

**SHAHEED BHAGAT SINGH
COLLEGE OF ENGINEERING & TECHNOLOGY
MOGA ROAD, FEROZEPUR - 152001(Pb.)**

**AGENDA
SEVENTH MEETING OF THE FINANCE COMMITTEE**

Venue: Office of the Principal Secretary,
Government of Punjab,
Department of Technical Education &
Industrial Training,
Mini Secretariate, Sector-9
Chandigarh.

Date: June 8th, 1999
Time: 11.00 A.M.

CONTENTS

ITEM NO.	PARTICULARS	PAGE NO.
	Constitution	
7.1	Confirmation of proceedings of the sixth meeting of the Finance Committee	3
7.2	Action taken report.	4
7.3	Reappropriation of funds during the financial year 1998-99	5-6
7.4	Approval of budget estimates for the year 1999-2000	7-17
7.5	Approval for the rate of interest payable on contributory provident fund to the college employees.	18
7.6	Interest booked to grant-in-aid account on account of non-receipt of funds.	19
7.7	To report the balance sheet for the year 1996-97 & 1997-98	20
7.8	Contribution of the College towards functioning of the cordination office set up in Delhi by Punjab, Technical University, Jalandhar.	21
7.9	Honorarium to the guest house attendant and bus conductor.	22
7.10	Implementation of recommendation of the fourth Punjab Pay Commission	23
7.11	Revision of tution fee etc. in the 100% funded Engineering Colleges and 95% funded engg. college.	24
- 7.12	Providing of computer and information technology facilities to all the degree level students of engineering colleges.	25
- 7.13	Enhancement of honorarium payable to experts.	26
✓ 7.14	Enhancement of honorarium payable to chief warden and warden.	27
7.15	Approval of rate for payment of honorarium for guest lectures	28
✓ 7.16	Payment of TA/DA to the faculty staff according to the revised pay scale as admissible to other staff of the college.	29
7.17	Information about sponsored projects and amount received during 1998-99	30
7.17	Any other item with the permission of the Chair.	

Annexure

I.	Proceedings of the Sixth meeting . (7.1)	30-31
II.	Office note dated 15-9-98 for status/demand(7.2)	32-33
III.	Circular of Revised Pay Scale DA Inst.(7.2) & (7.3)	34-43
IV.	Office note dated 26.5.98	44
V.	Copy of SDM Letter	45
VI.	Schedule of buildings	46
VII.	Schedule of Machinery & Equipment	47
VIII.	Schedule of other facilities	48
IX.	Schedule of B.M.10	49-62
X.	Copy of agenda item 5.6 & minutes	63-65
XI.	Certificate of Bank	66
XII.	Balance Sheets of the year 1996-97 & 1997-98(7.7)	67-72
XIII.	Copy of minutes of meeting of Principals and office note dt.9.2.99(7.8)	73-76
XIV.	Copy of agenda item no.5.6Z(7.10)	77
XV.	Copy of circulars regarding revise-pay scale & allowances etc.(7.10)	78-94
XVI.	Copy of letter of PSTE/IT(Punjab)(7.11)	95-100
XVII.	Copy of letter of DTE/IT(Punjab)(7.12)	101-103
XVIII.	Copy of item No.3.5 and minutes(7.14)	104-107
XIX.	Copy of office note dt.19.2.99	108-109

CONSTITUTION OF THE FINANCE COMMITTEE

1. Secretary to Govt. of Punjab
Deptt. of Technical Education & Industrial Training, Chairman
2. Secretary to Govt. of Punjab,
Deptt. of Finance,
or his representative
(not below the rank of Jt. Secretary) Member
3. Director,
Technical Education & Industrial Training, Pb. Member
4. Principal,
Shaheed Bhagat Singh College of Engg. & Technology,
Ferozepur. Member
5. Registrar, Member-Secretary
Shaheed Bhagat Singh College of Engg. & Technology,
Ferozepur.

ITEM NO 7.1 CONFIRMATION OF PROCEEDINGS OF THE 6TH MEETING OF THE FINANCE COMMITTEE

The proceedings of the sixth meeting of the Finance Committee SBSCET held on 15.9.1998 were circulated to the members for information and comments if any, vide memo No.SBSCET/FZR/5934-38 dated 5.10.98 as per copy placed at annexure-1 on page no. 30 to 31.

