

**MINUTES OF THE 23rd MEETING OF THE FINANCE COMMITTEE OF
NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HELD AT 10.00AM ON
16th OCTOBER 2012 AT HOTEL KADAVU, KOZHIKODE**

Members Present

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| 1. Dr. C. G. Krishnadas Nair
Hon. Chairperson, BoG, NIT Calicut | Hon. Chairperson |
| 2. Dr. M. N. Bandyopadhyay
Director, NIT Calicut | Member |
| 3. Smt. Uma Pillai IAS
Former Secretary to Govt. of India | Member |
| 4. Dr. T.K Suresh Babu
Nominee of the BoG, NIT Calicut | Member |
| 5. Dr. Santosh G Thampi
Registrar, NIT Calicut | Secretary |

The Hon. Chairperson, Board of Governors, NIT Calicut called the meeting to order at 10.00AM and welcomed the members. The following decisions were taken at the meeting.

Subject	FC23.01 Passing the minutes of the 22nd meeting of the FC
Decision	The minutes of the 22 nd meeting of the FC was approved and passed.
Subject	FC23.02 Report on action taken/ pending on the minutes of the 22nd meeting of the FC
Decision	The FC noted the report on action taken/ pending on the decisions taken at its 22 nd meeting.
Subject	FC23.03 Presentation of Annual Accounts for 2011-'12 for approval
Decision	The FC approved the annual accounts for the year 2011-'12 and recommended it to the BoG for approval. It also suggested that the present practice of booking expenditure incurred towards apprenticeship training under the head of T&P may be discontinued from the next year by creating a separate head for this purpose. T&P expenses shall be separately accounted.
Subject	FC23.04 Rationalization of pay scales of non-teaching staff – current status and future course of action
Decision	The FC discussed the issue in great detail and noted the following facts on the issue of pay rationalization of non-teaching staff. (i) The BoG wide resolution BG17.23 had taken a decision to accept and adopt the recommendations of the 8 th Pay Revision Commission of the Kerala Government to the non-teaching staff of CREC/ NITC w.e.f. from the date of its implementation by the Govt. of Kerala and thereafter map the scales of pay to the central scales, in view of the conversion of CREC to NITC. It was also decided that the same may be implemented within 3 months, if there is no reply from MHRD on the submission made in this regard. (ii) A communication from the MHRD dated 16 th March 2012 advised us to withhold

implementation of the recommendations of the Pay Anomaly Committee until a response on the same is received from the MHRD.

(iii) Even after a revised proposal was submitted to the MHRD based on a resolution of the BoG at its 18th meeting (BG18.04) seeking clearance and repeated requests, a final decision has not been communicated by the MHRD to the Institute although seven months have elapsed since the MHRD communication of 16th March 2012.

(iv) The Hon. High Court of Kerala had issued an order in WP(C) No.9971/2007(K), directing MHRD to take a decision at any rate before July 2012. Since no decision was taken, the Court directed an official from the MHRD to appear personally. During personal appearance in the High Court in October 2012, the Court issued an order to decide on the matter within a period of 1 month.

(v) Just on the day previous to the date of the 23rd meeting of the FC and the 20th meeting of the BoG, a FAX was received from Mr. Satpal Sharma, Under Secretary, MHRD, stating that the matter is still under the consideration of the Ministry of Finance.

(vi) In a similar case, in a meeting in February 2011 in which the then Special Secretary, and the Additional Secretary and Financial Advisor of MHRD were present, the BoG of NIT Warangal had accepted the demand for implementation of the 8th pay revision of the Government of Andhra Pradesh for its non teaching staff and thereafter to do the mapping to Central Scales (19th BOG meeting of NIT Warangal on 11-02-2011, item 19-5) and decided to implement the same.

(vii) The case of NIT Calicut is exactly similar to that of NIT Warangal and both Institutes work under the NIT Act and Statutes.

Taking cognizance of the above observations and facts, FC resolved to recommend to BoG to extend the benefit of the 8th Kerala State pay revision orders issued in March 2007 to non teaching staff of NITC and implement it w.e.f. 1/07/2004. It also recommended to map the scale of the non-teaching employees of the Institute to the Central Government pay scales after implementation of the 8th Kerala State pay revision orders. The revised pay may be paid from October 2012 onwards. Non teaching staff will have to submit an undertaking individually stating that excess payment to them in this regard, if any, shall be recovered at any point of time, if any decision to that effect is made by the MHRD in similar cases in other NITs also.

