



Beant College of Engineering & Technology

(Established by Government of Punjab)

GURDASPUR (PUNJAB)-143 521

AGENDA FOR THE 17th MEETING OF FINANCE COMMITTEE

TO BE HELD ON

06.10.2006 AT 12:00 NOON

VENUE :

Office of the Principal Secretary,
Technical Education, Punjab,
Room # 510, Mini Secretariat, Sector 9,
Chandigarh.

C O N S T I T U T I O N

FINANCE COMMITTEE

- | | | |
|----|--------------------------------------------------------------------------------------------------------------------------|---------------------|
| 1. | Principal Secretary,
Technical Education, Govt. of Punjab,
Mini Secretariat, Sector 9, Chandigarh. | Chairman |
| 2. | Principal Secretary,
Finance, Govt. of Punjab, OR
His/her representative not below the rank of
Joint Secretary. | Member |
| 3. | Director,
Technical Education & Industrial Training,
Punjab. | Member |
| 4. | Principal,
Beant College of Engineering & Technology,
Gurdaspur. | Member |
| 5. | Registrar,
Beant College of Engineering & Technology,
Gurdaspur. | Member
Secretary |

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Item # 17.1 Confirmation of minutes of 16th meeting of Finance Committee held on 21.4.2006.

The 16th meeting of Finance Committee of Beant College of Engineering & Technology, Gurdaspur was held on 21.4.2006 in the office of the Principal Secretary, Technical Education & Industrial Training, Punjab. The minutes were circulated vide # BCET/2969-2971 dated 26.4.2006 to all the members. No comments have been received.

Copy of the minutes is placed at **Annexure-I** from page 21 to 25 for confirmation please.



Item # 17.2 To report action taken on the decisions of 16th meeting of Finance Committee of Beant College of Engg. & Technology, Gurdaspur.

Item # 16.1 Confirmation of minutes of 15th meeting of Finance Committee held on 06.5.2005.

Decision taken It was resolved to confirm the minutes of the 15th meeting of Finance Committee held on 06.5.2005.

Action taken No action required.

Item # 16.2 To report action taken on the decisions of 15th meeting of Finance Committee of Beant College of Engg. & Technology, Gurdaspur.

Decision Taken The committee noted the action taken on the decisions of 15th meeting of Finance Committee. It was desired that the Govt. of Punjab may be requested to fix the meeting for considering the merger of 50% of dearness pay in respect of faculty appointed on contract basis to have uniformity in all the Govt. promoted engineering colleges. It was also desired that the Director, Technical Education & Industrial Training, Punjab may be requested to fix the meeting with the Principals of all the engineering colleges to consider the upgradation of pay scale in respect of Laboratory Assistant and Skilled Assistant. It was also desired that this committee should also look into the designation/qualifications/pay scale and promotion criteria in respect of non-teaching posts to have uniformity amongst all the engineering colleges.

Action taken The meeting under the Chairmanship of Principal Secretary, TE & IT, Punjab was held on 24.5.2006 and it was decided to merge the 50% of Dearness Pay in respect of the faculty appointed on contract basis. The committee also decided to give annual increment to such employees. The copy of the decision is placed at **Annexure-II** on



page 26. Further the meeting of all the Principals under the chairmanship of Director, TE & IT, Punjab was held on 1.6.2006. In the meeting, it was decided to constitute a committee under the chairmanship of Dr. Satish Kumar, Principal, Beant College of Engineering & Technology, Gurdaspur and Registrar, Deputy Registrar and Assistant Registrar of these colleges as members. The committee held meetings thrice and final report has been submitted to the Director, TE & IT, Punjab vide # BCET/4536 dated 28.8.2006. A copy of constitution of committee and its recommendations are placed at **Annexure-III** from page 27 to 41.

Item # 16.3
Decision
taken

Budget estimates for the year 2006-2007.

