राष्ट्रीय प्रौद्योगिकी संस्थान,मणिपुर

NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

MINUTES OF THE 16th FINANCE COMMITTEE MEETING

DAY	**:**	**Tuesday**	**VENUE:**
DATE	**:**	**28th May, 2019**	**Conference Hall, NIT Transit House**
TIME	**:**	**2.30 PM**	**15 Block-C, Panchsheel Enclave,**
			New Delhi – 110 017

MINUTES OF THE 16th MEETING OF THE FINANCE COMMITTEE HELD ON 28th May, 2019

The 16th meeting of the Finance Committee of National Institute of Technology Manipur was held on 28th May, 2019 at 2.30 PM at the Conference Hall, NIT Transit House, 15 Block –C, Panchsheel Enclave, New Delhi – 110 017.

Prof. (Dr.) Goutam Sutradhar, Director, NIT Manipur presided over the meeting as the Chairperson, BoG.

The following members were present:

❖ Prof. (Dr.) Goutam Sutradhar Director, NIT Manipur	:	Ex-officio Chairperson
❖ Shri Dhananjay Kumar Singh Deputy Secretary (Finance) MHRD, Govt. of India	:	Member
❖ Shri K. Rajan Under Secretary Department of Higher Education, MHRD, Govt. of India	:	Member
❖ Dr. Yumnam Rohen Singh (BoG Nominee) Asst. Prof., Mathematics Dept., NIT Manipur	:	Member
❖ Dr. Mithun Roy (BoG Nominee) Asst. Prof., Chemistry, Dept., NIT Manipur	:	Member
❖ Prof. Kh. Manglem Singh Registrar (i/c), NIT Manipur (Via Video Conference)	:	Ex-officio Member Secretary

At the outset, Prof. (Dr.) Goutam Sutradhar, Director, NIT Manipur welcomed all the members. The Director then invited the Registrar (i/c) to initiate the proceedings on the agenda items.

ITEM NO. 16.1: **Confirmation of the Minutes of the 15th Finance Committee Meeting held on 4th February, 2019 at 1.30 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi – 110 008**

The following comments of Shri Dhananjay Kumar Singh, Deputy Secretary (Finance) representative of JS & FA, MHRD are incorporated in the 15th Minutes of Finance meeting which is elaborated as follows:

Item No.15.7: "According to e-Shodh Sindhu (eSS) scheme of MHRD, institutes are barred from paying any publisher a rate more than what has been negotiated under eSS. Certificate is also required to be given by the Finance Department of the CFTI to this effect. Hence, NIT Consortium price written in the Minutes is replaced by eSS consortium price".

Item No. 15.11: In the last of the first sentence, he has commented to add the following "subject to the condition that the terms and conditions prescribed in the guidelines of Ministry of Social Justice and Empowerment have been duly followed".

Item No. 15.12 and 15.13: "The number of regular plus contractual appointment in the institute should not exceed the sanctioned number of faculty and non-faculty posts in the institute"

After threadbare discussion and deliberation with the above observations into consideration, the minutes of the 15th Finance Committee meeting were confirmed.

ITEM NO. 16.2: **Action taken on the decision of the 15th Finance Committee Meeting held on 4th February, 2019 at 1.30 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi – 110 008**

Action taken on the decision of the 15th Finance Committee Meeting held on 4th February, 2019 at 1.30 PM at Aggarwal Corporate Tower, Rajendra Place, New Delhi – 110 008 are as follows:

Sl. No.	Item No.	Agenda	Decision	Action Taken	Remarks
1.	15.3	To consider and approve for the procurement of item/goods under TEQIP-III programme	FC approved the list of items/goods for procurement as per the TEQIP-III guidelines.	Complied	Procurement process completed/initiated as per TEQIP-III guidelines
2	15.4	To consider and approve scholarship/stipend to all self – sponsored Ph.D students from TEQIP-III funding/programme for	FC recommended that the TEQIP-III team to verify the terms and conditions for providing scholarship to all self-sponsored Ph.D students from TEQIP-III funding/programme as per the guidelines from NPIU.	Noted	January 2018-December 2018 batch students are getting scholarship of Rs. 8000/- as per AICTE guidelines as informed by TEQIP

