

**MINUTES OF THE 28th MEETING OF THE FINANCE COMMITTEE OF
NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HELD AT 2.30PM ON
28th MARCH 2014 AT HOTEL GATEWAY, KOZHIKODE**

Members Present

- | | |
|--|-------------|
| 1. Dr. C. G. Krishnadas Nair
Hon. Chairperson, BoG, NIT Calicut | Chairperson |
| 2. Dr. M. N. Bandyopadhyay
Director, NIT Calicut | Member |
| 3. Ms. Uma Pillai
Former Secretary to Govt. of India | Member |
| 4. Mr. Raju Srinivasan
Director (TC), MHRD | Member |
| 5. Mr. Satpal Sharma
Under Secretary IFD, MHRD | Member |
| 6. Dr. P. Vineeth Kumar
Nominee of the Senate, NIT Calicut | Member |
| 7. Dr. R. Vijayakumar
Registrar, NIT Calicut | Secretary |

The Hon. Chairperson, Board of Governors, NIT Calicut called the meeting to order at 2.30PM and welcomed the members. The following matters were discussed and decisions taken at the meeting.

Subject	FC28.01 Passing the minutes of the 27th meeting of the FC
Decision	The minutes of the 27 th meeting of the FC was circulated among the members. This was confirmed and ratified.
Subject	FC28.02 Report of action taken/ pending on the minutes of the 27th meeting of the FC
Decision	The FC noted the report on action taken/ pending on the decisions taken at its 27 th meeting.
Subject	FC28.03 Consideration of the Annual Budget of the institute for the Financial Year 2014-'15
Decision	The Registrar presented the budget proposals of the Institute for the financial year 2014-'15. After obtaining clarifications on several items of the budget proposal, the Finance committee decided to recommend to the BoG to pass the budget without modifications.

Subject	FC28.04 Rectification of pay rationalization anomaly of non-teaching staff - reporting current status and request for future course of action
Decision	The FC noted that the BoG had already implemented the pay revision suggested by the Institute from October 2012. The representatives of the MHRD informed the FC that the matter is under review by the MHRD and clearance from the Finance Ministry is sought on the latest proposal. Under these circumstances, the FC recommended to the BoG not to take further action in this regard until the MHRD conveys its decision regarding the matter.
Subject	FC 28.05 Compensation for the family of the student (M. Venkateswarlu) who died in an accident in the Institute on 15-02-2014
Decision	<p>The Registrar presented before the FC details pertaining to the tragic incident on 15-02-2014 leading to the death of a student M. Venkateswarlu. It was also informed that the family of the student had submitted a request to the Institute to help them by generously providing financial help. The Institute constituted a Committee to study the issue and submit recommendations on providing suitable financial help.</p> <p>The FC noted that already a sum of `5.00lakhs had been paid to the deceased student's family as an immediate relief. Considering the circumstances and the need for financial help for the poor family, the FC, based on the recommendations of the Committee, recommended to the BoG to offer `42.00 lakhs over and above the amount of `5.00 lakhs already paid from the "Students Welfare Fund". The financial help offered is a special case and cannot be cited as a precedent while seeking financial assistance. The Institute shall take sufficient legal precautions so that this payment is final and further claims are not raised at a later date.</p>
Subject	FC28.06 Request for revision of scales of pay of Doctor, Nurse and Pharmacist in the Institute Health Centre
Decision	The medical and para-medical staff (one Doctor, one Nurse and one Pharmacist) working in the Institute Health Centre have requested to sanction the pay scales, GP and career advancement scheme as applicable to the staff working in dispensaries under the Ministry of Health and Family Welfare from the respective eligible dates. Hospitals and dispensaries under the Government of India are functioning under the Ministry of Health and Family Welfare and the pay scales and service conditions applicable to medical and para medical staff under Central Government is regulated by this Ministry. The Institute proposes to revise the pay and career advancement scheme of these staff at par with that followed by the Ministry of Health and Family Welfare. The FC decided to recommend to the BoG to accept the suggestion of the Institute to revise the salary and other benefits to the staff of the Institute Health

