

**MINUTES OF THE 5th MEETING OF THE FINANCE COMMITTEE  
HELD ON 15th SEPTEMBER 2014**

The 5<sup>th</sup> meeting of the Finance Committee of National Institute of Technology Manipur was held on 15<sup>th</sup> September 2014 at 9 AM at the NIT Manipur Conference Hall.

Prof. Y.S.Rajan, Chairman of the Finance Committee, NIT Manipur presided over the meeting.

The following members were present:

- ❖ Prof. Y.S.Rajan : Ex-officio Chairman  
Chairman, Board of Governors, NIT Manipur
- ❖ Dr. S. Birendra Singh : Member  
Director, NIT Manipur
- ❖ Shri.R.Srinivasan : Member  
Director- (TE) & New NITs,  
MHRD, Govt of India
- ❖ Prof.Ch.Amuba Singh : Member  
Former VC, MU & BOG Nominee
- ❖ Shri.Kh.Devabrata Singh : Member  
BOG Nominee
- ❖ Shri L.Brijendra Kr,Kashyap : Member  
On behalf of Financial Advisor, MHRD
- ❖ Shri R.K.Lalit Singh : Ex-officio Member Secretary  
Registrar, NIT Manipur

The Chairman invited the Director and the Registrar to initiate the proceedings on the agenda items.

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**ITEM NO. 5.1: Confirmation of the Minutes of the 4th Finance Committee Meeting held on 20th Feb 2014**

The minutes of the 4<sup>th</sup> Meeting of the Finance Committee held on 20<sup>th</sup> Feb 2014 at the Conference Hall of NIT Manipur was circulated to all the members and no comments were received so the minutes is confirmed.

**ITEM NO. 5.2: Action taken on the decision of the Fourth meeting of the Finance Committee held on 20th Feb 2014 in the conference Room of NIT Manipur**

The actions taken on various decisions of the 4<sup>th</sup> Meeting of the Finance Committee are as follows:

The actions taken on various decisions of the 4<sup>th</sup> Meeting of the Finance Committee were noted with the following observations. In respect of Item No. 4.2, the Audit Report of FY 2012-13 is completed and will be submitted by September 2014.

Regarding Item No. 4.12, it was noted that the Image VLSI Laboratory would now be set up. Space is becoming available. The same will be acquired from Powai Lab. (IIT Bombay incubated) at the rates MNIT Jaipur has acquired recently.

**ITEM NO. 5.3: Ratification of the Annual Accounts for FY 2012-13**

The committee ratified the Annual Accounts for FY 2012-13. Action taken on the suggestions given in the audit report in its annexure to the report and the action taken report given by NITM are appended to this minutes.

**ITEM NO. 5.4: Approval of the Annual Accounts for FY 2013-14**

The Annual Accounts for FY 2013-14 is placed before the Finance Committee and the Committee after deliberations approved the Annual Accounts.

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**ITEM NO. 5.5: Latest position of unspent balance and progress on the ongoing projects**

The committee was apprised that the status of unspent balance (Plan) of the Institute is Rs., 1110.00 lakhs as on 01/09/2014. The Committee suggested that in future there should be a graphical depiction of quarterly expected expenditure and actuals. Also for the ongoing projects, there has to be a tabulated statement of projects, approved dates, approved amount, expected completed date as approved, current progress in financial and physical terms and remarks. Also unspent balance carry over from the earlier year etc. should clearly segregate the recurring and non-recurring.

**ITEM NO. 5.6: Proposal for approval of Budget for 2014-15**

A budget proposal was placed before the committee and the committee has approved Rs. 30.00 crore for the next Quarter of FY 2014-15 (Oct-Dec., 2014).

**ITEM No. 5.7: To consider the Minutes and recommendation of the 5th BWC Meeting**

The minutes of the 5th BWC meeting was placed and it was approved by the 5th Finance committee.