		Jan'2019 students			coordinator. For students enrolled in January 2019 it is under process.
3	15.5	To consider and approve financial support to Ph.D scholars for one time per semester for attending conferences and workshop held in India under TEQIP-III funding/programme	FC has recommended that the TEQIP-III team to verify specifically the matter related to financial support to Ph.D scholars for one time per semester for attending conferences and workshop held in India under TEQIP-III funding/programme as per the guidelines from NPIU	Noted	FC has recommended to follow TEQIP-III guidelines. In this regard, TEQIP coordinator will write letter to NPIU.
4	15.6	To consider and approve students training/internship program with the assistance of Rs.3000/- per student in each semester under TEQIP-III programme	FC has recommended that the TEQIP-III team to verify specifically the matter related to students training/internship program with the assistance of Rs.3000/- per student in each semester under TEQIP-III programme from NPIU.	The matter was asked to SPIU representatives when they conducted Audit at the Institute. They mentioned that it depends on the number of students and there is no such upper ceiling limit with respect to internship assistance but the	Agreed in line with Action taken. Training/Internship should be in Government Organisation. For Internship/training in Govt. institutions, ceiling must be removed.

				internships should be pursued at the reputed institution located anywhere in India other than the hometown of the student.	
5	15.7	To consider and approve under TEQIP-III 1. Renewal of Reaxys software, Elsevier/Science Direct E-journals, Springer E-Journals	FC has advised the TEQIP-III team to verify whether the journals or softwares were purchased or renewed as per the NIT consortium price. In response to the circulated 15th FC minutes, the representative of JS & FA, MHRD commented to replace NIT consortium written in the Minutes by e-Shodh Sindhu (eSS) consortium price. In justification he has written that according to e-Shodh Sindhu (eSS) scheme of MHRD, institutes are barred from paying any publisher a rate more than what has been negotiated under eSS. Certificate is also required to be given by the Finance Department of the CFTI to this effect. Hence, NIT Consortium price written in the Minutes is replaced by eSS consortium price.	1.Noted	1. FC has recommended for putting up the detailed comparative statement w.r.t eSS price for the purchase of e-journals in the next meeting.
		2. Contract renewal for TEQIP-III staff	Contract renewal for TEQIP-III staff was withdrawn as it is within the jurisdiction of Director and TEQIP-III team.	2.Noted	2.No comment
6	15.8	To consider			Total fund

		and accord Administrative approval and Expenditure sanction of Minor civil works for extension of 1. Physics Laboratory under TEQIP-III 2. Computer Science and Engineering Laboratory at existing LH-7,8 & 9 of Bamboo Workshop, Langol Campus under TEQIP-III	The Finance Committee approved as per the TEQIP-III guidelines subject to certification from Assistant Registrar, Finance (i/c) that the expenditure is not funded from any other funding agency.	Complied	available under Minor Civil Works under TEQIP-III programme is Rs. 75/- lakhs. From this, an amount of Rs. 5 lakhs and Rs. 13,46,232/- have been accorded for extension of Physics Laboratory and CSE Laboratory.
7	15.9	To consider and approve TA/DA allowance for Trainee Teacher as per TEQIP-III programme rules for faculty/staff	FC did not approve the proposal but suggested to seek advice from NPIU.	As per MHRD, Trainee Teachers' are treated as students and hence TA/DA not entitled.	No comment
8	15.10	To consider the application of Trainee Teachers for revision of their pay as per 7th CPC	FC recommended to refer to MHRD.	Complied	FC recommended to wait for reply from MHRD.
9	15.11	To consider and approve for Expenditure sanction of Rs.4.764 crore	FC recommended to release the remaining Rs.85 Lakhs from Rs. 2.7 crores sanctioned by the Ministry of Social Justice &	Noted	FC has recommended to put up as a separate agenda item in

