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**BEANT COLLEGE OF ENGINEERING & TECHNOLOGY
(Established by Government of Punjab)
GURDASPUR (PUNJAB)143521**

**AGENDA FOR THE
ELEVENTH MEETING OF FINANCE COMMITTEE
to be held on 16-12-2002 at 11:30 A.M.**

VENUE: Office of the Secretary,
Technical Education & Industrial Training,
Govt. of Punjab, Mini Secretariat,
Sector 9, Chandigarh

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Item No.: 11.1 Confirmation of the minutes of 10th Meeting of Finance Committee.

The 10th meeting of Finance Committee of BCET, Gurdaspur was held on 12-06-2002 in the office of the Principal Secretary, Technical Education & Industrial Training, Punjab, Chandigarh. The minutes of the meeting were circulated to all the members of the committee vide BCET/2002/4071 to 4073 dated 24-06-2002. No comments have been received so far.

The copy of the minutes of meeting is placed at Annexure - I at page from 16 to 20 for confirmation, please.

Item No.: 11.2 To report on action taken on the decisions taken in the 10th meeting of Finance Committee held on 12-06-2002.

Item No. 10.1 Confirmation of the minutes of 9th meeting of Finance Committee.

Decision Taken	Action Taken
It was resolved to confirm the minutes of 9 th meeting of Finance Committee.	No action required.

Item No.:10.2 To report on action taken on the decisions taken in the 9th meeting of Finance Committee held on 06-07-2001.

Decision Taken	Action Taken
The action taken was noted by the committee. Further it was desired that letter to SDM, Gurdaspur may be written for asking return the balance amount of Rs. 39.00 lacs to the college so that interest could be deposited in the shape of FDR's	The amount lying with SDM, Gurdaspur has been returned by him. Copy is placed at Annexure-II from pages 21 to 24.

Item No.: 10.3. Budget estimate for the year 2002-2003.

Decision Taken	Action Taken
The budget estimates for the year 2002-2003 were considered and it was resolved to approve the budget of Rs. 820.00 Lacs (Non-Recurring - 404.00 lacs Recurring - 416.00 lacs) Director, Technical Education & Industrial Training, Punjab pointed out that the rates proposed by the Deputy Commissioner, Gurdaspur for the land to be acquired are not as per F.C.R. In case the rates are approved by Principal Secretary, Finance Department, Govt.	The expenditure is being made strictly as per the approved budget. Since the Govt. of Punjab has de-notified the land for the college vide notification No. 35/116/92-5TE2/3081 dated 26-08-2002, the case has not been taken up

of Punjab, then a case demanding the amount with the Govt. (Copy of payable may be taken up with the Government the notification is placed Separately. at Annexure-III from pages 25 to 26.

Item No. 10.4 To consider & approve the rate of interest to be paid to the employees on CPF during 2001-2002.

Decision Taken

Action Taken

The item was approved.

No action required.

Item No. 10.5 To report about the conduct of Audit of Annual Accounts for the year 2000-2001.

Decision Taken

Action Taken

The committee noted the report.

No action required.

Item No.: 10.6 To report about the pending audit paras as per audit conducted during the year 2001-2002.

Decision Taken

Action Taken

It was desired that matter may be taken up with the Govt. Separately for the paras to be decided at the Govt. level and efforts may be made to settle the rest of the pending paras

The matter was taken up with DTE/IT, Punjab & copy is placed at Annexure-IV from pages 27 to 28.

Item No.: 10.7 Any other item with the permission of the chair.

Decision Taken

Action Taken

No item was discussed.

No action required.

Item No. 11.3 To approve the release of 30% balance payment of Real Time Simulator for Process Control Laboratory in the Department of Chemical Engineering.

A process for the purchase of Real Time Simulator for Process Control Lab. was initiated in June, 1999. As the approximate cost of the equipment was about Rs. 9.50 Lacs including taxes, the matter was placed before the Equipment & Store Purchase Committee in its 5th meeting held on 09-03-1999 after inviting the quotations through open tenders and completion of other requisite formalities. The items was approved in the Equipment & Store Purchase Committee which was subsequently got approved from the Principal Secretary, Technical Education & Industrial Training, Punjab & Chairman Board of Governors.

The order was placed on 29-10-1999 to M/s T.S.P.L., Bombay and the supply was made in December, 1999. The inspection of the material was carried out in January, 2000. Due to non supply of some of the simulation package, the payment to the extent of 70% was only released i.e. amounting to Rs. 6,70,683/-.

