

MINUTES OF THE 31ST MEETING OF THE FINANCE COMMITTEE OF NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HELD AT 02.00 PM ON SATURDAY THE 21ST NOVEMBER 2015 AT THE DIRECTOR'S OFFICE CONFERENCE ROOM, ADMINISTRATIVE BLOCK, NIT CALICUT

Members Present

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| 1. Ms. Aruna Jayanthi
Hon. Chairperson, BoG, NIT Calicut | Hon. Chairperson |
| 2. Dr. Sivaji Chakravorti
Director, NIT Calicut | Member |
| 3. Mr. Sanjeev Sharma
Director NITs, Technical Education, MHRD | Member |
| 4. Mr. Alex P Thomas
AFA, Integrated Finance Bureau, MHRD | Member |
| 5. Dr. P.K.Rajendrakumar
Nominee of the Senate, NIT Calicut | Member |
| 6. Dr. B.Sukumar
Registrar, NIT Calicut | Secretary |

The Hon. Chairperson, Finance Committee, NIT Calicut, called the meeting to order at 02.00 pm. The Director welcomed the members, and members of the FC joined the Director in expressing gratitude to the former Director Dr.G.R.C Reddy and former member of the Finance Committee Dr. Vineeth Paleri and appreciated their valuable services. Mr. Sanjeev Sharma attended the meeting through video conferencing by using the 'A-View' System. An erratum regarding the item no. FC.31.10 related to the change of date of the BWC meeting had been served to all members.

Subject	FC31.01 Confirmation of minutes of the 30th FC meeting
Decision	<p>i) Regarding the comments received, it was noted that only grammatical mistakes/errors were pointed out and corrected.</p> <p>ii) MHRD representative pointed out that the waiver of tuition fee for UG SC/ST students needs to be reviewed as per MHRD guidelines.</p> <p>With the above observations the minutes of the 30th meeting of the FC were confirmed.</p>

Subject	FC31.02 Report of action taken/pending on decisions taken in the 30th meeting of the FC
Decision	The FC noted the report of action taken/pending on the decisions taken at its 30 th meeting. On item 30.14, members inquired about the status of the MIS procurement. It was reported in the meeting that the Institute is taking up the matter seriously and discussions are on with IIT Kanpur in this issue.
Subject	FC31.03 Consideration of Annual Accounts for 2014-15
Decision	The FC discussed the Annual Accounts for the FY 2014-15 and recommended it to the BoG for approval and subsequently for placing before the CAG for audit. It was mentioned that observations of Internal auditors should be complied with and same should be placed in next FC.
Subject	FC31.04 Consideration of the revised Budget estimate for the year 2015-16 & Budget proposal for 2016-17
Decision	The FC discussed the revised budget estimate for the year 2015-16 and Budget proposal for 2016-17 and recommended to the BoG for approval. Director (NITs) reminded that NIT should prepare BE taking into account ongoing project. A comprehensive proposal should be submitted to Ministry of HRD in the month of February. Hence, in next board meeting, the plan should be presented.
Subject	FC31.05 Placing of the Annual Report for 2013-14
Decision	The FC noted the Annual Report for the year 2013-14.
Subject	FC31.06 Placing of the Inspection Report of the Director General of Audit (Central) for 2013-14
Decision	The FC directed that the point wise compliance report of the Inspection Report be placed in the next FC meeting.
Subject	FC31.07 Approval for the Recruitment Rules of Faculty and Non-Faculty members
Decision	The FC recommended to the BoG for adopting and implementing the Recruitment Rules for both the Teaching and Non-Teaching posts of NITs vide letter No.F.33-2/2013-TS.III dated 5 th February 2014 from MHRD, Government of India. It was observed that such agenda can be placed before BoG directly as these are policy/administrative issues.
Subject	FC31.08 Approval for the adoption of the recommendation of the

	Oversight Committee with respect to the Four-Tier Flexible Faculty Cadre Structure
Decision	The FC recommended to the BoG for adopting and implementing the Recommendation of the Oversight Committee vide letter No.F.33-3/2014-TS.III dated 17 th June 2015 from MHRD, Government of India. It was observed that such agenda can be placed before BoG directly as these are policy/administrative issues.
Subject	FC31.09 Consideration of Restructuring of Non-faculty cadres in NITs- Creation of faculty & non-faculty posts
Decision	The FC noted that the BoG in the meeting held on 27/04/2014 vide BG.22.03 had approved the proposal for restructuring of Non-faculty positions in NITC as recommended by the FC and decided to submit the proposal to the MHRD for consideration and approval. Based on the above, the MHRD vide letter No.F.3-16/2008-TS.III dated 5 th February 2015 has approved the proposal for Restructuring of Non Faculty Cadres in NIT Calicut and creation of Faculty and Non-Faculty posts. The FC recommended to the BoG for adopting and implementing the above order.
Subject	FC.31.10 Consideration of the minutes of the BWC meeting dated 21th November 2015
Decision	The FC recommended to the BoG for approval of the minutes of the BWC meetings dated 21 st November 2015 with the following modifications. FC agreed for item No.2.02 in principal. It recommended item number 2.03, 2.04.It opined that all renovation process may be taken up only after study the requirement. FC also noted 2.13, 2.14 and 2.15.It asked NIT Calicut to follow agreement rules and do needful. FC recommended 2.17(a),2.17 (d),2.07,2.08,2.10,2.11,2.12 to BoG
	FC.31.11 Consideration of the proposal for revision of remuneration for Clinical Psychologist.
Decision	The FC considered the request for the revision of remuneration of the Clinical Psychologist in the light of the demand and supply in job market along with economic inflation in the country. The FC also noted the report of the Students

