

वित्त समिति
की प्रथम बैठक का कार्यवृत्त

MINUTES OF THE 1st MEETING OF THE
FINANCE COMMITTEE

30.03.2002



भारतीय प्रौद्योगिकी संस्थान रूड़की
रूड़की - 247 667 (भारत)

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE-247 667 (INDIA)

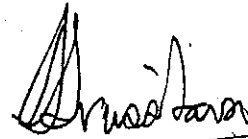
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE- 247 667 (UTTARANCHAL)

No. IITR/MS/FC/1st/2002/487 (ii)

Dated 15th April 2002

Subject: **Minutes of the 1st meeting of the Finance Committee held on 30.3.2002.**

A copy of the minutes of the 1st meeting of the Finance Committee of the Institute, approved by the Chairman, is sent herewith for favour of your kind perusal and comments, if any, latest by 1.5.2002. If no comments are received by that date, it will be presumed that you have no comments to offer and that you approve of the minutes as recorded.



(A.K.Srivastava)

Lt. Col. (Retd)

Registrar

Secretary Finance Committee

To,

1. Prof. S.K.Joshi
M-56, South City
Gurgaon- 122 001
2. Mr. V.S.Pandey
Jt. Secretary (Tech)
Department of Secondary
& Higher Education
MHRD, Shastri Bhawan
New Delhi
3. Shri V.K.Pipersenia
Financial Advisor
Ministry of Human Resource Development
Government of India
Department of Secondary & Higher Education
Technical Section I
Shastri Bhawan
New Delhi


(ii)

4. Prof. Ashwini Kumar
Civil Engineering Department
Indian Institute of Technology
Kanpur 208 016

5. Sri B.K.Chaturvedi
President
Hindustan Motors Ltd, A-34, 1st floor
Mohan Cooperative Industrial Estate
Mathura Road, New Delhi 110 049

6. Prof. Prem Vrat
Director
Indian Institute of Technology Roorkee
Roorkee 247 667

7. Lt. Col. (Retd.) A.K.Srivastava
Registrar
Indian Institute of Technology Roorkee
Roorkee 247 667



A handwritten signature in black ink, consisting of a stylized circular emblem above a horizontal line, followed by the name 'A.K. Srivastava' written in cursive.

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE – 247 667

MINUTES OF THE 1ST MEETING OF THE FINANCE COMMITTEE HELD ON 30TH
MARCH 2002 AT 11.00 A.M. IN THE BOARD ROOM.

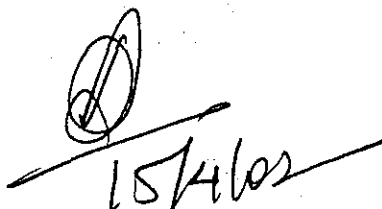
The following were present:

- | | | |
|----|---|-------------|
| 1. | Prof.S.K.Joshi | - Chairman |
| 2. | Mr. V.S.Pandey, Jt. Secretary, MHRD | - Member |
| 3. | Mr. V.K.Pipersenia, Financial Advisor, MHRD | - Member |
| 4. | Prof.Ashwini Kumar, IIT Kanpur | - Member |
| 5. | Mr. B.K.Chaturvedi, New Delhi | - Member |
| 6. | Prof. Prem Vrat, Director | - Member |
| 7. | Lt.Col. (Retd.) A.K.Srivastava, Registrar | - Secretary |

Prof. S.P.Gupta, Associate Dean, Dev. & Planning and Mr. Y.P.Singh, Finance Controller attended the meeting on invitation.

Opening Address of the Chairman

The Chairman welcomed the members to the first meeting of the Finance Committee of IIT Roorkee. He expressed his happiness on the fact that all the members of the Finance Committee were able to come, and introduced the members to each other. He complimented the Director for providing excellent facilities for holding the meetings of the Finance Committee and the Board of Governors, and commented favourably on the quality, lay out and décor of the new Board Room. He also thanked Mr. V.K.Pipersenia, Financial Advisor in the MHRD, and Mr. V.S.Pandey, Jt. Secretary in the MHRD, who had spared their valuable time to attend the meeting, even though it was the penultimate day of the financial year. He further said that the Director, Prof. Prem Vrat, had done extremely well in initiating and effecting the transition from the University of Roorkee to IIT Roorkee. This did not amount to creation of a new IIT, but was the conversion of the second oldest Engineering Institution in the world, with a high reputation and lofty traditions, to a new system. He therefore emphasized that all of us must shoulder the responsibility of making this transition as smooth as possible, without losing sight of the traditions that we have inherited. At the same time, modern ideas / procedures and the time tested practices of the IIT system, should be amalgamated with the present system. He added that we must ensure that this is done in a cost effective


