

राष्ट्रीय प्रौद्योगिकी संस्थान, मणिपुर

NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

MINUTES OF
THE 17th FINANCE COMMITTEE MEETING



DAY : Tuesday
DATE : 13th August, 2019
TIME : 10.30 AM

VENUE:
Conference Hall, NIT Transit House
15 Block - C, Panchsheel Enclave,
New Delhi – 110 017

**MINUTES OF THE 17th MEETING OF THE FINANCE COMMITTEE HELD ON
13th August, 2019**

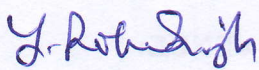
The 17th meeting of the Finance Committee of National Institute of Technology Manipur was held on 13th August, 2019 at 10.30 AM at the Conference Hall, NIT Transit House, 15 Block -C, Panchsheel Enclave, New Delhi - 110 017.

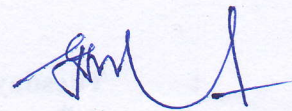
Prof. (Dr.) Goutam Sutradhar, Director, NIT Manipur presided over the meeting.

The following members were present:

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

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.





Minutes of the 17th Finance Committee
Meeting held on 13th August, 2019

ITEM NO. 17.1: Confirmation of the Minutes of the 16th Finance Committee Meeting held on 28th May, 2019 at 2.30 PM at Conference Hall, NIT Transit House, 15, Block C, Panchsheel Enclave, New Delhi-110017

The minutes of the 16th Finance Committee Meeting held on 28th May, 2019 at 2.30 PM at Conference Hall, NIT Transit House, 15, Block C, Panchsheel Enclave, New Delhi-110017 was circulated to all the members. The minutes were discussed in the meeting and suggestions were given by MHRD officials on each point. The same may be taken into consideration and then confirmed the minutes.

ITEM NO. 17.2: Action taken on the decision of the 16th Finance Committee Meeting held on 28th May, 2019 at 2.30 PM at Conference Hall, NIT Transit House, 15, Block C, Panchsheel Enclave, New Delhi-110017

The actions taken on various decisions of the 16th meeting of the FC were noted with the following observations:

Sl. No.	Item No.	Agenda	Decision Taken	Action Taken	Remarks
1.	16.3	Confirmation of the Minutes of the 12 th Building & Works Committee Meeting held on 14 th May, 2019 at 1.00 PM at Conference Hall, NIT Manipur, Langol	Director, NIT Manipur and Chairman of the 12 th BWC highlighted that no funds were so far received even after the 13 th FC and 13 th 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	Placed as agenda items 17.5 to 17.9	FC suggested for placing the BWC minutes in FC after confirmation of the same by BWC.

			<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>		
2.	16.4	To consider and approve the revised fee structure for MSc and Ph. D	FC advised to consult/check with other NITs for uniformity and put up in the next FC and BoG meeting.	Matter deferred to the next FC as session has already	Noted.

Y. R. Singh

[Signature]

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		programme from 2019.		started.	
3.	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.	Notice issued	FC instructed to issue a reminder of Show Cause to Dr. Anil Kumar Birru.
4.	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.	Notice issued	Discussed at any other items with the permission of the Chair
5.	16.7	Budget Allocation for the financial year 2019-20.	Noted.	Noted	
6.	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	Placed as Agenda Item No. 17.11 and 17.12	

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			<p>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.</p>		
7.	16.9	Discussion on TEQIP-III related agenda.	<p>1.To Provide TA/DA support to contractual faculties for attending conference/seminar/workshop under TEQIP-III</p> <p>FC advised to extend TA/DA support to Contractual Faculty members and staff for attending conference/seminar/workshop under TEQIP-III programme.</p> <p>2.Approval for holding the list of items/instruments from purchasing/shopping which were approved by BoG earlier, due to fund constraints.</p> <p>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</p>	<p>1. Notice Issued.</p> <p>2.Tabular form placed at [Annexure "A"]</p>	<p>1.Noted</p> <p>2.Noted</p>

Y. Rohit Singh

[Signature]

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			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.	3.Noted	3.Noted
8.	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.		