No comments have been received from any member . The proceedings are placed before the Finance Committee for confirmation please.

4

Item No 7.2 TO REPORT ACTION TAKEN ON THE DECISIONS OF THE SIXTH MEETING OF THE FINANCE COMMITTEE.

Item No.6.1 Confirmation of proceedings of the 5th meeting of the Finance Committee.

Decision The proceedings of the fifth meeting of the Finance Committee held on May 15,1998 were confirmed.

Action No action is called for.

Item No.6.2 To report action taken on the decisions of the fifth meeting of the Finance Committee.

Decision The actions on the decisions taken in the fifth meeting of the Finance Committee as reported by the Principal were noted.

Action No action is called for.

Item No.6.3 Approval of the budget estimates for the year 1998-99.

Decision The budget estimate for the year 1998-99 were approved. Worthy Chairman advised the Principal to submit a note highlighting grossly inadequate funding received by the College and its adverse effects on the ongoing teaching programmes and possible serious consequences ahead.

Action A note was submitted as advised by the Chairman vide this office no.Spl.1 dated 15.9.98 (copy placed at annexure II on page no. 32 to 33.

The matter is placed before the Finance Committee for information please.

ITEM NO 7.3

REAPPROPRIATION OF FUNDS DURING THE FINANCIAL YEAR 1998-99

The budget estimates of SBSCET, Ferozepur were approved by the Finance Committee during its Sixth Meeting held on Sep.15th 1998. The following reappropriation of funds during the year 1998-99 has been carried out with the approval of Principal persuance to bye-laws rule no.13.20

SOE	(Amt. in lacs)	Budget	Actual	Plus	Minus
		Revised estimate approved budget estimate for the year 1998-99	expdt. for the year 1998-99 after re-appropriation		
1	2	3	4	5	6
A-Non Recurring					
1.Land					
2.Building & Development Works	140.60	163.81	163.81	23.21	
3.Machinery & Equipments	25.00	9.79	7.19		15.21
4.Other Facilities	14.00	6.00	5.90		8.00
Total	179.60	179.60	176.90	23.21	23.21
B(a) Recurring					
1.Pay & Allowances	176.50	170.50	135.26		6
2.TA/DA & LTC	1.50	1.50	0.62		
3.Medical Reimbursement	0.50	0.50			
Total	178.5	172.5	135.88		6.00
(b) Other Contigencies					
1.Water & Electricity	22.00	22.00	18.11		
2.Telephone	1.00	1.00	0.93		
3.Vehicle & Maintenance	2.50	2.50	1.77		
4.Advertisement	1.00	1.00	0.96		
5.Raw Materials	3.00	3.00	0.58		
6.Printing & Stationary	3.00	3.00	2.06		
7.TA/DA & Hon. to Experts	0.50	0.50	0.18		
8.Office Expenditure	1.00	1.00	0.30		
9.Horticulture & Land Scaping	1.00	1.00	0.21		
10.News Papers & Periodicals	0.50	0.50	0.30		
11.Postage & Telegrams	0.35	0.35	0.16		
12.Entertainments to Guests	0.50	0.50	0.20		
Total	36.35	36.35	25.76		

B/d	36.35	36.35	25.76	-	-
Meetings					
13.Maintenance of Buildings	8.00	14.00	13.76	6.00	-
14.Purchase of Medicines	1.00	1.00	0.27	-	-
15.Liveries & Uniforms	1.00	1.00	-	-	-
16.Reimbursement of Books to Teachers	0.50	0.50	0.23	-	-
17.College Funtion	2.00	2.00	0.01	-	-
18.Freeship to Student	2.00	2.00	1.98	-	-
19.Security of Campus Hort./ House-keeping	10.00	10.00	8.70	-	-
20.Maintenance of Machinery & Equipments	8.00	8.00	7.67	-	-
21.Interest Bearing Loan	2.00	2.00	-	-	-
22.Conference Seminar & Membership Fee	0.25	0.25	0.02	-	-
23.Insurance of Equipments & Vehicles	2.00	2.00	0.44	-	-
Total	73.10	79.10	58.84	6.00	-
Total(a+b)	251.60	251.60	194.72	6.00	6.00
Grand Total A+B	*431.20	431.20	*371.20	29.21	29.21

JUSTIFICATION OF EXCESS EXPENDITURE

Building & Development Works :

Excess Rs.23.21 lac has been spent on building and development works during the year 1998-99. The amount was incurred to make the payment of outstanding bills, The excess amount was arranged from the head machinery, equipment and other facilities. The expenditure was necessary to complete the hostel.