	<p>Guidance Cell which highlighted that the services of the Clinical Psychologists are essential for students' wellbeing. The FC also noted that the remuneration should be commensurate with the requisite qualification and experiences. However due selection process is to be followed outlining the detail of job description.</p> <p>However, it was also noted that above officials were contracted for a particular period and at a particular remuneration. FC recommended that as period of contract is coming to an end, hence, new contract may be signed after inviting advertisements as per provisions of first Statutes of NIT. The FC recommended to the BoG for enhancement of honorarium @ Rs.30,000/- to Clinical Psychologists.</p>
Subject	FC.31.12 Consideration of the proposal for engagement of a Public Relations Officer on contract basis with a monthly remuneration of Rs.30,000/-.
Decision	<p>It was apprised to FC that significant number of queries related to admission process, various kinds of certificates, purchase procedures, tender matters, vacancy positions etc are received every day. Improper information or lack of response in such matters lead to difficulties in many ways. It was mentioned by Registrar that such information should be disseminated centrally by the Public Relations Officer. It was placed before FC that a study has been done with respect to the responsibilities and remuneration which is being provide in other NITs, and it was found that Rs 30,000 per month should be the remuneration for the post. FC considering the requirement agreed to the proposal in principal. However, FC directed NIT that detailed job description should be prepared and bring back the proposal in next FC.</p>
Subject	FC.31.13 Consideration of the proposal for engagement of an Electrical Safety Officer in the Electrical Maintenance Unit on contract basis with a monthly remuneration of Rs.30,000/-
Decision	<p>The FC was informed that the periodical inspection report from the Electrical Inspector Kozhikode dated 12th December 2014. The report stated that as per the regulation of 5 of CEA (MRS&ES) Regulation 2010, an Electrical Safety Officer is mandatory where the total connected load is 250kW or above. As per the report from the AE (Electrical) the present connected load of the Institute is nearly 700kW and hence the Institute has to appoint a Safety Officer who is having an Engineering Degree holder with 10 years experience or Diploma holder with 15</p>

	years of experience in operation and maintenance of electric plant. It was also apprised that there is no internal staff which can perform the job, hence, a person has to be appointed. It was intimated that as per market rate Rs 30,000 per month is suitable remuneration for such job. FC recommended that a Safety Officer may be appointed at a remuneration of Rs 30,000 per month on contract basis. All provisions of statutes in respect of contract employee may be followed.
Subject	FC.31.14 Consideration of the request from Shri. K.T.Sasikumar, U.D.Clerk for reimbursement of the medical expenses
Decision	FC asked Registrar to ascertain that it was an emergency. If it was an emergency, then the expenditure may reimburse limiting it to CGHS rates. This case should not be treated as precedence. In future, a thorough check of such claim should be ensured before putting it before FC/BoG.
Subject	FC.31.15 Ratification of the Action taken by the Hon'ble Chairperson, BOG i) In enhancement of remuneration to the Ad hoc Lecturers
Decision	The FC recommended to the BoG for ratification of the action taken by the Chairperson for enhancing the remuneration of Adhoc Faculty having Ph.D degree from Rs.42,000/- to Rs.50,000/- and M.Tech holders from Rs.35,000/- to Rs.40,000/-
Subject	FC.31.16 Ratification of the Action taken by the Director (i) In granting the permission for operating circular buses in the Campus
Decision	The FC recommended to the BoG for ratification of the action taken by the Director in granting permission for operating circular buses in the Campus considering the problems faced by the students for their day to day journey from MBA complex to East campus etc.
Subject	FC.31.17 Any other matters with the permission of the Chair The item number FC.31.18, FC.31.19, and FC.31.20 were taken as (a), (b) and (c), respectively, of Item No.FC.31.17. FC.31.17 (a) Request for regularizing the services of contract faculty on acquiring Ph.D.
Decision	It was apprised to FC that condition of regularization of below mentioned faculty

	<p>upon acquiring Ph.D. was part of appointment letter. FC was also intimated that conduct of these faculties has been good. Considering this, FC recommended to the BoG for considering regularization of the following Assistant Professors on contract in the same Pay Band and Grade Pay on acquiring their Ph.D. degrees.</p> <p>i) Dr.Jagadeesha.T, Department of Mechanical Engineering</p> <p>ii) Dr.Haribabu.K, Department of Chemical Engineering</p>
Subject	FC.31.17 (b) Consideration of the request from 3 students for financial support for the summer Internship in Ireland
Decision	<p>The FC recommended to the BoG for reimbursement of exact air fare in economic class or Rs.50,000/-, whichever is less, to the following students for completing their Internship in University College, Cork, Ireland.</p> <p>i) Shri. Jeril Tom, B.Tech IIIrd year Engineering Physics</p> <p>ii) Ms. Deepthi Maria. M.T, Ist Year M.Sc.Physics</p> <p>iii) Ms.Varshaniyah Ravishanker, IIIrd Year B.Tech, Biotechnology.</p> <p>FC said that only economy class air fare should be reimbursed. It also directed NIT Calicut to put up consolidated proposal in next meeting before making it a policy.</p>
Subject	FC.31.17 (c) Consideration of installing “A-View” software for future meetings like Finance Committee and BoG etc.
Decision	<p>The FC noted the installation “A-View” software for conducting FC & BoG meetings as per the direction from the Additional Secretary (Technical Education) Department of Higher Education, Government of India.</p>

The meeting concluded at 04.00 PM with vote of thanks to the Chair.