The budget estimate proposed for the year 2006-2007 amounting to Rs.1263.45 lacs was approved. It was desired that the expenditure on account of the maintenance of the college under head "contingencies" be bifurcated as under :

- a) Maintenance (including wages of security/ sweeping/horticulture staff, material for sweeping & horticulture service, electric/civil/public health works (repair). ➤ Rs.42.00 lacs
- b) Diesel/Repair for generator set etc.). ➤ Rs.8.00 lacs
- c) White Washing of hostels and college buildings ➤ Rs.20.00 lacs

It was desired that the Director, TE & IT, Punjab may convene a meeting to finalize the standardization of all the facilities in the Govt. promoted engineering colleges to have uniformity amongst these colleges.

It was further desired that the college should examine the possibilities of maintaining a corpus fund in the college.

Action taken

The expenditure is being made as per the approved budget. The Director, TE & IT, Punjab called a meeting of all the

Principals on 01.6.2006 at Chandigarh and a committee under the Chairmanship of Dr. H.B. Sharda, Principal, SBSCET, Ferozepur was constituted. The report is to be submitted directly by him to the Director, TE & IT, Punjab. Further, the college is examining the possibilities of maintaining the corpus funds in the college and the progress will be brought forward in the next meeting of Finance Committee.

Item # 16.4 To consider and approve the rate of interest to be paid to the employees on CPF during the year 2005-2006.

Decision taken

It was approved to transfer Rs.2.45 lacs approximately from main account to C.P.F. account as a difference on account of less rate of interest received from the banks. However, it was desired that Director, TE & IT, Punjab may convene a meeting of all the Principals of engineering colleges (Govt. Promoted) and to have the deliberations on the subject with the banks to get more interest on the accumulation in the C.P.F. account, so that the colleges can get the rate of interest @8% minimum as has to be paid to the employees i.e. 8%.

Action taken

The action regarding interest on the accumulation of CPF in the respective colleges is to be taken by Engineering College Cell at the level of Directorate of TE & IT, Punjab.

Item # 16.5 To approve the loan of Rs.100.00 lacs to the newly established Baba Hira Singh Bhattal Institute of Engineering & Technology, Lehragaga.

Decision taken

It was approved to transfer Rs.100.00 lacs to the newly established Baba Hira Singh Bhattal Institute of Engineering & Technology, Lehragaga. The Director, TE & IT, Punjab was requested to prepare a draft agreement and send to the Govt. for approval so that the agreement

be executed for the purpose.

Action taken A payment of Rs.100.00 lacs has been made to BHSBIET, Lehragaga. A copy of the letter along with agreement executed, as approved by Govt. of Punjab is placed at **Annexure - IV** from page 42 to 51.

Item # 16.6 **To approve the payment of Rs.151947.00 to be paid to the Director, Technical Education & Industrial Training, Punjab on account of expenses made on advertisement.**

Decision taken It was approved to make the payment of Rs.151947.00 to the Director, TE & IT, Punjab on account of expenses made on advertisement.

Action taken The payment of Rs.151947.00 has been made. A copy of letter is placed at **Annexure -V** on page 52.

Item # 16.7 **To ratify the decisions taken by the Chairman, Finance Committee, BCET, Gurdaspur on the following items :**

- (i) Extra expenditure on electricity.
- (ii) Payment of arrears to the faculty.
- (iii) Installation of new electronic meters.
- (iv) Sanctioning of additional requirement of Security Guards and Sweepers.

Decision taken The committee ratified the decisions taken by the Chairman, Finance Committee on the above items.

Action taken No action required.

Item # 16.8 **To report about the audit of annual accounts for the year 2004-2005.**

Decision taken The committee noted the accounts for the year 2004-05 and gone through the inspection report of A.G. Punjab. It was desired that reply to A.G. Punjab be prepared and copy of the same be sent to the Principal Secretary, Technical Education, Punjab and Director, TE & IT, Punjab for perusal.

Action taken The reply in the annotated form has been sent to the A.G., Punjab with a copy to Principal Secretary, TE & IT, Punjab and Director, TE & IT, Punjab. A copy of reply sent is placed at **Annexure-VI** from page 53 to 70.

Item # 16.9 To approve the panel of Advocates for Hon'ble Punjab & Haryana High Court.

Decision taken It was decided to defer the item and may be taken up as and when required.

Action taken The item will be brought forward as and when required.

Item # 16.10 Any other item with the permission of the chair.

Item # 16.10.1 To consider the investment of accumulations of the Contributory Provident Fund in U.T.I. – Unit Scheme for Charitable and Religious Trust and Registered Societies.