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manner, and with such a degree of effectiveness, that it becomes a model for the others. He expressed the thought that with the cooperation of all present, this would surely be possible. He also conveyed his satisfaction on the quality of presentation of the agenda papers, and stressed that this should be further improved by incorporating the suggestions of the members, in order to make it as user friendly and transparent as possible.

The Agenda was then taken up.


Item No. 1: Report on the constitution of the Finance Committee of the IIT Roorkee:

The Finance Committee noted the constitution of the first Finance Committee of the IIT Roorkee.

Item No. 2: To consider and approve the Revised Estimates (RE) for the year 2001-2002 and Budget Estimates (BE) for the year 2002-2003 both for Non-Plan and Plan grants:

The Director presented the state of the grants under Non-Plan and Plan for the year 2001-2002 and the budget provision for the year 2002-2003 and highlighted some salient features. The Revised Estimate (RE) for the year 2001-2002 and the Budget Estimate (BE) for the year 2002-2003 both for Non-Plan and Plan were discussed in detail. The MHRD Representatives advised/ suggested the following:

- (a) Under the Non-plan budget, there should be no deficit closing balance for the year 2002-2003, since 1018 lacs were being transferred to the Development Fund.
- (b) Least money should be kept in the Bank. It should instead be used for development work. For any carry forward, permission should be taken from the MHRD, including the period in which it will be spent.
- (c) For advances, only the IITs Council approved decisions may be followed and anything not approved by the Council be not implemented.

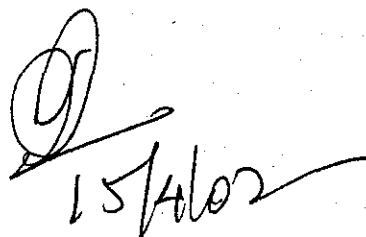

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- (d) Under Establishment expenses of Non-Plan Budget Estimates, the head 'Travelling Allowance & LTC' be segregated in two parts i.e. (i) Travelling Allowance and (ii) L.T.C.
- (e) Under Non-plan Budget Estimates the heads 'Academic Expenses and Educational Expenses' be merged into one.
- (f) Since the grant of 110 crores for modernisation, construction of new buildings etc. would be given by the MHRD during the next three years, the Budget under the Plan Budget-Estimates for the year 2002-2003 be limited to Rs 40 crores. If required, the Ministry would release additional grants during the year.

After incorporating the above, the Finance Committee approved the Revised Estimate (RE) for the year 2001-2002 and the Budget Estimate (BE) for the year 2002-2003 both in respect of Non-Plan and Plan Estimates, as per the details given at **Appendix 'A'**.

Item No. 3: **To consider the implementation of perks for the faculty at par with those applicable to the Faculty of IITs.**

The MHRD Representatives pointed out that there are some prescribed qualifications and norms on the basis of which the perks are made available to the faculty in the other IITs. After some discussion, the Finance Committee accepted the implementation of perks for the faculty at IIT Roorkee subject to the fulfillment of all the conditions as are applicable in other IITs for granting such perks and other benefits to the Faculty. Further, the Finance Committee decided that the above scheme be implemented from the next financial year, i.e. 2002-2003.


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- Item No. 4: **To consider granting the benefits of Selection Grade/ Promotional Time Scales to the employees of the IIT Roorkee after 21.09.2001, the date of conversion of the University of Roorkee, into IIT Roorkee.**

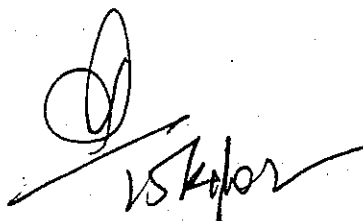
The Finance Committee decided that first the mapping of the non-teaching staff of the IIT Roorkee be completed as early as possible- say within a period of three months. Only thereafter, should the cases of Selection Grade/ Promotional Time Scales etc. be brought before the Finance Committee for consideration. Till that time, this item be treated as deferred.

