

NATIONAL INSTITUTE OF TECHNOLOGY
DURGAPUR-713209, WEST BENGAL, INDIA

Minutes of the 41st Meeting of the Finance Committee held on 5th May 2017 at 10:30 A.M. in The Hotel Royal Plaza, Mezzanine Floor, 19 Ashoka Road, New Delhi – 110001.

The following members attended the Meeting:

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| 1. Prof. A. B. Bhattacharyya,
Chairperson, Board of Governors,
National Institute of Technology,
Durgapur | Chairperson |
| 2. Prof. Asok De,
Director, (Additional Charge),
National Institute of Technology,
Durgapur | Member |
| 3. Shri D.K. Singh,
Under Secretary, IFD (Representing JS & FA, MHRD)
Dept. of Higher Education,
MHRD, Govt. Of India
Shastri Bhavan, New Delhi | Member |
| 4. Shri. K. Rajan,
Under Secretary, TS – III (Representing JS(NITs) MHRD)
Deptt Of Higher Education,
MHRD, Govt. of India
Shastri Bhawan, New Delhi – 110 015 | Member |
| 5. Prof. S.P. Ghoshal
Professor,
Department of Electrical Engineering,
National Institute of Technology,
Durgapur. | Member |
| 6. Brig.(Retd.) A. S. Nijjar,
Registrar,
National institute of Technology,
Durgapur | Member Secretary |

The Chairperson, Board of Governors welcomed all members of the Finance Committee to the 41st meeting of the Finance Committee.

Item#: 41.01: To Confirm the Minutes of the 40th Finance Committee Meeting held on 19th January, 2017.

Confirmed.

Item#: 41.02: To note action taken on the Minutes of the 40th Finance Committee Meeting held on 19th January, 2017.

40.01:

(i) In response to information given by Chairman that space allocation has not been made for research students and new faculty to be recruited/visiting faculty/adjunct faculty as proposed by Dean B&W and approved by FC and Board. Director informed that the matter should be brought to his attention for necessary action during his next visit to NIT Durgapur.

(ii) **Upgradation of UG Laboratories:** It was recommended that all departments submit a modernization plan of capital equipment for undergraduate (UG) laboratories within a limit of Rs. 50 lakhs which will be made available in quarterly phases provided procurement and modernization has been implemented. The integrated upgradation plan for each UG laboratory by departments be submitted to director who may get the plan reviewed by experts to be assigned by him. The upgradation should ensure that no more than a group of two or three students are involved on a single experiment. The allocation to departments should be made proportional to the intake of students. It is also to be noted that, this upgradation program is proposed to be one time allocation. This special allocation is in addition to routine departmental running cost.

(iii) For speeding up of the purchase process, a checklist for various actions to be taken including detailed specifications of the items to be procured, should be circulated to all the departments.

(iv) An amount of Rs. 1.5 Crores to be allotted to workshop for renovation/procurement of equipment etc.

40.08: Services of Professional Chartered Accountant, should be hired for correction/preparation of bank reconciliation statements for the period from 2008-09 to 2013-14.

Item#: 41.03: Provisioning and expenditure of funds for Hardware and Software for e – office deployment.

(i) The Finance Committee agreed and recommended the proposal for funds for Hardware & Software for e-office deployment. Rs. 2.5 crores for e-office and Rs. 25 Lakhs per year for Chankya Academic Package were approved.

(ii) For implementation of e-office, the requirement of computers, printers, etc should be placed in the next Finance Committee meeting for approval.

(iii) For digitisation of official documents, atleast two high speed scanners should be procured by the Institute and proper manpower should be deployed for digitisation of office data.

Item#: 41.04: To consider Annual Accounts 2016-17 for approval.

The Finance Committee approved the annual accounts for the year 2016-17.

Item#: 41.05: To consider the fund position as on 01-04-2017.

Finance Committee noted the fund position of the Institute as on 01/04/2017. The Finance Committee also noted that an amount of Rs. 28.80 Crore has been allocated to the institute towards first instalment to incur expenditure for non recurring and recurring activities as per monthly expenditure plan (MEP) for the month of April 2017.

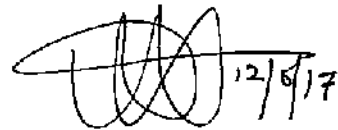
Item#: 41.06: Information to the Finance Committee regarding various observations by the Chairman, BOG.

The Committee directed that action should be initiated to remove encroachments from the NIT land. Legal, police/civil authority help should be sought where necessary.

The Finance Committee recommended that all gallery - type class rooms of the old academic building should be fitted with air conditioners (4-5 Nos in each class depending upon the size of the class). The broken furniture, desks, chairs, tables etc should be repaired/replaced. Finance Committee also recommended that the proposal for renovation of such class rooms should be approved by the Director. The estimated amount of Rs. 2.5 crores for the above had already been projected by Dean P&D during his presentation in the 39th Finance Committee meeting

Item#: 41.07: Any other item with the permission of the chair.

The Finance Committee recommended procurement of computers for providing internet facility to the students in the Institute Library, at an estimated cost of approximately Rs. one crore.



Brig.(Retd.) A. S. Nijjar
Registrar & Member Secretary,
Finance Committee
National Institute of Technology, Durgapur