

**I.K. GUJRAL  
PUNJAB TECHNICAL UNIVERSITY**

**Agenda**

**41<sup>st</sup> Meeting of  
FINANCE COMMITTEE**



**ON  
21<sup>st</sup> JUNE, 2024 AT 12:00 NOON**

**AT  
COMMITTEE ROOM  
1<sup>ST</sup> FLOOR, ADMINISTRATIVE BLOCK,  
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY**

**Agenda for 41<sup>st</sup> meeting of the Finance Committee to be held on 21.06.2024 at 12:00 noon in the Committee Room, 1<sup>st</sup> Floor, G+3 Building, Administrative Block, IKGPTU.**

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**Item No. 41.1: To confirm the Proceedings of 40<sup>th</sup> meeting of Finance Committee held on 11.01.2024.**

The 40<sup>th</sup> meeting of the Finance Committee was held on 11.01.2024.

The Proceedings of the meeting was circulated to all members via email dated 31.01.2024. No comments have been received from any member of the Finance Committee on the above proceedings. The copy of Proceedings is placed as ***Annexure 'I'***.

The matter is placed before Finance Committee for confirmation.

**Item No. 41.2: Action taken report (ATR) on the Proceedings of 40<sup>th</sup> meeting of Finance Committee:**

**ATR of 40<sup>th</sup> meeting of FC held on 11.01.2024 is as under:**

<b>Item No.</b>	<b>Item Description &amp; Finance Committee Decision</b>	<b>Action Taken</b>
40.1	<p><b>To Confirm of the 39<sup>th</sup> FC held on 20.02.2022.</b></p> <p>The Finance Committee confirmed the Proceedings.</p>	No action required
40.2	<p><b>Action taken report on Proceedings of 37<sup>th</sup> and 39<sup>th</sup> Finance Committee meeting held on 18.03.2020 and 20.09.2022 respectively.</b></p> <p>The Finance Committee noted the Action Taken Report on the Proceedings of 37<sup>th</sup> and 39<sup>th</sup> Finance Committee meeting held on 18.03.2020 and 20.09.2022 respectively. Chairman Finance Committee made observations on the Action Taken Report on the Agenda Item No. 39.7 of 39<sup>th</sup> meeting of FC regarding approval of MoM of 58<sup>th</sup> meeting SBCC for Agenda Item No. 54.5 and 55.4 and desired that the same may be placed in next meeting of SBCC with more details.</p> <p>Chairman Finance Committee on ATR of Item No. 39.13.1 of 39<sup>th</sup> meeting of FC, desired that Govt. of Punjab, Department of Finance &amp; Accounts &amp; Department of TE&amp;IT should expedite the process of notify the implementation of 6<sup>th</sup> PPC for the employees working in UGC paycales.</p>	<p style="text-align: center;">The matter is noted</p> <p>Letter has been sent to PSTE&amp;IT, GoP vide No. IKGPTU/REG/588 dated 14.06.2024 regarding issuance of notification of 6PCC for faculty members &amp; others covered in UGC/other Academic paycales <b>(Annexure 'II')</b></p>
40.3	<p><b>To inform and ratify about the Status of Income Tax Cases.</b></p> <p><b>(A) Status of Income Tax Cases.</b> The Finance Committee noted and ratify the matter.</p> <p><b>(B) Hiring the services of Local Retainer/ Advocate for Income Tax cases.</b> The Finance Committee noted and ratify the matter.</p>	<p>Current Status is enclosed at <b>Annexure 'III'</b>.</p> <p>The services of Sh. Dinesh Sarna, Advocate/CA are extended to look after the IT cases of the University before different Income Tax authorities/Appellate authorities w.e.f 01.04.2024 to 30.06.2024 on same terms and conditions <b>Annexure 'IV'</b>.</p>