- Item No. 5 **To consider the request of Scientists 'B' of AHEC to grant the Selection Grade of Rs. 12,000-18,300 w.e.f. 1.1.1996 instead of 1.4.1999 vis-à-vis the recommendations of the Committee on the same:**

The Finance Committee did not accept the request of the Scientists 'B' of AHEC for granting the selection grade of Rs. 12,000-18,300 w.e.f. 1.1.1996.

- Item No. 6: **To consider the request of Dr. Bharat Singh, Former Vice-Chancellor, University of Roorkee and Dr.C.P.Gupta, Former Pro-Vice-Chancellor, University of Roorkee to permit them to change their option from CPF to Pension:**

The MHRD Representatives pointed out the difficulty in dealing with such cases, which were numerous, as the Govt. of India had not approved or chalked out any policy on the matter. After some deliberation, the Finance Committee decided that these cases be referred to MHRD with the details, justification and merit, with the clear undertaking that there are no other cases of such a nature in the IIT Roorkee.

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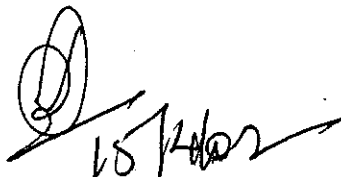
Item No. 7: **To consider the admissibility of revised superannuation and other benefits to the Institute employees who have superannuated before the formation of IIT Roorkee:**

The MHRD Representatives pointed out that the above is contrary to the Govt. of India practice and such cases can create more problems. After some deliberation, the Finance Committee decided that the above be not approved.

Item No. 8: **To consider in principle the perks and welfare measures to be introduced for the Faculty , Academic/ Scientific Staff and Non-Academic Staff of the Institute:**

The issue of Faculty perks, including book allowance etc. as listed at Sl.No. 9 of the agenda item 8 of the agenda was segregated, since there was a separate item on this issue, which had been accepted by the Finance Committee. After some deliberation, the Finance Committee accepted the applicability of the under mentioned welfare/other measures in the IIT Roorkee in principle, but stipulated that the modalities/ rules and implementation details for each proposal/scheme be worked out, and discussed with the MHRD for their suggestions. Thereafter, the same be placed before the Finance Committee and the Board in their next meetings for consideration.

- (a) Compassionate Appointments
- (b) Various Allowances
- (c) Children's Educational Assistance
- (d) Motor Car/ Motor Cycle / Cycle Advance
- (e) House Building Advance
- (f) Enhanced Medical Assistance
- (g) Funding for Mess Employees
- (h) Staff Canteen
- (i) Leave Travel Concession
- (j) Special allowance to Deputy Director/ Deans/ Wardens/ Associate Warden
- (k) Absorption of Syndicate created posts in the regular Institute cadre.



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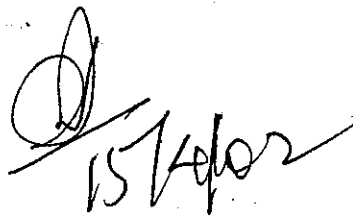
Item No. 9: **To consider the issue of promotions of Non-Teaching staff due on 01.7.2001 under the relevant regulations of the erstwhile UOR.:**

The Finance Committee accepted the proposal of promotions of the non-teaching staff due on 1.7.2001 under the system of the erstwhile University of Roorkee.

