

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING  
AND RESEARCH, CHANDIGARH**

**AGENDA FOR THE 32<sup>ND</sup> MEETING OF THE FINANCE COMMITTEE  
TO BE HELD ON 18.02.2016 AT 4.00 PM AT NITTTR, CHANDIGARH**

**ITEM NO. F. 32.1 TO CONFIRM THE MINUTES OF 31<sup>ST</sup> MEETING  
OF FINANCE COMMITTEE HELD ON 20.11.2015**

The minutes of the 31<sup>st</sup> meeting of the Finance Committee of the Institute, held on 20.11.2015 at NITTTR, Chandigarh were circulated amongst all its members vide Institute letter No. NITTTR/Board/34<sup>th</sup> - Minutes/ 23092 - 23107 dated 24.11.2015 for their information and comments. Copy of the minutes is enclosed as **Annexure - I** (page Nos. 1 to 4). The ministry vide its letter No.7-23/2015-TS.IV dated 01.12.2015 has sent the comments. Copy of letter is enclosed as **Annexure - II** (page Nos. 5). Since no other comments have been received from any member, the same may be confirmed as recorded.

**ITEM NO.F.32.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS  
MADE IN THE 31<sup>ST</sup> MEETING OF THE FINANCE  
COMMITTEE HELD ON 20.11.2015**

	<b>Item</b>	<b>Action Taken</b>
	<p><b>TO CONFIRM THE MINUTES OF 30<sup>TH</sup> MEETING OF FINANCE COMMITTEE HELD ON 21.08.2015</b></p> <p>The minutes were confirmed as recorded.</p>	<p align="center">Noted</p>
	<p><b>TO CONSIDER AND APPROVE THE ENHANCEMENT OF SALARY OF ACCOUNTS OFFICER AND ACCOUNTANT</b></p> <p>The Member Secretary placed the recommendations of the Committee formulated to judge the performance of the above officials and making recommendation for the enhancement</p>	<p>Ministry vide its letter No. 7-23/2015-TS IV dated 01.12.2015 has sent the comments. (Copy enclosed as Annexure - II at page No.5). Summary of comments on the issue is enclosed as <b>Annexure - II(a)</b> at</p>

	<p>of salary of the Accounts Officer and Accountant working on contract basis. After discussing the recommendations of the Committee the Finance Committee recommended to Board of Governors to enhance the salary of the above officials by 10% in lieu of increase in DA by 19% during the period.</p>	<p>page No.5a .</p>
--	--	---------------------

	<p><b>TO CONSIDER AND APPROVE THE ENHANCEMENT OF REMUNERATION OF SHRI PP KAUSHIK, CONSULTANT (TEQIP-II)</b></p> <p>The Member Secretary placed the recommendations of the Committee formulated to judge the performance of the above official and making recommendation for the enhancement of salary of Shri PP Kaushik, Consultant(TEQIP-II). After discussing the recommendations of the Committee the Finance Committee recommended to Board of Governors to enhance the salary of the above official by 10% in lieu of increase in DA by 19% during the period.</p>	<p>Ministry vide its letter No. 7-23/2015-TS IV dated 01.12.2015 has sent the comments. (Copy enclosed as Annexure - II at page No.5). Summary of comments on the issue is enclosed as <b>Annexure - II(a)</b> at page No.5a .</p>
	<p><b>TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (NON RECURRING) - CREATION OF CAPITAL ASSETS, PLAN (GENERAL) - RECURRING, AND NON-PLAN (RECURRING) SCHEME AT THE END OF 31.10.2015</b></p> <p>The Finance Committee considered the expenditure report as on 31.10.2015 and recommended to the Board of Governors to approve the same.</p>	<p>Noted</p>

	<p><b>TO CONSIDER REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2015-16 AND BUDGET ESTIMATES FOR THE YEAR 2016-17</b></p> <p>The Finance Committee recommended to the Board of Governors to approve the Revised Budget Estimates for 2015-16 and Budget Estimates for the year 2016-17.</p>	<p>Noted</p>
	<p><b>TO CONSIDER ENHANCEMENT OF HONORARIUM PAID TO EXPERTS INVITED FOR SHORT TERM COURSES ME /M.TECH</b></p> <p>The Finance Committee advised the institute to gather information from other NITTTRs on the issue and place the same in the next meeting of Finance Committee for further decision on the issue.</p>	<p>As advised by the Finance Committee, a letter has been written to NITTTR Chennai, Kolkata and Bhopal on 03.02.2016. Reply is awaited.</p>

**ITEMS F.32.3                      ITEMS                      FOR  
CONSIDERATION**

**ITEM NO.F.32.3.1      TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (NON RECURRING) - CREATION OF CAPITAL ASSETS, PLAN (GENERAL) - RECURRING, AND NON-PLAN (RECURRING) SCHEME AT THE END OF 31.01.2016**

The status of Plan (Non - Recurring) - Creation of Capital Assets, Plan (General) - Recurring, and Non - Plan (Recurring) scheme at the end of January, 2016 i.e. 31.01.2016 of the financial year 2015-16 is as under:

