

# राष्ट्रीय प्रौद्योगिकी संस्थान, मणिपुर

**NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR**

## **MINUTES OF THE 15<sup>th</sup> FINANCE COMMITTEE MEETING**



**DAY : Monday**  
**DATE : 4<sup>th</sup> February, 2019**  
**TIME : 1.30 PM**

**VENUE:**  
**Aggarwal Corporate Tower**  
**Rajendra Place, New Delhi – 110 008**

**MINUTES OF THE 15<sup>th</sup> MEETING OF THE FINANCE COMMITTEE HELD ON 4<sup>th</sup> February, 2019**

The 15<sup>th</sup> meeting of the Finance Committee of National Institute of Technology Manipur was held on 4<sup>th</sup> February, 2019 at 1.30 PM at the Conference Hall, BSE Investor's Service Centre, Aggarwal Corporate Tower, Rajendra Place, New Delhi – 110 008.

Prof. (Dr.) Goutam Sutradhar, Director, NIT Manipur presided over the meeting as the Chairperson, BoG.

The following members were present:

- |   |   |                             |
|---|---|-----------------------------|
| ❖ Prof. (Dr.) Goutam Sutradhar<br>Director, NIT Manipur   | : | Ex-officio Chairperson      |
| ❖ Shri Madan Mohan<br>Deputy Director General (Higher Education)<br>Department of Higher Education,<br>MHRD, Govt. Of India | : | Member                      |
| ❖ Shri Dhananjay Kumar Singh<br>Deputy Secretary (Finance)<br>MHRD, Govt. of India  | : | Member                      |
| ❖ Dr. Yumnam Rohen Singh (BoG Nominee)<br>Asst. Prof., Mathematics Dept., NIT Manipur                                       | : | Member                      |
| ❖ Dr. Mithun Roy (BoG Nominee)<br>Asst. Prof., Chemistry, Dept., NIT Manipur  | : | Member                      |
| ❖ Prof. Kh. Manglem Singh<br>Registrar (i/c), NIT Manipur<br>(Via Video Conference)   | : | Ex-officio Member Secretary |

At the outset, Prof. (Dr.) Goutam Sutradhar, Director, NIT Manipur welcomed all the members and acknowledged and placed on record the profound contribution of Shri Ashishkumar Chauhan to NIT Manipur during his tenure as the Chairperson of BoG, NIT Manipur. The Director then invited the Registrar to initiate the proceedings on the agenda items.



Minutes of the 15<sup>th</sup> Finance Committee  
Meeting held on 4<sup>th</sup> February, 2019

**ITEM NO. 15.1: Confirmation of the Minutes of the 14<sup>th</sup> Finance Committee Meeting held on 20<sup>th</sup> December, 2018 at 4.00 PM at Conference Hall, NIT Manipur, Langol**

The minutes of the 14<sup>th</sup> Finance Committee Meeting held on 20<sup>th</sup> December, 2018 at 4.00 PM at Conference Hall NIT Manipur, Langol was circulated to all the members. Comments were received from K.Rajan, Under Secretary to Govt. of India, MHRD. The committee discussed and noted the comments then the minutes were confirmed.

**ITEM NO. 15.2: Action taken on the decision of the 14<sup>th</sup> Finance Committee Meeting held on 20<sup>th</sup> December, 2018 at 4.00 PM at Conference Hall, NIT Manipur, Langol**

Action taken on the various decisions of the 14<sup>th</sup> Finance Committee Meeting held on 20<sup>th</sup> December, 2018 at 4.00 PM at the Conference Hall, NIT Manipur, Langol were noted with the following observations:

Sl. No.	Item No.	Agenda	Decision	Action Taken	Remarks
1.	14.1	Confirmation of the Minutes of the 11 <sup>th</sup> Building and Works Committee meeting held on 19/12/2018 at the Conference Hall, NIT Manipur, Langol at 11.00 AM.	<p>The minutes/resolutions of the 11<sup>th</sup> Building and Works committee meeting were discussed and deliberated by the FC and accordingly recommended below:</p> <p>Item No: 11.1: Confirmed</p> <p>Item No.11.2: Noted and confirmed</p> <p>Item No. 11.3: Noted and confirmed</p> <p>Item No. 11.4: Considering the prevailing flood situation and urgency, FC has recommended</p>	<p>Item No: 11.1:Noted</p> <p>Item No.11.2:Noted</p> <p>Item No. 11.3: Noted</p> <p>Item No. 11.4: Letter sent to MHRD.</p>	

Minutes of the 15<sup>th</sup> Finance Committee  
Meeting held on 4<sup>th</sup> February, 2019

		to spend Rs. 3.99 crores to finish transportation Lab. and Indoor stadium which were already recommended by 13 <sup>th</sup> FC. FC has also recommended to send proposals to MHRD phase by phase for the buildings which are almost near to complete or used by the Institute (not yet handed over) for clearing the liabilities.		
		Item No. 11.5: Based on the request by Shija Hospitals and Research Institute authority regarding the 99 years lease of 35 acre of land from NIT Manipur, Langol East campus, FC has recommended to send a proposal to MHRD.	Item No. 11.5: Under process to send proposal to MHRD.	
		Item No. 11.6: The suppliers and contractors are frequently requesting the Director to clear their pending liabilities. However, Director conveyed to them the inability to clear their liabilities till EFC, Ministry of Finance, GOI gives the direction in this issue and MHRD releases the fund.		
14.2	Confirmation of the Minutes of the 13 <sup>th</sup>	The FC Confirmed on the basis of statutory	It is complied.	Implemented