	Centre at par with that recommended by the Ministry of H&FW from their eligibility dates.
Subject	FC 28.07 Request of Dr. Lisa Sreejith, Associate Professor, Department of Chemistry for financial aid for setting up of a pilot plant for the conversion of plastic waste into cooking gas
Decision	Dr Lisa Sreejith, Associate Professor, Department of Chemistry submitted a request for financial support from the Institute for setting up of a pilot plant for conversion of plastic waste to cooking gas. The matter had been discussed at various levels in the Institute. Offers of help have been obtained from several agencies interested in sponsoring the work, considering the social and environmental relevance of the proposal. The FC considered all these aspects and resolved to recommend to the BoG, to ask the Director and Dean (R&C) to provide all necessary help and guidance to Dr. Lisa Sreejith to identify an appropriate agency from among those which have expressed interest to sponsor the work.
Subject	FC28.08 Request for permission to re-designate OSDs as Deputy Registrars and permit option facility provided under rules
Decision	Sri C Unnikrishnan, Sr. Audit Officer from the AG's Office, posted on deputation as Officer on Special Duty (OSD) had requested to accept the option to draw pay in the pay scale of Deputy Registrar (DR) as per the provisions in OM No 6/8/2009/Estt (Pay II) dated 17.06.2010 issued by the Department of Personnel and Training (DoP&T), Government of India. Pending approval from the BoG, he was allowed to draw only his parent department pay plus 10% deputation allowance. The Finance Committee observed that the request was discussed on earlier occasions and decided to recommend to the BoG to reject the request.
Subject	FC28.9 Request to condone the delay in submission of LTC bills for settling the advance drawn

Decision

The following staff members who had drawn LTC advance to visit Jammu & Kashmir under conversion

Sl. No	Name	Advance drawn ()	Date of advance	Date of return journey	Time limit for settlement	Date of submission of bill	Delay m/d	Reason cited for delay
--------	------	-------------------	-----------------	------------------------	---------------------------	----------------------------	-----------	------------------------

of home-town LTC to visit J&K for the block year 2010-'13 did not submit the final bill within the time limit prescribed under rules. When memos warning forfeiture of claims were issued, all of them submitted that the delay was due to not getting the travel bill/ ticket for their journey from Srinagar to Pahalgam from the travel agent and requested to condone the delay and honour their claim. The FC decided to recommend to the BoG to advise the Institute authorities to settle the claims, after the Registrar confirmed that punishments and warnings have been issued to the parties concerned.

1	Smt. Veluthakki C, CA grade II	89100	7.2.'12	24.5.'13	23.6.'13	4.10.'13	3m 11d	Due to delay in receipt of ticket from Srinagar to Pahalgam from the Travel Agent
2	Sri. Abdul Sathar V M, LD Steward	108000	30.11.'12	16.4.'13	15.5.'13	10.9.'13	3m 25d	
3	Sri. K Jayaraman, Offset machine operator	81000	30.11.'12	16.4.'13	15.5.'13	10.9.'13	3m 25d	
4	Sri. Reejeshkumar, J.S	81000	30.11.'12	16.4.'13	15.5.'13	10.9.'13	3m 25d	
5	Sri. Petson Andrew, UDC	108000	30.11.'12	16.4.'13	15.5.'13	10.9.'13	3m 25d	
6	Sri. Chandramohan M. K., Graphic Artist	108000	30.11.'12	16.4.'13	15.5.'13	10.9.'13	3m 25d	

Subject **FC28.10 Request for revision/ sanction of allowance to Chief Warden/ Wardens/ Associate Deans**

Decision Based on the MHRD OM, F.No.33-6/2011-TS.III dated 5.7.2012 enhancing the special allowances of Dy. Director, Deans, Associate Deans, Chief Warden and Wardens in NITs at par with the IITs, the Institute had enhanced the special allowance of the above administrative positions as given below.

Sl. No.	Administrative Position	Rate of Special Allowance (₹)
1	Dy. Director	4000
2	Deans	3500
3	Chief Warden	2500
4	Wardens	2000

The special allowance sanctioned above was at the rates mentioned in the MHRD guidelines dated 5.7.2012. Since there no Associate Deans had been posted at that time, the rate of special allowance to Associate Deans was not sanctioned in the proceedings.

