

PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

MINUTES OF 17TH MEETING OF THE FINANCE COMMITTEE

Seventeenth meeting of the Finance Committee, PTU, Jalandhar was held on 19th March, 2010 at 3 p.m. in the Room no. 219, Mini Secretariat, Chandigarh.

THE FOLLOWING ATTENDED THE MEETING:-

Dr. Rajneesh Arora,
Vice-Chancellor,
Punjab Technical University,
Jalandhar. Chairman

Mr. Suresh Kumar, IAS,
Principal Secretary to Govt. of Punjab,
Deptt. Of Technical Education & Indl. Training, Punjab,
Chandigarh. Member

Mr. H. S. Nanda
Special Secretary to Govt. of Punjab,
Deptt. Of Finance, Punjab,
Chandigarh. Member

Dr. R. S. Khandpur,
DG, Pushpa Gujral Science City,
Kapurthala. Member

Sh. Chandra Mohan,
H. N0. 202, Sector- 36A,
Chandigarh. Member

Mr. Nachhattar Singh,
Adviser to VC & CCOF,
Punjab Technical University, Jalandhar

Mr. H. S. Bains
Registrar,
Punjab Technical University, Jalandhar.

Sh. S. K. Mishra,
Director - Finance,
Punjab Technical University, Jalandhar.

The Chairman welcomed the members and thanked all for providing their valuable support to PTU. Thereafter the regular agenda was taken up.

17.01 To confirm the minutes of the 16th meeting of the Finance Committee held on 29th January 2010.

The 16th meeting of the Finance Committee was held on 29th January 2010 in the Room no.219, Mini Secretariat, Chandigarh. The minutes of the meeting were circulated to the members and no comments were received. Minutes of the 16th meeting of the Finance Committee were confirmed.

17.02 Action taken report on the decision of the 16th meeting of the Finance Committee.

The action on the decision of the 16th meeting of Finance Committee was presented to the committee. The committee took note of the same and advised to implement all the decision of the finance committee.

17.03 Revision of pay to the staff working in fixed salary

The committee discussed the proposal for granting of running pay scale to the following left out staffs who are working on fix salary in the University since 2001.

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| 1. Mr. Jiwan Lal | Clerk |
| 2. Mr. Arun Gandhi | Clerk |
| 3. Mr. Sunil Dutta | Driver |
| 4. Mr. Suresh Prasad | Attendant |

The committee approved the proposal for granting of running pay scale to the above staff from April 2010. While fixation of the pay, service rendered by the staff should be considered.

17.04 Engagement of retired personnel on project basis.

The committee deliberated on the proposal for engagement of retired personnel on project basis and committee approved the proposal in principle and advised to bring specific proposal with financial implication in the next meeting.

17.05 Revision of rates of conduct of exam regular

The committee has deliberated on the proposal for revision of rate for conduct of examination for regular examination. The committee approved the revised rates for conduct examination for regular examination with recommendation that refreshment may be given to the evaluator's separately. The committee also advised to bring the case of revision of rates, after comparison with other universities in future. Approved rate of conduct of exam and evaluation is enclosed at annexure-I.

17.06 Revision of rates of conduct of Exam DEP

The committee discussed the matter for revision of rate for conduct of examination per student basis and approved for the implementation of the same as recommended by the Distance Education council. Reimbursement to the examination centre shall be made @Rs.325/- per student for outside Punjab and Rs.250/- per student within Punjab. Out of which Rs.50/- to be reimbursed to Regional Centre for their obligation. This cost includes arrangement to be made by Regional Centre and examination center for conduct of exams. Norms of disbursement of expenses and obligations of examination centre & regional centre are enclosed at annexure II.

17.07 Revision of examination fees

The committee deliberated on the issue for revision of examination fees and approved the proposal as per the following, keeping in mind the increase in prices and revision of rate for conduct of examination.

Sr. no.	Heads	Existing Rates	Revised Rates
1.	Examination Forms & fees regular	Rs.500+50 per sem.	Rs.700/- per sem.
2.	Examination Forms & fees reappear	Rs.500+50 per sem.	Rs.700/- per sem.
3.	Re-evaluation fees	Rs.500/- per sub + 50/- per subject	Rs.700/- per subject
4.	Challenge Evaluation	Rs.2500/- per sub	Rs.2500/- per subject

Examination fees also include the examination form fees and there will be no extra fees shall be charged for examination form. Examination form shall be available on website which can be downloaded from the website. The committee approved the proposal.

17.08 Appointment of Auditor of the University.

The committee deliberated on the issue for appointment of Auditor of the University and approved the proposal for appointment of M/s. Arora Vikram & Associates Chartered Accountant, Jalandhar as Auditor of the University. The committee also authorized Vice Chancellor to fix the Audit fees of the Auditor for conducting audit, finalization of Balance sheet and submission of Audit report.

17.09 Any other items:

- A. With the permission of the chair, proposal for increase in rate of refund of procurement cost of the books/SIMs of Distance Education program was placed on table. The same has been discussed in the committee and after due deliberation it is decided that a budget provision of Rs2.65 Cr. shall be made for preparing, printing of SIM for all subject of IT and NON-IT including theory, practical and projects. This cost also includes the review and updating of existing SIMs. This task shall be undertaken by AIPTUDEP Association and amount shall be paid on installments according to the progress of the work.

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

Sd/-
(S. K. Mishra)
Director (Finance)