The balance payment i.e. 30% amounting to Rs. 2,87,435/- is being asked to be released to the party. The concerned department again prepared the inspection note to cover all the left out material. But the department changed the committee members without getting the approval from the Principal leaving a doubt that there may be some shortcoming in the procurement of this equipment. Dr. S.N. Saha, Professor (Chemical Engineering) was asked to explain the compelling circumstances which made him to change the committee but he could not give the satisfactory reply. Besides, Store & Purchase Officer Sh. R.K. Awasthi was asked to explain why the matter was not brought forward to the knowledge of the Principal, but he also could not give any satisfactory reply.

In the absence of satisfactory reply from Dr. S.N. Saha, Professor(Cheical Engineering) and Shri R.K. Awasthi, S.P.O., the balance payment of 30% i.e. Rs. 2,87,435/- is yet to be released. By changing the committee members by the then HOD, Chemical Engineering the doubts have arisen in the purchase of this equipment.

Before releasing any payment, an enquiry committee was constituted to look into the complete facts of the case. The committee has submitted its report which clearly depicts the clear picture and functioning of the then HOD, (Chemical Engineering) and S.P.O. i.e. Dr. S.N. Saha, Professor & Sh. R.K. Awasthi, respectively. Report is placed at Annexure -V from pages 29 to 30.

Keeping in view of the above facts & report of the committee, the matter was taken up with the office of Principal Secretary, Technical Education & Industrial Training, Punjab to issue further guidelines for releasing the payment to the party. The Department of Technical Education, Govt. of Punjab vide memo no.: 4/3/2002-5TE2/2620 dated 19-07-2002 asked to bring the matter before the next meeting of the Finance Committee. Copy of letter is placed at Annexure-VI on page 31.

Matter is placed before the committee for consideration & approval please.

Item No. 11.4 To approve the release of 50% balance payment of PLC Trainer Kit purchased for the Process Control Lab. in the Deptt. of Chemical Engineering.

An open tender was published in the leading newspapers for purchase of PLC Trainer for the Deptt. of Chemical Engineering. On the basis of tender bids received in response to above mentioned tender. Supply order was placed with M/s RCG Instruments, Pune in December, 1998 on the recommendations of the Technical Evaluation Committee at a total cost of Rs. 96954/- inclusive of all taxes.

The equipment was delivered in April, 1999. Inspection committee consisting of Dr. Sanjay Marwaha, A.P. Sh. N.C. Mishra, Lecturer and Sh. Ashok Kumar, Lect. inspected the equipment and submitted the inspection report duly accepted by the then HOD(Chemical Engg.) on 21-06-1999. 50% payment was released in August, 1999 as per the recommendations of the inspection committee. The comments of the inspection committee are reproduced below:

“Engineer should be deputed for proper demonstration of the PLC Software. At present only one mode of the process control operation is working. 50% of the payment may be released immediately, if possible, as per rule”.

Accordingly, the company was requested to depute their engineer, who visited on 20-10-2000 but could not demonstrate the equipment satisfactory. As such the balance payment could not be released.

In the mean time, Dr. S.N. Saha, Professor then HOD (Chemical Engg.) changed one of the committee members i.e. Mrs. B.K. Gill, Lecturer was included in place of Sh. N.C. Mishra, Lecturer at his own level without taking any approval from the competent authority. He was asked to explain his

position vide letter no.: BCET/ESTT./2002/708 dated 16-01-2002. The reply submitted by him was considered but was found not tenable.

Since, he could not justify his stand, for changing one of the committee member at his own level, therefore, an inquiry committee consisting of Dr. Dial Chand, Asstt. Prof., Sh. Vipin Kumar, Lecturer & Sh. Parveen Kumar, Lecturer was constituted which submitted its report on 30-04-2002. The report submitted by the inquiry committee is placed at Annexure -VII pages from 32 to 33.

It is added here-in that engineer of the company paid his visit in August, 2001 and demonstrated the equipment satisfactory. The inspection committee has submitted satisfactory report about the functioning of the equipment. Since there was considerable delay in the release of the balance 50% payment, the matter was taken up with the DTE/IT & PSTE/IT, Punjab with the following proposal:

- a) Permission to release 50% payment amounting to Rs. 48477/- may please be granted and.
- b) Suitable disciplinary action may be taken against Dr. S.N. Saha, Professor the then HOD,(Chemical Engg.) as per the report of the committee and fixing his overall responsibility in not getting timely operation of the equipment.

The Deptt. of Technical Education, Govt. of Punjab vide memo no. 1/22/2002-5TE2/2870 dated 07-08-2002 desired that matter may be put up in the next meeting of Finance Committee. The copy of the letter is placed at Annexure VIII on page 34. Therefore, the matter is placed before the committee for consideration & approval please.