The meeting also decided that the task of preparing a proposal for cadre restructuring shall be taken up immediately and completed by the end of November 2012 and the same shall be submitted to the FC and BoG for approval. The issue regarding arrears may be taken up after completion of cadre restructuring in a future meeting of the FC/ BoG. The BoG may consider.

Subject	FC23.05 Fixation of pay for promotion under CAS
Decision	The FC recommended to the BoG that permission may be granted to rectify the mistake and allow the benefit of 3% notional increment in pay fixation to the list of faculty members presented in Annexure 1 . The BoG may consider.
Subject	FC23.06 Cashless Medical Treatment – Proposal for tie up with KMCT Medical College Hospital and other hospitals
Decision	The FC recommended to the BoG to enter into an MoU with the KMCT Medical College Hospital and other esteemed hospitals in Kozhikode, provided they are willing to provide services at CGHS rates, in order to extend quality medical treatment to the staff of the Institute. The FC also recommended to the BoG to permit staff of the Institute to avail treatment / facilities like room etc at these hospitals at rates higher than CGHS rates, provided they submit an undertaking to the Institute that the excess expenditure incurred in this regard can be deducted from their salary. The BoG may consider.
Subject	FC23.07 Sanctioning of increments to faculty on contract for higher qualification (M Tech)
Decision	<p>The FC observed that the appointment orders issued to faculty members appointed on contract do not have the provision to grant additional increments before regularisation of contract. The increments due to them for their qualifications can be granted to them as per rules and based on the terms of the contract appointment once they complete PhD and are regularised, in future.</p> <p>Regarding adhoc faculty recruited on contract basis, the FC recommended to the BoG that they may register for PhD in NITC if they so desire, subject to satisfying the eligibility criteria. Such adhoc faculty who have registered for PhD in NITC may be allowed to continue beyond their normal tenure of 1year, subject to requirement by the concerned departments and their suitability otherwise. Completion of PhD does not automatically guarantee absorption on a permanent basis. The BoG may consider.</p>
Subject	FC23.08 Sponsoring faculty for short-term research during vacation
Decision	<p>The FC recommended to the BoG to permit faculty to perform short term research during vacation at IIT, Gandhinagar (IITGN). The travelling, and boarding and lodging expenses in this regard shall be met from their PDA grants. The BoG may consider.</p> <p>During the discussion, the Hon.Chairperson, BoG, outlined certain guidelines and norms that could be followed while processing applications of faculty for travel abroad to participate in International Conferences/ Workshops/ Seminars/ Training etc. held abroad. The FC made the following recommendations to the BoG: (i) Deputation to International Conferences/ Workshops/ Seminars/ Training Programmes etc held abroad will be recommended/ approved only if participation in such events will be beneficial to NITC and the participating faculty from academic considerations. (ii) Deputation will be approved only if such events are organized by reputed Universities and professional associations, societies etc .(iii) Worthwhile and useful International Conferences/ Workshops/ Seminars/ Training Programmes etc should be annually identified by every department and participation in them should be</p>