Minutes of the 15<sup>th</sup> Finance Committee  
Meeting held on 4<sup>th</sup> February, 2019

		Finance Committee Meeting held on 16 <sup>th</sup> November, 2018 at 10.00 AM at Aggarwal Corporate Tower, Rajendra Place, New Delhi.	provisions of GFR/CVC guidelines and Government of India instruction while implementing the same.		
	14.4	Discussion on TEQIP-III related funding	1. FC has approved the proposal. 2. FC has recommended to follow NPIU/SPIU guidelines of TEQIP III Program. 3. FC has approved and recommended to follow NPIU/SPIU guidelines of TEQIP III Program. 4. FC has approved as per NPIU/SPIU guidelines of TEQIP-III Program.	Noted	Implemented
	14.5	Enhancement of honorarium for BWC, Senate, Ad-Hoc committee, Visiting Faculty and Invited Talks	FC has recommended to compare the rates followed by other NITs and put up in the next FC meeting.	Sent letters to NIT Silchar, NIT Agartala, NIT Allahbad, NIT Surathkal for reference. Placed as Agenda Item No.15.14	Discussed as Agenda item 15.14 in the 15 <sup>th</sup> FC meeting
	14.6	Discussion on the Full report on the expenses under Schedule 16 & 17 of the Annual Accounts for the year 2017-18	FC has recommended to send the report to Joint Secretary, Finance, MHRD, for seeking suggestions /recommendations based on final report of the Fact Finding Committee on the Expenses in Schedule 16 & 17 and Payment to M/S Sakshi Automation Pvt. Ltd.	Report sent to Joint Secretary, Finance, MHRD on 14/01/2019	Final report was placed before the 15 <sup>th</sup> FC meeting

Minutes of the 15<sup>th</sup> Finance Committee  
Meeting held on 4<sup>th</sup> February, 2019

			& H.P India Sales Pvt. Ltd. submitted by Mr.P. Hazarika, Joint Registrar, IIT Guwahati and Dr. Khelchandra, Assistant Professor, Department of Computer Sc & Engineering of NIT Manipur.		
	14.7	Discussion on the list of instruments /equipments which had been purchased but not yet installed	14 <sup>th</sup> FC has noted (refer Item 14.3 & 13.5). The matter was discussed in BoG and the Director was empowered to seek advice from Technical Section, MHRD regarding the composition of Enquiry committee for this purpose.	Under process	Discussed to make a list of equipments which are still packed with , details regarding mode of purchase
	14.8	Discussion on the mapping of the current position of sanctioned post and filled regular post with that of the contractual teaching & Non-teaching staffs	FC has deferred the matter to next FC meeting.	Placed in the 15 <sup>th</sup> FC as agenda item	Discussed as Agenda item No. 15.12 in the 15 <sup>th</sup> FC.
	14.9	Enhancement of Salary of Contractual employees	FC has recommended the Competent Authority to send letter to Technical Section, MHRD about the grievances of the contractual employees along with their representation.	Letter sent to MHRD.	Discussed as Agenda item No. 15.13 in the 15 <sup>th</sup> FC.
	14.10	Recommendation for expenditure sanction for urgent priority based construction works	Refer Item No. 14.1 and Item No. 11.4 given above.	Under process for sending proposal to MHRD	Proposal already sent and recorded by MHRD. The matter is

	undertaken various agencies	by work		under discussion in MHRD.
--	-----------------------------------	------------	--	---------------------------------

ITEM NO. 15.3: **To consider and approve for the procurement of item/goods under TEQIP-III programme**

FC approved the list of items/goods for procurement as per the TEQIP-III guidelines.

ITEM NO. 15.4: **To consider and approve scholarship/stipend ship to all self – sponsored Ph.D students from TEQIP-III funding/programme**

FC recommended that the TEQIP-III team to verify the terms and conditions for providing scholarship to all self-sponsored Ph.D students from TEQIP-III funding/programme as per the guidelines from NPIU.

ITEM NO. 15.5: **To consider and approve financial support to Ph.D scholars for one time per semester for attending conferences and workshop held in India under TEQIP-III funding/programme**

FC has recommended that the TEQIP-III team to verify specifically the matter related to financial support to Ph.D scholars for one time per semester for attending conferences and workshop held in India under TEQIP-III funding/programme as per the guidelines from NPIU.

ITEM NO. 15.6: **To consider and approve students training/internship program with the assistance of Rs.3000/- per student in each semester under TEQIP-III programme**

FC has recommended that the TEQIP-III team to verify specifically the matter related to students training/internship program with the assistance of Rs.3000/- per student in each semester under TEQIP-III programme from NPIU.

