

MINUTES OF THE 43rd MEETING OF THE FINANCE COMMITTEE OF SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY (SLIET), LONGOWAL (DEEMED UNIVERSITY) HELD ON 09.09.2015 (WEDNESDAY) AT 12:00 NOON IN THE BOARD ROOM IN THE OFFICE COMPLEX OF NATIONAL SKILL DEVELOPMENT CORPORATION (NSDC), BLOCK-A, CLARION COLLECTION, QUTAB HOTEL, SHAHEED JEET SINGH MARG, NEW DELHI.

The following members were present:-

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| 01 | Sh. Dilip Chenoy,
Managing Director & CEO,
National Skill Development Corporation,
Block A, Clarion Collection, Qutab Hotel,
Shaheed Jeet Singh Marg, New Delhi. | Chairman |
| 02 | Sh. Dalip Kapur,
Deputy Secretary (T),
Government of India, M.H.R.D,
Deptt. of Higher Education, TS VII Section,
Shastri Bhawan, New Delhi | Member |
| 03 | Prof. V.K. Jain, Director,
SLIET, Longowal | Member |
| 04 | Prof. Pradeep Gupta,
Dean (P&D), SLIET, Longowal | Member |
| 05 | Sh. Rakesh Mishra,
Dy. Registrar (Accounts & Audit),
SLIET, Longowal | Member-
Secretary |

The following member could not attend the meeting:-

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| 01 | Sh. M.P. Singh, IAS,
Principal Secretary to Govt. of Punjab
Office of Principal Secretary to Governor,
Punjab, Raj Bhavan, Punjab, Chandigarh-160 019. | Member |
| 02 | Principal Secretary,
Technical Education & Industrial Training,
Government of Punjab, Mini Secretariat,
Sector - 9, Chandigarh | Member |
| 03 | Sh. Rajesh Singh,
Director (Finance), Government of India,
M.H.R.D, Deptt. of Higher Education,
I.F. Division, Shastri Bhawan, New Delhi. | Member |

At the outset, Prof. V.K. Jain, Director, SLIET welcomed the Hon'ble Chairman and other distinguished members to the 43rd meeting of Finance Committee (FC). Thereafter, items on the agenda for the meeting of Finance Committee were taken up for discussion. After detailed deliberation, the FC has taken the following decisions:-

ITEM NO. 42.01	TO CONFIRM THE MINUTES OF THE 41st MEETING OF THE FINANCE COMMITTEE OF SLIET, LONGOWAL HELD ON 26.10.2013	
	Minutes of 41 st meeting of Finance Committee are confirmed.	
ITEM NO. 42.01	ACTION TAKEN REPORT ON THE DECISIONS TAKEN BY THE FINANCE COMMITTEE IN IT'S 41st MEETING HELD ON 26.10.2013	
	ITEM NO. 41.2 (35.4, 36.2, 37.2, 38.2, 39.2 & 40.2)	TO APPROVE THE REQUIREMENT OF FUNDS FOR IMPLEMENTATION OF ENTERPRISE RESOURCE PLANNING (ERP) BASED CAMPUS AUTOMATION SOLUTION - PROPOSAL TO PROVIDE INTERNET, TELEPHONE, SECURITY AND OTHER SERVICES AT SLIET, LONGOWAL
	<p>Decision of the 41st FC Meeting</p> <p>Dean (P&D) has explained the Physical Progress of on-going works including ERP in the Campus showing that the Expression of Interest (EOI) under TEQIP, Phase-II for Techno-commercial bids has been floated, which has included the Campus Wide Networking using Optical Fiber Cable (OFC), CCTV Surveillance and Biometric identification for employees and students in the Campus. Seeing the proposal, exceeding the sanctioned ceiling for the year 2013-14, Sh. Yogendra Tripathi, Joint Secretary & Financial Advisor, the Special Invitee in the Finance Committee meeting suggested to take up the issue in a phased manner preferably in two years for the year 2013-14 & 2014-15 and asked Dean (P&D) to place a comprehensive/detail of expenditure for on-going/scheduled works, showing the expenditure categorically for two years, within 03 weeks time. Chairman, has also consented to place progress in incurring expenditure as well as the Physical Progress for the year 2013-14 in the next meeting with a view to complete the ERP work in 2013-14 positively upto 31.03.2014. The proposal of expenditure may however, be split-up into two - partially from GIA to be received from MHRD, New Delhi and partially from TEQIP-II Grant. The proportion for software and hardware should be in consonance with the ceiling fixed internally for the purpose, during Financial Year 2013-14 and the rest allocation should remain strictly with the ceiling to be fixed by the MHRD for the Financial Year 2014-15. The Presentation will be given by Dean (P&D) in the next Finance Committee meeting accordingly.</p>	