		for land Development and foundation piling works for both Boys'and Girls' OBC hostels	Empowerment, Govt. of India for the construction of OBC Boys' and Girls' hostel at NIT Manipur campus, Langol. FC also recommended to claim the remaining Rs.2.7 crores from the Ministry of Social Justice & Empowerment, Govt. of India after submitting the Utilisation Certificate. In response to the circulated 15th FC minutes, JS & FA representative, MHRD suggested to add "subject to the condition that the terms and conditions prescribed in the Guidelines of Ministry of Social Justice and Empowerment have been duly followed" to the above paragraph.		the next FC meeting with detailed report of fund utilisation, Agreement and guidelines.
10	15.12	Discussion on the mapping of the current position of sanctioned post and filled regular post with that of the contractual teaching & Non-teaching staffs	The Finance committee recommended going for advertisement to fill up the present vacant posts with immediate effect. Focus must be given to fill up the post of Professors, Associate professors and Assistant professors in Engineering Discipline. After filling up the post, FC recommended to send the proposal for sanctioning of additional post based on the student/faculty ratio. The representative of JS & FA, MHRD has commented to incorporate that the number of regular plus contractual appointment in the institute should not exceed the sanctioned number of faculty and non-faculty posts in the institute.	Noted	FC has recommended to fill up all the vacant sanctioned post as soon as possible.
11	15.13	Enhancement of salary of contractual staff	The Finance committee recommended that few excess contractual employees	Noted	FC recommended to produce

			be converted to outsource category to streamline the whole system gradually after filling up the sanctioned posts through open advertisement. After filling up the sanctioned post, Institute shall urge the Ministry for enhancement of sanctioned post according to students/employees ratio. However, FC has recommended to increase the consolidated salary of contractual teachers which is enumerated below: 1. Asst. Prof. with Ph.D - enhanced by Rs. 7000/- from their present pay. 2. Asst. Prof. without Ph.D – enhanced by Rs. 5000/- from their present pay 3. Lecturer – enhanced by Rs. 5000/- from their present pay. The representative of JS & FA, MHRD has commented to incorporate that the number of regular plus contractual appointment in the institute should not exceed the sanctioned number of faculty and non-faculty posts in the institute.		details of faculty members who have benefitted with the increased salary in different category in tabular form.
12	15.14	Enhancement of honorarium for BWC, Senate, Ad-hoc committee, Visiting Faculty and Invited Talks	Honorarium to External Members 1 BoG — Rs. 5000/- for external members for each meeting 2 FC 3 BWC 4 Senate 5 Ad-hoc Committee Honorarium to 1 Visiting Faculty/Adjunct Faculty — As per Letter No.21-81/2014-	Complied	No comment

					TS-II, MHRD, dated 16/02/2015, Visiting Faculty/Adjunct Faculty shall be given honorarium payable per day/per class/per session as decided by the FC/BoG of respective institutes subject to a maximum ceiling of Rs. 1,20,000 per month.		
			2	Invited Talks /Expert Lecture	Rs. 2,000/- per hour or maximum of Rs.5,000/- per day.		
			3	*Guest Lecture/Expert Lecture			
			4	Guest Lecturer	Rs. 750/- per theory paper/subject to the maximum ceiling of Rs.40,000/- for the whole syllabus and proportionate amount for part of the syllabus.		

ITEM NO. 16.3: **Confirmation of the Minutes of the 12th Building & Works Committee Meeting held on 14th May, 2019 at 1.00 PM at Conference Hall, NIT Manipur, Langol**

Director, NIT Manipur and Chairman of the 12th BWC highlighted that no funds were so far received even after the 13th FC and 13th BoG had recommended an expenditure sanction of Rs. 3.99 crores. The initial fund requirement placed was Rs. 8.41 crores.