ITEM NO. 15.7: **To consider and approve under TEQIP-III**

1. Renewal of Reaxys software, Elsevier/Science Direct E-journals, Springer E-Journals
2. Contract renewal for TEQIP-III staff

FC has advised the TEQIP-III team to verify whether the journals or softwares were purchased or renewed as per the NIT consortium price.

Contract renewal for TEQIP-III staff was withdrawn as it is within the jurisdiction of Director and TEQIP-III team.

**ITEM NO. 15.8: To consider and accord Administrative approval and Expenditure sanction of Minor civil works for extension of**

1. Physics Laboratory under TEQIP-III
2. Computer Science and Engineering Laboratory at existing LH-7,8 & 9 of Bamboo Workshop, Langol Campus under TEQIP-III

The Finance Committee approved as per the TEQIP-III guidelines subject to certification from Assistant Registrar, Finance that the expenditure is not funded from any other funding agency.

**ITEM NO. 15.9: To consider and approve TA/DA allowance for Trainee Teacher as per TEQIP-III programme rules for faculty/staff**

FC did not approve the proposal but suggested to seek advice from NPIU.

**ITEM NO. 15.10: To consider the application of Trainee Teachers for revision of their pay as per 7<sup>th</sup> CPC**

FC recommended to refer to MHRD.

**ITEM NO.15.11: To consider and approve for Expenditure sanction of Rs.4.764 crore for land Development and foundation piling works for both Boys'and Girls' OBC hostels**

FC recommended to release the remaining Rs.85 Lakhs from Rs. 2.7 crores sanctioned by the Ministry of Social Justice & Empowerment, Govt. of India for the construction of OBC Boys' and Girls' hostel at NIT Manipur campus, Langol. FC also recommended to claim the remaining Rs.2.7 crores from the Ministry of Social Justice & Empowerment, Govt. of India after submitting the Utilisation Certificate.

**ITEM NO. 15.12: Discussion on the mapping of the current position of sanctioned post and filled regular post with that of the contractual teaching & Non-teaching staffs**

The Finance committee recommended to go for advertisement to fill up the present vacant posts with immediate effect. Focus must be given to fill up the post of Professors, Associate professors and Assistant professors in Engineering Discipline. After filling up the post, FC recommended to send the proposal for sanctioning of additional post based on the student/faculty ratio.

ITEM NO. 15.13: **Enhancement of salary of contractual staff**

The Finance committee recommended that few excess contractual employees be converted to outsource category to streamline the whole system gradually after filling up the sanctioned posts through open advertisement. After filling up the sanctioned post, Institute shall urge the Ministry for enhancement of sanctioned post according to students/employees ratio.

However, FC has recommended to increase the consolidated salary of contractual teachers which is enumerated below:

1. Asst. Prof. with Ph.D - enhanced by Rs. 7000/- from their present pay.
2. Asst. Prof. without Ph.D – enhanced by Rs. 5000/- from their present pay
3. Lecturer – enhanced by Rs. 5000/- from their present pay.

ITEM NO. 15.14: **Enhancement of honorarium for BWC, Senate, Ad-hoc committee, Visiting Faculty and Invited Talks**

The Finance committee has approved the honorarium for BWC, Senate, Ad-Hoc committee, Visiting faculty/Adjunct faculty, Invited Talks/Expert Lecture, Guest Lecture/Expert Lecture and Guest Lecturers which is enumerated below:

Honorarium to External Members		
1.	Board of Governors	Rs. 5000/- for external members for each meeting
2.	Finance Committee	
3.	Building & Works Committee	
4.	Senate	
5.	Ad-hoc Committee	
Honorarium to:		
1.	Visiting Faculty/Adjunct Faculty	As per Letter No.21-81/2014-TS-II, MHRD, dated 16/02/2015, Visiting Faculty/Adjunct Faculty shall be given honorarium payable per day/per class/per session as decided by the FC/BoG of respective institutes subject to a maximum ceiling of Rs. 1,20,000 per month.

Minutes of the 15<sup>th</sup> Finance Committee  
Meeting held on 4<sup>th</sup> February, 2019

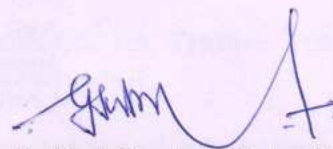
2.	Invited Talks /Expert Lecture	Rs. 2,000/- per hour or maximum of Rs.5,000/- per day.
3.	*Guest Lecture/Expert Lecture	
4.	Guest Lecturer	Rs. 750/- per theory paper/subject to the maximum ceiling of Rs.40,000/- for the whole syllabus and proportionate amount for part of the syllabus.

ITEM NO. 15.15: **Any other items with the permission of the Chair.**

As there were no other items for discussion, the meeting ended with a vote of thanks to the Chair.



**(Prof. Kh. Manglem Singh)**  
Member Secretary,  
Finance Committee  
National Institute of Technology Manipur



**Prof. (Dr.) Goutam Sutradhar**  
Director & Chairperson,  
Finance Committee & BoG,  
National Institute of Technology Manipur