Item No. 10: **To consider the approval of Posts chargeable to the works of the Construction Division for the year 2002-2003:**

The Finance Committee accepted the creation of 08 positions, as detailed below, for the financial year 2002-2003 for the Construction Division of the Institute- chargeable to Works Estimates of the Division:

Sl. No.	Designation	No. of post	Expected expenditure
1.	Institute Engineer	01	Rs. 2,59,869.00
2.	Divisional Account Officer	01	Rs. 1,55,760.00
3.	Asstt. Engineer (Civil)	02	Rs. 3,26,531.00
4.	Junior Engineer (Civil)	03	Rs. 4,32,603.00
5.	Architectural Assistant	01	Rs. 1,25,720.00
Total			08 Rs.13,00,483.00
D.A. to be increased			Rs. 41,193.00
Leave Salary & Pension/ CPF Contribution			Rs. 1,35,088.00
Grant Total			Rs. 14,764.00


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Item No. 11: **To consider the creation of certain essential Non-Academic/ Academic posts in Groups 'A', 'B', 'C' and 'D', respectively.**

The Finance Committee decided that the proposal for the creation of certain essential Non-academic/ Academic posts, based on the recommendations of the MHRD Expert Committee's Report, be referred to the MHRD, after clearance of the Board, for specific approval of the Ministry.

UNDER OTHER ISSUES:

With the permission of the Chair, the Director said that the erstwhile UOR had a more than 150 year old history, and this was an opportunity for us to make it the best IIT. Keeping that in view, some flexibility in budgeting, may be given to the IIT Roorkee, for strengthening the areas of sports and cultural activities, enhancement in the quality and numbers of our output i.e. our students, and providing the best employment opportunities and related facilities in Roorkee, like the other IITs, in order to attract good Faculty and Officers. The MHRD Representatives assured that every thing would be done for the IIT Roorkee, which exists in the other IITs. Hence, the Institute should come forward with specific proposals for the activities envisaged. The Ministry would do every thing possible to assist IIT Roorkee.

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



I. S. K. D. S.

BUDGET AT A GLANCE

FC-1st (Minutes)
30.3.2002

NON-PLAN

(Rs. in Lacs)

Details	Previous Year 2000-2001 Actuals	Current Year 2001-2002			Next Year 2002-2003
		Budget Estimates	Actuals upto 28.02.2002	Revised Estimates	Budget Estimates
Opening Balance	-339.44	-751.71	-751.71	-751.71	53.29
Institute Receipts	116.93	106.00	137.55	600.00	1050.00
Grants from Govt.	2847.96	4497.00	1989.90	4905.00	5500.00
A Total Funds Available	2625.45	3851.29	1375.74	4753.29	6603.29
B.Expenditure/Requirements including Commitments	3377.16	4603.00	3481.91	4700.00	6500.00
Surplus/Deficit (A-B)	-751.71	-751.71	-2106.17	53.29	103.29

PLAN

(Rs. in Lacs)

Details	Previous Year 2000-2001 Actuals	Current Year 2001-2002			Next Year 2002-2003
		Budget Estimates	Actuals upto 28.02.2002	Revised Estimates	Budget Estimates
Opening Balance	395.87	280.43	280.43	280.43	610.43
Grants from Govt.	274.53	2240.00	1091.02	1400.00	4000.00
A Total Funds Available	670.40	2520.43	1371.45	1680.43	4610.43
B.Expenditure/Requirements including Commitments	389.97	2140.00	358.87	1070.00	4082.00
Surplus/Deficit (A-B)	280.43	380.43	1012.58	610.43	528.43

BUDGET ESTIMATES - NON-PLAN

(Rs. in Lacs)

