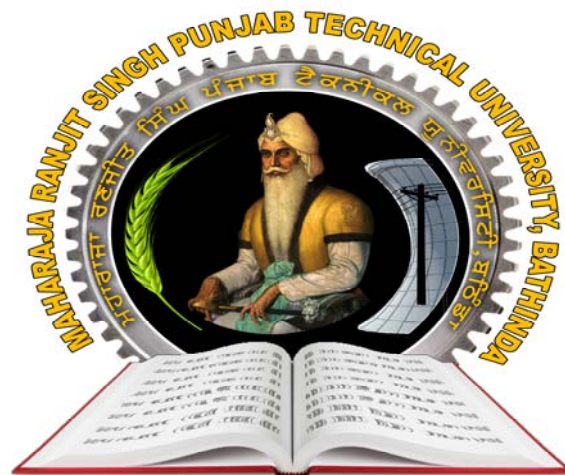


MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY, BATHINDA



AGENDA

FOR THE MEETING

OF

COLLEGE DEVELOPMENT COUNCIL

TO BE HELD AT 11:30 A.M.

ON 10TH JANUARY, 2018, WEDNESDAY

VENUE

COMMITTEE ROOM

**GIANI ZAIL SINGH CAMPUS COLLEGE OF ENGINEERING
AND TECHNOLOGY, BATHINDA**

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CONSTITUTION OF COLLEGE DEVELOPMENT COUNCIL

S. No.	Nomenclature	Designation
1.	Prof. (Dr.) Mohan Paul Singh Ishar Vice Chancellor, MRSPTU, Bathinda	Chairman
2.	Secretary Deptt. of Technical Education & Industrial Training (Pb.)	Member
3.	Prof. (Dr.) Paramjeet Singh Dean Faculty (Engineering & Technology) Former Registrar, Panjab University, Chandigarh.	Ex-officio
4.	Prof. (Dr.) Ashish Baldi Dean Faculty (Pharmacy) Professor, MRSPTU, Bathinda	Ex-officio
5.	Prof. Sanjeev Kumar Sharma Dean Faculty (Commerce & Management) Director, University Institute of Applied Management Sciences, Panjab University, Sec-14, Chandigarh	Ex-officio
6.	Dr. Geeta Hundal Dean Faculty (Sciences) Professor, Deptt. of Chemistry, Guru Nanak Dev University, Amritsar	Ex-officio
7.	Dr. Parikshat Singh Manhas Dean Faculty (Hospitality & Tourism Management), Director, School of Hospitality and Tourism Management Faculty of Business Studies University of Jammu Jammu & Kashmir, India.	Ex-officio
8.	Prof. Karamjit Singh Chahal Dean Faculty (Architecture & Planning) Head, Department of Architecture, GNDU, Amritsar	Ex-officio
9.	Dr. Paramjit Singh Judge Dean Faculty (Humanities & Social Sciences) Department of Sociology, Guru Nanak Dev University, Amritsar - 143005	Ex-officio
10.	Director College Development Council, IKGPTU, Jalandhar.	Ex-officio
11.	Dr. Manoj Bali Principal, Baba Hira Singh Bhattal, Institute of Engg. & Tech., Lehragaga	Member
12.	Major General (Dr.) Gurcharan Singh Lamba Principal, BBSBEC, Fatehgarh Sahib	Member
13.	Dr. Rajiv Kumar Maheshwary Director/Principal North West Institute of Management & Technology, Village Dhudike Moga	Member
14.	Dr. Tanuja Srivastava Director, Bhai Gurdas Institute of Engineering & Technology, Sangrur	Member
15.	Dr. Neeraj Sharma Director, Gian Jyoti Group of Institutions, Banur-Ambala Road, Patiala	Member
16.	Dr. Rakesh Kumar Singla Professor, Civil Engineering, GZSCCET, Bathinda	Member

17.	Dr. Rajeev Varshney Professor, Textile Engineering, GZSCCET, Bathinda	Member
18.	Dr. Vikas Goyal Associate Professor, Asra College of Engineering & Technology, Sangrur	Member
19.	Dr. R.K. Narang Professor, ISF College of Pharmacy, Moga	Member
20.	Dr. Ashok Kumar Goel Director, College Development Council, MRSPTU, Bathinda.	Member
21.	Dr. Jasbir Singh Hundal Registrar, MRSPTU, Bathinda	Member- Secretary

ITEM NO. 03.01 WELCOME TO ALL EXISTING AND NEW MEMBERS OF CDC AND THEIR INTRODUCTION.

College Development Council was constituted as per the approval in the 2nd Meeting of Board of Governors vide agenda item no. 2.17 and notification no. Reg/05 dated 24/9/2015.