Decision taken The committee considered the item, but not approved.

Action taken No action required.

Item # 16.10.2 To allow to pay affiliation fee to Punjab Technical University, Jalandhar.

Decision taken It was decided that the Govt. of Punjab may kindly take up the matter with the Punjab Technical University, Jalandhar to charge the affiliation fee from Govt. promoted college only from the date when the decision was taken in this regard i.e. in 2001 and not from 1997. In the meantime, it was approved to pay the affiliation fee to the university and balance amount on account of difference in collection from the students and payment to the university be paid from the college account.

**Action
taken**

The payment on account of affiliation fee has been made to PTU, Jalandhar. A copy of letter is placed at **Annexure-VII** from page 71 to 77. The decision about taking the matter of affiliation fee with the Punjab Technical University was to be taken up at the Government level.

Item # 17.3 To approve the teaching posts as a fresh due to introduction of new course of Bio Technology and abolition of old course of Production Engineering and increase of seats in various courses.

The college was having the following disciplines with sanctioned intake of students as shown against each :

Sr. #	Discipline	Sanctioned intake
1.	Computer Science & Engineering	60
2.	Information Technology	40
3.	Electronics & Communication Engineering	40
4.	Mechanical Engineering	60
5.	Production Engineering	40
6.	Chemical Engineering	60
	Total	300

Looking into the demands of the people and trend of admissions in the various courses, the proposal was put up to AICTE, Punjab Govt. and Punjab Technical University, Jalandhar for introduction of new course and increase/decrease of seats in the existing courses and finally this was approved by AICTE, Punjab Govt. and Punjab Technical University, Jalandhar for the academic session 2006-2007 as per the details given below:

Sr. #	Discipline	Sanctioned intake
1.	Computer Science & Engineering	60
2.	Information Technology	60
3.	Electronics & Communication Engineering	60
4.	Mechanical Engineering	90
5.	Production Engineering	00
6.	Chemical Engineering	40
7.	Bio Technology	60
	Total	370

Approved

Copy of the approved letter from AICTE, Punjab Govt. and Punjab Technical University, Jalandhar are placed at **Annexure-VIII** from page 78 to 80. It is for information of the Finance Committee that the total number of admissions in various courses are 361. Accordingly, there is a need to increase the number of posts/creation of teaching posts as per AICTE guidelines for various courses. As per AICTE guidelines, teacher students ratio should 1:15 and the ratio between Professor, Assistant Professor and Lecturer should be 1:2:6 (AICTE approval process handbook 2005-2006).

At present, 94 posts of faculty are sanctioned. In 15th meeting of Finance Committee, the bifurcation of posts was approved as per the courses existing at that time and accordingly, 8 posts were kept in abeyance and 86 posts were allowed to be filled up. It was decided that the posts kept in abeyance are to be filled up as per the requirement due to the introduction of new courses. The details of the posts required as per the present sanctioned intake is as under :

Sr. #	Course	No of students (including LEET)	No of faculty
1.	Computer Sc. & Engineering	240+18	17
2.	Information Technology	240+18	17
3.	Electronics & Comm. Engineering	240+18	17
4.	Mechanical Engineering	360+27	26
5.	Chemical Engineering	160+12	11
6.	Bio Technology	240+18	17
	Total	1480+111	105*

* Out of this, 14 posts are required for Applied Sciences Department.

The details of the posts required department-wise/cadre-wise are as under :

Sr.#	Discipline	Total Posts	Professor	Assistant Professor	Lecturer
1	Computer Sc. & Engg.	15	02	03	10
2	Information Technology	15	01	04	10
3	Electronics & Comm. Engg.	15	02	03	10
4	Mechanical	22	02	05	15

	Engineering				
5	Chemical	10	01	02	07
	Engineering				
6	Bio Technology	14	02	03	09
7	Applied Sciences	14	01	03	10
	Total	105	11	23	71

94 posts which have already been sanctioned are allowed to be filled up and 11 more posts of faculty are required to be sanctioned. The pay scales and qualifications for these posts will be as per AICTE guidelines. The details of expenditure have been given at **Annexure-IX** on page 81.

