

Draft Minutes of the 20th Finance Committee

Minutes of the 20th meeting of the Finance Committee of National Institute of Technology Calicut held at 11.30 am on 18th January 2012 at Hotel Classic Inn, Bangalore.

Members Present

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| 1. Dr. C.G Krishnadas Nair
Chairman, BOG NIT Calicut | Chairman |
| 2. Dr. M.N Bandyopadhyay
Director, NIT Calicut | Member |
| 3. Sri. Rajesh Singh
MHRD, New Delhi | Member |
| 4. Sri. Satpal Sharma
IFD, MHRD, New Delhi | Member nominated by MHRD |
| 5. Smt. Uma Pillai
Nominee of the BOG, NIT Calicut | Member |
| 6. Dr. T.K Suresh Babu
Nominee of the BOG, NIT Calicut | Member |
| 7. Sri. P.K.S Raja
Registrar | Secretary |

The Chairman, Board of Governors, NIT Calicut called the meeting to order at 11.30 am and greeted the members. The Chairman welcomed Smt. Uma Pillai and the nominee's of MHRD as they were attending for the first time.

FC 20.01 Passing of the minutes of the 19th meeting of the Finance Committee of the Institute held on 31.08.2011.

Dr. Suresh Babu raised a concern on the way 19th FC meeting minutes was prepared by the Registrar. Registrar pointed out the provision in the NIT Statutes and acted accordingly. The Chairman ruled that hence for the minutes will be prepared by the Registrar in consultation with Director within fifteen days of the meeting and will be

circulated to the members who attended the FC meeting. If no comments are received within 10 days after circulation, the minutes will be sent to Chairman for approval. If any comments are received, the minutes along with the comments will be sent to Chairman for approval. The approved minutes will be placed before the next FC meeting for the final approval and the Chairman's signature is taken for keeping the same in the minute's book. The minutes of the Finance Committee after the final approval of the Board Members and The Chairman, Board of Governors, will be published in the website.

With this note, FC confirmed the minutes of the 19th meeting of the Finance Committee.

FC 20.02 Report on the action taken / pending on the minutes of the 19th meeting of the FC.

FC noted the action taken / pending report presented the Finance Committee.

FC 20.03 Cumulative list of action taken / pending on various FC decisions.

FC noted that action has already taken and no action is pending on any decisions taken by the Finance Committee.

FC 20.04 Career Advancement Scheme for faculty (CAS) proposal submitted.

FC deliberated on the proposal presented. Finance Committee agreed to recommend to the Board to conduct a one time CAS based on 5th CPC; which was pending by taking into consideration of the correction of the anomaly if any, on the date of eligibility. The cut off date for this one time 5th CPC CAS may be taken as the date of implementation of the 6th CPC ie. September 2009. Finance Committee also recommended implementing the 6th CPC CAS for faculty as and when the ministry publishes the O M on CAS norms.

FC 20.05 Legal advice on Dr. Prabhakaran Paleri's appointment as Professor and Head, SOMS, NIT.

Submission made by Dr. Suresh Babu and the legal opinion received from the legal advisor were examined and recorded by the Finance Committee. The service of Dr. Paleri was terminated and the headship was given to another faculty, FC recommended to Board that no further action be taken in this matter.

FC 20.06 Consideration of the request of Mr. P.M Thomas for increase in pension.

FC examined the case and observed that there was no provision for pension for those who opted for CPF and retired with the retirement benefits in 1984. When Sri. P.M Thomas was retired, he was granted CPF and gratuity. The NIT Board in 2004 granted him an amount of Rs. 5000/- from the funds generated by the Institute. In view of these, the Finance Committee recommended to the Board that the current arrangement may continue and no need for any further hike on the amount paid to him.

FC 20.07 Proposals for appointment of Medical Officer in the Institute Health Centre on deputation; fixed hour remuneration; MOU with hospitals on CGHS rate and hiring vehicles for use as ambulance.

Finance Committee recommended to the Board.

1. To appoint one Medical Officer on deputation basis. following the deputation rules.
2. To explore getting Medical Officers on contract basis rather than increasing the per day remuneration. For such contract appointments Finance Committee recommended to Board to authorize the Director to pay a remuneration of
 - (a) Rs. 30,000/- for Medical Officer with MBBS and two years clinical experience.

- (b) Rs. 45,000/- for Medical Officer with MBBS and 5 years clinical experience or Medical Officer with Post Graduate qualification and 2 years clinical experience.
3. To enter into MOU with proposed hospitals and established hospitals around the Institution to provide health care to the students and staff of the Institute under CGHS rules.
 4. Recommended to authorize Director to explore the possibility of providing a parking place / space in front of the Institute to suitable vehicle operators after getting quotation / tenders with the condition that to keep at least one vehicle 24 X 7 in the area provided so that the facility can be used to get vehicle under emergency in the campus.