Detailed discussion on the action taken was held in the meeting and suggestions were also given by officials of MHRD. The institute should strictly adhere to the Act/Statutory provisions as well as GFR/CVC guidelines as well as instructions of MHRD issued from time to time while taking action on the minutes without any deviation.

ITEM NO. 17.3: Discussion on Consultancy and Testing related issue

If X is the total project cost of the industrial consultancy/Testing and Y is the cost for running it, FC recommended that 40% of (X-Y) of the consultancy fee shall go to the institute and the remaining 60% of (X-Y) go to the Principal Investigator/Faculty and the supporting staffs. In case of Testing, FC recommended that 70% of (X-Y) of the testing fee shall go to the institute and the remaining 30% of (X-Y) should go to the Principal Investigator/Faculty and the supporting staffs.

ITEM NO. 17.4: To consider and approve the minutes of the 12th BWC meeting held on 14/05/2019 at the conference hall, NIT Manipur, Langol.

FC suggested to put up the 12th BWC minutes in the FC meeting after the same is confirmed by the 13th BWC meeting.

Y. Rohit Singh

[Signature]

ITEM NO. 17.5: To approve the expenditure sanction for Urgent Construction Works undertaken by different Work Agencies/Cell at NIT Manipur.

The matter was deferred.

ITEM NO. 17.6: To consider the administrative approval for MoU with Water Resources Department (WRD), Government of Manipur.

The matter was deferred.

ITEM NO. 17.7: To consider the administrative approval for Construction of Water Supply scheme of capacity 0.50 MLD

The matter was deferred.

ITEM NO. 17.8: To consider the Empanelment of Contractors

The matter was deferred.

ITEM NO. 17.9: Power Cabling and External Electrification Works

The matter was deferred.

ITEM NO. 17.10: To approve the Annual Accounts statement for the financial year 2018-19.

FC suggested to place the annual accounts statement with corrective measures to the observations made by the Internal Auditor in the next FC.

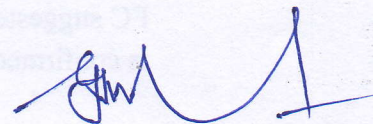
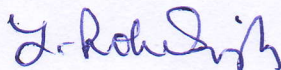
ITEM NO. 17.11: Present fund position of NIT Manipur as on 31/07/2019.

Noted.

ITEM NO. 17.12: Full report about the details of fund released/received and expenditure.

FC suggested to send the corrected factual figures to all FC & BoG members for approval within 15 days. FC also suggested for appointing one retired Finance/Audit officer (on contractual basis), below 65 years of age. In any case, person more than 65 years should not be engaged in the administrative section.

ITEM NO. 17.13: To consider and approve for expenditure sanction of Rs. 4.764 crores for Land Development and foundation piling works for both Boys' and Girls' OBC Hostels.



FC recommended for the payment of Rs 3.474 crore from IRG for the piling work of the OBC boys' and girls' hostel on instalment basis. FC authorised Director to take decision on priority basis.

FC further suggested/recommended for releasing the remaining amount of Rs. 85 lakhs of the fund released by Ministry of Social Justice & Empowerment, Govt. of India at the earliest so that utilisation certificate can be sent at the earliest to the above Ministry.

However, it was informed that the institute has mis-utilised the funds sanctioned by Ministry of Social Justice & Empowerment, Government of India. The institute should take necessary action on the same and reconcile the matter with the concerned Ministry so that the work as well as the remaining funds are expedited. The funds should be released from institute IRG (Rs. 85 lakhs) and it is again reiterated that no re-appropriation from MHRD grant should be done.

ITEM NO. 17.14: Extension of four class rooms.

