

Sub: Minutes of 2nd Meeting of Finance Committee, MRSSTU, Bathinda.

The 2nd meeting of Finance Committee of Maharaja Ranjit Singh State Technical University, Bathinda was held on 05-04-2016 at 11:00 am at Punjab Raj Bhawan, Chandigarh. The following were present:

1. Prof. (Dr.) Mohan Paul Singh Ishar
Vice Chancellor
MRSSTU, Bathinda.
2. Sh. M.P. Singh IAS
Principal Secretary to Govt. of Punjab,
Department of Technical Education & Industrial Training, Punjab.
3. Sh. Bhagat Singh
Principal Secretary,
Govt. of Punjab, Department of Finance.
4. Sh. Dharampal Gupta IAS
Director
Department of Technical Education & Industrial Training, Punjab.
5. Prof. (Dr.) Jasbir Singh Hundal
Registrar
MRSSTU, Bathinda
Nominee of Chairman, Board of Governors.

The following decisions were taken.

ITEM No.	DESCRIPTION	DECISION TAKEN
2.1	CONFIRMATION OF THE MINUTES OF 1ST MEETING OF THE FINANCE COMMITTEE. The 1 st Meeting of Finance Committee Maharaja Ranjit Singh State Technical University, Bathinda, was held on 13-08-2015 at Punjab Raj Bhawan, Chandigarh. The minutes of the meeting were circulated to the members vide letter No. 1046-1049 Dated 26-08-2015. No comments from any members were received. The minutes of the 1st meeting of Finance Committee was placed at Annexure-I, Page-71 to 74.	Confirmed
2.2	ACTION TAKEN REPORT ON 1ST MEETING OF FINANCE COMMITTEE. Approved with the revision on the decision on the Items No. 1.3(ii), 1.6 and 1.9	1.3(ii): Service of new Chartered Accountant shall be hired w.e.f. 01-10-2016. 1.6: In light of letter ID No. III/1/2016/IF/1/149-250 dated 02-02-2016 the proposal to open salary account of the employees in one of the empanelled Scheduled Commercial Banks offering best services is approved. 1.9: Since the matter is subjudice, outcome of the decision of Hon'ble Court shall be awaited before taking final decision in the matter

2.6	<p>GRANT OF DEARNESS ALLOWANCE TO THE EMPLOYEES OF UNIVERSITY.</p> <p>Recently the State Government has enhanced the Dearness allowance of their employees vide their letter no. 7/44/2015-1FP1/56 dated 25-01-2016 which was duly endorsed by the Director Technical Education & Industrial Training, Punjab vide endst no. 547-74 dated 27-01-2016. The same was granted to the Employees of the University with the permission of Vice-Chancellor-Cum-Chairman Finance Committee.</p> <p>It is proposed that in future, any kind of relief/benefits granted by the Punjab Government to its employees may also be granted to Employees of University with the approval of Vice-Chancellor-Cum-Chairman Finance Committee and to be notified by Finance Committee.</p>	<p>After deliberations it was approved that the notifications issued by Govt. of Punjab and endorsed to the University in respect to enhancement of Dearness Allowance be implemented.</p>									
2.7	<p>CREATION OF POSTS OF SCIENTIFIC FACULTY UNDER R&D CELL.</p> <p>The Administrative & Non teaching posts of R&D cell were already approved in the 2nd meeting of Board of Governors vide Agenda item no. 2.8 held on 7th September, 2015. However following scientific posts are also required in the R&D cell of the University.</p> <table border="1"> <thead> <tr> <th>S. No.</th> <th>Proposed post</th> <th>Cadre</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Sr. Scientific Officer</td> <td>Equivalent to Associate Professor</td> </tr> <tr> <td>2.</td> <td>Scientific Officer</td> <td>Equivalent to Assistant Professor</td> </tr> </tbody> </table> <p>The qualification & pay scale will remain the same as prescribed by the U.G.C. in their respective cadre.</p>	S. No.	Proposed post	Cadre	1.	Sr. Scientific Officer	Equivalent to Associate Professor	2.	Scientific Officer	Equivalent to Assistant Professor	<p>Keeping in view the need of procuring sophisticated instruments and equipment in the Research & Development Centre of the University, to help prepare their specifications and plan of building, the posts were approved for recruitment with good research background having Ph.D degree.</p>
S. No.	Proposed post	Cadre									
1.	Sr. Scientific Officer	Equivalent to Associate Professor									
2.	Scientific Officer	Equivalent to Assistant Professor									
2.8	<p>THE MAINTENANCE OF ACCOUNTS OF GZS CAMPUS CET, BATHINDA, PIT(S) AND UNIVERSITY MAIN CAMPUS.</p> <p>There is a need for compliance of the statutory conditions of Income Tax department and Excise & Taxation department in refund to deduction of the TDS/Service Tax/VAT etc. As per discussions held with the Chartered Accountant there are two ways to maintain the Account Books, which are as under:</p> <ol style="list-style-type: none"> All University concerns i.e PIT(s), GZS Campus CET, Bathinda may take their own PAN No., VAT No., Service Tax no, TAN No. and Account books be maintained separately, All University concern i.e PIT(s) and GZS Campus CET, Bathinda shall use the PAN/TAN/Service Tax/VAT/ED No. of University and have a permanent imprest account for expenditure accounts, within their competency as per University regulations and bills of the same shall be submitted to main Campus of University for adjustment. For the purpose of any receipt of amount, they should have a separate receipt account. The detail of receipt shall be submitted to the University at the end of each month. <p>The procedure mentioned at sr. no. (ii) is being followed of IKG, Punjab Technical University, Jalandhar and other Universities such as Guru Nanak Dev University, Amritsar; Punjabi University, Patiala etc. Thus, it is recommended that the same be followed here and it may also be required to be deliberate that the Pension Fund and CPF of the employees of GZS Campus CET, Bathinda may be called the Old pension Fund & CPF of Maharaja Ranjit Singh State Technical University, Bathinda.</p>	<p>After discussion the proposal at no. (ii) was approved and it was also decided that all receipts shall be collected in University account receipt account.</p>									