Now, as per submission dated 28.11.2013, the Chief Warden and Wardens in charge of the NITC Hostels have requested to enhance the special allowance of Chief Warden to ₹3500 as in NIT Nagpur. NIT Trichy has sanctioned special allowance to Associate Deans on par with Assistant Wardens.

		<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Position</th> <th>Rate of Special Allowance (₹)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Chief Warden</td> <td>3500</td> </tr> <tr> <td>2</td> <td>Wardens/ Associate Deans</td> <td>3000</td> </tr> </tbody> </table>	Sl. No.	Position	Rate of Special Allowance (₹)	1	Chief Warden	3500	2	Wardens/ Associate Deans	3000
Sl. No.	Position	Rate of Special Allowance (₹)									
1	Chief Warden	3500									
2	Wardens/ Associate Deans	3000									
	<p>The FC discussed the matter and decided to recommend to the BoG to sanction special allowances at the rates shown below.</p>										
		<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Position</th> <th>Rate of Special Allowance (₹)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Chief Warden</td> <td>3500</td> </tr> <tr> <td>2</td> <td>Wardens and Associate Deans</td> <td>3000</td> </tr> </tbody> </table>	Sl. No.	Position	Rate of Special Allowance (₹)	1	Chief Warden	3500	2	Wardens and Associate Deans	3000
Sl. No.	Position	Rate of Special Allowance (₹)									
1	Chief Warden	3500									
2	Wardens and Associate Deans	3000									
Subject	FC 28.11 Request to enhance the monthly remuneration of Medical Officer appointed on contract										
Decision	<p>The monthly consolidated salary paid to the Medical Officer engaged on contract basis in the Institute Health Centre is `30000/- (for those with MBBS only) and `45000/- (if possessing PG degree). The Director presented the difficulty in getting qualified medical officers for appointment on adhoc/contract basis in the Institute Health Centre. Soon after their appointment, they leave the job seeking better and more attractive prospects. One of the reasons for this high dropout rate is the relatively low remuneration offered by the Institute. Considering the salary being offered to MBBS degree holders and PG degree holders in Government service, the Institute proposes to enhance the salary offered for such appointments as given below:</p> <p style="text-align: center;">Medical Officer with MBBS only: ` 45,000/- per month</p> <p style="text-align: center;">Medical Officer with MBBS and PG degree: ` 60,000/- per month</p> <p>The FC discussed the matter in detail and noted that the existing rates were sanctioned about two years before and decided to recommend to the BoG to accept the rates suggested by the Institute.</p>										
Subject	FC 28.12 Request to enhance the remuneration of adhoc electrical staff										
Decision	<p>The adhoc electricians in the Electrical Maintenance Unit are being paid `9100/- per month. Their qualification is ITI Certificate. Electricians with the same qualification employed elsewhere in the Engineering Unit are being paid `10,000/- p.m. Considering the nature of work and the timings of their duty, the Executive Engineer has suggested that the remuneration of the electricians in the EMU should be reasonable. After discussions, the FC decided to recommend to the BoG to accept the proposal to revise the remuneration of electricians in the EMU with ITI qualification as `10,000/- per month.</p>										