In addition to the above, the following non-teaching posts are also required to be sanctioned due to increase of seats :

1. Superintendent Grade II – 01 (this post was abolished in the 15th meeting of Finance Committee, but it needs to be re-sanctioned now.
2. Senior Assistant – 01
3. Laboratory Assistant – 02 (for Bio Technology Department).
4. Laboratory Attendant – 02 (for Bio Technology Department).
5. Peon – 01 (for Bio Technology Department).

The expenditure on account of these posts will be met from the existing resources and the details of expenditure on these posts have been given at **Annexure-IX** on page 81.

Submitted for kind consideration and approval please.

Item # 17.4 To approve the additional expenditure for development of department of Bio Technology.

With the introduction of new course of Bio Technology, with an intake of 60 students per year, ten new laboratories as per the syllabi of Punjab Technical University, Jalandhar are to be equipped with machinery and equipment.

1. Microbiology.
2. Bio Chemistry.
3. Industrial Microbiology and Food Products.
4. Transport Phenomenon
5. Genetics and Immunology.
6. Bio Informatics.
7. Molecular Biology
8. Environmental Biotechnology.
9. Modeling and Simulation of Bioprocess System.
10. Bio Analytical Technique.

These laboratories will be required from 3rd to 8th semesters which will be equipped from time to time but for the laboratories required in the 2nd year, the approximate expenditure of Rs.12.00 lacs is expected to be incurred as per the details given in **Annexure-X** from page 82 to 92.

this expenditure will be met out of the budget estimated approved under the head Buildings for this year. In addition to this, an expenditure of Rs.3.00 lacs is required for preparing the laboratories for housing equipment and machinery in these laboratories like wash basins, AC rooms, slabs etc). This expenditure will also be met from the budget already approved under the head Buildings. Besides this, the expenditure involved on the books and journals will be met from the existing approved budget for purchase of books and journals. It is therefore, proposed that the total expenditure amounting to Rs.15.00 lacs may be sanctioned for the remaining period of the financial year

2006-07 for the development of laboratories for 2nd year course of Bio Technology. The expenditure on account of laboratories equipment for 3rd & 4th year will be taken up in the next financial year.

Submitted for kind consideration and approval please.

Approved,

Item # 17.5 To approve the construction of Four Lecture Halls on the first floor of Mechanical Block.

With the introduction of new course of Bio Technology with an intake of 60 students and addition of intake in the branches of Mechanical Engineering, Electronics & Communication Engineering and Information Technology, the additional lecture halls are required to be constructed. To meet the additional requirement, it is proposed that four lecture halls can be constructed on the first floor of existing Mechanical Engineering Block which will not only save the money, but also will be centrally located accessible to the students and staff.

For construction of these new four lecture halls, an expenditure amounting to Rs.25.00 lacs (approximately) will be required which will be met from the existing budget under the head Buildings. The details will be taken up in the meeting of Buildings & Works Committee.

Submitted for kind consideration and approval please.

Approved!

Item # 17.6 To approve the payment of interest on CPF on yearly basis as per Punjab Govt. Rules instead of half yearly basis as per College Bye Laws.

As per clause 7.11 of the College Bye Laws, the interest on the accumulation of CPF will be paid half yearly to the staff. The clause is reproduced as below :

7.11 INTEREST

- (a) The rate of interest to be allowed on all sums deposited to the Fund shall be such as may be determined from time to time by the Board.
- (b) The amount of such interest shall be placed to credit of each subscriber half yearly.
- (c) The total amount of interest shall be rounded to the nearest rupee.
- (d) The interest to be charged on the money advanced to the employee shall be recovered at the rate at which interest is credited by the College to the subscribers.

But as per Punjab Government, the interest is credited on yearly basis. It is therefore, proposed that the College Bye Laws duly approved by the Board of Governors needs to be amended so that interest rate and the interest to be credited on yearly basis as per Punjab Govt. norms from time to time instead of half yearly basis referred in the clause 7.11.

Submitted for kind consideration and approval please.

Approved, on uniformity basis in all the colleges
To be implemented only after the
approval of B.O.G.,

M. G. R 01.4.06

Item # 17.7 To approve the increase of electricity charges from students.