2.9

REGARDING ATTACHING TECHNICAL INSTITUTES (ENGG. & DIPLOMA) WITH RED CROSS.

The Director Technical Education and Industrial Training, Punjab has directed the Technical Institutes (Degree and Diploma) to attach the students with Red Cross and reserve funds vide letter no. 943-944/S-5/E.C.C./2015 dated 15/06/2015. (Copy of letter placed at Annexure- XX Page- 99)

As per the letter, the institutes have already been asked to allocate Rs. 24 for Youth Red Cross Fund out of the prescribed fees for Students Activities Related Fees under Sub Head Medical Examination and Health Care Fees (for Engg. Colleges) and Medical Fund (for Diploma Colleges). As per this decision, 25% of this fund i.e. Rs. 6/- per student per year is to be sent to Secretary, Punjab Red Cross, Chandigarh and 75% share i.e. Rs. 18/- is to be kept with the college as Youth Red Cross Fund. This fund is to be utilized as per the Youth Red Cross Policy of the State Red Cross for the welfare and welfare related activities of the students. These directions are to be applicable w.e.f. academic session 2015-16.

It is to bring to notice that University/ its constituent colleges shall have their own Doctor, Pharmacist, Nurse and Dispensary etc and own Ambulance service. It meets own expenditure is providing medical assistance to its students, faculty and staff.

It was decided that Rs. 6/- per student would be contributed by the University to Punjab Red Cross as per letter under reference.

2.10

REGARDING THE MONTHLY EMOLUMENT FOR THE FRESH APPOINTED EMPLOYEES.

The Finance department of Govt. of Punjab has issued instructions regarding Pay of employees appointed after 15-01-2015 vide letter no.7/204/2012-4F.P.1/66 dated: 15-01-2015(copy placed at Annexure-XXI Page- 100 to 102). The operative part of this letter is reproduced below:

- (1) Employees appointed through direct appointment after the issue of above instructions shall be entitled to receive the fixed monthly emoluments during the probation period i.e. the minimum of the pay band of the service or post to which he is appointed.
- (2) After satisfactory completion of the probation period employees will be entitled to draw the pay at minimum of Pay Band + Grade Pay along with all allowances as admissible to the post for which he is appointed.
- (3) The employees appointed through direct appointment are to be covered under new defined contributory pension scheme during the probation period.

The University had advertised the post in the month of Nov'15 but the above said conditions were not implemented as the under mentioned letter was not received by the University. More over Para 3 of this letter is not clear as to whether these instructions are to be implemented by the University or not.

Moreover, it is strongly felt that in order to attract good faculty & staff in the initial years of the University. It is proposed that University be granted exemption from implementing the above said order of finance department.

After discussion on the matter and the newly appointed University Employees be paid as per conditions of the letter under reference. However, the need of the University to attract good faculty and staff was also appreciated and it was decided that the University would write to Department of Finance, Govt. of Punjab to seek exemption from implementing the same for its newly recruited employees especially teaching faculty.

