

Proceedings of the 23rd Meeting of the Finance Committee held under the Chairmanship of Sh. Suresh Kumar, IAS, Principal Secretary to Govt of Punjab, Deptt of Technical Education & Industrial Training on 20.05.2011 at 11.30 AM in Room No., 219, Mini Secretariat, Sector 9, Chandigarh.

The following members of the committee were present:

1. Sh. Vivek Pratap Singh, IAS, Member
Director, Deptt of Technical
Education & Industrial Training, Punjab, Chandigarh.
2. Mr. Mohanbir Singh Sidhu, Additional Director, Member
Deptt. of Tech. Education & Industrial Training,
Punjab Chandigarh
3. Dr. T S Sidhu, Principal Member
Shaheed Bhagat Singh College of Engg. & Tech.
Ferozepur.
4. Mrs. Ranjit Kaur, Supdt Member
Representative of Principal Secretary to Govt. of Punjab
Deptt of Finance.
5. Mr Tej Pal, Deputy Registrar, Member-Secretary
Shaheed Bhagat Singh College of Engg. & Tech.,
Ferozepur

At the outset, Dr. T.S. Sidhu, Principal, Shaheed Bhagat Singh College of Engg. & Tech., Ferozepur welcomed the members to the 23rd Meeting of Finance Committee. Thereafter, with the permission of chair, the Agenda of 23rd Finance Committee was deliberated upon and the following decisions were taken:

Item No. 23.1 : Confirmation of the approved proceedings of the 22nd meeting of the Finance Committee.

Decision : The proceedings of the 22nd meeting of Finance Committee were confirmed except the item No. 22.8. The decision of item No. 22.8 is confirmed subject to the conditions that the contractual employees will not be given Academic Leave and HRA. Further, the new terms and conditions as mentioned in item no. 22.8 will be applicable only when their existing contract will be reviewed. It was also decided that the new faculty with B. Tech. Degree/M.Tech Degree will be recruited for Engineering Wing as per AICTE guidelines.

Item No. 23.2 : To report for action taken on the decision of the 22nd meeting of the Finance Committee.

Decision : The action taken report was noted.

Item No. 23.3 : Annual Audited Balance Sheet and Income & Expenditure Statement for the Financial Year 2010-11.

Decision : It was decided that in future all the funds and fee collected by the society should be reflected in the Balance Sheet. It was also decided that special audit of all Accounts of the college by CA should be done and CA may be selected either from the panel of Accountant General (audit) of Punjab or an open advertisement with details of work may be published in newspapers for selecting the auditor. Further it was decided that quarterly trial balance, quarterly balance sheet and receipt & payment account should be prepared.

Item No. 23.4 (a): Budget Estimate for the year 2011-12 for Engg. Wing, Poly Wing & Management Wing.

Decision : Budget was approved as proposed with the modification that provision of Rs. 110/- Lacs for payment of arrears to teaching and non teaching staff is added to the provision of budget Rs. 1048.94 which is kept for payment of Salary and Allowances etc., thereby, total budget under this head will be Rs. 1158.94 Lacs.

Item No. 23.4 (B): Budget of Development Fund for Engg. Wing, Poly Wing and Management Wing for the year 2011-12.

Decision : Budget was approved as proposed with the modification that Budget for the maintenance is kept as 30 Lacs instead of 40 Lacs.

Item No. 23.4 (C): Budget Estimate for the Year 2011-12 for Engg. Wing, Poly Wing and Management Wing for the Student Activities Fund.

Decision : Budget was approved as proposed with the modification that Budget for the Innovative Project is increased to Rs. 25 Lacs and additional Budget of Rs. 10 Lacs is approved for Tech. Fest. Further it was decided to build a Gymnasium and Swimming Pool in the college campus from the accumulated student activity Fund.

Item No. 23.5: To approve the rate of interest to be paid to the employees on CPF / GPF during 2010-11.

Decision : It was decided to take up the matter with Provident Fund Commissioner to transfer these funds to them. The services of consultant should be used for this purpose.