Maintenance of Buildings

Excess amount of Rs.6.00 lacs has been incurred during the year 1998-99. The salary of Rs.9.00 lacs to the staff engaged on contract for maintenance of building was included in the maintenance of buildings, whereas the provision of the salary was made under the head pay and allowances. The excess amount was arranged from pay & allowances.

The matter is placed before the Finance Committee for information please.

Item No. 7.4 Budget estimates for the year 1999-2000

The budget estimates for the year 1999-2000 are prepared keeping in view the requirement of completion of on going buildings, construction of new buildings, purchase of machinery equipments and also to provide other facilities and infrastructure, so as to efficiently conduct the curriculum and co-curricular activities of the college and to meet the requirement of AICTE & PTU Jalandhar. All the above courses have been approved by AICTE subject to creation of necessary facilities and infrastructure. A good number of faculty and other staff is to be recruited during the year 1999-2000. A new batch of 240 students will be admitted during the year 1999-2000. Student strength year-wise & branch wise in 1998-99 is as under:-

Branch	Admission 1996-97 CET/LEET/ nominated by Govt. of India	Admission 1997-98 CET/LEET/ nominated by Govt. of India	Admission 1998-99 CET/LEET/ nominated by Govt. of India	Admission 1999-2000 CET/LEET/ nominated by Govt. of India	Total
Mechanical Engg.	40+0+0	40+4+1	40+4+1	40+4+1	175
Production Engg.	40+0+0	40+4+1	40+4+1	40+4+1	175
Industrial Engg.	40+0+0	40+4+1	40+4+0	40+4+1	174
Computer Sci.& Engg.	40+0+0	40+4+1	40+4+1	40+4+1	175
Chemical Engg.	40+0+0	40+4+0	40+4+1	40+4+1	174
Materials Engg.	40+0+0	40+4+0	40+4+0	40+4+1	173
	240	268	268	270	1046

It is stated that adequate grants were not released to the college during the year 1996-97, 1997-98 & 1998-99. Office note date 15-9-98 was sent to the Govt. for releasing the funds. (Copy placed at annexure II on page no. 32-33) Due to non availability of funds the work of the college has suffered badly. The case for releasing of funds to meet the requirement of the AICTE & PTU, to complete the ongoing works and to purchase the machinery & equipments was placed before the Board of Governors of the college during its 4th meeting held on dt.14-5-98 at Chandigarh. Special note, as decided in the meeting, was sent to the office of the PSTE vide the office note dt.26-5-98 placed at annexure- IV on page no.44

The proposed expenditure during the year 1999-2000 is Rs.2011.93 lacs including an additional demand of Rs.1427.17

lacs. The budget estimates for the year 1999-2000 have been prepared keeping in view the requirements of buildings, machinery and equipment and other amenities in the college and the allotment made by the Govt. to the college and anticipated income of the college.

The budget estimates for the year 1999-2000 are placed before the Finance Committee for consideration & approval please.

Summary of Budget Estimate for the year 1999-2000

Particulars	Amount in Lacs	Page No.
EXPENDITURE		
A.Non-Recurring		
Proposed expediture	263.00	11
Additional demand urgent	742.73	11
Additional demand others	684.44	11
B.Recurring	308.55	12
C.Liabilities	13.21	10
D.Total	2011.93	10
E.Receipts	2011.93	10
D.Deficits	Nil	