**ITEM NO. 5.8: Administrative approval for construction works to be taken up by the NIT Manipur in Permanent Campus**

Sl. No.	Name of the Work	Quantity	Work Agency
1.	Construction of Supervisor Quarter	2	EEW
2.	Construction of Warden quarter	2	EEW
3.	Construction of unpaved drain along the boundary	1	EEW
4.	Main Gate and Check Gate (South)	1	CPWD
5.	Main Gate and Check Gate ( North)	1	EEW
6.	100 bedded Girls hostel	1	EEW
7.	G+1 Transit Guest House for 8 families	1	CPWD

8.	Quarters for Faculty and staff	25 nos. of various types	To be assigned later
9.	Construction of Security Barrack	2	EEW
10.	Hostel side entrance gate	1	EEW
11.	Black topping of peripheral road	1 KM	EEW
12.	Black topping of entrance road from the main entrance	1 KM	CPWD

The proposed construction works recommended by the 5th BWC is placed before the Finance Committee. Finance Committee members after discussing the pros and cons gave the administrative proposal.

**ITEM NO. 5.9: Financial approval for construction of playground at NIT Manipur Permanent Campus and construction of Water Reservoir and Treatment plant**

Sl. No.	Name of the Work	Quantity	Work Agency	Estimated Cost
1.	Reservoir and Water Treatment Plant of 2.50 Lakhs litre capacity including water supply distribution	1	CPWD	Rs. 6,96,77,300
2.	Playground (90m X 130m)	1	EEW	Rs. 1,95,42,000
			Total	Rs. 8,92,19,300

The committee was apprised for the above infrastructural development at permanent campus for an estimated cost of Rs. 8,92,19,300. The committee approved the proposed work if it is as per the design, specifications and estimates prepared by CPWD and EEW (vetted by CPWD).

**ITEM NO. 5.10: Proposal for increasing the payment of contractual Teaching and non-Teaching employees**

A proposal for increasing the payment for all contractual faculty and non-faculty was placed before the Finance committee for consideration. Considering the increasing cost of living, the Finance committee approved the proposal placed in the agenda for contractual teaching and non-Teaching employees. New contract need to be signed.

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**ITEM NO. 5.11: To consider the proposal for increasing the imprest money of HODs from Rs.5000.00 to Rs.10,000.00**

The Finance Committee approved the proposal for increasing the imprest money of HODs from Rs. 5000.00 to Rs. 10,000.00. It was confirmed that proper procedure of having receipts etc. are being done.

**ITEM NO. 5.12: To consider the proposal for sharing of consultancy charges in the line of IIT Guwahati**

The Finance Committee approved the proposal for revenue sharing for consultancy work taken up by faculty in line with that of IIT Guwahati. In IIT Guwahati, the share of the faculty is 70 % and the Institute's share is 30%.

**ITEM NO. 5.13: To approve the revised fee structure for various programmes**

The Finance committee approved the revised fee structure for various programmes prepared by NIT Manipur in line with MHRD circular (Annexure 5.10 of the agenda paper).

**ITEM No.5.14: To approve the proposal for Faculty Development Programme for Faculty with PhD**

The professional Development Programme recommended by the Senate is placed before the Finance Committee. The committee approved the proposal and suggested that NITM should have the guidelines on the lines of NIT Surat and NIT Jaipur.

**Item No.5.15: Stipends for M.Tech Students**

The Committee approved to grant Rs. 8000 to M.Tech students with valid GATE score. The list of GATE qualified candidates for award of stipend is also approved. (Annexure 5.12 of the agenda).

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**ITEM No.5.16: To consider the proposal for award of increment to faculty with PhD**

The committee discussed the matter and recommended to take references from other NITs. It was also suggested to put in the NIT Council meeting and also consult from MHRD.

**ITEM No.5.17: To consider the proposal for providing Travel support to Assistant Professor (regular-Contract) for pursuing PhD in other Institute**

The Committee approved the proposal for providing travel support to Assistant Professor (regular-contract) for pursuing in other Institute based and suggested that it may be regulated as per the procedures of other NITs and MHRD rules.

**ITEM No.5.18: To discuss and approve the financial implication of the Trainee Teacher Scheme recommended by NIT Council.**

The Committee suggested to implement according to the prevailing rules.

**Item No. 5.19: Any other item with permission of the Chair**

The Finance Committee also suggested that urgent action to fully complete the compound wall for the entire NITM campus land without any gaps. The work may be done as approved earlier for execution by the State Govt. agency on the same rates approved by CPWD. In addition it was also suggested that NITM may take land development activity on the other side of the land.

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

  
(R.K. Lalit Singh)

Member Secretary  
Finance Committee  
National Institute of Technology  
Manipur

  
(Prof. Y.S. Rajan) 15/9/14  
Chairman

Finance Committee & BOG,  
National Institute of Technology  
Manipur