FC recommended for the payment of Rs 22.38 lakhs for the extension of four class rooms which was completed in July 2018 and since then NIT Manipur has been using the same. It was also further suggested to make the payment in instalment basis according to the availability of IRG fund.

ITEM NO. 17.15: To discuss the application of Dr. S. Birendra Singh, Ex-Director, NIT Manipur.

FC did not approve the request made by Dr. S. Birendra Singh, Ex- Director NIT Manipur for the payment of his retirement monetary benefits till the statutory audit is over.

ITEM NO. 17.16: To discuss the applicability of EWS to the recruitment of faculty and non-faculty positions.

FC suggested/recommended for issuing an addendum by giving 15 days time so that EWS candidates may apply.

ITEM NO. 17.17: Discussion on TEQIP III related agenda.

1. Regarding the stipend of PhD Scholars under TEQIP III.

- a) Approval for stipend of Rs. 8000.00 per month for non-GATE/non-NET PhD Scholars (Full Time) enrolled in July 2019

Y. Rohini

[Signature]

FC recommended for the payment of stipend of Rs. 8000.00 per month for non-GATE/non-NET PhD Scholars (Full Time) enrolled in July 2019.

- b) Suggestions on increment of stipend for PhD scholars (non-GATE/non-NET) enrolled during January 2018-July 2019

FC did not approve for the increment.

- c) Approval for stipend of Rs. 25000.00 per month under TEQIP-III for NET/GATE qualified PhD scholars admitted in July 2019 till the end of TEQIP-III project

FC recommended for the payment of scholarship for all NET/GATE qualified students from OH-31 and as per UGC rules.

2. Financial support under TEQIP-III for the PhD scholars towards attending National conference/seminars and workshop in other institutions. As per TEQIP-III guidelines, financial support is extended to the Ph.D scholars for the said activities according to the 15th BOG & FC

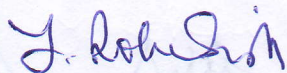
FC recommended for financial support under TEQIP-III to the PhD scholars towards attending National conference/seminars and workshop in other institutions as per TEQIP III guidelines. BoG also suggested to fix a maximum ceiling for such payment.

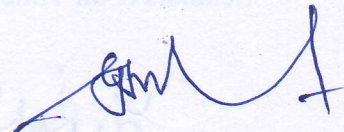
3. Financial support for students attending internship/training in government organization. According to TEQIP-III guidelines, financial support is given to the students for attending the said activities in government organization and the ceiling of the expenditure has been withdrawn according to the 15th BOG & FC

FC noted that there is no upper ceiling with respect to financial support for students attending internship/training in government organisations/establishments.

4. Details of eSS price & payment done by NIT Manipur for the purchase of e-Journals has been furnished according to the suggestions in 15th BOG & 15th FC meeting held on 28th May 2019.

- a) Renewal of Science Direct - eSS attached
- b) Renewal of RSC - eSS attached
- c) SpringerNature ebook - eSS not participated
- d) IEEE Journals & ebooks - eSS not participated.
- e) Springer E Journal - not procured.
- f) Renewal of Reaxys - eSS not participated.





Sl. No.	Subscription	eSS Price	Payment done by NIT Manipur
1.	Renewal of Reaxys	NA	Rs. 14,97,615.00
2.	Renewal of Science Direct	Rs. 87,30,384.72	Rs. 60,69,265.00
3.	Renewal of RSC	Rs. 16,56,831.22	Rs. 18,35,872.00
4.	Springer Nature ebook	NA	Rs. 46,96,618.00
5.	IEEE Journals & ebooks	NA	Rs. 59,73,355.00

FC Noted.

5. Suggestion for mode of travel for students/staff to attend academics/ administrative activities under TEQIP-III. Due to geographical location of the institute and severe inconvenience & associated risk by surface travels to participate in academic activities/administrative activities held outside the state, seeking approval to avail the air travel under TEQIP-III

FC recommended to allow a ceiling of Rs.3000/- above that they have to bear after listing the justification of more than 3 days travel and food cost.

