

Proceedings of the meeting of the Finance Committee, held under the Chairmanship of Sh N S Rattan, IAS, Principal Secretary, Technical Education & Industrial Training, Punjab and Vice-Chancellor, Punjab Technical University, Jalandhar on 23.05.2000 at 11.30 A.M. in the office of the PS TE&IT Punjab at Mini Secretariat, Sector 9-B, Chandigarh.

The following were present:

Sh N S Rattan, IAS - Chairman
Principal Secretary, TE & IT Punjab &
Vice-Chancellor, PTU, Jalandhar

Dr D C Surana - Member
Chairman
North West Regional Centre (AICTE) &
Director
Seth Jai Parkash Mukand Lal Instt of Engg & Tech
Radaur (Yamunanagar)

Sh. Charan Singh Palne - Member
Dy Secretary (Finance)
Deptt of Finance, Punjab
(Representing PS Finance Pb.)

Dr Naresh Kumar Gupta - Special Invitee
Advisor (Acad. & Planning) to Vice-Chancellor,
PTU, Jalandhar

Sh Rakesh Suri, I R S - Member
Deputy Registrar
PTU, Jalandhar
(Representing Registrar, PTU)

Leave of absence was granted to:

1. Sh Shital K. Vij
Managing Director
M/S Shital Fibres Limited
Industrial Area
Jalandhar
2. The Registrar, PTU who could not attend, being unwell.

Item No.1 Budget Estimates for the year 2000-2001.

While discussing the budget requirements of the University, for the year 2000-2001, Dr D C Surana, observed that alongwith the requirement of staff as projected in the budget, the total strength of the students studying in all the Institutes affiliated to the University, giving the details (number of students class and subject wise in each Institute) should be furnished so that the requirement for the additional posts can be well justified. It was also suggested by him that the total requirement under the head salaries to the staff should indicate the component of salary and allowances separately. He further suggested that details with respect to the vehicles to be replaced/purchased and also the office equipment to be purchased should be more specific. All these suggestions were noted and it was assured to the members that actions as suggested by Dr Surana shall be taken and details will be submitted alongwith the Budget Estimates to the Board of Governors.

Subject to the observations mentioned above, the committee approved the Budget Estimates for the year 2000-2001.

Item No.2 Filling up of the post of Controller of Finance.

The Committee appreciated the position as explained and approved the urgent need to revive and fill up the post of Controller of Finance. The Committee also appreciated the efforts being made by Sh Rakesh Suri, Dy Registrar, an I. R. S. Officer of 1984 Batch, who is presently also looking after the Finance and Accounts of the University.

The meeting ended with a vote of thanks to the chair.

Annexure-II

Summary of the actions taken on the 3rd meeting of the Finance Committee

3rd meeting held on 26.12.2001

Item No.	Agenda	Decision Taken	Action Taken
3.1	Budget Estimates for the year 2000-2001.	<p>While discussing the budget requirements of the University, for the year 2000-2001, Dr D C Surana, observed that alongwith the requirement of staff as projected in the budget, the total strength of the students studying in all the Institutes affiliated to the University, giving the details (number of students class and subject wise in each Institute) should be furnished so that the requirement for the additional posts can be well justified. It was also suggested by him that the total requirement under the head salaries to the staff should indicate the component of salary and allowances separately. He further suggested that details with respect to the vehicles to be replaced/purchased and also the office equipment to be purchased should be more specific. All these suggestions were noted and it was assured to the members that actions as suggested by Dr Surana shall be taken and details will be submitted alongwith the Budget Estimates to the Board of Governors.</p>	<p>The total strength of students in various colleges is 20699 as under:-</p> <ol style="list-style-type: none"> 1. Engg. Colleges (18) = 13596 2. Pharmacy Colleges (11) = 499 3. Management Colleges (49) = 6604 <p>The course wise and yearwise detail is given at Annexure -II.</p>

		<p>Subject to the observations mentioned above, the committee approved the Budget Estimates for the year 2000-2001.</p>	
3.2	<p>Filling up of the post of Controller of Finance.</p>	<p>The Committee appreciated the position as explained and approved the urgent need to revive and fill up the post of Controller of Finance. The Committee also appreciated the efforts being made by Sh Rakesh Suri, Dy Registrar, an I. R. S. Officer of 1984 Batch, who is presently also looking after the Finance and Accounts of the University.</p>	<p>The matter regarding creation of post is being placed before the Finance Committee / Board of Governors separately.</p>

PROCEEDINGS OF THE 4TH MEETING OF THE FINANCE COMMITTEE HELD UNDER THE CHAIRMANSHIP OF SHRI Y.S. RAJAN, VICE-CHANCELLOR PTU AT 3.30 P.M IN THE OFFICE ROOM OF THE PRINCIPAL SECRETARY TO GOVT. PUNJAB, DEPARTMENT OF FINANCE, CHANDIGARH.