(R

upees in lakh)

Scheme	Budget Estimates For 2015-16 approved by BOG	Opening Balance as on 1.4.2015	Grant Received from GOI, MHRD	Internal income generated (IRG)	Total fund available as on 31.01.2016 (3+4+5)	Progressive Expenditure upto 31.01.2016	Balance as on 1.2.2016 (6-7)
1	2	3	4	5	6	7	8
Plan Non Recurring Creation of Capital assets	1298.00	-48.88	613.44	----	564.56	<b>0.39</b> <b>45</b>	114.17 (Purchase order of Rs 120 lakhs have been placed with the firms. Purchase orders worth Rs 300 lakhs are under process.)
Plan (General) Recurring	449.68	-73.53	327.73	L & Adv =0.45	254.65	Salary: 143.06 Non Salary: <u>133.96</u> <b>Total: 277.02</b>	( -)22.37
Non Plan (Recurring)	2678.55	Salary A: (-)139.23  Salary B: 108.08	1141.55  413.00	L & Adv =6.93	1009.25  521.08	Salary A: <u>1119.92</u> <b>Total 1119.92</b>  Salary B: 147.29 Pension & pensionary Benefit: <u>462.79</u> <b>Total 610.08</b>	Salary A: (-)110.67  Salary B+ Pension & pensionary Benefit: (-) 89.00
Non Plan (Non Salary)		---	100.00	359.91	459.91	214.42	2 45.49

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL

**ITEM NO.F.32.3.2 TO CONSIDER STOPPING THE REIMBURSEMENT OF THE COST OF LAPTOP UNDER CPDA**

Cost of Laptop in a block of six years was reimbursed from CPDA to 9 faculty members who had completed two years of service in terms of item No.B.22.2 of the 22<sup>nd</sup> meeting of the Board of Governors held on 24.12.2011. (Copy enclosed as **Annexure - III** at page Nos. 6 to 13.)

Audit in its Audit Report on the Accounts for the year 2014-15 has observed that reimbursement of Laptop under 'Contingent Head' of CPDA was irregular as the scheme was meant for professional development of faculty through attending National and International Conferences, payment of membership fees of various professional Bodies and contingent expenditure.

Institute has stopped the reimbursement of cost of Laptops in view of the Audit observations. (Copy enclosed as **Annexure - IV** at page Nos.14 to 15). As regards the laptop already purchased under CPDA, Since laptops are major tools for faculty members while dealing ICT related activities. Board of Governors may suggest suitable measures to help teachers in promoting E-learning and communication related activities.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL

**ITEM NO.F.32.3.3 TO CONSIDER AND APPROVE THE EXPENDITURE INCURRED ON E-CONTENT IN HINDI FOR U.P STATE**

Institute has taken up e-content generation in Hindi in respect of various subjects for the state of U.P. Total of 350 video films have been prepared in the areas of Electronics and Mathematics. Total expenditure of Rs.15,30,167 on payment of honorarium and TA to experts have been incurred. E-Content generation of other subjects is also to be taken up. The contents have been uploaded by UP State Technical Education Board for the use of students of UP state and others states also.

The programme has been undertaken under NMEICT scheme of Govt. of India. However, the expenditure has not been reimbursed under NMEICT scheme. Guidelines for the accountal of expenditure needs to be prepared.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL

**ITEM NO.F.32.3.4 TO CONSIDER AND APPROVE THE PAYMENT OF SCHOLARSHIP TO PH.D SCHOLARS**

Nine Ph.D scholars are being paid scholarship @ ` 25,000/- per month from the funds of TEQIP-II which is likely to be over by October, 2016.

Scholars have approached for consideration and payment of scholarship after the term of TEQIP Projects is over. Total expenditure on payment of scholarship to nine scholars from 01.11.2016 to 01.3.2017 works out to ` 11,25,000/-.

Committee may consider and give direction regarding further payment of scholarship to the scholars in future.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND GIVE DIRECTION

**ITEM NO. F.32.3.5 ESTABLISHMENT OF FOUR FUNDS TO SUSTAIN THE 'REFORMS' PROCESS (ACADEMIC AND NON-ACADEMIC) UNDER TEQIP-II PROJECT BEYOND THE PROJECT PERIOD**

National Institute of Technical Teachers Training and Research, Chandigarh has started the process of implementation of Academic and Non-Academic 'Reforms' under the Project 'Technical Education Quality Improvement Programme' (TEQIP) Phase-II. The process includes various activities; like Faculty and Staff Development for improving competence, Teaching and

Research Assistantship to students to increase enrolment, modernization of classrooms, laboratories, strengthening of Library with updated knowledge resource and adequate computers as well as connectivity to various departments/hostels through Campus-wide networking, etc.

As per Project Implementation Plan (PIP) guidelines, Centrally Funded Institutions (CFIs) covered under TEQIP-II Project have to build following four Funds to ensure sustainability of aforesaid 'Reforms' process beyond the project period:

1. Corpus Fund;
2. Faculty Development Fund;
3. Equipment replacement fund; and
4. Maintenance Fund.

Each CFI is to build these funds with annual contribution into each Fund equal to at least 0.5% (total 2% for four Funds) of annual total recurring expenditure of the Institution. These Funds could be built by contributing a definite percentage of student fee, IRG, Consultancy earnings (Institutional Share), etc.