Action Taken

1. Detailed Project Report (DPR) in the form of proposal for establishment of campus network and infrastructure by NICSI had been submitted to MHRD, New Delhi for a one time special grant amounting to Rs. 25.00 Crores. Draft MOU with NICSI, to implement Campus Wide Networking including OFC laying, setting-up Mini Data Centre, campus surveillance and other associated services was put up for approval of Board of Management through Finance Committee.
2. The Dean (P&D) explained that the proposed project needs to be re-assessed to establish a detailed proposal first so that its application and utility is ensured in the interest of the Institute. Under the circumstances, the present proposal is withdrawn temporarily.
3. The tender for establishing wi-fi facility in the Hostels was floated and awarded approximately amounting to Rs. 1.52 Crores.
4. It was also intimated that the ERP tender which was floated through TEQIP had not matured and process to refloat the tender was in progress through the Grant-in-Aid.

ITEM NO. 40.07	PROPOSAL REGARDING ALLOCATION OF FUNDS TOWARDS VARIOUS NEW CIVIL WORKS AT SLIET, LONGOWAL
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Decision of the 41st FC Meeting

After going through the recommendation of Estimation Committee for Civil Works and Electrical Works, Sh. Yogendra Tripathi, JS & FA, MHRD, New Delhi emphasized to place separate proposal in the next Finance Committee meeting covering all the aspects of Estimates, with the mention of per unit cost of maintenance for the residential buildings in particular. Director clarified that the Estimation Committee consists of Experts in the Civil/Electrical Fields and they prepare the Estimates based on 'Delhi Schedule of Rates (DSR)', as per CPWD Manual. He further, asked Dean (P&D) to highlight works in-detail in his Presentation in the next Finance Committee meeting. Chairman, finally ordered Dean (P&D) for giving the Presentation for Civil and Electrical Works categorically to be taken up/completed within three weeks time.

Action Taken

The Dean (P&D) gave out the maintenance cost including per unit cost of maintenance as under :-

Sr. No.	Building	Per Unit Maintenance Cost
1.	Hostels	Rs. 118.50 sqm
2.	Academic Blocks	Rs. 105.60 sqm
3.	Residential Buildings	Rs. 93.00 sqm
4.	Other buildings including Faculty Club/ Guest House/ Kendriya Vidyalaya etc.	Rs. 142.00 sqm
5.	Operation and maintenance of water supply	Rs. 25.00 Lacs annual

It was further intimated that the above details will be put-up before Building Works Committee to be convened shortly.

ITEM NO. 41.03	REVISION OF RATES OF LICENCE FEE FOR RESIDENTIAL ACCOMMODATION OF INSTITUTE EMPLOYEES
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Decision of the 41st FC Meeting

The matter of revision of rates for Licence Fee against residential accommodation in the Campus, was taken up by the members of Finance Committee and decided to recover the arrear amount for the period as indicated by the Annual Government Audit Team w.e.f. 01.07.2010, as per the proposed rates shown in the Government Notification dated 28.04.2011. The recovery will be affected retrospectively from the salary of the employees of the Institute in-one-go, the Director, SLIET asserted.