Subject	FC 28.13 Request for adoption of new fee structure from 2014 admission onwards																													
Decision	<p>The NIT Council, in its meeting held on 18.10.2013, had resolved to revise the fee structure for various courses conducted by NITs. The MHRD vide letter F. No. 38-4/2013-TS III dated 6.12.2013 has communicated a copy of the relevant portion of the minutes for intimating comments if any regarding adoption of the new fee structure. The Dean (Academic), vide submission dated 4.3.2014, has requested to adopt the revised rates of Tuition Fee as resolved by the NIT Council from the ensuing academic year and has also requested to fix other miscellaneous fees charged by the Institute. The revised rates of tuition fees for the various courses are as given below.</p> <table border="1" data-bbox="424 613 1278 954"> <thead> <tr> <th data-bbox="424 613 552 707">Sl. No.</th> <th data-bbox="552 613 879 707">Name of Course</th> <th data-bbox="879 613 1278 707">Tuition fees per year (₹)</th> </tr> </thead> <tbody> <tr> <td data-bbox="424 707 552 763">1</td> <td data-bbox="552 707 879 763">B Tech/ M Tech/MCA</td> <td data-bbox="879 707 1278 763">70000</td> </tr> <tr> <td data-bbox="424 763 552 819">2</td> <td data-bbox="552 763 879 819">MSc</td> <td data-bbox="879 763 1278 819">15,000</td> </tr> <tr> <td data-bbox="424 819 552 875">3</td> <td data-bbox="552 819 879 875">PhD</td> <td data-bbox="879 819 1278 875">15000</td> </tr> <tr> <td data-bbox="424 875 552 954">4</td> <td data-bbox="552 875 879 954">MBA</td> <td data-bbox="879 875 1278 954">To be decided by the respective Institutes</td> </tr> </tbody> </table> <p>The FC discussed the matter and recommended to adopt the tuition fee structure given above as per provisions in clause 37 of the Statutes. The FC also recommended to authorize the Institute to decide on the miscellaneous fee from the academic year 2014-'15.</p>			Sl. No.	Name of Course	Tuition fees per year (₹)	1	B Tech/ M Tech/MCA	70000	2	MSc	15,000	3	PhD	15000	4	MBA	To be decided by the respective Institutes												
Sl. No.	Name of Course	Tuition fees per year (₹)																												
1	B Tech/ M Tech/MCA	70000																												
2	MSc	15,000																												
3	PhD	15000																												
4	MBA	To be decided by the respective Institutes																												
Subject	FC 28.14 Consideration of the recommendation of the Senate for revision of honorarium for PG and PhD thesis evaluation and examination																													
Decision	<p>The Senate of the Institute recommended revision of the honorarium/remuneration paid to examiners for thesis evaluation/examination of PG and Ph.D. The existing rates and the proposed rates are as follows:</p> <p>Existing rates</p> <table border="1" data-bbox="201 1397 1554 1839"> <thead> <tr> <th colspan="3" data-bbox="201 1397 1554 1453">For M.Tech/MCA Thesis evaluation</th> </tr> </thead> <tbody> <tr> <td data-bbox="201 1453 533 1509">Internal examiner</td> <td data-bbox="533 1453 1086 1509">Thesis evaluation: NIL</td> <td data-bbox="1086 1453 1554 1509">Sitting fee: Nil</td> </tr> <tr> <td data-bbox="201 1509 533 1592">External examiner</td> <td data-bbox="533 1509 1086 1592">Thesis evaluation : ` 250 per candidate</td> <td data-bbox="1086 1509 1554 1592">Sitting fee: Nil</td> </tr> <tr> <th colspan="3" data-bbox="201 1592 1554 1648">Ph.D thesis evaluation/oral examination</th> </tr> <tr> <td data-bbox="201 1648 533 1733">Indian Examiner</td> <td data-bbox="533 1648 1086 1733">Thesis evaluation ` 5000 per thesis</td> <td data-bbox="1086 1648 1554 1733">Oral examination/open defence: `500/-</td> </tr> <tr> <td data-bbox="201 1733 533 1839">Foreign examiner</td> <td data-bbox="533 1733 1086 1839">Thesis evaluation : US\$ 200 per thesis</td> <td data-bbox="1086 1733 1554 1839">Oral examination/open defence: `500/-</td> </tr> </tbody> </table> <p>Proposed rates</p> <table border="1" data-bbox="201 1895 1554 2038"> <thead> <tr> <th colspan="3" data-bbox="201 1895 1554 1951">For M.Tech/MCA Thesis evaluation</th> </tr> </thead> <tbody> <tr> <td data-bbox="201 1951 533 1995">Internal examiner</td> <td data-bbox="533 1951 1086 1995">Thesis evaluation: NIL</td> <td data-bbox="1086 1951 1554 1995">Sitting fee: Nil</td> </tr> <tr> <td data-bbox="201 1995 533 2038">Esternal examiner</td> <td data-bbox="533 1995 1086 2038">Thesis evaluation : `2000</td> <td data-bbox="1086 1995 1554 2038">Sitting fee: ` 500 per candidate</td> </tr> </tbody> </table>			For M.Tech/MCA Thesis evaluation			Internal examiner	Thesis evaluation: NIL	Sitting fee: Nil	External examiner	Thesis evaluation : ` 250 per candidate	Sitting fee: Nil	Ph.D thesis evaluation/oral examination			Indian Examiner	Thesis evaluation ` 5000 per thesis	Oral examination/open defence: `500/-	Foreign examiner	Thesis evaluation : US\$ 200 per thesis	Oral examination/open defence: `500/-	For M.Tech/MCA Thesis evaluation			Internal examiner	Thesis evaluation: NIL	Sitting fee: Nil	Esternal examiner	Thesis evaluation : `2000	Sitting fee: ` 500 per candidate
For M.Tech/MCA Thesis evaluation																														
Internal examiner	Thesis evaluation: NIL	Sitting fee: Nil																												
External examiner	Thesis evaluation : ` 250 per candidate	Sitting fee: Nil																												
Ph.D thesis evaluation/oral examination																														
Indian Examiner	Thesis evaluation ` 5000 per thesis	Oral examination/open defence: `500/-																												
Foreign examiner	Thesis evaluation : US\$ 200 per thesis	Oral examination/open defence: `500/-																												
For M.Tech/MCA Thesis evaluation																														
Internal examiner	Thesis evaluation: NIL	Sitting fee: Nil																												
Esternal examiner	Thesis evaluation : `2000	Sitting fee: ` 500 per candidate																												