40.4	<p><b>To inform and ratify about the Status of Service Tax/GST Cases.</b></p> <p><b>(A) Service Tax Cases related to Distance Education.</b> The Finance Committee noted and ratify the matter.</p> <p><b>(B) Service Tax on affiliation fee etc. for period from 01.10.2014 to 30.06.2017</b> The Finance Committee noted and ratify the matter.</p> <p><b>(C) GST on transcript fee etc. for the period July 2017 to Dec. 2019.</b> The Finance Committee noted and ratify the matter.</p> <p><b>(D) GST on affiliation fee etc. for period from 01.01.2017 to 31.03.2022.</b> The Finance Committee noted and ratify the matter. Vice-Chancellor-cum-Chairman, Finance Committee desired that amount paid by the University on account of GST on affiliation fee may be recovered from the affiliated colleges at the earliest.</p>	<p>The matter is noted</p> <p>The matter is noted</p> <p>The matter is noted</p> <p>Current Status is placed as <b>Annexure 'V'</b>.</p>
40.5	<p><b>To inform about the various payments released above Rs. 5,00,000/- from 31.08.2022 to 31.12.2023.</b></p> <p>The Finance Committee noted and ratified the matter.</p>	<p>The matter is noted</p>
40.6	<p><b>To ratify the ITR for AY 2023-24, Form 10-B and Balance Sheet for Financial Year 2022-23.</b></p> <p>The Finance Committee noted and ratified the matter.</p> <p>Vice-Chancellor-cum-Chairman Finance Committee desired that Govt. of Punjab should take initiatives for release of grant to IKGPTU Jalandhar to meet their expenditures as Balance Sheet of the University shows the deficit balance and University is meeting its expenses through its corpus funds.</p>	<p>ITR filed on 24.11.2023 for AY 2023-24 and Form 10-B filed on 31.10.2023 for FY 2022-23 (<b>Annexure 'VI'</b>).</p> <p>The matter will be taken up with the Govt. of Punjab.</p>
40.7	<p><b>To approve the recommendations of IKGPTU Committee/Trust regarding contribution to LIC for Group Gratuity Scheme and Group Leave Encashment Trust.</b></p> <p>The Finance Committee approved the Proposal.</p>	<p>An amount of Rs. 19,34,86,330/- has been released to LIC of India on 31.03.2024 as additional contribution to fund of Group</p>

		<p>Gratuity &amp; Leave Encashment Scheme. Further instalment will be released after the approval of the Budget provisions for FY 2024-25. (<b>Annexure 'VII'</b>).</p>
<p>40.8.1</p>	<p><b>To approve the University Research Fellowship of Main and constituent campuses of I.K. Gujral Punjab Technical University.</b></p> <p>Vice-Chancellor-cum-Chairman Finance Committee briefed to the members about the importance of University Research Fellowship (URF) scheme support research students within the teaching departments of the University for fostering academic excellence and advancing knowledge in the respective fields through external research funding. He further brought to the notice that the primary objective of the fellowship scheme is to strengthen the research ecosystem by encouraging and supporting research-oriented students pursuing their Ph.D. in Applied Sciences, Engineering &amp; Technology, Management, Architecture, Pharmacy, Life Science Technology, Bio-Energy, Journalism and mass communication, and any other teaching department or Centre which may come up in IKGPTU.</p> <p>After due deliberations the Committee approved the proposal of University for implementation of University Research Fellowship-cum-Teaching Assistantship to attract good Ph.D. students as researchers, increase Research Output as per following additions:</p> <ol style="list-style-type: none"> <li>1. To start with, one fellowship to be awarded each year in three years in each Department of IKGPTU.</li> <li>2. Fellowship amount shall be Rs. 12,000/- PM to be given for one-year term extendable upto 03 years on satisfactory performance.</li> <li>3. A candidate shall not be entitled for the fellowship, when registered during the semester of course work.</li> <li>4. Fellowship can be withdrawn even during a given semester, if found guilty of any act of indiscipline.</li> <li>5. Each fellow to take teaching load of 8-10 hours/week for lab work.</li> </ol>	<p>Notification issued.</p>
<p>40.8.2</p>	<p><b>Agenda Items for ratifications.</b></p>	<p>The matter is noted</p>

	<p>The Committee after due deliberations ratified various notifications issued by the University like revision of the fee structure for various academic courses, Hostel Fee structure, Scholarship Scheme, revision of rates of travelling by using own vehicle for official purpose, guidelines for attending National and International Conferences/ Seminars/workshops regarding Travel Grant Scheme, free ship scheme and revision of emoluments of Guest Faculty from July – 2023 etc.</p>	
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**Item No. 41.3: To inform about the Status of Income Tax/Service Tax/GST Cases.**

**(A) Status of Income Tax Cases.**

1. Three cases (ITA-386-2018, ITA-343-2019 and CWP-12717-2022) regarding Income Tax exemption are pending before Hon'ble Punjab & Haryana High Court, Chandigarh. The Hon'ble Court had admitted these cases and the next date of hearing is fixed on 21.08.2024. Interim order related to stay granted will continue.