Action Taken

The licence fee has been revised as per the Govt. of India notification. Arrears amounting to Rs.15.92 lacs have been recovered from employees. The revised licence fee is being recovered from the employees every month.

ITEM NO. 41.05	STATUS REPORT OF OLD OUTSTANDING ADVANCES AGAINST C.P.W.D, LUDHIANA PENDING FOR NEEDFUL ADJUSTMENT IN BOOKS OF ACCOUNTS.
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Decision of the 41st FC Meeting

Dean (P&D) has explained the technical constraints in taking over the charge of already constructed buildings and thereafter arrangement of Final Bills/Form No. 65 could not be made and the adjustment of advances sanctioned in favour of CPWD, Ludhiana worth Rs. 1417.25 lacs could not be adjusted. On the query of Sh. Yogendra Tripathi, JS & FA regarding adjustment of general advances towards employees of the Institute, D.R (A&A) has explained that the employees of the Institute are reminded twice in a Financial Year and these have been got adjusted upto reasonable extent, however, the advances sanctioned to CPWD could not be adjusted in absence of Final bill/Form No. 65 to

be received from CPWD, Ludhiana duly verified by the Estate Competent Authorities of the Institute. Chairman, ordered to Dean (P&D) to look into the matter and to take up with CPWD, Ludhiana authorities, to get it completed the shortcomings explained by him. He emphasized to get all the advances sanctioned to CPWD, Ludhiana, adjusted positively on or before 31.03.2014, after taking over the complete charge of all such completed buildings.

Action Taken

Advances sanctioned to CPWD could not be adjusted in absence of work-wise detail on Form No. 65 and Handing-Over/Taking-Over certificate of works completed etc. It is in progress, to be received from CPWD, Ludhiana duly verified by the Estate Competent Authorities. As soon as the related formalities are completed by the Estate Authorities of the Institute the necessary adjustments will be made accordingly. Deputy Registrar, A&A has informed that this figure of Advances to CPWD has now been raised to Rs. 24.14 Crores for needful adjustment, as on 31.03.2015. The five major works (completed by the CPWD) will be adjusted within a short period of time.

ITEM NO. 41.06 TO APPROVE THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2012-13.

Decision of the 41st FC Meeting

The Annual Accounts of the Institute for the year 2012-13 have been approved. Sh. Yogendra Tripathi has raised the point regarding revision of Tuition Fee in the Institute, which is long due for the revision. Dean (P&D) has also confirmed that the revision of Tuition Fee in the Institute is pending since long and becomes due for revision. Director, SLIET has assured to take up the matter, in this regard, and to get the rate of Tuition Fee revised, at the earliest, keeping the revision of Fee in other sister Institutions.

Action Taken

The tuition fee has since been revised and made effective from the Academic Year: 2014-15. The details are as under:-

Course	Tuition Fee		Remarks
	Before Revision (Rs.)	After Revision (Rs.)	
Certificate	1500.00	5000.00	Now, re-named as Integrated Certificate & Diploma (ICD)
Diploma	3000.00		
Degree	15000.00	20000.00	
P.G.	8000.00	12000.00	