	encouraged. (iv) A committee comprising Dean (Faculty Welfare), Dean (Research & Consultancy) and a couple of faculty may be constituted to ensure that the norms/ guidelines are implemented and also to screen the papers/ presentations before these are submitted to ensure that IPR is protected and patentable information is not divulged.. The BoG may consider.
Subject	FC23.09 Delegation of financial powers to Deans and HoDs and enhancement of Imprest
Decision	The FC accepted the proposal for delegation of financial powers to Deans and HoDs, and enhancement of imprest to Departments/Centres/Sections as per Annexure 2 and recommended the same to the BoG.
Subject	FC23.10 Proposal to abolish rule of repayment of stipend and payment of fees for future semesters to issue the certificate during PhD/ MTech program for attending interviews
Decision	The FC recommended to the BoG that the original certificates need not be collected and retained in the Institute once the admission process is over. Only attested photocopies of the certificates are to be retained in the Academic section of the Institute. The FC also recommended to the BoG that in the event of graduate students undergoing MTech or any other Masters program and drawing institute scholarship discontinuing the programme, they shall refund the scholarship drawn till the date of withdrawal as their action amounts to denial of opportunity to some other eligible candidate since seats are limited. An undertaking to this effect may be taken at the time of admission. However, research scholars withdrawing from the PhD program need not pay back the scholarship drawn to the Institute as the situation is not as mentioned above in the case of postgraduate students. The BoG may consider.
Subject	FC23.11 Proposal to setup an Audio-visual Educational Studio
Decision	The FC approved the idea of setting up an Audio-visual Educational Studio in principle. However it did not recommend the current proposal to the BoG as it felt that the proposal has to be more comprehensive and detailed. The FC observed and recommended to the BoG that the Director may constitute a team for working on a comprehensive proposal in this regard. The team may visit ISRO and educational institutes having well established facilities for this purpose and study the facilities available there before drafting the proposal. The proposal submitted by the team may be deliberated in internal academic forum and refined and thereafter may be placed before the FC and BoG for approval.
Subject	FC23.12 Proposal to engage two clinical psychologists on contract basis
Decision	The FC accepted and recommended to the BoG the proposal for engaging two clinical psychologists on contract basis at ` . 20,000 per month. The FC also recommended that one of these may be a female.
Subject	FC23.13 Request of Dr. V. P. Balasubramanian, Part time Specialist in NITC Health Centre
Decision	The FC recommended to the BoG that the part time specialist in the NITC Health Centre may be paid a remuneration of ` .3000/- per day of visit (` .2250/- as fee and ` . 750/- towards travelling expenses). The BoG may consider.
Subject	FC23.14 Upgrading the post of Internal Audit Officer
Decision	The FC accepted the proposal for upgrading the post of Internal Audit Officer to the level of Senior Audit Officer of the Indian Audit & Accounts Department in pay band PB-3 with scale of pay ` .15600-39100 with GP ` .5400/- and recommended the same to the BoG. The BoG may consider.

Subject	FC23.15 Engagement of a Superintending Engineer on contract basis
Decision	The FC accepted the proposal to engage the services of a retired and experienced engineer (at Superintending Engineer or Executive Engineer level) from the State PWD or any other State Government Department/ Undertaking on contract basis on a monthly remuneration of ` .45,000/- consolidated. The BoG may consider.
Subject	FC23.16 Extension of the tenure of appointment of the officer employed for implementing one rank one pension scheme
Decision	The FC considered the request of the Registrar and recommended to the BoG for extension of the tenure of the officer employed for working out details pertaining to implementation of the one rank one pension scheme by six months w.e.f.24.09.2012.The Hon.. Chairperson, BoG, directed that the progress of work shall be supervised by the OSD (Finance) and the Registrar to ensure that the work assigned is completed in the extended time period itself. The BoG may consider.
Subject	FC23.17 Request to rectify pay anomaly among Assistant Professors on account of sanction of increments for acquiring higher qualification before and after the VI CPC
Decision	The FC discussed the matter at length and observed that there is an anomaly arising out of difference in the method of fixing increments as per the 5 th and 6 th pay commissions. It was decided that the matter be taken up with the NIT Council through the Sarangi Committee. The BoG may consider.
Subject	FC23.18 Request for revising electricity charges
Decision	<p>The FC examined the request for revising electricity charges and recommended the following to the BoG.</p> <p>(a) Collect electricity charges at domestic rates, as approved by KSERC of the Govt of Kerala, from the permanent employees and at HT rates from all others residing in the campus (hostels, quarters and apartments).</p> <p>(b) Collect electricity charges at HT rates from all other occupants in the college premises including contractors, consultants, executing agencies and departments (other than that of NITC).</p> <p>(c) Cost of diesel for the DG set operated during power cut is to be included when HT rates are worked out.</p> <p>(d) In future, the Director is authorized to implement changes in electricity rates/charges, if any, as and when the KSERC of the Govt of Kerala introduces change in the rates.</p> <p>Based on the request of Dr. Suresh Babu, the FC, in principle, agreed to operate the DG set round the clock to provide power during power cut/ power failure. Based on the operational cost and manpower availability, the Director is authorized to issue orders in this regard.</p> <p>As a first step, it is recommended to provide power to the campus using DG set during power cut/ power failure from 7AM to 11PM on all working days and from 6PM to 11PM on all holidays.</p>
Subject	FC23.19 Request of Shri. T Raghunadhan, Deputy Registrar (S&P), for study leave
Decision	The FC recommended granting study leave for three months to Mr T. Raghunadhan to complete his PhD programme at NITK, Surathkal, after executing a bond as instructed by the Institute authorities in accordance with the leave rules approved by the BoG. The Registrar was instructed to make alternate arrangements so that work does not suffer on account of his absence. The BoG may consider.