Some of the members have completed their term of 2 years on 23/9/2017, and the vacant seats have been filled with the new members vide notification no. 7341 dated 04/12/2017 (**Annexure-A**).

Director, College Development Council, MRSPTU, Bathinda, on behalf of Chairman College Development Council, MRSPTU, Bathinda, welcomes new and existing members of the council and requests the new members of the council to kindly introduce themselves to the other members.

ITEM NO. 03.02 SCHEDULE & PUBLIC NOTICE FOR AFFILIATION PROCESS OF ACADEMIC SESSION 2018-19.

The schedule to be observed for inviting applications for Affiliation from new and existing college for the Academic Session 2018-19, their Scrutiny, Inspection and issue of Affiliation Letters is mentioned in the table below:

S. No.	Description	Scheduled Dates
1.	Inviting applications	15 th January to 16 th February
2.	Last date of submission of Hard Copy of application in University	Upto 28 th February
3.	Scrutiny/Re-scrutiny of Applications	1 st March to 26 th March
4.	Expert Inspections	10 th March to 15 th April
5.	Issue of Affiliation Letters	Upto 20 th April
6.	Appeal by rejected / disputed cases	20 th April to 30 th April
7.	Settlement of appeals	1 st May to 15 th May

The above schedule is as per the guidelines of the Hon'ble Supreme Court. The relevant pages of the Supreme Court Judgment regarding dates of affiliation process.

A public notice may be brought out in the leading newspapers (English, Hindi and Punjabi) for inviting applications from existing institutions and others who may wish to start a new college for the academic session 2018-19.

The matter is placed before the members of College Development Council for consideration and approval.

ITEM NO. 03.03 UPDATES IN THE AFFILIATION REGULATIONS OF THE UNIVERSITY.

AICTE has made various modifications in the regulations published in the Approval Process Handbook 2018-19. Based on the changes in the regulations made by AICTE and discussions held with the management of various affiliated colleges of the university, it is proposed to affect the following changes/updates in the university affiliation norms/procedure.

- It is proposed that land requirement norms for the B.Sc. Agriculture course of 5 acres land for the agriculture purpose may be modified as follows:
 - *The colleges may be allowed to procure the land for the agriculture purpose within a limit of 5 kms from the periphery for Municipal Limits of the town/city where the institution is located.*
- The colleges already running Non-AICTE Courses, opting for the B.Sc. Agriculture Course may be allowed to run the course, if they are having 5 acres land (Agriculture land for practical work) in addition to the land required for setting up the college.

The current norms for setting up a Non-AICTE institution is 2 acres for Rural Areas and 0.75 acres for Urban Areas, amended w.e.f Academic Session 2017-18, as per AICTE/UGC regulations and approved from Hon'ble Vice Chancellor, MRSPTU, Bathinda vide ref no. 505 dated 11/1/2017.

- For Non-AICTE Colleges, faculty student ratio of 1:20 shall be required. Institutions may avail the services of Adjunct Faculty/Resource Person up to a maximum of 20% of the required faculty members as per the "Approved Intake".
- Principal for the institutions running Non-AICTE courses only, may be from one of the relevant disciplines being offered by the University.
- Merging of certain Regular/ First Shift Course(s) in Non-AICTE Colleges in Under Graduate Degree is permitted, so that the Intake after merging shall be equal to the sum total of the individual Course(s) and Divisions, subject to the condition that total number of Divisions after merging per Course shall not exceed THREE Divisions, provided the Faculty student ratio be maintained. Merging is considered for all Divisions of a Course while partial merging of few Divisions is not permissible.

- The application fee for the progressive closure/abrupt closure may be reduced from Rs. 100000/- (Rupees One lac) to Rs. 50000/- (Rupees Fifty Thousand) w.e.f. Academic Session 2018-19.
- The institutions applying for change of site/conversion to Co-ed may be treated as new college. All the affiliation rules and regulations applicable to the new college will be applicable to these institutes, except that they will be charged continuation of the affiliation fee and will not be required to pay provisional affiliation fee for the existing sanctioned intake.
- The carpet area requirement for the cabin of the head of the department and department office may be revised from existing requirement of 10 m² and 20 m² respectively to 20 m² (total requirement for office of the head of the department and department office)
- Based on the changes in the regulations made by AICTE and by taking into consideration the negative trend in admission in the last sessions and the vacant seats lying in the Institutes, a policy for the Break-In-Continuation/Restoration of affiliated colleges (both UGC and AICTE) was adopted by MRSPTU w.e.f. Academic Session 2017-18. The main points of the policy are given below:
 - a) *Institutes can surrender seats in unit size of 30 seats or its multiple to the University. These seats can be restored by the institutes in the further sessions with the prior approval from University by charging application processing fees only.*
 - b) *University will charge continuation fees for the reduced number of seats only.*
 - c) *In case of AICTE courses, the total number of seats after restoration cannot exceed the number of seats approved by AICTE for that particular session.*
 - d) *Excess Continuation fees already deposited by the institutes for session 2017-18 will be adjusted in continuation fees for the next year i.e. 2018-19.*
- Various requests were received, in the meetings held on 25th – 27th, October, 2017 and 27th – 29th December, 2017 with the Principals and Chairmen of the affiliated colleges of the University, regarding the present limit of 2 courses, which can be applied by the colleges for any variation in intake/new courses.

