 20 percent every year.

The matter is placed before the BOG for information and consideration please.

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ITEM NO.4.4 To report the proceedings of the fourth meeting of the Finance Committee.

The proceedings of the fourth meeting of the Finance Committee SBSCET, Ferozpur held on October 21, 1997 were circulated to the members vide memo no. SBSCET/FZR/FC/6629-6634 dated. 22-11-97 for information and comments, if any, as per copy placed at annexure XIV on page no 30 to 31).

No comments have been received from any member. The proceedings are placed before the BOG for confirmation please.

ITEM NO.4.5 To report the appointment of staff(teaching & other staff)

The appointments to approved teaching and other posts were made from time to time after following procedure laid down in the college bye-laws/PSTE,CHD letter No.2/155/97-2TE -2/6855-99 dated 12.12.97.The list of staff (teaching & other staff) is placed at annexure II on page no. 32 to 35 .

The proceedings of selection committee are placed at annexure III & IV on page no. 36 to 61 . The appointment of staff and proceedings of selection committees are placed before the BOG for information & record please.

ITEM No.4.6 Confirmation of staff who successfully completed their probation period.

The Chairperson,Board of Governors has approved the confirmation of 33 employees of this college who have successfully completed their probation period of two years of service. The approved noting dated 29.1.98 is placed at annexure V on page no. 62-64 .

The matter is placed before the BOG for confirmation please.

ITEM No.4.7 Implementation of the recommendations of the 4th Punjab Pay Commission (for the employees other than teachers, librarian and D.P.E).

The Chairperson, Board of Governors has approved the implementation of revised pay scales w.e.f. 01.01.96 for the employees of this college(other than teachers, librarian and D.P.E) as granted by the Punjab Govt.

The approved noting dated 19-3-98 is placed at annexure VI on page no. 65-72.

The matter is placed before the BOG for confirmation please.

ITEM NO. 4.8

Approval of rate of interest payable on C.P.F. to the employees.

Finance Committee of the college in its 4th meeting has approved and recommended 12% per annum rate of interest payable on contributory provident fund to the college employees vide Agenda Item No. 4.5(copy placed at annexure XV) **on page no.73.**

The matter is placed before the B.O.G. for final approval please.

ITEM NO. 4.9 Approval of panel of advocates for taking up judicial work of College at Pb. & Haryana High Court Chandigarh & District Courts, Ferozpur.

The Chairperson Board of Governors has approved the panel of advocates for taking up judicial work of the college at Pb. & Haryana High Court Chandigarh & District Courts, Ferozpur. The lists of advocates included in the panel are placed at annexure VIII on page no. 74-75.

The approval is placed at annexure IX on page no. 76.

The matter is placed before the BOG for confirmation please.

ITEM No.4.10. Amendment in the Constitution of the BOG regarding nomination of Vice-Chancellor P.T.U.Jalandhar or his nominee and M.L.A. holding Tech. Degree.

The Chairperson Board of Governors has approved the amendments in the Constitution of the BOG regarding nomination of Vice-Chancellor , Punjab Technical University,Jalandhar or his nominee and nomination of an M.L.A. holding technical degree or an non-technical M.L.A. of the same Constituency.The approval is placed at annexure **X** on page no. 77.

The matter is placed before the BOG for confirmation please.

ITEM NO.4.11. Nomination of faculty members on the Board of Governors .

The Chairperson Board of Governors has approved the nomination of Dr.R.P.Gakkhar , Prof. in mechanical & production engineering deptt. and Dr.A.P.Singh, Asstt. Prof, in applied sciences and humanities deptt. as faculty members of the Board of Governors of this college for a period of one year i.e. from 1.4.1998 to 31.3.1999.

The approval is placed at annexure **XI** . On page no. **78** .

The matter is placed before the BOG for confirmation please.

Item No.4.12

Requirement of funds for Non-Recurring Expenditure.

The foundation stone of the college was laid on 27.2.94. The land was acquired and handed over to M/s NBBC Ltd. after signing of agreement on 29.6.94 for starting civil construction & development works. The construction work was scheduled to be completed by Oct.1997. But the same could not be completed due to meagre allocation of funds to the college during 1996-97 and 1997-98. Due to paucity of funds the construction work has suffered badly. The project cost has escalated by thirty to thirty five percent owing to increase of cost of material and labour from 1995 to 1998 @ of 10% per annum. A sum of Rs.2168 lacs has been provided in the project report where as Rs.1936.01 lacs has been paid to M/s NBBC

Besides this Rs.293.59 lac is outstanding against running bills upto Feb.1998 (it includes Rs.65 lacs of furniture fixtures & other facilities incurred by NBBC.) The statement of buildings completed, on going works and work yet to start is placed at annexure -VII on page no. 28 to 29)

A sum of Rs.875 lacs and 290 lacs are provided for machinery /equipments and other facilities, where as a sum of Rs.149.12 lacs and 101.35 lacs on the said heads respectively have been incurred upto 31-3-98.

The first academic session was started on 21-8-95 on the college campus. The total strength will become around 900 in the year 1998-99. The affiliation/approval of different engg. courses was granted provisionally by the AICTE. The experts of AICTE and University have visited the college from time to time. The required infrastructure is urgently needed to meet the requirements of the AICTE. (copy placed at annexure- XIII on page no. 83) In the absence of the said infrastructure the affiliation/approval is seriously threatened.

The college is facing shortage of funds from the year 1996-97 as adequate funds are not allocated to this college. Moreover the allocations were revised and reduced from time to time from the year 1996-97. This is badly affecting the construction work and purchase of equipments. (Details of budget approved and fund received placed at annexure-XII on page no. 79- 82.

PSTE/IT and DTE/IT offices were requested from time to time to take immediate steps for getting the funds released as recommended/approved by the Finance Committee of the college. Requests were made to take up the matter with the competent authority to avoid any future complications.

This college needs a sum of Rs.1167.59 lacs to meet its urgent requirement for non-recurring expenditure as per details given below :-

A) Buildings	<u>817.59 lacs</u>
a) Outstanding against running bill upto Feb.98	293.59 lacs
b) Amount required to complete on going works	100.00 lacs
c) Amount required for the work yet to be started	424.00 lacs

B) Mcy. & Equipments 250.00 lacs

Tenders worth Rs. 150 lacs approx. has been received and are in progress

C) Other facilities	<u>100.00 lacs</u>
for furnitures/vehicles and other communication work	
	<hr/>
	1167.59lacs

The said funds are required to meet the requirement of AICTE. Requirement of funds for the first quarter of the year 1998-99 are being placed before the Finance Committee during its fifth meeting scheduled on May 15,1998.

The matter is placed before the BOG for information and consideration please.