Item No. 11.5 To approve the completion of Chemical Engineering Block.

A provision of Rs. 20 lac was made in the 10th meeting of Finance Committee held on 12-06-2002 for partial completion of chemical block i.e. 1600 m.sqr. out of total area of 4357 m.sqr. The amount of Rs. 20 lac proposed in the budget estimate for the year 2002-2003 has already been approved.

At present the laboratory and class work pertaining to Chemical Engg. is being carried out in the Mechanical Block. But with the increase in number of students and staff it is becoming difficult to run the classes in Mechanical Block.

Due to scarcity of funds, the work on Chemical Block could be started only on 1600 mtrs.sqr. instead of 4357 m.sqr. but the same could not be completed so far. The project could not be completed as the Department of Technical Education & Industrial Training, Govt. of Punjab, vide letter No.: 9/3/2001-5TE2/1283 dated 12-04-2001 asked the college not to release any payment to NBCC Ltd. till the decision in respect of various receipts/payments is taken. (Copy of the letter is placed at Annexure-IX on page no. 35. Accordingly the work was stopped on three building i.e. Chemical Block, Boys Hostel No.2 & Housing Complex. Out of these three buildings, Chemical Block is more important to be completed on priority.

Keeping in view the need of the partial completion of Chemical Block & instructions issued by Govt. of Punjab as mentioned above, the matter was taken up to accord permission to complete the Chemical Block & release of payment amounting to Rs. 20 lacs but then PSTE/IT, Punjab desired that matter may be taken up in the next meeting in the finance committee. Copy of the orders is placed at Annexure-X from pages 36 to 38.

Matter is placed before the committee for consideration and approval please.

Item No.: 11.6 To follow the revised pay scales for Workshop Supdt./ Workshop Foreman/System Analyst.

The matter was taken up in 7th meeting of Finance Committee held on 26-04-2000 vide agenda item no. 7.6 & again in the 8th meeting of Finance Committee held on 30-05-2001 vide agenda item no. 8.5 for revision of pay scales for Workshop Supdt./System Analyst/Workshop Foreman/Computer Programmer /Librarian and Director Physical Education (DPE).

On the basis of the notification issued by AICTE, New Delhi, the Govt. of Punjab revised the pay scales of Faculty including Librarian & DPE but even after the notification no. 1-65/CD/NEC/98-99 dated 06-02-2001 regarding revision of pay scales for Workshop Supdt. & Asstt. Workshop Supdt (Workshop Foreman), Govt. of Punjab has not yet issued any separate notification for inclusion of these categories alongwith other teaching staff.

In the absence of any notification issued by Department of Finance, Govt. of Punjab, it was decided in the 8th meeting of Finance Committee held on 30-05-2001 that Workshop Supdt. & System Analyst may be given atleast the basic pay of Rs. 12000/- & minimum Rs. 8000/- for other categories whose pay scales were not revised. Accordingly, Workshop Supdt. & System Analyst are being paid minimum basic pay of Rs. 12000/- per month. It is added herein that AICTE, New Delhi has already revised the pay scales of Workshop Supdt./Asstt. Workshop Supdt. at par with Asstt. Professor & Lecturer respectively i.e. 12000-18300 & 8000-13500, where as System Analyst is also working at par with cadre of Asstt. Prof. & Workshop Supdt. & accordingly he was also allowed to get minimum basic of Rs. 12000/- alongwith Workshop Supdt. As per the guidelines of AICTE, New Delhi, the post of System Analyst is at par with the Asstt. Profosors whose pay scales have been revised to Rs. 12000-18300.

It is therefore proposed that pay scales in respect of Workshop Supdt./System Analyst & Asstt. Workshop Supdt.(Workshop Foreman) may please be approved as 12000-18300 & 8000-13500 respectively .

Copy of the notification issued by AICTE, New Delhi alongwith representation of Workshop Supdt. & System Analyst is placed at Annexure - XI on pages from 39 to 48.

Matter is placed before the committee for consideration & approval please.

Item No. 11.7 To approve the recruitment of Lecturer on Adhoc Basis initially for a period of one year extendable to one & half year.

The college is running six degree courses including the additional course of Information Technology with an annual intake of 40 students. This course was introduced in the college from the session August, 2001. At present, three inter-related degree courses in the deptt. of Electronics, Computer Sciences & Engg. are running with an annual intake as shown against them.