2.11	<p>APPROVAL FOR NCC RATES.</p> <p>In response to our letter no. 296-340, dated 15/01/16, following agenda items were proposed by ANO for NCC rates for refreshment and training for cadets who are participating in college level functions:</p> <ol style="list-style-type: none"> 1. Participating cadets may be given refreshment as per the approved rates of Rs. 25/- per day (vide letter no. 306/Accts/2015, dt 10 Dec, 2015 received from NCC battalion) for the preparation days (15 days maximum) as well as for the main function day. 2. The remuneration/allowance to the Assistant/clerk associated with ANO, NCC is recommended to be Rs 400/- per month. The clerk is not given any allowance from battalion office (vide letter no. 306/Accts/2015, dt 10 Dec, 2016, attached herewith). This amount of Rs. 400/- is being given to associated clerk in DAV college, Bathinda 	Approved
2.12	<p>TO APPROVE HONORARIUM, TA/DA OF OBSERVERS FOR ZONAL/INTER-ZONAL AND PROCESSION EXPENDITURE DURING VARSITY YOUTH FESTIVALS.</p> <ol style="list-style-type: none"> 1. As per item no. 3 (vii) of Cultural Executive Committee agenda, it was decided that University will assign observers to identify talented students from various participating colleges in Zonal/ Inter-zonal competitions for the University team. It is proposed that the honorarium@3000/- per day per observer along with TA/DA as per University rules shall be given. 2. Actual fare of transport for carrying sets/equipments of Mime, Play, Skit etc. hired by the participating colleges to host university shall be approved. 	After thorough deliberations on the item the matter related to Observers is approved.
2.13	<p>TO REVISE HONORARIUM FOR EXTERNAL EXAMINERS (B. ARCHITECTURE COURSE).</p> <p>As per the Study Scheme of B. Architecture, the external viva-voce for core & allied subjects have to be conducted by inviting senior faculty/professionals from far off places (due to less number of Architecture Institutions of repute in proximity). As the practical examination for each B.Arch. candidates takes 20-30 minutes, therefore, the present honorarium @20/- per student is too less. Therefore in order to attract quality external examiners, it is recommended that the honorarium @Rs. 50/- per student with minimum of Rs. 1500/- per day per examiner be approved. The same has been already discussed & approved in the 2nd meeting of BOS in Architecture and Planning Maharaja Ranjit Singh State Tech. University, Bathinda held on 15.01.16.</p>	Keeping in view the recommendations of the Board of Studies of Architecture the committee approved the remuneration @ Rs. 50/- per student with minimum of Rs. 1500/- per day is approved for the Core Subject: Arch. Design.
2.14	<p>BUDGET PROPOSAL FOR PREPARING CURRICULA OF SIX YEAR INTEGRATED CERTIFICATE-DIPLOMA-DEGREE (ICDD) PROGRAMME IN 9 AREAS AND THE FEE STRUCTURE FOR THE SAID COURSES.</p> <p>It is proposed to start Six year Integrated Certificate-Diploma-Degree (ICDD) Programme in 9 Areas in Engineering in the constituent colleges of the university and 04 PG certificate courses in Pharmacy in affiliated colleges with effect from the academic session 2016-17.</p> <p>The fee structure for Certificate, Diploma and Degree courses was put up for the approval.</p>	Approved. The committee decided that the nomenclature of the courses, course curriculum of proposed certificate courses shall be as per National Skill Quality Framework.

2.15	ENHANCEMENTS FOR THE LIMIT OF YEARLY PAY TO THE STAFF INVOLVED IN CONSULTANCY WORKS	Deferred. The University was asked to prepare consultancy guidelines taking into consideration the guidelines being following by Central University of Punjab, Bathinda; Guru Nanak Dev University Amritsar, Thapar University, Patiala, IIT Rorkee and IIT Delhi in regard to consultancy.
2.16	REGARDING THE ADMISSION PROCESSING FEE, EXAMINATION & UNIVERSITY RELATED FEES The Punjab Govt. has established MRSSTU, Bathinda (vide act No. 5, 2015) and consequently colleges of 11 districts under this university have got their admission verified from the university and also the university conducted end semester December 2015 examinations for the students of these colleges. The following types of fees were taken from the affiliated colleges. 1. The admission processing fees for 2015-16 was taken from the affiliated colleges for direct admission as per their admission report. 2. The URF for 2015-16 was taken for the students who remained on roll with the colleges and were to appear in the end semester December 2015 examination.	Ratified
2.17	REGARDING REVISED PAY SCALES. As per the decision taken in the meeting of all Govt. Promoted Engineering Colleges held on 25.07.2014 and upon subsequent approval given by Hon'ble Technical Education Minister, the pay scales of various Non-teaching (Technical & Supporting) categories have been revised w.e.f.01.12.2011 by the Shaheed Bhagat Singh State Technical Campus, Ferozepur w.e.f. 01.08.2015 vide Office Order no. 3250 dated 21.09.2015 Annexure- XXIII Page-105 to 106.	Deferred, As reported by the office of Director Technical Education & Industrial Training, Punjab the notification under mention has already been withdrawn. Director Technical Education & Industrial Training, Punjab was instructed to seek the status of the order withdrawing this notification and stopping its implementation at SBSSTC, Ferozepur; BHSBIET, Lehra Gaga and other Govt promoted engineering colleges and send its information to the University.

3h