Keeping in view, the interest of the students and affiliated colleges of the university, the upper limit for applying for the new Non-AICTE Courses/ increase in existing Non-AICTE courses may be deleted.

- Further the following updations, in the faculty and infrastructure norms, are also made. These modifications are derived from AICTE Approval Handbook 2017-18.
 - i. Clause no 3.16 of AICTE Approval Process Handbook, page 24 may be adopted. Therefore, Non-AICTE colleges starting MCA/MBA will not be required to have separate Principal for these programmes. However, separate faculty and infra-structure shall be required as per norms.
 - ii. AICTE colleges and Non-AICTE colleges if sharing the same campus may be allowed to share the common amenities such as Canteen, Auditorium, Playground, Parking, Hostels etc. But, essential facilities such as Class rooms, labs, Computer Center, Library etc. shall be maintained separately.
 - iii. For PG programmes, administrative area of UG programmes may be shared.
 - iv. For Non-AICTE colleges the following norms (Based upon norms specified in AICTE Approval Process Handbook 2017-18) may be adopted:-
 - a) The number of class rooms required shall be 0.75 times the number of divisions of sanctioned intake of a course. Earlier the multiplying factor was taken as 1.0.
 - b) Only one Seminar Hall of 132 sq. mtrs shall be required.
 - c) The number of labs shall be maintained as per the requirement of the curriculum of the course.
 - d) Computer Center of minimum 75 sq mtrs area.
 - e) The minimum area required for Library and Reading room shall be 150 sqmtrs.
 - f) The number of computers to student ratio for UG courses be maintained at 1:8 and for PG courses at 1:6.
 - g) Minimum internet speed of 16Mbps shall be required
 - h) Printers shall be minimum 5% of the total number of computers.

- i) Minimum 1 legal system software and 10 legal application software shall be essential. Institutions are encouraged to use open source software.
- j) All computers shall be connected with LAN and internet.
- k) Every department shall have separate computer lab with at least 20 computers.
- l) For Library, new college shall purchase minimum 50 titles and 250 volumes per unit for each course. The number of books must be increased every year by at least 25 titles and 125 volumes per unit for each course. 50% of total number of titles and volumes can be in the form of e-books with internet access.

The matter is placed before the members of College Development Council for consideration and approval.

ITEM NO. 03.04 MANDATORY APPROVAL FROM AICTE FOR THE VARIOUS TECHNICAL COURSES BEING RUN IN THE AFFILIATED COLLEGES.

As per the public notice issued by AICTE in the tribune dated 10/8/17(**Annexure-B**), it was notified that all the institutes offering in programmes in Engineering & Technology, Applied Arts & Craft, Architecture/Planning, Hotel Management and Catering Technology, Management, MCA & Pharmacy at different levels viz., Diploma/Post Diploma/UG/PG/Post Graduate Certificate/ Post Graduate Diploma/ Fellowship need to have mandatory prior approval of AICTE in accordance with section 10 and 11 of AICTE Act, 1987 and Regulation 2016.

Further, it is clarified that any institute not having prior approval from AICTE and conducting programmes/courses as outlined above, are liable to punitive Legal/Criminal action for violating the guidelines as notified by AICTE in the gazette of India vide F.No. AB/AICTE/REG/2016 dated 30th November 2016.

Therefore, as per the instructions issued by AICTE in this regard, University will be unable to issue affiliation letter to institutes, where courses are not approved by AICTE.

The matter is placed before the members of College Development Council for consideration and approval.

ITEM NO. 03.05 CONSTITUTION OF STANDING HEARING COMMITTEE TO SETTLE THE VARIOUS ISSUES FACED BY AFFILIATED COLLEGES REGARDING AFFILIATION.

In order to facilitate the affiliated colleges of the University to settle their affiliation related issues at faster pace, a Standing Hearing Committee of the University may be constituted amongst the Senior Officials of the University.

All the issues related to the affiliation will be forwarded to the above Standing Hearing Committee and their recommendations will be forwarded to Hon'ble Vice Chancellor, MRSPTU, Bathinda for approval of the same.