FC 20.08 Issue of sharing consultancy fees.

Finance Committee deliberated on this issue and recommended the following to the Board.

1. Director to explore the possibility of uniform norms for all NITs through the NIT council in its next meeting. For the Director to present before NIT council, Dean (R&C) may be asked to prepare a draft norm after studying the practice at IIT and other NITs.
2. Till item (1) gets finished, the Director and Dean (R&C) is authorized to issue orders on how the accounting of the consultancy fees is to be done in the Institute.
3. Since the name of the Institute is involved in consultancy, all consultancy works shall be under taken with the approval of the Director only, and periodic quarterly report will be presented to the Director and annual consolidated report will be submitted for information of the Finance Committee and the Board.

FC 20.09 Delegation of Financial Power – enhancement of limits.

Finance Committee accepted the proposal and recommended to the Board with the following additional suggestions.

1. Dean (R&C) may also be included along with Dean (P&D) with limit up to Rs. 2,00,000/- and all the files may be submitted through DR (F) in the case of Deans and Registrar in the case of Director.
2. The term “Head of the Department” may be modified as “Head of the Departments / Schools”.

FC 20.10 Revision of scale of pay for RMO

Finance Committee recommended the following to the Board

1. Authorize Director and Registrar to take the matter along with the non-teaching staff restructuring.
2. As an ad-hoc measure, Registrar do study the Kerala Health service emoluments for similar cases and present a report to the FC next meeting with suitable data and recommendations on the pay and total emoluments including NPA.

FC 20.11 Group D Staff to Departments

Finance Committee observed that the present work assigned to the erstwhile group D staff are as per the OM of the DOPT No. AB 14017/6/2009 Estt. Dated 30.04.2010. Hence FC recommended the Board to continue the current practice and need not substitute their present work with outsourced manpower as it may increase the financial burden on the Institute.

FC 20.12 DAVP rates for advertisements

Finance Committee recommended to the Board to authorize Director to consult MHRD for obtaining the information on whether NITs are covered under DAVP rates or not. Also authorize Director to write to MHRD for permission to advertise in print media on rates other than DAVP, depending up on exigency.

FC 20.13 **Official language unit – appointment**

Finance Committee recommended to the Board to approve the proposal to engage two personnel – one at the superintendent level on deputation basis and one at LDC level on contract basis.

FC 20.14 **Appointment of Accountant and preparation of Accounts**

Finance Committee recommended to the Board to authorize Director to appoint one qualified person with CA/ICWA on contract basis with a consolidated remuneration of Rs. 30,000/- and to switch over the accounting practice to the Tally System.

FC 20.15 **Request for sanctioning TA to Dr Lilly Kutty under PDA for Sabbatical leave.**

The existing sabbatical guidelines have no provision to provide any TA [47.17(VI)], Finance Committee did not recommended the request.

FC 20.16 **Request of Mr. Ratnakar – refund of fees**

Opening such requests on retrospective effect can bring more such cases and hence Finance Committee did not recommend the request to the Board.

FC 20.17 (a) **Reports – fund position – other items**

1. Fund position of the Institute – Plan & Non-Plan. Was not tabled, Finance Committee advised to present it for review in the next meeting.

FC 20.17 (b) Minutes of BWC Meeting –

The Chairman expressed concern on the enormous delay in the construction of Mega Hostel 1 and the Library building. Hence the Finance Committee authorized the

Director to give notice to the Mega Hostel 1 contractor to expedite and complete the work as per schedule and penalty clause may be implemented in case of any delay in consultation with the Legal Adviser.

FC 20.17 (c) Telephone reimbursement to staff

Dr. Suresh Babu informed that the Director had formed a Financial Advisory Committee vide proceeding DO/258/Comm on Fin.mat/2011 dated 09/11/2011 to study the telephone charges reimbursement issue also and report.

Finance Committee recommended the Board to defer the matter till the Committee study it and give its report on the reimbursement issue.

FC 20.17 (d) Draft audit report on Annual Accounts

Was not tabled, hence FC did not consider it.

FC 20.18 Pay anomaly committee report

Finance Committee accepted the recommendations of the pay anomaly committee report formed by the 16th meeting of the Board on the recommendations of the Chairman BOG to look in to the grievances of non-teaching staff on pay rationalization.

Finance Committee recommended it to the Board for approval and forward it to the Ministry / IFD for the formal approval to implement the same.

Finance Committee also recommended to the Board to implement the recommendations in case no reply is received from the Ministry within 3 months on submission of the recommendations to the Ministry.

Since the issue of pay anomaly was pending for almost six years, the Chairman authorized the Director to take up the pay anomaly report with the Ministry on top most priority.

The meeting ended at 2 pm with thanks to the Chair.

