

PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

MINUTES OF 24th MEETING OF THE FINANCE COMMITTEE

24th meeting of the Finance Committee, PTU, Jalandhar was held on 12-12-2012 at 11.00 AM in the office of Vice Chancellor, Punjab Technical University, Jalandhar-Kapurthala Highway, Kapurthala.

Members in Attendance

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

Chairman

Dr. S.K.Salwan,
Chairman,
Armament Research Board,
DRDO Bhawan, New Delhi

Member

Dr. Dharinder Tayal,
Managing Director,
2101, Sector 21C,
Chandigarh

Member

Sh. Mohan Bir,
Additional Director,
Department of Technical Education &
Indl. Training, Punjab

Special invitee

Dr. H.S.Bains,
Registrar,
PTU, Jalandhar

Special Invitee

Dr. J.S. Hundal
Principal , PTU, GZS Campus,
Bathinda

Special Invitee

Sh. H.P.Singh,
XEN, PTU

Special Invitee

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.

24.01

To confirm the minutes of 23rd meeting of the Finance Committee held on 16th March, 2012.

The 23rd meeting of the Finance Committee was held on 16th December, 2012, 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 23rd meeting of the Finance Committee were confirmed with the following changes:-

23-03 : Revised Budget Estimates of Rs. 36942/- may be read as Rs. 36942/- lac and Budget Estimates of Rs. 51785/- as 51785/- lac.

24.02

Action taken report on 23rd meeting of the Finance Committee.

The action taken report on the decisions of the 23rd meeting of the Finance Committee were presented to the Committee. The Committee took note of the same.

24.03

To approve the Audited Balance Sheet for the year 2011-12.

The Committee deliberated on the audited balance sheet for the year 2011-12 and after due deliberation, the Committee has recommended the audited balance sheet of the University for the year 2011-12 to the BOG for its approval. Copy of the Audited Balance Sheet for the year 2011-12 is placed at **Annexure 'A'**.

24.04

Annual Report of the Department of F&A for the year 2011-12.

Annual Report of the F & A Department was presented by Mr. S.K.Mishra, Director Finance. The Committee took the note of the same and appreciated the work done and the initiatives taken for improvement of system and growth. Copy of the Annual Report of the Department for the year 2011-12 is placed at **Annexure 'B'**.

24.05

Transport Allowance to Class 'A' officials of PTU.

The Committee discussed the matter and after due deliberation keeping in location disadvantage & transport facility available to other employees, the Committee approved the proposal in principle and recommended that the UGC norms should be adopted to attract best faculty and staff. Additional Director Technical University Mr. Mohan Bir was in view that the Government Policy should also be considered. The Vice Chancellor was authorised to take decision as per the UGC norms and Punjab Govt. Policy.



- 24.06** **Continuation of GPF scheme for the employees came from Govt. Departments.**
- The Committee discussed the matter and after due deliberations, the Committee decided that GPF of those employees / officers who are on deputation or on lien, the fund of these employees / officers may be sent to their parent department till the date of confirmation / end of deputation period. On confirmation in the University, existing provident scheme should be applicable.
- 24.07** **Payment of Arrear to the employees of PTU, Giani Zail Singh campus Bathinda on account of revision of pay.**
- The Committee discussed the matter and confirmed the same and advised that 20% of total arrears should be paid by the GZS Campus and the 80% will be paid after reimbursement of same from UGC.
- 24.08** **Soft loan given by GZS Campus, Bhatinda to Baba Hira Singh Bhattal College of Engineering & Technology.**
- The Committee discussed the matter and after deliberation, the committee decides that the loan cannot be waived-off. The GZS campus should take up the matter with BHSBCET for pay back the loan.
- 24.09** **Revision of Rates for Sports, cultural activities and payment on Utilization Certificate.**
- The Committee discussed the matter and after due deliberations, the Committee approved the revised rates for sports, cultural activities and payment on submission of Utilisation Certificate.
- 24.10** **Revision of use of Mobile phone facility for officials of Punjab Technical University.**
- The Committee discussed the matter and advised not to provide the facility of Mobile set to be given to the officers and employees of the University in future. The employees / officers will use the phone upto the limit prescribed by the Punjab Government. If the usage is above the limit, it should be approved by the Vice Chancellor.