1. Computer Sceience & Engg.	60
2. Electronics & Communication Engg.	40
3. Information Technology	40

At present there are only 02 Asstt. Professor(one is on E.O.L.) and 13 Lecturers (one is on E.O.L. & one is on deputation) against the sanctioned strength of Professor-02, Asstt. Professor-07 & Lecturer-16. Since the new session has already started in the month of August, 2002 & it was not practicable to run the classes with the existing faculty. Moreover it was also not practicable to fill the vacant posts on regular basis because regular posts are only filled through joint recruitment made for all the autonomous engineering colleges for Punjab.

The matter was taken up with the PSTE/IT, Punjab for allowing us to fill up the post purely on temporary basis on 27-06-2002 who in turn vide memo no. 2/106/02-5TE2/2923 dated 12-08-2002 directed that the matter be placed before the Finance Committee/Board of Governors. Copy is placed at Annexure - XII on page no. 49.

As per clause 2.10 of the college Bye-Laws, Principal of the college can only appoint the teaching staff only for a period of 06 months. Therefore it is proposed that till the regular recruitment is made, Principal may be allowed to fill the posts of Lecturer in the disciplines of Computer Science & Engg., Machanical Engg., Electronics & Communications, Applied Chemistry & Mathematics as per requirement of the college temporarily for a period of one year by following proper procedure.

Matter is placed before the committee for consideration & approval please.

Item No. 11.8 To report about the conduct of annual accounts for the year 2001-2002.

The annual accounts of the college for the year 2001-2002 were prepared and got audited from the Chartered Accountant. These accounts have also been audited by A.G. Punjab, Chandigarh in the month of November, 2002. A copy of the balance sheet is placed at Annexure -XIII on pages from 50 to 64. However Audit & Inspection note for auditing the accounts for the year 2001-2002 is yet to be received from A.G., Punjab. The same will be brought forward alongwith annotated reply in the next meeting of the Finance Committee.

Submitted for information please.

Item No.: 11.9 To approve the counting of previous service for giving the benefit to employee under Assured Career Progression Scheme.

The Govt. of Punjab vide notification No. 7/37/98-5PPI/12851 dated 25th September, 1998 allowed the benefit of Assured Career Progression Scheme for its employee. As per the scheme the employees who complete service of eight years/sixteen years or thirty two years have been given benefit of next scale/proficiency step up. But there is no mention that whether the service rendered by the employees in other similar institutions is to be counted or not. There are certain employees who applied through proper channel are requesting to give the benefit of Assured Career Progression Scheme by counting the previous service rendered at the same cadre & pay scale.

A case of Shri Rajmaninder Singh, Senior Assistant who was earlier working in the same cadre & pay scale at GZSCET, Bathinda was sent to DTE/IT, Punjab for giving the guidelines whether the previous service is to be counted while giving the benefit of Assured Career Progression Scheme. The matter has not yet been decided & there are similar other cases which are also to be decided on the guidelines issued by the Govt. of Punjab.

It is therefore proposed that counting of previous service rendered at the same cadre & pay scale may please be allowed to be counted while considering cases under Assured Career Progression Scheme. A copy of the notification is placed at Annexure XIV from pages 65 to 73.

Matter is placed before the committee for consideration & approval please.

Item No. 11.10 To approve the Career Advancement Scheme of Teachers of Degree level Technical Institutions.

The All India Council of Technical Education, New Delhi has issued Addendum vide F.No. 1-65/CD/NEC/98-99 dated 31st July, 2001, the guidelines for process of selection and constitution of Selection Committee for Promotion under Career Advancement Scheme for teachers of Degree Level Technical Institutions. This scheme has already been approved by the Deptt. of Finance, Govt. of Punjab while revising the pay scales of Teachers on the basis of notification issued by AICTE, New Delhi.

Since the faculty who have completed the requisite number of years of service & also fulfill other requisite eligibility criteria are requesting for placement in the senior scale as per the guidelines & placement of faculty by other similar institutions in Punjab. It is added herein that provision of budget has already been made & approved in the 10th meeting in the Finance Committee held on 12-06-2002.

Keeping in view the above, the following proposal are hereby made for consideration & approval please.

- a) All those teachers who fulfill the eligibility criteria may be allowed to be placed in the senior scale as per the selection procedure laid down by AICTE, New Delhi.
- b) Since there is no mention in the guidelines issued by AICTE, New Delhi for counting of previous regular service, it is proposed that regular service rendered by the teacher in the same cadre & pay scales in other institutions duly approved by AICTE, New Delhi may also be allowed to be counted for the purpose of placement in the senior scale.

A copy of the guidelines issued by AICTE, New Delhi is place at Annexure -XV on pages from 74 to 79.

Item No.: 11.11 Any other item with the permission of the Chair .