SCHEDULE OF NEW EXPENDITURE (SNE) FOR THE YEAR 1999-2000

SOE	Amount as per project report	Actual expdt. upto 31-03-98	(Amt. in lacs)		Actual expdt. upto 31-03-99	Proposed expdt. for the year 1999-2000	Additional demand for the year 1999-2000	
			Revised approved budgt estimate for the year 1998-99	Actual expdt. for the year 1998-99			Urgent demand	Other demand
1	2	3	4	5	6	7	8	9
A-Non Recurring								
1.Land	300.00	134.43	—	—	134.43	—	514.46	—
2.Building & Development Works	2168.00	1936.01	140.60	163.81	2099.82	193.00	168.27	484.00
3.Machinery & Equipments	875.00	149.12	25.00	7.19	156.31	50.00	35.00	45.00
4.Other Facilities	290.00	101.35	14.00	5.90	107.25	20.00	25.00	54.44
Total	3633.00	2320.91	179.60	176.90	2497.81	263.00	742.73	684.44
B-Recurring								
1.Pay & Allowances	260.00	87.18	178.50	135.88	135.88	222.00	—	—
2.Other Contengencies	30.00	49.99	73.10	58.84	58.84	86.55	—	—
Total	290.00	137.17	251.60	194.72	194.72	308.55	—	—
Total A+B	**3633.00	2320.91*	**431.20	*371.20	2497.81**	571.55	742.33	684.44

Receipts	Revised anticipated receipts 1998-99	Actual receipts	Proposed receipts 1999-2000
A.Opening Balance	15.60	17.48	0.17
B.Grant-in-aid	350.00	275.00	83.68
C.Bank interest	0.10	0.34	5.91
D.Fee & Fine	44.50	41.67	495.00
E.Misc. receipts (*Sale of forms, rent, elect.chrg., transportations, furniture rent & NPP etc.)	6.00	10.33*	—
Security refundable(NBBC)	15.00	15.00	—
Additional demand urgent	—	—	742.73
Additional demand other	—	—	684.44
Liabilities Payable	—	13.21	—
Total	431.20	362.70	2011.93

Liability related to the year 1998-99

	Amount
Misc. Fund	4.87
GPF/CPF	1.00
Misc./ Supplier	0.80
Pending/ Out standing	0.11
Payable	0.10
Hostel Account	6.33
Total	13.21

SCHEDULE OF NEW EXPENDITURE (SNE) FOR THE YEAR 1999-2000

SOE	(Amt. in lacs)								
	Amount as per project report	Actual expdt. upto 31-03-98	Revised approved budgt estimate for the year 1998-99	Actual expdt. for the year 1998-99	Actual expdt. upto 31-03-99	Proposed expdt. for the year 1999-2000	Additional demand for the year 1999-2000		
'1	2	3	4	5	6	7	8	9	
							Urgent demand	Other demand	
A-Non Recurring									
1.Land	300.00	134.43	—	—	134.43	—	—	514.46	—
2.Building & Development Works	2168.00	1936.01	140.60	163.81	2099.82	193.00	168.27	484.00	—
3.Machinery & Equipments	875.00	149.12	25.00	7.19	156.31	50.00	35.00	145.00	—
4.Other Facilities	290.00	101.35	14.00	5.90	107.25	20.00	25.00	54.44	—
Total	3633.00	2320.91	179.60	176.90	2497.81	263.00	742.73	684.44	—
B(a) Recurring									
1.Pay & Allowances	*260	86.6	176.50	135.26	135.26	220.00	—	—	—
2.TA/DA & LTC		0.58	1.50	0.62	0.62	1.50	—	—	—
3.Medical Reimbursement		—	0.50	—	—	0.50	—	—	—
		87.18	178.50	135.88	135.88	222.00	—	—	—
(b) Other Contingencies									
1.Water & Electricity		20.97	22.00	18.11	18.11	22.00	—	—	—
2.Telephone		1.03	1.00	0.93	0.93	1.50	—	—	—
3.Vehicle & Maintenance		2.36	2.50	1.77	1.77	2.50	—	—	—
4.Advertisement		0.85	1.00	0.96	0.96	1.25	—	—	—
5.Raw Materials		2.67	3.00	0.58	0.58	3.00	—	—	—
6.Printing & Stationary		2.11	3.00	2.06	2.06	3.00	—	—	—
7.TA/DA & Hon. to Experts		0.12	0.50	0.18	0.18	0.50	—	—	—
8.Office Expenditure		1.3	1.00	0.30	0.30	1.00	—	—	—
9.Horticulture & Land Scaping		0.55	1.00	0.21	0.21	1.00	—	—	—
10.News Papers & Periodicals		0.27	0.50	0.30	0.30	0.50	—	—	—
11.Postage & Telegrams		0.16	0.35	0.16	0.16	0.35	—	—	—
12.Entertainments to Guests Meetings		0.26	0.50	0.20	0.20	0.50	—	—	—
13.Maintenance of Buildings		5.59	8.00	13.76	13.76	18.00	—	—	—
14.Purchase of Medicines		0.49	1.00	0.27	0.27	1.00	—	—	—
15.Liveries & Uniforms		—	1.00	—	—	1.00	—	—	—
16.Reimbursement of Books to Teachers		0.01	0.50	0.23	0.23	0.50	—	—	—
17.College Funtion		1.92	2.00	0.01	0.01	2.00	—	—	—
18.Freeship to Student		1.53	2.00	1.98	1.98	5.70	—	—	—
19.Security of Campus Hort./ House-keeping		7.8	10.00	8.70	8.70	11.00	—	—	—
20.Maintenance of Machinery & Equipments		—	8.00	7.67	7.67	6.00	—	—	—
Total		49.99	68.85	58.38	58.38	82.30	—	—	—
Total (a+b)									

