

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

Minutes of the Eleventh Meeting of the Finance Committee held on 2nd April 2008 at 3:00 PM at Silchar

Eleventh Meeting of The Finance Committee of the Institute was held on 2nd April 2008 in the Conference Hall of the Institute. Following members were present-

1. Prof. Gautam B̄arua, Chairman, Board of Governors
2. Prof. P.K. Banik, Director
3. Sri B.K. Ray, Asst Financial Adviser, IFD, Dept of Higher Education, MHRD, New Delhi
4. Prof. D.N. Bhattacharjee, Professor of Civil Engg, NIT Silchar
5. Dr. S. Baishya, Asst Professor, ETE, NIT Silchar
6. Sri S.S. Dutt, Silchar- Invitee
7. Sri Abhijit Barooah, Managing Director, Premier Cryogenics Limited, Guwahati- Invitee
8. Prof. Fazal A. Talukdar, Registrar & Secretary

Following agenda items were taken up for consideration-

FC-11/08/1 To confirm the minutes of the 10th meeting of the Finance Committee held on 21 Sept 2007

Minutes of the Tenth meeting of the Finance Committee held on 21 September 2007 at New Delhi were confirmed.

FC-11/08/2 To receive a note on the actions taken on the resolutions of the Tenth Meeting of the Finance Committee

Secretary apprised the Committee about the actions taken on the resolutions of its 10th Meeting. Committee took a note of the same.

FC-11/08/3 To take a note on the Audit Report on the accounts of the Institute received from Principal Accountant General (Audit), Assam for the year 2006-07

Committee noted the Audit Report on the accounts of the Institute for the financial year 2006-07.

FC-11/08/4 To consider the creation of additional faculty posts to cater increase in intake at UG level from the academic year 2008-09

Committee examined the proposal and the recommendation of the Senate for additional faculty posts as a result of increase in intake from 300 to 460 from the next academic year 2008-09. Committee further noted that one more new MTech programme will commence from the next session. Committee felt the need to have additional faculty posts to support the increase in student strength in UG/PG level. Committee resolved that recruitment of additional faculty

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should be made based on the approved faculty student ratio as notified by MHRD from time to time. Institute may approach MHRD with a proposal for such additional posts. Committee recommended this to the Board for approval.

FC-11/08/5

To consider rules for grant of Joining Time TA to faculty/ staff joining the Institute from Central/ State Governments/ Autonomous Bodies

Committee examined the proposal as put up before it and after detailed discussion adopted the same as follows-

This set of rules may be called the National Institute of Technology, Silchar Joining Time TA Rules.

- (i) Faculty/Officers, given a regular appointment in the institute or a person appointed on contract at faculty/officer level for a limited period of time, will be eligible for joining TA provided that the person has at least one year of work experience in Central Government/ State Government/Public Sector Undertakings/ Autonomous Bodies/other reputed organization on regular basis. Any position held concurrently while pursuing any educational programme will not be counted towards this experience.
- (ii) The joining/transfer TA will be as follows :
 - a. Actual fares for self and family for journey as per eligibility of post. (Explanatory note- TA will be admissible to new faculty/officer even without one year experience)
 - b. Reimbursement of actual cost of transportation (subject to a overall ceiling of Rs. 50000.00) of goods (including the cost of transporting car/scooter) by road on door delivery basis including the cost of packing, loading and unloading charges. The quantum of goods to be transported will be restricted to one full truck load of upto 6000 kg. All other costs like cost of packing materials, accompanying person etc. are to be borne by the employee. (Explanatory note- Only for persons joining with one years experience will be eligible for the reimbursement. Such faculty/officers will be required to serve the Institute for a minimum period of one year else the money will have to be refunded).
 - c. The transfer of goods must be completed within six months from the date of joining the institute.

Committee considered the case of Sri S.K. Srivastava, Deputy Registrar (Accounts) who joined the Institute in 2007 from HMT, Nainital and made a prayer before the Committee in its 10th Meeting held on 21 September 2007. Committee resolved that his



case may be disposed accordingly if the Board approves the above rules.

Committee recommended the above rules to Board for approval.

FC-11/08/6

To consider the waiver of notice period for faculty who left the Institute to join Government organizations/PSUs/Autonomous Bodies

Committee noted that pro-rata deduction for shortfall of notice period should be made in such cases. Committee further noted that, in exceptional circumstances, Director is competent to waive the notice period also.

FC-11/08/7

To consider the outsourcing of cleanliness of academic/administrative buildings and hostels of the Institute

Committee noted that there is a shortage of sweeping/cleaning staff in the Institute and new academic buildings/hostels are coming up/have come up. After careful examination of the requirement, Committee felt the need to outsource the cleaning/sweeping of all new buildings/hostels. Committee resolved that the outsourcing of cleaning/sweeping job for such buildings/hostels may be undertaken at a maximum cost of Rs. 5.00 lakhs per annum.

Committee recommended the outsourcing of sweeping/cleaning for new facilities at a cost of estimated Rs. 5.00 lakhs per year to the Board for approval.

FC-11/08/8:

To take a note on the progress of various ongoing projects under Plan

Committee noted the progress of the fund utilization under Plan activities and advised the Institute to speed up the works.

FC-11/08/9

Any other item with the permission of the Chair

FC-11/08/9A

To approve the grant of 6% DA to the employees of the Institute

Committee recommended the release of additional installment of dearness allowance @ 6% of basic plus dearness pay to the employees of the Institute with effect from 1st January 2008.

FC-11/08/9B

To consider and recommend procurement of furniture, networking, power and equipments for the new ETE/CSE building

Committee examined the proposal as put before it together with the execution plan as follows-



For Networking components	20.00
For servers	210.00
For PCs (approx 1000 for CC & CSE)	350.00
For UPS with isolation transformer	80.00
IP Telephony	20.00
Furniture	200.00
Total estimated cost	880.00


Committee recommended that the work should be executed as per plan of execution and advised the Institute to make enough provision for completion of the job in the Plan budget for 2008-09 and recommended the same to the Board for approval.

FC-11/08/9C

Proposals for administrative approval for construction of Boys' Hostel No-8 and vertical expansion of the proposed SC Girls' Hostel were placed before the Committee. Committee examined the proposals and observed that the estimated costs of the buildings are in higher side. Committee advised the Institute to rework the same and include the cost of furniture and other functional requirements and place it before the Committee in its next meeting. However, in the meantime, the Institute should initiate other steps for early commencement of the works.

Meeting ended with the vote of thanks to the Chair.


 Prof. Gautam Barua
 Chairman, Board of Governors


 Prof. Fazal A. Talukdar
 Secretary & Registrar