24.11

Grant of Soft Loan of Rs. 10.00 crore to SBSST, Ferozepur for the construction of Hostels in the College Campus.

The Committee discussed the matter and decided to constitute a committee to discuss the issue and assess the followings:

- i) Whether the loan should be given or not.
- ii) Paying back capacity of the college.
- iii) Any other manner of financing of the project.

The committee are as follows:

- i) Dr. Dharinder Tayal, Chairman
- ii) Sh. H.P.Singh, XEN, PTU
- iii) Sh. Mohan Bir, Additional Director, Technical Education
- iv) Principal, SBSST, Ferozepur
- v) Sh. S.K.Mishra, Director Finance- Convenor

24.12

Revision of fee for B.Com & M.Com Professional.

The Committee discussed the matter and after due deliberations, the Committee approved the revision of fees for B.Com & M.Com Professional for DEP as follows :-

B.Com	:	Rs. 6700/-
M.Com	:	Rs. 7700/-

24.13

Minutes of the Building Works Committee.

The Committee discussed the matter and after due deliberations, the Committee approved the financial implications of Building Works Committee decision. The committee directed that no investment should be made on building till the land be transferred / leased for more than 33 years to PTU. The committee advised to include this expenditure in next year budget.

24.14

Travel Grant Scheme for Faculty Members and PTU Officers.

The Committee discussed the matter and after due deliberations, the Committee approved the PDA for faculty and officers of PTU as per UGC / MHRD norms and for PIT as per IIT norms. The Vice Chancellor was authorized to formulate a detailed policy guideline.



24.15 Opening of Branch of a Bank in the premises of Punjab Technical University at Jalandhar-Kapurthala Highway, Kapurthala.

The Committee discussed the matter and after due deliberations, the Committee approved the proposal of opening of branch of HDFC Bank in the premises of PTU and Branch of State Bank of Patiala at PIT, Kapurthala .

Supplementary agenda.

24.16.1 Revision of Admission Processing Fees

The Committee discussed the matter and approved the proposal for revision of Admission Processing Fees to Rs.2000/- to be charged from all the students admitted i.e. (Counselling + Management Quota /Direct Admissions).

24.16.2 Revision of Counselling Fees.

The Committee discussed the matter and approved the proposal for revision of Counselling Fees to Rs. 2000/- to be charged from candidates participating in counselling.

24.16.3 Release of Funds to Punjab PWD for Completion of works of MDAs.

The Committee discussed the matter and confirmed the release of funds to Punjab PWD for completion of works of MDAs. The Committee directed to release funds for those MDS which is transferred / leased to PTU.

24.16.4 Agenda Items submitted by Director, Giani Zail Singh Campus.

i) Permission to start the self financed courses.

The matter is deferred. The principal, PTU-GZSC, Bhatinda campus will put up separate proposal to the Vice-Chancellor.

ii) Approval of Rs. 1.20 Crore on a/c of construction of 2nd floor of Girls Hostel.

The Committee discussed the matter and approved the proposal. The committee advised that land should be transferred / leased to the PTU at the earlier.

- iii) **To consider the payment of suitable compensation to the faculty for undertaking work of Architectural / Design works etc of new Buildings.**

The Committee discussed the matter and approved the proposal for payment to the faculty as per recommendation of the committee meeting held on 27th November, 2012 for undertaking Architectural / Design works etc of new buildings as approved by building works committee.

- iv) **Enhancement of placement activities through Finishing School and SSB Training Centre.**

The Committee discussed the matter and after due deliberations, the Committee approved the proposal in principle and advised to empanel training provider as per norms.

- v) **Regarding enhancement in Payment per lecture.**

The Committee discussed the matter and after due deliberations, the Committee approved the rate of per lecture / Sessional duty / Per Lab / Per Tutorial hours as follows:-

Designation	Qualification	Duty	Rates
Lecture Pro-rata	B.Tech	i) Theory lecture/ Sessional duty	Rs. 500
		ii) Lab / Tutorial duty	Rs.250
Assistant Professor	M.Tech	i) Theory lecture / Sessional duty	Rs. 600
		ii) Lab / Tutorial duty	Rs300
	Ph.D or NET qualified	i) Theory lecture / Sessional duty	Rs.700
		ii) Lab / Tutorial duty	Rs350

Meeting ended with vote of thanks to the Chair.


(Director-Finance)