The details of Pending cases in Hon'ble ITAT and CIT (A) is given below:

- a) 01 (one) appeal related to exemption u/s 12AB.
- b) 09 (nine) cases related to different Assessment Years.

The matter is placed for information please

2. The Income Tax/Service Tax/GST cases (ITST/GST) committee conducted its meetings to discuss the issues. The proceedings of 44<sup>th</sup> to 47<sup>th</sup> ITST Committee meetings are placed as ***Annexure 'VIII'***.

**(B) Status of Service Taxes.**

**1. Service Tax cases related to Distance Education:**

01 (one) case is pending before Hon'ble Supreme Court of India and 03 (three) cases are pending before CESTAT.

**2. Service Tax case related to College Development:**

01 (one) case of Service Tax is pending before CESTAT.

The matter is placed before Finance Committee for information.

**Item No. 41.4: To inform about the various payments released above Rs. 5,00,000/- from 01.01.2024 to 31.03.2024.**

The details of various payments made above Rs. 05 lakh related to different works after the approval of competent authority is enclosed at **Annexure-IX**.

The matter is placed before Finance Committee for information please.

**Item No. 41.5: To ratify the estimate amounting to Rs. 15.16 lacs for laying of Sewer Line for Boys Hostel at IKGPTU Amritsar Campus.**

It is brought to the notice of the Finance Committee that PWD has submitted that estimate cost of Rs. 67.42 Lacs for renovation of 27 rooms of Boys Hostel, IKGPTU Amritsar Campus lying in the premises of Government Polytechnic College of Amritsar (**Annexure 'X'**). In the year 2018, the then Vice-Chancellor has accorded approval for execution of the work.

The above work is near completion but could not be made functional due to non-availability of sewer disposal point nearby. PWD has proposed to connect sewer disposal of these hostels to the chamber of existing sewer line of Municipal Corporation, Amritsar, which is about 850 m away from the above hostels. PWD has submitted estimate for an amount of Rs. 15.16 lacs for laying of the sewer line from hostels to the above chamber of Municipal Corporation, Amritsar.

Hon'ble Vice Chancellor-cum-Chairman Finance Committee has accorded approval to this estimate (**Annexure 'XI'**).

The item is placed before the Finance Committee for ratification.

**Item No. 41.6: To ratify the various Notifications/Office Orders having financial matters.**

The University has issued various Notifications/Office Orders having financial matters, which are placed before the Finance Committee for ratification:

<b>Sr. No.</b>	<b>Notification/Office Order Number and dated</b>	<b>Subject</b>	<b>Annexures</b>
1.	IKGPTU/REG/NF/CD/50 dated 02.01.2024	SOP to issue the NOC for opening of New Colleges, Start of New Course/variation in Intake/Closure of Course/Reduction in Intake and withdrawal of Application etc. for existing Affiliated Colleges	XII
2.	IKGPTU/REG/NF/HRM/89 dated 06.02.2024	SOP for processing the Guest Faculty honorarium bills	XIII
3.	IKGPTU/REG/NF/96 dated 08.02.2024	Revised Fee Structure for Examination/ Document	XIV
4.	IKGPTU/REG/OO/F&A/247 dated 04.04.2024	Budget Estimates for 1 <sup>st</sup> Quarter of Financial Year 2024-2025	XV
5.	IKGPTU/REG/NF/164 dated 23.04.2024	Pre-Registration Fee for Admission (A.Y. 2024-2025)	XVI
6.	IKGPTU/REG/NF/R&D/158 dated 23.04.2024	SOP for Fund Release to Full Time Ph.D. Candidates and Institutions.	XVII
7	IKGPTU/REG/NF/AC/193 dated 30.04.2024	Fee Structure of various Academic Programmes (UG/PG) offered at IKGPTU Main Campus and its Constituent Campuses during admission session 2024-2025.	XVIII
8.	IKGPTU/REG/F&A/NF/199 30.04.2024	Usage of Contingency Expenditure for the 1 <sup>st</sup> Quarter of the Budget Amount (FY 2024-2025) approved upto April 2024-June 2024.	XIX
9.	IKGPTU/REG/NF/AC/205 dated 30.04.2024	Regarding Provisional Admission for Courses offered at Main Campus and Constituent Campuses of IKGPTU for session 2024-2025	XX
10.	IKGPTU/REG/NF/R&D/231 dated 15.05.2024	University Research Fellowship (URF) of Main and Constituent Campuses of IKGPTU	XXI
11.	IKGPTU/REG/N/Acad/246 dated 21.05.2024	Fee structure of various Academic Programmes (UG/PG) offered at Affiliated /Autonomous Colleges of IKGPTU during admission session 2024-2025	XXII
12.	IKGPTU/REG/N/Acad/237 dated 21.05.2024	Fee structure of various Academic Programmes (UG/PG) offered at Affiliated /Autonomous Colleges of IKGPTU (Admission Batch 2022-23 or before)	XXIII
13.	IKGPTU/REG/NF/Acad/218 dated 03.05.2024	Scholarship scheme for Students seeking admission at IKGPTU Main Campus and its Constituent Campuses for Academic Session 2024-2025 onwards.	XXIV
14.	IKGPTU/REG/NF/SW/274 dated 07.06.2024	Hostel Fees Structure for IKGPTU	XXV