Subject	FC23.20 Permission to book air tickets for official journeys through agencies other than Balmer and Lawrie & Co. Ltd.
Decision	<p>The Registrar explained the difficulties in availing the services of Balmer Lawrie & Co only for booking air tickets for official journeys on account of the following: (i) Balmer Lawrie & Co. Ltd. Does not have an office in Calicut; their nearest office is in Trivandrum. (ii) Often, there is considerable delay in response to our telephone or e mail booking. (iii) Response to changes required on account of last minute rescheduling by Govt. or inability to travel is poor. (iv) Booking is not possible on Saturdays and after 5PM. In view of the above, it was proposed to include two more agencies, UAE Exchange (IIM Kozhikode, another Centrally Funded Institute in Calicut, is availing their facilities) and P L Worldways (CREC and NITC availed their services till 2010) for booking air tickets. The FC accepted the proposal and recommended the same to the BoG. The BoG may consider.</p>
Subject	FC23.21 Any other item permitted by the Chair
Decision	<p>1. Request of Smt. C K Kankambujam to rejoin duty after unauthorized absence of 2 years The FC observed that the unauthorized absence of Smt C K Kanakambujam for the last 2 years needs further investigation and instructed the Registrar to examine the issue. The BoG may consider.</p> <p>2. Request to sanction remuneration to officials who are assigned duties in connection with the conduct of BoG meetings The FC recommended that expenditure towards such payments, if required, shall be booked against contingent expenses. It was decided that a maximum amount of ` . 5000/- may be utilized towards meeting contingent expenses in connection with the meetings of the FC and the BoG each time. The BoG may consider.</p> <p>3. Request to reimburse telephone call charges of staff performing duties of PA to Director The FC did not agree on the proposal for reimbursement of telephone bills by the Institute. Instead, it recommended that the Institute shall identify Officers who have to be provided official phone connections and may provide mobile phones with postpaid connection to them. The numbers of these mobile phones will be identified with the designation of the Officers and will be published in the Institute website. The FC authorised the Director and the Registrar to decide the officers to be provided with such phones and the modalities of implementation. The BoG may consider.</p> <p>4. Request of Dr. Lillykutty Jacob, Professor, Dept. of Electronics and Communication Engineering for reimbursement of travel expenses during sabbatical leave from PDA The FC observed that as per the existing rules and procedures for sabbatical leave, although a person on sabbatical leave is paid salary, there is no provision for payment of travelling allowances during the period of sabbatical leave. This request had already been considered by the BoG and rejected. The FC did not recommend the request. The BoG may consider.</p>

5. Request to include digital camera under the list of items permitted for reimbursement under PDA

The FC did not recommend adding any more items to the list of items permitted for purchase under the PDA norms approved by the BoG for the current block period 2012-2015. It was observed that this item can be procured in Departments, if it is found essential. The BoG may consider.

6. Request of Mohammed Firoz, Assistant Professor on QIP doing PhD in IIT, Kharagpur to reimburse expenditure to attend an International Conference at Cairo, Egypt from PDA

The FC recommended to the BoG that being an old case for post facto approval, the details of the case must be thoroughly examined and presented. It decided to defer the item. The BoG may consider.

7. Permission for advertising at rates higher than DAVP rates

The Registrar brought to the attention of the FC that purchase procedures in a few cases including in R&D projects is stalled because of the inability to satisfy the GFR stipulation that tender enquiries above ₹. 25lakh requires publication of an advertisement in at least one national daily having wide circulation (besides publication in the Indian Trade Journal published by Director General of Commerce Intelligence and Statistics, Kolkata and in the website) since many national dailies refuse to carry advertisements at DAVP rates. In view of the above, permission was requested to advertise in these dailies at rates higher than the DAVP rates, pooling up all cases requiring such advertisements and publishing an advertisement once in 2 months. The FC discussed the matter at length and instructed to present before it the rates for advertisement in different national dailies – both Malayalam and English – along with the DAVP rates so that comparison is possible before making a decision. Hon. Chairperson instructed the Registrar to examine various options and come up with alternatives. In the meantime, quotations may be invited for advertisement in different editions of these dailies (depending on the item for procurement). Till a final decision is made, wherever funds are likely to be lapsed, advertisement shall be published in the national daily that offers the lowest rate. Simultaneously, purchase procedures may be formulated and placed before the FC and BoG for approval. The BoG may consider.