

PDPM

**Indian Institute of Information Technology,
Design & Manufacturing Jabalpur**

**Minutes of the
Second Meeting of the Finance Committee 2009
held on July 20, 2009 at 2.30 pm in the Conference room,
First floor, C Wing MHRD, Shastri Bhawan, New Delhi**

Members Present:

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|----|---|----------------------------|
| 1. | Shri A.K. Singh
Chairman, Board of Governors,
PDPM-IIITDM Jabalpur | Chairman |
| 2. | Professor M.K. Harbola,
Professor, I.I.T. Kanpur | Member |
| 3. | Shri Anurag Jain,
Secretary to CM and
IT Secretary, Govt. of M.P., Bhopal | Member |
| 4. | Shri S. Mohan,
Director (Finance)
MHRD, New Delhi | (representing FA,
MHRD) |
| 5. | Professor Aparajita Ojha,
Director(in charge), PDPM-IIITDM
Jabalpur | Member |
| 6. | Shri R. Bhattacharya,
DR, PDPM-IIITDM Jabalpur | Actg. Secretary |
| 7. | Shri T.S. Anand,
AEE, PDPM-IIITDM Jabalpur | Special Invitee |

FC/2009: 02.01

Opening Remarks by the Chairman

Chairman welcomed the members and requested the Director to commence the meeting.

FC/2009:02.02

Overview Report by the Director

The Director greeted the members of the Finance Committee and presented the following overview report.

1. **Performance of the Institute in terms of Grant utilization (2008-09):**
The Institute received an amount of Rs. 2392 lakhs in the year 2008-09 as plan

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grant from the Ministry of Human Resource Development, Government of India. Other internal income of the Institute during 2008-09 was Rs. 54.65 lakhs. With an unspent balance of Rs. 55.96 lakhs of previous year, the total available fund was Rs. 2502.61 lakhs. Out of this amount, the Institute incurred an expenditure of Rs. 2448.84 lakhs in the year 2008-09. Major items on which expenditure was incurred were (i) Civil works (ii) equipment. Since several committed expenditure were required to be cleared, a request for release of next installment of grant was made along with the utilization certificate in April, 2009. Ministry of Human Resource Development (MHRD) has released an amount of Rs. 525 lakhs as the first installment of the grant for the year 2009-10. Soon the Institute will send the utilization certificate with another request for release of grant for the next quarter.

2. Deemed University conferment to the Institute on June 24, 2009 by MHRD on the recommendation of the UGC.

The Central Government has declared the Institute as a 'Deemed-to-be-University' under the De-Novo category provisionally for a period of five years, with effect from academic year 2005-06 subject to compliance of certain conditions (Please see **Annexure FC/2009/2-I**).

- **First batch passed out in 2009.** First batch of undergraduate students admitted in July-August 2005 has passed out in the month of May, 2009.
- **IIIT Japan collaboration.** MHRD has sent a letter to Japan Embassy accepting their conditions of gift of OKUMA CNC machines with transportation cost, custom duty and other expenses to be borne by the Institute. The budget would be accordingly modified and placed before the next meeting of the Finance Committee for its approval. Seven students' internships in Japanese companies Hitachi, Toshiba and Amada have been successfully completed. Prof. Aparajita Ojha and Prof. Puneet Tandon have been invited by the Japan Govt. to hold discussions on academic matters and participate in the consortium meeting during July 25-31, 2009.
- **Shifting to the New Campus.** Institute is presently running from the premise of Jabalpur Engineering College. Since the Core Lab Complex (CLC) has been constructed and two wings of one hostel are nearing completion, the Institute has planned to shift to its own campus by July 27, 2009. As an ad-hoc arrangement false partitions have been created in CLC for lecture halls, labs, library, faculty offices and administrative offices.
- **Campus Construction Work:** Triple seated Hall of Residence - 2 has been started from March 2009 and the progress is satisfactory. However, the construction work of the first hostel - Hall of Residence 1, which was to be completed in January 2008, has been extremely slow and presently the contractor is able to finish and handover only two wings out of six. This had led to a chaotic situation and the Institute has decided to continue with the present arrangement of accommodating students in four other hostels

outside the campus, in addition to utilizing the two wings of the Hall of Residence - 1. For transport, buses will be operated on hired basis. Further, the work of electric substation will be completed in July, 2009, as informed by the Institute Engineer Shri Anand.

FC/2009:02.03

Confirmation of the Minutes of the meeting held on March 23, 2009

The committee confirmed the minutes of the meeting held on March 23, 2009 (Please see **Annexure FC/2009/2-II**).

FC/2009:02.04

Recommendation of the Building & Works Committee Meeting held on July 18, 2009.

The Committee took note of the recommendations of the meeting of B&WC held on July 18, 2009. It was opined that the Institute should get the work done at an accelerated pace. It was also suggested that the Institute may take services of Government agencies/departments such as CPWD for future works. The Preliminary estimate for Mess and Dining Hall amounting to Rs. 628 Lakhs was approved (Please see **Annexure FC/2009/2-II**).

The Finance Committee recommended to the Board of Governors to accept the recommendations of Building and Works Committee.

FC/2009:02.05

Budget Estimates 2009-2010

The Committee took note of the Revised Budget Estimates which were circulated along with the Agenda Notes. The Committee suggested that in view of the plan for constructing new buildings, the figures presented in the Budget Estimates 2009-10 may require corrections/revision. The Committee gave its approval, in principle, to the Budget Estimates 2009-2010 (Please see **Annexure FC/2009/2-II**).

FC/2009:02.06

Purchase Manual

The Committee discussed the manual at length and it was decided that a sub committee comprising of Shri Ashok Thakur, Prof Aparajita Ojha and Shri S. Mohan (Director, Finance, MHRD) be constituted to go through the manual and place it before the Committee after making suitable amendments, if required. It was further suggested that while framing the manual, guidelines and directives as laid down in General Financial Rules of Government of India should be kept in mind (Please see **Annexure FC/2009/2-II**).

FC/2009:02.07

Implementation of Sixth Pay Commission's perks for Faculty

The proposal was discussed and one of the members informed the Committee that the issue was already under consideration by the MHRD (along with the

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The proposal was discussed and one of the members informed the Committee that the issue was already under consideration by the MHRD (along with the implementation of recommendations of Sixth Pay Commission) and it would be announced soon. Therefore the Committee decided to postpone the issue at this juncture (Please see Annexure II). ^{consideration of this}

FC/2009:02.08

To consider and recommend to the Board the Medical Attendance and Treatment Policy of the Institute.

Some of the members suggested adapting a Medical Insurance Scheme in place of going in for a comprehensive medical policy. Such a method is being followed in various other institutes. The Committee was informed that due to relatively small size of the Institute in terms of number of students, faculty and staff members same might not be feasible at this juncture at low cost. After deliberation, it was decided to explore the possibility of having a medical insurance scheme. The matter would be placed before the FC again after these possibilities are explored and accordingly the Medical Attendance and Treatment policy document has been modified.

FC/2009:02.09

Annual Account of the Institute for the financial year 2008-09.

Finance Committee accepted the Annual Accounts of 2008-09 and recommended the same to the Board for adoption.

FC/2009: 02.10

Any other item with the permission of the Chair

None of the items beyond those listed in the agenda was discussed.

Meeting concluded with a vote of thanks to the Chair.

Aojha
9-9-2009
Aparajita Ojha
Director (in charge)

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Raghunath Bhattacharya
Acting Secretary

Approved

A. K. Singh
11/9
(Shri A.K. Singh, Chairman)