**Item No. 41.7: To consider and approve the recommendations of the Committee regarding the governance of Autonomous Colleges.**

University Grant Commission (UGC) has issued guidelines regarding Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges Regulation 2023 vide F.No.1-18/2021(CPP-II) dated 03.04.2023 (**Annexure 'XXVI'**).

Representations have been received from the various Principal/ Directors of Autonomous Colleges regarding adoption of latest regulations of UGC 2023 for exemption of Affiliation fee to the parent University as per clause No. 3.5 of the guidelines received from UGC referred above.

A Committee was constituted vide office order No. IKGPTU/Reg/OO/174 dated 11.03.2024 by the Hon'ble Vice Chancellor-cum-Chairman Academic Council to give recommendations regarding adoption of Regulations of UGC for autonomous colleges.

The Committee prepared a draft of revised regulations after detailed discussion with concerned Principals/Directors of the autonomous colleges (**Annexure 'XXVII'**). These guidelines will be implemented w.e.f. session 2024-25.

As per the UGC Regulation 2023, clause No. 3.5 "autonomous college need not pay affiliation fees to the parent university". In this regard Committee recommended that 30% fees related to affiliation, examination, Ph.D., etc. may be charged from the autonomous college by the University in lieu of various services provided by the University i.e. grant of affiliation, expertise, nominees for various committees, preparation of DMC's and Degree's etc.

The status of revenue collected and loss to be bear from the autonomous college for session 2024-25 is as under:

<b>S. No.</b>	<b>Name of College</b>	<b>Affiliation Fee Collected (100% in Rs.)</b>	<b>Revenue Loss (70% in Rs.)</b>
1	Amritsar Group of Colleges, 12KM Stone, Amritsar-Jalandhar GT Road, Amritsar	4355380	3048766
2	ISF College of Pharmacy, Ferozpur GT Road, Ghal Kalan, Moga-142001	1483260	1038282
3	Amar Shaheed Baba Ajit Singh Jujhar Singh Memorial College of Pharmacy, Bela (Ropar)	525100	367570
4	Guru Nanak Dev Engineering College, Gill Park, Gill Road, Ludhiana	2863860	2004702
<b>Total</b>		<b>9227600</b>	<b>6459320</b>

It is evident from the above, that the total revenue loss of university becomes to the tune of Rs. 64,59,320/- as per (70: 30 ratio)

Hon'ble Vice Chancellor cum Chairman Finance Committee has approved the recommendations of Committee. The revised guidelines will be implemented w.e.f. session 2024-25.

The matter is put up before the Finance Committee for information and ratification.

**Item No. 41.8: To approve the revised Budget Estimates for the Financial Year 2023-24 and Budget Estimates for the Financial Year 2024-25.**

The revised budget estimates for the Financial Year 2023-24 & budget estimates for the financial year 2024-25 have been prepared by considering the information received from the departments, discussions held and actual expenditures.

The Board of Governors in its 81<sup>st</sup> meeting held on 04.03.2024 decided that budget for the financial year 2024-25 is required to be put up to BOG through Finance Committee.

Due to the model code of conduct on account of Lok Sabha election, the meeting of finance committee could not be held. In order to run the normal functioning of the University budget for the first quarter from 01<sup>st</sup>April 2024 to 30<sup>th</sup> June 2024 was allowed by the Vice Chancellor- cum- Chairman Finance Committee on the basis of one fourth of the budget already approved by the BOG for the financial year 2023-24.