The following Standing Hearing Committee is proposed:

Sr. No.	Committee	Affiliation
1	Dean, Planning and Development, MRSPTU, Bathinda	Chairman
2	Registrar, MRSPTU, Bathinda	Member
3	Dean Academic Affairs, MRSPTU, Bathinda	Member
4	Director, College Development Council, Bathinda	Member
5	Controller of Examination, MRSPTU, Bathinda	Member
6	Finance Officer, MRSPTU, Bathinda	Member

The quorum of the committee may be fixed as 4 members.

The matter is placed before the members of College Development Council for consideration and approval.

**ITEM NO. 03.06 RATIFICATION OF THE NORMS REGARDING SUBMISSION OF THE
ENDOWMENT FUND.**

In view of the notification issued by IKGPTU, Jalandhar vide notification no. IKGPTU/Reg./n/4502 dated 10/11/2016 regarding the endowment fund submitted by the colleges established in Academic Session 2015-16 and earlier, it was notified by MRSPTU, Bathinda, vide ref. no. 5747 dated 08/08/2017 with due approval from competent authority that:

- i. The colleges established by IKGPTU Jalandhar in the session 2015-16 and earlier, now falling in the jurisdiction of MRSPTU, Bathinda and having no trailing students with IKGPTU, are required to deposit the Endowment Fund of Rs. 10 Lacs in the form of Joint FDR/Bank Guarantee in the name of Registrar, MRSPTU, Bathinda and the Trust. The original copy of Joint FDR/Bank Guarantee is required to be submitted in the office of the undersigned latest by August 31, 2017.
- ii. The colleges affiliated with MRSPTU, Bathinda, (Established by IKGPTU, Jalandhar) and having trailing students remaining with IKGPTU, Jalandhar may deposit the Endowment Fund with MRSPTU, Bathinda, within one month of the passing out of students of all batches concerned with IKGPTU, Jalandhar.

The matter is placed before the members of College Development Council for ratification.

ITEM NO. 03.07 SUGGESTIONS REGARDING THE START OF NEW COURSES BY THE UNIVERSITY.

A Meeting with Chairmen & Principals/Directors of Affiliated Colleges was held on 25-27 October, 2017 and 27-29 December, 2017 in the Committee Room of GZSCCET, Bathinda under the chairmanship of Vice Chancellor. The various members from the University and representative from the Affiliated Colleges were present in the meeting.

It was proposed by delegates from the various colleges that various courses/amendments in various courses that could be started by the University, keeping in view the interest of the students and the current scenario in mind;

- a) 6 months/1 year certificate course in computer applications/proficiency to enable the students of the affiliated colleges of the University, eligible for Government jobs.
- b) To enable the students to improve their Spoken English and hence enabling them to clear the exam like IELTS, a 6 month certificate course in Functional English may also be introduced. The fee for the Spoken English Course may be fixed as Rs. 6000/-
- c) Certificate Courses in Accounts, GST, Journalism, Cyber Law, Food Processing and Forensic Sciences etc. may also be introduced.
- d) More specializations in MBA Course may be introduced like Retail Marketing, Operational Research. Agriculture Marketing etc.
- e) Integrated Courses for B.Tech/M.Tech and BBA/MBA may also be introduced.
- f) Further, Bhai Gurdas Degree College, Sangrur has requested to start B.Sc. (Non-Medical) Course w.e.f. Academic Session 2018-19.
- g) Dashmesh Institute of Research and Dental Sciences, Faridkot has also requested to start a new course in M.Sc. (Clinical Research). The course is already being offered by IKGPTU, Jalandhar.
- h) M.Sc. Agriculture may also be offered by the University.
- i) Further, the following were the suggestions received regarding the new courses that may be started by the University:-
 - DMLT
 - BA (Hons.) Social Sciences

- B.Sc. Hons. (Physics/Chemistry/Math), B.Sc. (Non-Medical), B.Sc. Agriculture (Hons.)
- B.Sc. Food Technology
- B.Sc. in Psychology
- B.Sc. Agronomy, B.Sc. Horticulture, B.Sc. Agricultural Economics
- M.Sc. Food Technology (B.Pharm. should also be eligible for the course)
- 1 year Diploma in Computer Applications after 10+2 and should have eligibility for admission to B.Sc. (IT)/BCA Lateral Entry.
- Certificate courses in Pharmaceutical Manufacturing
- Diploma in Agriculture
- PG Diploma in Hardware and Networking.
- PG Diploma in Packaging Technology.

Further, the office of Dean Academics Affairs, MRSPTU, Bathinda will do the needful to prepare the detailed proposal in this regard including Study Scheme/Credit Structure/Fee Structure of the course etc. and submit to the competent authority for its approval

The matter is placed before the members of College Development Council for deliberation and suggestions regarding the subject matter.