Contd-2

	1	2	3	4	5	6	7	8	9
B/d			49.99	68.85	58.38	58.38	82.30	—	—
21. Intrest Bearing Scooter, Car etc.			—	2.00	—	—	2.00	—	—
22. Conference Seminar & Membership Fee			—	0.25	0.02	0.02	0.25	—	—
23. Insurance of Equipments & Vehicles			—	2.00	0.44	0.44	2.00	—	—
Total			49.99	73.10	58.84	58.84	86.55	—	—
Total(a+b)			137.17	251.60	194.72	194.72	308.55	—	—
Grand Total A+B	**3633		2320.91**	*431.20	*371.20	2497.81**	571.55	742.73	684.44

**Progressive total of non-recurring

'Amount Porposed for man power and material is Rs.10.00+8.00 Lacs.

*Arrear of revised pay scale to the teaching staff has been taken into consideration

A sum of Rs.1427.17 lacs has been demanded under the head additional demand as sufficient funds are not allocated to the college.

3. Machinery & Equipments

A sum of Rs.875.00 lacs has been provided in the detailed project report of the college. Rs.156.31 has been incurred upto 31-3-99. Rs.25.00 lacs were approved in the budget estimate & Rs.225.00 lacs was demanded under the head additional demand of funds for the year 1998-99. A sum of Rs.7.19 was incurred for the purchase of machinery equipment due to non availability of funds. A sum of Rs.50.00 lacs has been proposed in the budget estimate and a sum of Rs.180.00 lacs has been demanded as additional demand for the year 1999-2000. It is stated that due to non-availability of funds the development of various laboratories has suffered badly. Details of machinery & equipment required is given at annexure VII on page no.47

4. Other Facilities

A sum of Rs.290.00 lacs has been provided in the detailed project reports for other facilities i.e. furniture & fixture, library books, office expenditure, sports equipments, telephone, communication system, transport etc.

Rs.107.25 has been incurred upto 31-3-99. The facilities as per project report could not be provided due to non availability of funds.

Rs.20.00 lacs has been proposed in the budget estimates and Rs. 54.44 lacs has been demanded under the head additional demand. Details of other facilities are given at annexure VIII on page no.48

The cases for purchase of a tractor & an ambulance were completely processed but purchase orders could not be placed for non availability of funds.

B. a) Recurring Expenditure

i) Pay & Allowances

A sum of Rs.135.26 lacs was incurred against the approved budget estimate of Rs.176.50 lacs during the year 1998-99. Rs.200.00 has been proposed in the budget estimate for the year 1999-2000. This expenditure is calculated keeping in view the amount required as per B.M.10 placed at annexure IX on page no.48 to 62. A number of posts (teaching & non-teaching) will be filled during the year 1999-2000. It is hoped that revised pay scales to the faculty will be granted during this year and a sum of Rs.100.00 lacs has been included as arrears of revised pay scales w.e.f.1.1.96. Advertisement for recruitment of staff is appearing in the press shortly. The proposed expenditure is therefore justified.

ii) T.A./D.A. & L.T.C.