	P.G. M.Sc.	8000.00	8000.00	
SUPP. ITEM NO. 01	FELLOWSHIP/RESEARCH ASSISTANTSHIP TO BE APPROVED UNDER TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP), PHASE-II TILL THE END OF THE PROJECT AND THEREAFTER, TO BE PAID OUT OF GRANT-IN-AID ACCOUNT SANCTIONED BY THE MHRD, NEW DELHI			
<u>Decision of the 41st FC Meeting</u>				
<p>The proposal for paying Fellowship/Assistantship to 21 Ph.D students admitted through SLIET Entrance Test (SET) – 2013 was taken up in-depth by the members of the Finance Committee. It has been decided by the Chairman that the expenditure may preferably be borne from TEQIP-II grant, till the project survives. Alternatively, Institute will have to bear the liability of Fellowship/Research Assistantship towards Ph.D students out of grant-in-aid sanctioned by the MHRD, New Delhi.</p>				
<u>Action Taken</u>				
<p>In compliance to the decision, Fellowship/Assistantship to 21 Ph.D students admitted through SLIET Entrance Test (SET) – 2013 has been borne out of TEQIP-II grant.</p>				
SUPP. ITEM NO. 02	INSTALLATION OF EQUIPMENT FOR AUTOMATION OF COOKING AT ONE HOSTEL			
<u>Decision of the 41st FC Meeting</u>				
<p>The proposal for installation of equipment for automation of cooking at one of the hostels in the Institute, to cook and cater to the rest of the hostels from the central place, was deliberated. The Chairman, ordered to go ahead with the equipment installation having the estimated expenditure worth Rs. 25.00 lacs on experimental ground. In case, the results come favourable to the Institute, in view of satisfactory services through this experiment, the Hostel Authorities of the Institute may consider to facilitate the system with further installation of one more equipment for cooking and catering services to these 10 Boys and 03 Girls Hostels of the Institute, with the approval of competent authority.</p>				
<u>Action Taken</u>				
<p>A committee under the guidance of Dean (SFW) has been formulated to execute the automation of cooking area in Hostels. It is expected that the work will be completed by 31.03.2016.</p>				

42ND FINANCE COMMITTEE MEETING

42nd Finance Committee meeting has been declared annulled by the Chairman. The agenda items of the said meeting have been taken up afresh during the 43rd F.C. held on 09.09.2015.

ITEM NO. 42.01	TO CONFIRM THE MINUTES OF THE 41st MEETING OF THE FINANCE COMMITTEE OF SLIET, LONGOWAL HELD ON 26.10.2013	
	Minutes of 41 st meeting of Finance Committee have already confirmed above.	
ITEM NO. 42.02	ITEM NO. 41.02 (35.4, 36.2, 37.2, 38.2, 39.2 & 40.2)	TO APPROVE THE REQUIREMENT OF FUNDS FOR IMPLEMENTATION OF ENTERPRISE RESOURCE PLANNING (ERP) BASED CAMPUS AUTOMATION SOLUTION - PROPOSAL TO PROVIDE INTERNET, TELEPHONE, SECURITY AND OTHER SERVICES AT SLIET, LONGOWAL
	The Dean (P&D) gave out the progress of ERP. The Chairman thereupon asked the Dean (P&D) to give a comprehensive Presentation during the next Finance Committee meeting.	
	ITEM NO. 41.05	STATUS REPORT OF OLD OUTSTANDING ADVANCES AGAINST C.P.W.D, LUDHIANA PENDING FOR NEEDFUL ADJUSTMENT IN BOOKS OF ACCOUNTS.
	The up-to-date status was intimated by the Dean (P&D). The Chairman directed to Dean (P&D) to complete all the formalities and get the advances adjusted positively by March 31, 2016.	
ITEM NO. 42.03	APPROVAL OF CARRYING FORWARD THE UNSPENT BALANCE OF THE YEAR 2013-2014 UNDER THE HEAD PLAN/NON-PLAN FOR THE YEAR 2014-15.	
	Approved.	
ITEM NO. 42.04	TO CONDEMN AND WRITE-OFF FURNITURE /OTHER ITEMS	
	Approved. The Chairman gave directions to dispose-off the condemned and written off items as per procedure at the earliest, within the Financial Year 2015-16.	
ITEM NO. 42.05	PERMISSION TO APPROVE AND EXECUTE THE DRAFT MOU WITH NATIONAL INFORMATICS CENTRE SERVICES INCORPORATED (NICSI), NEW DELHI FOR SETTING UP A CAMPUS WIDE NETWORKING AND MINI DATA CENTRE AT SLIET, LONGOWAL FOR SUPPORT THE I.T. INFRASTRUCTURE.	