6. Approval for procurement of 3 (Three) Numbers of Laptop for TEQIP-III Cell and operation of Smart Class Room. As per instruction from State Project Advisor (Dr. Mukul Chandra Bora), TEQIP-III cell should have Laptops for TEQIP-III Coordinator & TEQIP-III Staff for easy handling of TEQIP related works including Smart Class room.

FC recommended.

7. Approval for providing financial support to the students to continue with their grass root innovation project under the guidance of the faculty of the institute under TEQIP-III

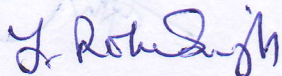
FC advised to peg the ceiling from Rs.10,000 to Rs. 20,000 according to the performance of the students. FC also recommended to form a 3 member committee to approve the project.


8. Approval for Registration fees for participation of regular faculty in International conference/ Symposium/ Seminar outside India. As per TEQIP guidelines, the associated travel expenses may be covered under PDA grant of the respective faculty

FC did not recommend.

9. The List of Items on procurement needed for BOG approval

FC recommended all the items in the list except item No.2. FC recommended the said item i.e. item No. 2 by Post-Facto.





10. As per PLA under TEQIP-III, 5% of PLA i.e. Rs. 75,00,000.00 is allocated under minor civil work in which,

- a) Minor Civil works for Mechanical engineering estimated budget is Rs. 49,00,000.00.
- b) Minor Civil Work for Computer Science Engineering estimated budget is Rs. 10,82,728.00
- c) Minor Civil works for Physics estimated budget is Rs. 13,00,000.00 (not approached for further process from 4th March 2019).
- d) Balanced budget is Rs. 2,17,272.00.

FC advised/recommended to follow TEQIP-III guidelines/procedures and to implement as per TEQIP-III/NPIU guidelines strictly.

ITEM NO. 17.18: Details of the enhancement of salary for contractual faculty in tabular form

FC recommended to place a detailed report about the non PhD faculty with respect to their Ph D course progress and details like date of joining etc. with students' feedback. The same may be placed in the next meeting with the action taken as per the suggestions of FC.

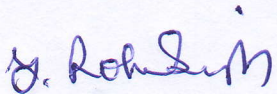
ITEM NO. 17.19: To place a report of the packed (unopened) boxes of equipments lying in Electrical and Mechanical Labs.

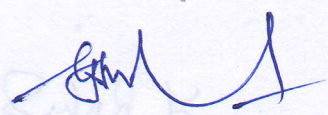
FC recommended to form a committee consisting of following members.

- | | | |
|---|---|----------|
| 1. Director NIT Manipur | - | Chairman |
| 2. HoD Electrical Deptt., NIT Manipur | - | Member |
| 3. HoD Mechanical Deptt., NIT Manipur | - | Member |
| 4. Assistant Workshop Superintendent,
Mechanical Engineering Department, IIT Guwahati | - | Member |
| 5. Sr. Technical Officer,
Electronics & Electrical Engineering Department,
IIT Guwahati | - | Member |

The committee will examine the packed boxes and will take up necessary action for the installation of the equipments so that the same can be available to the students/faculty.

The committee should also examine and give report and fix responsibility of the officials concerned with regard to the unused equipment boxes lying idle in the institute for the last two years.






ITEM NO. 17.20: Any other items with permission of the Chair.

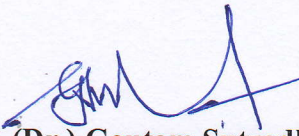
With the permission of the Chair, the Registrar placed the following items for kind consideration and which were recommended by the FC as follows:

1. PhD fellowship enhancement regarding

FC recommended the enhancement of fellowship of Ph D Scholars according to the MHRD Office Memorandum F.No. 15-2/2019-TC dated 16/07/2019.

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

for 
(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