Rs.1.50 lacs is proposed for T.A./D.A & L.T.C for the year 1999-2000, Rs.1.00 lac was approved during the year 1998-99. Due to revision of daily allowances & rise in rail & bus fair the proposed allocation is justified.

iii) Medical Reimbursement

Rs. 0.50 lac is proposed in the budget estimate of the year 1998-99. The proposed expenditure is justified.

b).Other Contingencies

i) Water & Electricity

A sum of Rs. 18.11 lacs was incurred against the approved budget estimate of Rs.22.00 lacs.Rs. 22.00 lacs has been proposed .It is added that Rs.5.50 lacs will be recovered from the students & staff as water and electricity charges the proposed expenditure is justified.

ii) Telephone

A sum of Rs.0.93 lacs were incurred against the amount of Rs.1.00 lacs approved in the budget estimate of the year 1998-99 .A sum of Rs.1.50 lacs has been proposed for the year 1998-99.Eleven telephones are installed in the offices,departments,hostels.Therefore proposed expenditure is justified.

iii)	Vehicle repair & Maintenance	Rs.2.50
iv)	Raw Material	Rs.3.00
v)	Printing & Stationery	Rs.3.00
vi)	T.A./D.A to experts	Rs.0.50
vii)	Office expenditure	Rs.1.00
viii)	Horticulture & Land Scaping	Rs.1.00
ix)	News paper & Periodicals	Rs.0.50
x)	Postage & Telegrams	Rs.0.35

xi)	Entertainment to guests and meeting	Rs.0.50
xii)	Purchase of Medicines	Rs.1.00
xiii)	Liveries & Uniforms	Rs.1.00
xiv)	Reimbursement of books to teacher	Rs.0.50
xv)	College function	Rs.2.00
xvi)	Interest bearing Scooter/Car loan	Rs.2.00
xvii)	Conference Seminar & Membership fee	0.25

Amount proposed in the budget estimate for the year 1999-2000 under the above heads (III) to (XVII) is equal to the amounts as approved in the budget estimate of the year 1998-99

xviii) Advertisement

A sum of Rs.0.96 lacs was incurred against the amount approved Rs.1.00 lacs during the year 1998-99. A number of faculty and other staff will be recruited during 1999-2000. Tender notice will be issued for purchase of machinery & equipment. A sum of Rs.1.25 lacs has been proposed . Proposed expenditure is justified.

xix) Maintenance of buildings

A sum of Rs.18.00 lacs was incurred against the approved budget estimate of Rs.8.00 lacs. Excess amount was reappropriated from the pay & allowances to provide for wages of the employees engaged on contract for maintenance of buildings. As per B.M.10 a sum of Rs15.34 lacs is required for the employees for maintenance. The said amount has been excluded from the pay & allowances. Proposed expenditure is justified.

xx) Freeship to Students

A sum of Rs.1.98 lacs was incurred against the approved budget estimate of Rs.2.00 lacs during the year 1998-99. A sum of Rs.5.70 lacs has been proposed for the year 1999-2000. As per rule full and half free ship is payable to the 5% students admitted to the college . Proposed amount is calculated on the basis of revised fee structure approved by the Punjab Govt. for admission 1999-2000. Proposed expenditure is justified.

xxi) Security of Campus/Hort./House keeping

A sum of Rs.8.70 lacs was incurred against the approved budget estimate of Rs.10.00 lacs in the budget estimate of the year 1998-99. The services are engaged on contract basis. Proposed expenditure is less than the amount required for the manpower as per B.M.10 at annexure no.IX on page no.49. The proposed expenditure is justified.

xxii) Maintenance of Machinery & Equipment & Other services

A sum of Rs.7.67 was incurred against the approved budget estimate of Rs.8.00 lacs for the year 1998-99. A sum of Rs.6.00 lacs has been proposed for the year 1999-2000.