During 2014-15, the Institute's recurring expenditure under Plan (General) and Non-Plan schemes was about ` 25.00 crores which would increase in coming years. Thus, 2% of this expenditure works out to ` 50.00 lakh i.e. ` 12.50 lakhs per year for each fund. This contribution may be taken from Institute's IRG which comprises of student's tuition fee, Institutional share of consultancy earnings, etc. Separate bank accounts for each fund are required to be opened. As per PIP guidelines, the authority for opening these accounts will be with the BOG of the Institution.

It is, therefore, proposed that above mentioned Four Funds may please be opened by contributing the prescribed percentage of 2% of recurring expenditure from Institute's IRG in separate Four bank accounts in Oriental Bank of Commerce, sector 26, Chandigarh which is a nationalized bank and the Institute already has its TEQIP-II Project account therein.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND APPROVE

**ITEM NO. F.32.3.6 EXPENDITURE UNDER TEQIP-II PROJECT (PLAN SCHEME) UP TO JANUARY, 2016**

Under Technical Education Education Quality Improvement Programme Phase-II (TEQIP-II), the Ministry of Human Resource and Development (MHRD) allocated a grant of ` 10.00 crores to this Institute in March 2013. The details of grants actually released by the Ministry and expenditure incurred till 31<sup>st</sup> January 2016 are as under:

**(Rupees in lakh)**

<b>Finan cial Year</b>	<b>MHRD's number &amp; Date</b>	<b>Sanction</b>	<b>Grant Release d to this Institute</b>	<b>Expendit ure incurred upto</b>	<b>Balance Grant Available</b>
2012-13	F.No.16-6/2013-TS dated 25.03.2013	VII			
2013-14		100.00	73.00		
2014-15	F.No.16-14/2014-TS dated 26.09.2014	300.00		130.50	
2015-16	F.No.16-6/2015-TS dated 31.08.2015	200.00		296.00	
		<b>Grand</b>	<b>600.00</b>	<b>499.50</b>	<b>100.50</b>

The process of procurement of equipment for Mechanical Engineering, Electrical Engineering, Computer Science & Engineering Departments and e-books for Institute's Library has been finalized and purchase orders issued. The balance grant of ` 100.50 lakhs would be utilized soon.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND APPROVE

**ITEM NO. F.32.3.7 PROVIDING TEACHING AND RESEARCH ASSISTANTSHIP TO INCREASE ENROLMENT IN POST GRADUATE PROGRAMMES IN ENGINEERING AND APPLIED SCIENCES DISCIPLINES UNDER TEQIP-II PROJECT**



Technical Education Quality Improvement Programme Phase-II (TEQIP-II) Project's objectives, includes interalia, 'Strengthening Institutions to Improve Learning Outcomes and Employability of Graduates'. To achieve this objectives, the Project Implementation Plan (PIP) suggests several activities to be taken up under the project. One of the activities is 'Providing Teaching and Research Assistantship to increase enrolment in existing and new post graduate programmes in Engineering and Applied Sciences' for meeting the large requirements of faculty and for meeting the needs of the industry. PIP provides that meritorious students admitted by the Institutions for master courses that do not receive GATE/other scholarships, may receive Teaching Assistantship from TEQIP-II Funds. Also, the institutions could provide Research Assistantship through TEQIP Funds to the enrolled Doctoral students that do not get any scholarship through any other source. The Teaching and Research Assistantship are to be provided as per the prevalent AICTE norms. The students receiving teaching/research assistantship are required to devote 8-10 hours per week for teaching or research, as the case may be. Following the prescribed norms and rates of scholarship notified by the Government of India (GOI), Ministry of Human Resource Development (MHRD), this Institute is providing Teaching and Research Assistantship to M.E./M. Tech and Ph.D students who are not Gate qualified and do not get scholarship from any other scheme/source.

The prevalent rates of scholarship as per GOI, MHRD letter no. F. No. 17-2/2014-TS.I dated 18-02-2015 and F. No. 17-2/2014-TS.I dated 02-03-2015 are ` 12,400-00 per month and ` 25,000-00 per month for M.E./M. Tech and Ph. D students respectively. The Institute is paying Assistantship to 9 Ph.D Students and 85 M.E./M.Tech students of various engineering departments every month from TEQIP-II Project Funds as indicated below:

<b>Programme</b>	<b>Number of S t u d e n t s</b>
Ph.D	09 Nos.
M.E./M.Tech: 2013 Batch	35 Nos.
M.E./M.Tech: 2014 Batch	25 Nos.
M.E./M.Tech: 2015 Batch	25 Nos.

A sum of ` 1.28 crore has been spent up to 31-01-2016 under this activity of the Project.

Committee may consider and give direction regarding further payment of scholarship to Ph.D and ME / M. Tech scholars in future.

**FINANCE COMMITTEE MAY KINDLY CONSIDER AND GIVE DIRECTION**