Item No.23.6 : Recruitment of Senior Faculty.

Decision : It was decided to put up this item on a single file by giving details of sanctioned posts and posts to be filled.

Item No.23.7 : Construction of New Teaching Block.

Decision : In Principle item is approved as proposed. However, its cost estimate be got checked from Civil Engineering Department of GZSCET Bathinda and item be put up in Building and Works Committee of the College.

Item No.23.8 : Remodeling of Hostel Toilet Blocks.

Decision : Item is approved as proposed.

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Item No,23.9 : Regularization of Services of Sh. Raj Kumar, Ex-clerk.

Decision : The committee observed that he is neither properly recruited nor does he fulfill the prescribed qualifications for the post of clerk. Therefore, committee regrets its inability to regularize his services.

Item No,23.10: Regarding promotion criteria for the post of Duplicating Machine Operator.

Decision : It was decided to put up this item again in the next meeting of Finance Committee along with promotion criteria of equivalent post in Punjab Govt.

Item No,23.11 : Fixation of Rates for Private use of Innova Car.

Decision : It was decided to charge Rs. 8 per Kilometer for Private use of Innova Car by Faculty and Staff of the College.

Item No,23.12: Re-appropriation of funds during the year 2010-11.

Decision : Item is approved as proposed.

Item No,23.13: Payment of 10% in lieu of working of Poly Wing & Management Wing.

Decision : This item stands deferred. This issue will be decided in the combined meeting of Principals of State Managed Engineering colleges to be called at the Directorate Level.

Item No,23.14: Implementation of Career Advance Scheme (CAS) at College level.

Decision : This item stands deferred. CAS meeting will be called at the Directorate Level.

Item No,23.15: Innovative Project Fund Rs. 5.0 laes.

Decision : Item is approved as proposed. However it was decided to increase the innovative Project funds to Rs. 25 Lacs.

Item No,23.16: Increase of the limit of Imprest Money for Transport Section of the College.

Decision : Item is approved as proposed.

Item No,23.17: Ratification of the delegation of additional powers to Deputy Registrar.

Decision : Item is ratified.

Item No,23.18: Payment of Arrears to Teaching and Non-Teaching Staffs of the college.

Decision : It was decided to pay 40% arrears to the non-teaching staff as per the notification issued by Punjab Govt. Further, it was decided that 20% arrears to teaching faculty be given only after receiving 80% arrears grant from MHRD.

Item No,23.19: Payment for Legal Notice, Legal advice, defending the case in State Consumer Dispute Redressal Forum and for travelling allowance for defending case outside the Ferozpur Jurisdiction.

Decision : Item is approved as proposed. Further, it was decided to put up this item again in the next meeting of Finance Committee with the proposal to hire the services of a Legal Advisor on per month basis, if it is found to be economical.

Supplementary Items

Item No. 23.20 (a): Insurance of Students and proportionate payment out of the existing student exigency funds.

Decision : It was decided to pay the following amount from the academic year 2011-12 onwards to all the students irrespective of their economic conditions since this exigency fund of Rs. 250/- per semester is collected from all students.

- (1) Payment of actual fee of the students and Rs. 1500/- per month as boarding/lodging charges for the remaining period of his study.
- (2) Payment of Rs. 50000/- as a onetime financial help.

Item No. 23.20 (b): Annual Audit of the College by Chartered Accountant.

Decision : It was decided that special audit of all Accounts of the college by CA should be done and CA may be selected either from the panel of Accountant General (audit) of Punjab or an open advertisement with details of work may be published in newspapers for selecting the auditor. Further it was decided to outsource the services of CA to maintain books of account and cash books of the college.

Principal
Shaheed Bhagat Singh College
of Engg. & Tech., Ferozepur

Approved/Not Approved

Principal Secretary to Govt. of Punjab.
Deptt. of Technical Education and Industrial Training cum
Chairman Finance Committee, SBSCET, Ferozepur