The expenditure will be incurred as per details below

2.	AMC of AC system for computer centre	1.00 lacs
3.	i) AMC of computer systems & related equipment	3.50 lacs
	ii) Office equipments, Reprographic equipment, Type writers etc.	1.50 lacs

xxiii) Insurance of Equipment **2.00 lacs**

Amount proposed in the budget estimate for the year 1999-2000 under the above heads is equal to the amounts as approved in the budget estimate of the year 1998-99

15

Item No.7.5

Approval for the rate of Interest payable on contributory provident fund to the college employee.

The rate of interest payable to the employees of this college on the GPF/CPF was approved 12% per annum for the year 1997-98 by the Finance Committee in its fifth meeting vide agenda item no. 5.6 (copy placed at annexure X on page no.63-65).

In accordance with college bye laws rules no. 7.11 (a),(b),(c),(d), the college has invested the amount of CPF/GPF in long term fixed deposit receipts in the nationalised banks. The college is likely to receive about Rs.0. 29 lacs as interest on the FDRs during the year 1998-99.

It is proposed that interest on GPF/CPF(employee share as well as college share) be paid to the employees @ of 12% per annum for the year 1998-99 Interest payable to the employees at the proposed rate for this period works out to be Rs.0. 27 lacs Interest will be paid as per rules of the college bye laws.

The matter is placed before the Finance Committee for consideration and recommendation to the B.O.G. for approval

Item No.7.6

Interest booked to grant-in-aid on account non-receipt of funds

The College has booked interest of Rs. 0.95 lac under the head office expenditure paid to G.P.F a/c and bank limit a/c no.12784(0.92+ 0.03) As per instructions of the punjab government interest was payable to staff on G.P.F on account of revised payscales arrears and DA instalment arrears w.e.f 1st day of January and 1st day of April in case of revised pay scale arrear and from 1st October 1998 in case of DA instalment arrears which was declared w.e.f 01.06.98(copy of related circulars,detail of interest are placed at annexure III on page no. 34 to 43). The amount of GPF was not deposited due to not receipt of funds in time. As per the instruction of the punjab government the interest was calculated and credited to the GPF a/c of the employees. Amount from bank limit a/c was used to pay the salary and other urgent expenditure of the college as funds were not received in time. A sum of rupees 0.03 lacs was paid to the bank as interest during the year 1998-99.A copy placed at annexure XI on page no.66 The expenditure was made to meet the urgent needs and to pay for salary to the staff.

The matter is placed before the Finance Committee for approval please.

Item No.7.7

To report the balance sheet (grant-in-aid) of SBSCET Ferozpur for the year 1996-97, 1997-98

Balance sheet, Receipt & Payment accounts, and Income & Expenditure account for the year 1993-94, 1994-95 and 1995-96 of the college was approved by the Finance Committee in its third meeting vide agenda item no.3.7. Balance sheet, Receipt & Payment account and Income Expenditure account for the year 1996-97, 1997-98 of the college has been got prepared from M/s Ajay Kumar Sanwalka Chartered Accountant, New Delhi. A sum of Rs.4500 was paid to the Chartered Accountant for the services rendered by him. Balance sheets, receipt & payment accounts, and income expenditure account are placed at annexure XII on page no.67 to 72.

The matter is placed before the Finance Committee for consideration and approval please.

Item No.7.8

Contribution of the college towards functioning of the coordination office set up in Delhi by Punjab Technical University, Jalandhar.

Punjab Technical University Jalandhar has set up a coordination office in Delhi to arrange central assistance to the technical institutions in the state. This office will supposedly remain in touch with various central funding agencies i.e. AICTE, DST and MHRD etc. and pass on requisite information to the colleges for preparing proposals seeking financial assistance from the said central agencies. It was decided in the meeting of the Principals of Engg. College in the State held under the Chairmanship of V.C., PTU Jalandhar that Rs.25000/- will be contributed annually by each engineering college to partially meet the recurring expenditure of the said office. A copy of the minutes of the said meeting and office note dt.09-02-99 is placed at annexure XIII on page no.73 to 76.

The matter is placed before the Finance Committee for information and decision please.

Item No. 7.9

Honorarium to the guest house attendant and bus conductor.