	The Chairman expressed his concern on the slow pace of the progress made in this regard, and asked the Dean (P&D) to give presentation during the next Finance Committee meeting.
ITEM NO. 42.06	TO CONSIDER AND APPROVE THE REVISED BUDGET ESTIMATES (RBEs) FOR THE FINANCIAL YEAR 2013-14 AND BUDGET ESTIMATES (BEs) FOR THE FINANCIAL YEAR 2014-15 UNDER HEAD 'NON-PLAN' AND 'PLAN' OF THE INSTITUTE.
	Approved.
ITEM NO. 42.07	TO APPROVE THE AUDIT REPORT ALONGWITH AUDIT CERTIFICATE ON THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2012-13.
	TO APPROVE THE AUDIT REPORT ALONGWITH AUDIT CERTIFICATE ON THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2013-14.
	Approved.

43RD FINANCE COMMITTEE MEETING

ITEM NO. 43.01	TO CONFIRM THE MINUTES OF MEETING OF THE 42ND OF FINANCE COMMITTEE OF THE INSTITUTE HELD ON 20.02.2015
	No confirmation of the minutes of the 42 nd meeting of FC is required since the said meeting has been annulled by the Chairman as noted at Page No. 07 above.
ITEM NO. 43.02	APPROVAL FOR CARRYING FORWARD THE UNSPENT BALANCE OF THE YEAR 2014-2015 UNDER THE HEAD PLAN/NON-PLAN FOR THE YEAR 2015-16
	The carry forward the unspent balance under Plan and Non-plan was approved. Sh. Dalip Kapur, Deputy Secretary (Technical), MHRD stressed upon the need to ensure that the Plan expenditure upto 67% of the total sanctioned amount in the Financial Year 2015-16, is incurred by December 31, 2015. The Chairman directed the Dean (P&D) to chalk out a plan for the proposed expenditure, during the Financial year 2015-16 and submit the same to him within a period of three weeks.
ITEM NO. 43.03	TO CONDEMN AND WRITE-OFF OFFICE EQUIPMENTS
	Approved. The Chairman directed to dispose-off the condemned and written-off items, as per the procedure at the earliest, within the Financial Year 2015-16.
ITEM NO. 43.04	TO CONSIDER AND APPROVE THE REVISED BUDGET ESTIMATES (RBEs) FOR THE FINANCIAL YEAR 2014-15 AND BUDGET ESTIMATES (BEs) OF THE INSTITUTE FOR THE FINANCIAL YEAR 2015-16 UNDER HEAD 'NON-PLAN' AND 'PLAN'.

	Approved.
ITEM NO. 43.05	TO APPROVE THE ANNUAL ACCOUNT OF THE INSTITUTE FOR THE YEAR 2014-15 Considered and approved.
ITEM NO. 43.06	RE-CONSIDERATION AND CONTINUATION OF THE PROJECT ACTIVITIES UNDER THE ENTREPRENEURSHIP AND MANAGEMENT DEVELOPMENT PROGRAMME (EMD) SCHEME FOR THE FINANCIAL YEAR 2015-16. The Chairman directed that the needful revision of schedule and programme be made for ensuing winter vacation. He further gave direction that the Completion Report be submitted to him.
ITEM NO. 43.07	CONDEMNATION, WRITING OFF AND DISPOSAL OF THE EQUIPMENTS IN THE DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING (CSE) WORTH Rs. 2,32,54,632.00 AND \$55475.00 REQUIRING RATIFICATION OF BOM. The Finance Committee recommended the proposal for writing-off/ disposal of the Equipments for approval by the BOM during its next meeting.

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

Dilip Chenoy,
Chairman, Finance Committee,
SLIET, Longowal