Sl. No.	Head of Expenditure	Previous Yr. 2000-2001	Current Year 2001-2002		Next Year 2002-2003	
		Actuals	Budget Estimates	Actuals upto 28.02.2002	Revised Estimates	Budget Estimates
1.	Establishment Expenses					
(i)	Pay & Allowances	2180.30	2754.00	2257.85	2300.00	2633.00
(ii)	OTA and Honorarium	1.77	5.00	1.80	3.00	3.00
(iii)	(a) Travelling Allowance	15.02	15.00	12.94	15.00	20.00
	(b) LTC	-	-	-	-	10.00
(iv)	Children Education Allowance	-	-	-	-	2.00
(v)	Fund Contribution	-	-	-	-	300.00
(vi)	Pension and Gratuity	538.99	625.00	549.09	575.00	600.00
(vii)	Advances	-	-	-	-	100.00
(viii)	Security and Other Agencies	23.16	24.00	22.47	25.00	50.00
(ix)	Medical Expenses	36.07	77.00	42.28	50.00	80.00
	Total	2795.31	3500.00	2886.43	2968.00	3798.00
2.	Academic and Educational Expenses					
(i)	Departmental Operating Costs	137.93	259.00	115.57	150.00	250.00
(ii)	Scholarships/Fellowships	122.42	170.00	109.91	300.00	500.00
(iii)	Library - Books & Journals	54.05	200.00	84.18	120.00	300.00
(iv)	Other Educational Expenses	33.36	35.00	26.75	39.00	106.00
	Total	347.76	664.00	336.41	609.00	1156.00
3.	Computerisation & Comp. Support Services	-	-	-	-	5.00
4.	Maintenance Expenses					
(i)	Estate Maintenance	69.12	225.00	93.22	110.00	200.00
(ii)	Water, Power and Fuel	110.96	145.00	120.68	140.00	200.00
(iii)	Property Tax	-	-	-	-	2.00
	Total	180.08	370.00	213.90	250.00	402.00
5.	Miscellaneous Expenses	54.01	69.00	45.17	63.00	121.00
6.	Transfer to Development Fund	-	-	-	810.00	1018.00
	Grand Total	3377.16	4603.00	3481.91	4700.00	6500.00

INSTITUTE RECEIPTS

(Rs. in Lacs)

Sources of Income	Previous Year 2000-2001 Actuals	Current Year 2001-2002			Next Year 2002-2003 Budget Estimates
		Budget Estimates	Actuals upto 28.02.2002	Revised Estimates	
1. Academic Receipts	65.14	58.25	96.21	550.00	600.00
2. Receipt-Central Admn.					
Interest on Investments and other Deposits	7.52	3.70	6.00	7.00	343.00
Charges for use of staff Car and Buses	0.39	0.20	0.69	0.70	1.00
Application Fee	-	-	-	-	0.25
Fee for folders & Identity cards	0.25	0.25	0.18	0.20	0.25
Receipts for use of Computers	-	-	-	-	0.50
Sponsored Projects & Consultancy	-	-	-	-	50.00
3. Building License Fee	31.63	32.45	24.05	30.00	35.00
Water & Electricity	1.53	1.16	1.96	2.00	2.50
4. Hospital & Medical	0.31	0.85	0.24	0.50	1.00
5. Guest House	-	-	-	-	4.00
6. Misc./Other Receipts (including sale of obsolete equipment)	10.16	9.14	8.22	9.60	12.50
Total	116.93	106.00	137.55	600.00	1050.00

BUDGET ESTIMATES - PLAN

(Rs. in Laacs)

Sl. No.	Head of Expenditure	Previous Yr. 2000-2001	Current Year 2001-2002			Next Year 2002-2003
		Actuals	Budget Estimates	Actuals upto 28.02.2002	Revised Estimates	Budget Estimates
A	Developmental Activities					
1	Equipment					
(i)	Replacement of Obsolete Equipment & modernization of laboratories	91.06	500.00	134.98	350.00	900.00
(ii)	Equipment of new Department/Placement Cell	69.91	30.00	1.29	20.00	100.00
(iii)	Equipment for new programmes	48.10	45.00	27.87	-	250.00
(iv)	Office equipment/automation	-	30.00	-	50.00	90.00
2	Upgradation of Computing Facilities	18.93	200.00	7.33	100.00	400.00
3	Upgradation Networking & multimedia facilities	-	200.00	36.30	120.00	450.00
4	Strengthening of Library	41.64	100.00	30.06	100.00	300.00
5	Renovation/Extension of buildings					
(i)	Academic & administrative buildings	84.03	400.00	25.72	100.00	590.00
(ii)	Residential Buildings	-	250.00	36.75	70.00	400.00
(iii)	Students' Hostel & Amenities	-	300.00	55.67	150.00	450.00
(iv)	Guest House & Conference Complex	-	55.00	-	-	100.00
6	Staff/Student Amenities (Other than buildings)	-	30.00	2.90	10.00	52.00
	Total of A	353.67	2140.00	358.87	1070.00	4082.00
B	Special Grants					
(i)	for REACH Programme	36.30	-	-	-	-
	Total of B	36.30	-	-	-	-
	Grand Total (A+B)	389.97	2140.00	358.87	1070.00	4082.00