

Minutes of the 13th Finance Committee Meeting held on 16th November, 2018

राष्ट्रीय प्रौद्योगिकी संस्थान, मणिपुर

NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

MINUTES OF THE 13th FINANCE COMMITTEE MEETING



DAY : Friday
DATE : 16th November, 2018
TIME : 10.00 AM

VENUE:
Aggarwal Corporate Tower
Rajendra Place, New Delhi – 110 008

**MINUTES OF THE 13th MEETING OF THE FINANCE COMMITTEE HELD ON
16th November, 2018**

The 13th meeting of the Finance Committee of National Institute of Technology Manipur was held on 16th November, 2018 at 10.00 AM at the Conference Hall, BSE Investor's Service Centre, Aggarwal Corporate Tower, Rajendra Place, New Delhi – 110 008.

Shri Ashishkumar Chauhan, Chairperson of the BoG, NIT Manipur presided over the meeting.

The following members were present:

- ❖ Shri Ashishkumar Chauhan : Ex-officio Chairperson
Chairperson, Board of Governors, NIT Manipur
(Via Video Conference)
- ❖ Prof. (Dr.) Goutam Sutradhar : Member
Director, NIT Manipur
- ❖ Ms. Darshana M. Dabral : Member
JS & FA
MHRD, Govt. of India
- ❖ Shri Madan Mohan : Member
Deputy Director General (Higher Education)
Department of Higher Education,
MHRD, Govt. Of India
- ❖ Dr. Mithun Roy (BoG Nominee) : Member
Asst. Prof., Chemistry, Dept., NIT Manipur
- ❖ Dr. Mayengbam Sunil Singh (BoG Nominee) : Member
Asst. Prof., Civil Engg. Dept., NIT Manipur
- ❖ Prof. Kh. Manglem Singh : Ex-officio Member Secretary
Registrar (i/c), NIT Manipur

At the outset, Shri Ashishkumar Chauhan, Chairperson, BoG, NIT Manipur welcomed all the members and invited the Director and the Registrar to initiate the proceedings on the agenda items.

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ITEM NO. 13.1: **Confirmation of the Minutes of the 12th Finance Committee Meeting held on 7th August, 2018 at 3.00 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi.**

The minutes of the 12th Finance Committee Meeting held on 7th August, 2018 at 3.00 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi was circulated to all the members. No comments were received from the members so the minutes are confirmed.

ITEM NO. 13.2: **Action taken on the decision of the 12th Finance Committee Meeting held on 7th August, 2018 at 3.00 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi.**

Action taken on the decision of the 12th Finance Committee Meeting held on 7th August, 2018 at 3.00 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi are as follows:

Sl. No.	Item No.	Agenda	Decision	Action Taken	Remarks
1	12.3	To consider and approve the Annual Accounts for the FY 2017-18	The FC approved the Annual Accounts for the FY 2017-18 on the condition that there has been anomaly in Schedule No.16/2 and Schedule No. 17-C/9 (d) regarding the expenditure on Field work/conferences/Faculty development/Training and directed to form a fact-finding committee of two experts (one internal and an external) to probe the payments made to Sakshi Automation Solution Pvt Ltd. and HP (a) in accordance with rules and regulation and whether the e-learning course or training module was	Director, NIT Manipur constituted the committee comprising of Mr. Prakash Hazarika, Joint Registrar (Finance & Accounts), IIT Guwahati & Dr. Khelchandra Thongam, Assistant Professor,	FC has commented on the report submitted by the fact-finding committee and asked the said committee to present the report on tabular form for easy understanding with recommendations in the next FC and BoG meeting.

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			justifiable. The experts of the fact-finding committee may be constituted of Registrar of a reputed NIT/IIT and a faculty from CS department of NIT Manipur. (FC also recommended to probe all the expenses in schedule 16 and 17 by forming a committee.)	CSE, NIT Manipur. Interim report submitted	
2	12.4	To approve Action Plan and Procurement Plan of TEQIP-III.	The Committee recommended conducting an audit as per the rules and regulation of NPIU/TEQIP-III	Audit conducted. Audit report submitted	Noted and confirmed. But FC has asked to correct the annexure number from 13.3 to 13.2 (item No. 12.4)
3	12.5	Cash Flow Statement for the year 2017-18.	The Committee recommended revising the cash-flow statement to reflect easy and proper understanding of cash flow.	Noted	Noted and confirmed
4	12.6	Any other items with permission of the Chair	1. Delegation power of the Director: FC has recommended referring other NITs. Depending on the type of expenditure, it can vary. For example:	Noted	1. As per the discussion in FC, Director has the delegation power may be upto 25 lakhs with recommendation from appropriate committee. For example, for any construction work or maintenance of