The detailed revised budget estimate 2023-24 and budget estimate 2024-25 are placed as **Annexure 'XXVIII'**.

The key features are detailed as below:

<b>Revised Budget Estimates 2023-24 &amp; Budget Estimates 2024-25</b>				
<b>(Amount in Lakh)</b>				
<b>Sr. No.</b>	<b>Particulars</b>	<b>Budget Estimate 2023 -24</b>	<b>Revised Budget Estimate 2023-24</b>	<b>Budget Estimate 2024-25</b>
		<b>1</b>	<b>2</b>	<b>3</b>
<b>1</b>	<b>REVENUE EXPENDITURE</b>			
	a) Salary, Wages and other Expenses etc.	8,870.00	8,840.00	10,584.00
	b) Administrative Departments etc.	5,106.50	3,687.50	4,468.24
	c) Teaching Departments & Constituent Campuses etc.	524.00	205.50	241.76
	<b>Total (a + b + c) = A</b>	<b>14,500.50</b>	<b>12,733.00</b>	<b>15,294.00</b>
<b>2</b>	<b>CAPITAL EXPENDITURE</b>			
	a) Fixed Assets etc.	1,854.00	350.20	1,578.50
	b) Civil Works etc.	6,100.00	3,650.00	10,500.00
	<b>Total (a + b) = B</b>	<b>7,954.00</b>	<b>4,000.20</b>	<b>12,078.50</b>
<b>3</b>	<b>PROVISIONS (C)</b>	<b>15,900.00</b>	<b>7,110.00</b>	<b>19,100.00</b>
<b>4</b>	<b>REVENUE RECEIPTS</b>			
	a) Administrative Departments etc.	7,481.60	8,008.19	8,620.00
	b) Teaching Departments & Constituent Campuses etc.	1,880.00	1,670.00	2,760.00
	<b>Total (a + b) = C</b>	<b>9,361.60</b>	<b>9,678.19</b>	<b>11,380.00</b>
	d) Interest on Investments (FDR'S)(ii)	2,006.00	2,027.23	5,979.00
	<b>Total (C + d) = D</b>	<b>11,367.60</b>	<b>11,705.42</b>	<b>17,359.00</b>
<b>5</b>	<b>Total Expenditures (A + B + C) = E</b>	<b>38,354.50</b>	<b>23,843.20</b>	<b>46,472.50</b>
<b>6</b>	<b>Overall Surplus/Deficit (D - E)</b>	<b>-26,986.90</b>	<b>-12,137.78</b>	<b>-29,113.50</b>
	Accrued/Actual Interest Income from bonds	5,395.00	24,169.80	1,050.00

**Notes to Revised Budget Estimates 2023-24 and Budget Estimates 2024-25:**

*(As per notes on previous years approved Revised Budget Estimates and Budget Estimates.)*

1. In case of short fall in any revenue expenditure head/capital expenditure head (overall) or in any revenue/capital expenditure head of particular department, the Finance Officer shall reallocate/re-appropriate as per requirement on the recommendations of the HOD's to meet that particular expenditure.
2. Similarly, inter-departmental reallocation may be done with approval of VC on the recommendation of the HOD and concurrence of the finance department within the overall approved budget. However, no reallocation/re-appropriation may be made in the project not approved by the competent authority.
3. In case of revenue/capital expenditure of unforeseen/misc. nature the same shall be reallocated to that particular head by reallocation/re-appropriation from the budget estimates of misc./unforeseen for revenue and capital expenditure head.
4. Any reallocation/re-appropriation as and when needed under urgent circumstances such as payment due to Court orders/Govt. orders/direction etc. then the same may be made on recommendations of HOD (in concurrence with the advice of Finance Department) with the approval of Vice Chancellor/Chairman, Finance Committee/Chairman, BOG and shall be brought to notice of competent authority for ratification.
5. Grant in Aid expenses shall be met out of the Grant in Aid income/receipt as per the IKGPTU norms or Grant giving agencies norms as and when received during the year and shall be deemed to have been included in the approved budget. The same shall be reported in the revised budget.

The matter is placed before the Finance Committee to approve the revised budget estimate for 2023-24 and budget estimate 2024-25 and ratification of first quarter (01.04.2024 to 30.06.2024) of budgetary provisions approved by the Vice Chancellor -cum- Chairman Finance Committee on the basis of one fourth of the budget already approved by the BOG for the financial year 2023-24.

**Item No. 41.9: Any other item with the permission of Chair.**