MHRD representatives informed that unless the finalisation of Revised Cost Estimate (RCE) and submission of Special Audit report of the institute to MHRD, no fund could be released for the institute under OH-35.

In view of the above and in order to complete the construction of the transportation Lab., electronics lab (same contractor), and Indoor stadium which were already approved by 13th FC and 13th BoG, it was decided that an amount of Rs. 3.99 crores meant for the above construction may be paid from IRG of the institute as per the availability of the same.

As per item No. 12.5 Sl. No. 6 of the 12th BWC meeting, regarding the extension of 4 nos. Classrooms (wooden framed profile sheet walling), initially an amount of Rs 22.38 lakh is to be shared under the Heads of TEQIP III and institute fund. But as per TEQIP III norms fund cannot be shared, the same was recommended to be placed in the 16th FC and 16th BoG for kind approval.

After threadbare discussion, FC recommended to issue a show cause notice to the earlier TEQIP III Coordinator Dr. Anil Kumar Birru why disciplinary action should not be taken against him.

Moreover, FC instructed to put up item wise agenda of the 12th BWC meeting in the next FC and BoG meeting for discussion and consideration.

ITEM NO. 16.4: **To consider and approve the revised fee structure for MSc and Ph.D programme from 2019**

FC advised to consult/check with other NITs for uniformity and put up in the next FC and BoG meeting.

ITEM NO. 16.5: **Discussion on the GATE training held during January 2018**

FC has strongly recommended to issue a show cause notice to the earlier TEQIP-III coordinator, Dr. Anil Kumar Birru seeking explanation why disciplinary action should not be taken against him regarding the payment made by him without following TEQIP norms.

The reply from him has to be put up in the next FC and BoG meeting with full report for further action.

ITEM NO. 16.6: **Adoption of revision of emoluments and guidelines on service conditions for research personnel engaged in R&D programme of the Central Government Departments/Agencies**

FC instructed that it should be adopted for the R & D project staff only. For the regular Ph.D scholars, FC advised to wait for the MHRD's order.

ITEM NO. 16.7: **Budget Allocation for the financial year 2019-20**

Noted.

ITEM NO. 16.8: **Present fund position of NIT Manipur as on 08/05/2019**

FC instructed that in the next meeting, a full report must be placed about the details of funds released/received from 2009-10 to 2018-19 with all the factual figures under different Heads viz. OH-31, OH-35, OH-36, IRG and others. It should be incorporated with year wise audited statements. MHRD representatives expressed that there will be no fund release under OH-35 till the finalisation of Revised Cost Estimate (RCE). They also apprised that Ministry will consider some funds under OH-31 and OH-36 at the earliest. FC also instructed not to increase the number of full time PhD scholars.

ITEM NO. 16.9: **Discussion on TEQIP-III related agenda**

1. **To Provide TA/DA support to contractual faculties for attending conference/seminar/workshop under TEQIP-III**

FC advised to extend TA/DA support to Contractual Faculty members and staff for attending conference/seminar/workshop under TEQIP-III programme.

2. **Approval for holding the list of items/instruments from purchasing/shopping which were approved by BoG earlier, due to fund constraints.**

FC recommended that a detailed explanation must be given/produce head wise list with BoG approved list and hold-items with financial details including amount spent in procurement in tabular form in the next FC and BoG.

3. **Approval for Mechanical Workshop partition/minor civil work**

The total fund available under the Minor Civil Works is Rs. 75 lakhs and Rs. 18,46,232 have already been accorded for the extension of Physics Lab. and CSE Lab. and of the remaining Rs. 56,53,768/-, Rs. 49.99 Lakhs have been accorded for the mechanical workshop extension under minor civil work in TEQIP-III programme.

ITEM NO. 16.10: **Any other items with the 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

Prof. (Dr.) Goutam Sutradhar
Director & Chairperson,
Finance Committee & BoG,
National Institute of Technology Manipur