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			<p>salary of the staff and emergency maintenance, it is flexible.</p> <p>Delegation of financial power of the Director is restricted on capital expenditure.</p>	<p>Noted.</p>	<p>buildings, the recommendation is required from BWC. However, FC has recommended to follow the GFR for any expenditure. Maintenance of hostels, academic blocks and faculty quarters was discussed. FC has felt that there is an urgent requirement for maintenance of the academic and hostel buildings and quarters. FC has recommended the Director to write a letter to MHRD to release immediate funds on OH-35 to finish the transportation lab (more than 80% finished), Indoor Stadium (about 70% finished) and to maintain the hostels, present academic blocks and quarters (under OH-31). FC has recommended the Director to get the letter/written confirmation from MHRD for stopping construction at the</p>
			<p>2. There was a continuous complains from the students residing in hostels at NIT Manipur about drinking water and cleanliness of the surroundings. Therefore, Director has requested BoG to allow him to purchase RO, grass cutter, ploughing materials etc from budget OH- 31. BoG has approved and permitted the Director to spend small amounts from OH-31 in this regards in case of</p>	<p>Noted.</p>	<p>buildings, the recommendation is required from BWC. However, FC has recommended to follow the GFR for any expenditure. Maintenance of hostels, academic blocks and faculty quarters was discussed. FC has felt that there is an urgent requirement for maintenance of the academic and hostel buildings and quarters. FC has recommended the Director to write a letter to MHRD to release immediate funds on OH-35 to finish the transportation lab (more than 80% finished), Indoor Stadium (about 70% finished) and to maintain the hostels, present academic blocks and quarters (under OH-31). FC has recommended the Director to get the letter/written confirmation from MHRD for stopping construction at the</p>

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			<p>emergency (Rs.1-2 Lakh).</p> <p>3. BoG ratified the purchase of instruments worth Rs. 40 lakhs from TEQIP-III indented by Dr. Shuma Adhikari.</p>		<p>langol campus, NIT Manipur.</p> <p>2. One-time delegation was noted in the FC.</p> <p>3. FC has noted and confirmed</p>
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ITEM NO. 13.3: **To consider and approve the Budget for the financial year 2018-19**

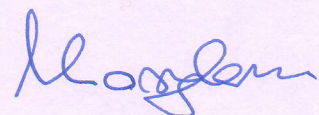
Confirmed

ITEM NO. 13.4: **Latest position of unspent balance**

FC has remarked as not to show "negative" on the balance with respect to each budget head and recommended to refer a letter from Director (Finance), MHRD.

ITEM NO. 13.5: **Discussion on liabilities of the Institute**

FC has discussed on the issue and recommended to reduce the liabilities by reducing the intake of students. Hike in fees of MSc courses was recommended by the FC. FC has recommended not to increase the intake of faculties of Physics and Chemistry. Regarding the instruments, FC has recommended to prepare a list of instruments/equipments which are not yet installed. The committee instructed for justification with regards to the purchase and purchase procedure followed for the said instruments/equipments. FC also has requested the director to write letter regarding the liabilities with respect to building works or instruments to MHRD.



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ITEM NO. 13.6: **To consider and approve Action Plan and Procurement Plan of TEQIP-III.**

The FC noted and approved the Action Plan and Procurement Plan under TEQIP-III funding.

ITEM NO. 13.7: **Enhancement of honorarium for BWC, Senate, Ad-Hoc committee, Visiting Faculty and Invited Talks**

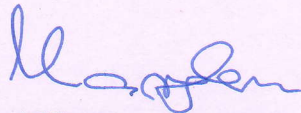
FC felt that the Letter No.19047/10/2016-E-IV dated 12/04/2017, Ministry of Finance was meant for purely Central government institutions. For autonomous body, the honorarium can be fixed by the BoG/FC. FC has asked the institute to propose new rate of sitting fees after referring to other NITs in tabular form with respect to the present rate and revised rate for the honorarium or sitting fees.

ITEM NO. 13.8: **To consider the enhancement of salary of contractual staff**

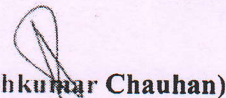
FC did not approve enhancement of salary of the contractual staffs and FC has commented that total number of teaching (Regular + contractual) & non-teaching staff are more than the number of sanction posts. FC has recommended to map the current position on the regular and contractual teaching & non-teaching staffs and requested the Director to write a letter to MHRD.

ITEM NO. 13.9: **Any other items with permission of the Chair.**

As there were no other items for discussion, the meeting ended with a vote of thanks to the Chair.



(Prof. Kh. Manglem Singh)
Member Secretary,
Finance Committee
National Institute of Technology Manipur



(Ashishkumar Chauhan)
Chairperson,
Finance Committee & BoG,
National Institute of Technology Manipur