			Subject to a maximum of `3000 per day
Ph.D thesis evaluation/oral examination			
Indian Examiner	Thesis evaluation `8000 per thesis	Oral examination/open defence: `3000/- per day for the external examiner	
Foreign examiner	Thesis evaluation : US\$ 500 per thesis		
<p>The FC decided to recommend to the BoG the rates suggested for M.Tech/MCA thesis evaluation and examination and `3000 for Ph.D oral examination/open defence. However it did not recommend the rates suggested for Ph.D thesis evaluation and suggested that the existing rates be followed.</p>			
Subject	FC 28.15 Request of the Head of the Mechanical Engineering Department to appoint Dr. M D Mathew as visiting Faculty for two years		
Decision	<p>The Department of Mechanical Engineering of the Institute is offering an MTech programme in Material Science and Technology. At present the department is suffering from shortage of expertise in this area for teaching and project guidance. The Department Consultative Committee has recommended the appointment of Dr M D Mathew, Head of the Mechanical Metallurgy Division of the Indira Gandhi Centre for Atomic Research, Kalpakkam, who is superannuating on 31.05.2014, for appointment as Visiting Faculty for a period of two years. The curriculum vitae of Dr M D Mathew was placed before the FC. The FC scrutinized the credentials of Dr. Mathew and recommended to the BoG for consideration of appointment as guest faculty on a “reappointment after retirement” basis for a period of two years..</p>		
Subject	FC 28.16 Any other matter with the permission of the Chair:		
	(i) Travelling allowance paid to external examiners invited for PG/Ph.D. thesis evaluation		
Decision	<p>Dr. Sameer S.M. pointed out that many times the TA paid to examiners invited for PG/Ph.D. thesis evaluation work is less than the actual TA claimed by them. He requested that this may be reviewed and permission may be given for payment of actual TA claimed by the examiners treating them as Institute guests. The FC recommended this to the BOG.</p>		
Subject	(ii) Purchase of computers for the institute		
Decision	<p>Dr. S.M. Sameer, who is the Associate Dean in charge of the Purchase section, presented the summary of the file pertaining to the purchase of computers (Desktops, Work stations, Servers etc.). The purchase is for an amount in excess of `5 crore. Many clarifications were sought by the members and Dr. Sameer clarified these. The FC resolved to recommend to the BoG to go ahead with the purchase.</p>		

Minutes Approved

Chairperson Finance Committee