At present, Rs.700/- per semester on account of water and electricity charges are being charged from the students. These rates were approved in the year 2000. During load shedding from Punjab State Electricity Board, the supply of generator set is also given to the students. The tariff rate of PSEB has increased over the years from Rs.2.90 to Rs.3.89 per unit + 10% E.D. with effect from 01.4.2005. The cost on account of consumption of diesel for generator set has also increased over the years. The last year diesel expenditure/repair on generator set was Rs.163678.00. It has become imperative to increase the electricity charges from the students.

To overcome the extra expenditure due to increase in tariff rates and diesel prices, it is proposed that existing charges of Rs.700/- may be increased to Rs.1000/- per semester. If approved, these rates will be made applicable from the fee to be charged in January 2007.

Submitted for kind consideration and approval please.

uptd 30.12.06 - 129503/n



Item # 17.8 To approve the payment of leave salary contribution in respect of Dr. Satish Kumar, Principal, BCET, Gurdaspur.

Dr. Satish Kumar was appointed as Principal in this college and subsequently he joined his duties on 8th April 2005. He has been allowed to retain a lien on the post of Professor at GZSCET, Bathinda. He has been allowed all the benefits including employer's share pertaining to CPF or the benefit of pension. Since he has been allowed all the other benefits of service including his protecting of pay/payment of employer share of CPF, leave as per entitlement. Leave salary contribution is to be sent to Giani Zail Singh College of Engineering & Technology, Bathinda.

Submitted for kind approval please.



Item # 17.9 Conversion of faculty of Production Engineering to Mechanical Engineering.

All India Council for Technical Education, New Delhi increased the intake from 300 to 370 students including the introduction of new course in Bio Technology. The intake in the discipline of Mechanical Engineering has been increased from 60 to 90 students, but the course in Production Engineering with intake of 40 students has been closed. With the closure of the course in Production Engineering, the faculty in Production Engineering will become surplus after a period of three years and with the increase in seats in Mechanical Engineering, the more faculty in the discipline of Mechanical Engineering will be required.

HoD, Mechanical & Production Engineering has sent a proposal for merger of faculty in one department i.e. Department of Mechanical Engineering and the existing faculty has accepted the proposal. A copy of proposal by HoD along with list of faculty accepting the proposal is placed at **Annexure-XI** from page 93 to 94. It is therefore, proposed that the faculty of Production Engineering may be allowed to be merged with the faculty of Mechanical Engineering.

Submitted for kind consideration and approval please.



Item # 17.10 To approve the reimbursement of registration fee and TA/DA for attending and presenting papers in the National/International conferences.

All India Council for Technical Education, New Delhi revised the pay scales for teachers with effect from 01.1.1996 but nothing has been mentioned about the payment of expenses on account of registration fee and TA/DA for attending the national/international conferences. Whereas, this facility was extended to the faculty when the pay scales were revised w.e.f. 01.1.1986

Faculty of this college is pressing hard for sanctioning TA/DA and registration fee for attending such conferences. It is therefore, proposed that expenses for registration fee and TA/DA to the faculty may be allowed for presenting papers in one national conference in every calendar year and one international conference in a period of three years.

Submitted for kind consideration and approval please.

Allan

The faculty from each dept.

07/07/17. should send guidelines for
colleges there some in all the
colleges.

Item # 17.11 To approve the contract appointments for a period of three years in respect of the existing employees working on consolidated salary.

At present, some employees are working on consolidated wages and being deployed in various departments including Maintenance Cell of the college. As per the orders of the Govt. of Punjab the details of persons appointed on work charges/daily wage basis on the prescribed proforma, the details were sent to the Director, TE & IT, Punjab vide # BCET/4446 dated 18.8.2006. Copies of the letter along with details sent are placed at **Annexure-XII** from page 95 to 100. It is proposed that they may be kept on contract basis for a period of three years on the basic pay plus merger of 50% D.P. plus D.A. only, which may be renewed further as per the requirement and performance of the person.

Submitted for kind consideration and approval please.

Approved Summary policy should
be adopted by other colleges.

Dt 17. should issue guidelines
to all the colleges.

Item # 17.12 Any other item with the permission of the Chair.