The following attended the meeting:

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| 1. | Shri Y.S. Rajan, Vice-Chancellor, PTU | Chairman |
| 2. | Shri K.R. Lakhanpal
Principal Secretary to Govt. of Punjab
Department of Finance | Member |
| 3. | Shri K.B.S. Sidhu
Secretary to Govt. Punjab
Department of Technical Education & Indl. Training | Member |
| 4. | Shri Chandra Mohan
Chairman, Twenty First Century Battery Ltd. | Member |

Leave of absence granted to:

- | | |
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| Shri Atamjit Singh Bawa
P p M/S Lotus Bawa Company
Jalandhar. | Member |
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Shri S.K. Bhatia, Registrar PTU

Secretary

Introductory Discussions

At the start of the meeting, the Vice-Chancellor welcomed the members to the fourth meeting of the Finance Committee and thanked to Shri K.R. Lakhanpal, the Principal Secretary to Govt. Pb, Department of Finance, who has kindly provided place for holding the meeting. Shri Chandra Mohan pointed out that it is strange to note that no meeting of Finance Committee has been held after 23.5.2000 and it goes to the credit of Shri Y.S. Rajan, Vice-Chancellor that he has called the present meeting of Finance Committee. The Vice-Chancellor stated that in future the meeting of Finance Committee will be held before every meeting of BOG and meeting of BOG may be held quarterly. Shri Chandra Mohan stated that University being an autonomous body may have its own scales and allowances and need not follow the State Govt. At this point Registrar pointed out that the Chief Secretary to Govt. Pb has issued the orders

of the State Govt that there should be parity of pay, allowances and perquisites of employees of PSUs, Local Bodies, Corporations and the Public and quasi Public Institutions. The Committee desired the Vice-Chancellor to obtain a copy of the letter and take up the matter with the Chief Secretary.

After this regular agenda was taken up.

Item No. 4.1 Confirmation of the proceedings of 3rd meeting of Finance Committee held on 23.5.2000.

The proceedings were confirmed.

Item No. 4.2 Summary of the actions taken on the decisions of the 3rd meeting of the Finance Committee

The actions taken were noted by the Finance Committee.

Item No. 4.3 Audit report of the year 2000-2001 and 2001-2002.

The reports were discussed in detail. It was brought to the notice of the Committee that the AG, Punjab has also conducted the post-audit for the year 2000-2001 and 2001-2002. The Audit and Inspection reports on the accounts of Punjab Technical University for these years as sent by the AG, audit were also discussed item wise. Registrar described the actions taken in this respect. After these discussions, the Committee approved the reports and desired that audit observations along with the office comments item wise be put up to the Committee at its next meeting. In future this should be a regular practice that is, the audit report would have the highlights of audit observations and action taken or office comments as relevant.

Item No. 4.4 Release of Grant by the Punjab Government.

The Committee noted the position regarding the release of grant by the State Government as per the provision in PTU Act. The Principal Secretary, Finance stated that the University has already surplus funds and does not require grant for their day to day expenditure. VC pointed out that while there is a surplus which is a good sign, much of it is due to the fact that enough investments have not been on modernization of systems, facilities and human ware. University to

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a great extent is working as a minimal administrative machinery and without modernization PTU cannot improve the quality of Colleges. The Vice-chancellor stated that in order to inject focused fiscal discipline the grant released by the State Government will be kept as corpus and will be used only for raising infrastructure and knowledge resources, which are essential for upskilling the functioning of University. He also explained about the type of investments envisaged. The Principal Secretary, Finance desired that the University may make a detailed reports of these and send to the Government for consideration and release of funds. In the meanwhile he said that for the current year depending on the provision in the budget, the Govt. would arrange to release funds, if necessary the provision would be made through the revised estimates of Govt. budget for this year (2003-2004).

Item No. 4.5 A note on the Finances of the Distance Education Programme (DEP) of the Punjab Technical University.

The members of the Finance Committee noted the system being followed by the University for realization of fees and its distribution to the Regional Learning and Facilitation Centres/Learning Centres. The Principal Secretary, Department of Finance appreciated the Distance Education Programme of the University and desired that its functioning should be improved, so as to avoid the negative propaganda. The Vice-Chancellor briefly described to the Committee steps which have already been taken in this respect by constituting a Task Force on Distance Education Programme which has submitted detailed report and this has been placed before the BOG at its meeting to be held on 20.5.03. Already several actions with the broad approval of BOG have been taken to streamline the DEP.

Item No. 4.6 Budget Estimates for the Financial year 2003-2004

The Budget Estimates were approved.

Item No. 4.7 Construction of Building at Kapurthala site of PTU.

It was brought to the notice of the Committee by the Vice-Chancellor that when he joined University, it was functioning in the rented building at the campus of NIT Jalandhar and the building was hardly sufficient to house all the offices of

the University and also was not in a good shape. Also there were problem of easy approachability. However, the University has now shifted to IASE building at Ladowali Road which was allotted to it by Punjab Govt. This building was in dilapidated condition and only structure was standing there. It has been got repaired and reasonably renovated and put into a usable condition. This building is easily approachable and is very convenient from the working point of view. But even this space is not fully adequate. Also threatening letters are being received from the Principal, Govt. College of Education that the University has illegally encroached the building and he is also writing such letters to the Principal Secretary , Higher Education. Keeping in view all these factors, the University proposes to construct the building comprising 15,000 sq. feet area at Kapurthala site of PTU and the approximate cost for construction is Rs. one crore. The building in Ladowali will also be retained for several other functions of PTU. The Principal Secretary, Department of Finance agreed to release Rs. one crore for the construction of this building.


Item No. 4.8 Audit of the University Accounts by the Chartered Accountant.

The members considered the matter and decided that the present auditors S Jain & Co. Ludhiana should continue for the current year and their fees may be increased to Rs. 20,000/- for the next audit report so that they may conduct more comprehensive audit.

Item No. 4.9 Applicability of EPF & Misc. Provisions Act, 1952 to the Punjab Technical University.

The members noted the contents of the letter and desired that the University should comply with all the statutory requirements of the applicable Acts i.e EPF & Income Tax (TDS) etc. and the report to this effect be submitted to the Finance Committee at its next meeting

The meeting ended with a vote of thanks to the chair.


(S.K. Bhatia)
Secretary

Dated: 19.5.2003