The college has deputed class IV level employees as guest house attendant and bus conductor of the college. No provision has been made for guest house attendant and bus conductor in the project report of the college. The guest house attendant is required to maintain and look after the guest house. The bus conductor is required for smooth deployment of the college bus and to meet requirements of the law/rule. As per rules college is maintaining one temporary guest house and two buses in the college.

It is proposed that an honorarium of Rs.150/-per month may be paid to the class IV employees, who are assigned with the duty of guest house attendant and bus conductor. This honorarium will not be counted towards DA & Other allowances.

The matter is placed before the Finance Committee for kind consideration and approval please.

Item No.7.10

Implementation of recommendation of the fourth Punjab Pay Commission.

A case for consideration and approval of implementation of the recommendation of the fourth Punjab Pay Commission was placed before the Finance Committee vide agenda item no.5.5 (A copy placed at annexure XIV on page no.76).

Item was approved by the Finance Committee and worthy PSTE /IT/Chairman of Finance Committee advised regarding promotion policy / assured carrier progression scheme and other allowances should be brought before the Finance Committee once the Punjab Govt.announces these for its employees (A copy placed at annexure X on page no.63 to 65).

Punjab Govt. has announced promotion policy, assured carrier progression scheme and other allowances vide its notification no.7/1/97-FPI/7370 dt.19.5.98, no.7/37/98-5 PPI / 12851 dt.25.9.98,no.5/98-2 FP IV/356 dt.8.5.98,no.2/7/97 - 2 FPI/ 1626 dt.2.3.98 and no.2/2/97 - HB 2 -16814 dt.27.5.98 etc.(Copies placed at annexure XV on page no.78 to 94).

It is proposed that promotion policy, assured carrier progression scheme and other allowances as announced by the Punjab Govt. for its employee may be given to the employees of this college on same pattern.

The matter is placed before the Finance Committee for consideration and approval please.

24

Item No. 7.11

Revision of tuition fee etc. in the 100% funded Engineering Colleges and 95% funded engg. college.

Keeping in view the recommendations of the standing committee constitute as per the resolution dated 18th march, 1997 issued by the Ministry of Human Resource Development (Department of Education, New Delhi), the government have revised tuition fee and other fee to be charged by the 100% funded Engineering College and 95% Engineering College in the State from the academic session 1999-2000 vide memo no. 35/35/94-1TE-II/1711 dated 15th March, 1999. The copy of said letter is placed at annexure XVI on page no 95 to 100.

The matter is placed before the Finance Committee for information and approval to implement the same in this college.

Item No. 7.12

Providing of computer and information technology facilities to all the degree level students of Engineering Colleges.

It has been decided by Department of Technical Education & Industrial Training Punjab to make it compulsory on part of the Engineering Colleges to provide and maintain high quality, reliable & uninterrupted computing & other technology facilities to all the student of all branches of all Engineering Colleges.

Providing such facilities on regular basis would entail some recurring expenditure. Moreover the rate of growth of technology and rate of obsolescence in Information Technology is rather high, it is essential to constantly upgrade the technology in terms of hardware as well as software .In addition, the maintenance and running cost of computer centre is also high. College will have to pay yearly connectivity charges to the concerned department. All these factors have necessitated the requirement of special budget.

It would therefore be essential to meet the expenditure out of own resources of the College raised through a special fee. Accordingly Department of Technical Education & Industrial Training has decided to fix a fee of Rs. 1000/- (One thousand only) per semester/student for giving the facilities mentioned above. The funds , so realised are to be utilised for the above said purposes. A copy of letter dated 18-09-1998 is placed at annexure XVIII on page No.101-103 .

The matter is placed before the Finance Committee for consideration and recommendation to the Board of Governors of the College for approval please.

Item No.7.13

Enhancement of Honorarium payable to experts.

College is inviting experts of different fields/subjects as expert members of selection committees to recruit staff for categories the various categories in the College. These persons are holding senior positions/posts in their arrears. At present College is paying Rs. 200/- as honorarium to the experts in lieu of the services rendered by them. The said honorarium is very low keeping in view their position and they inability to come. AS an incentive and to attract good experts it is proposed to enhance the amount of honorarium experts below :

S.No.	Experts for post	Existing Honorarium	Proposed Honourarium
1.	Post upto Lect.level and equivalent	200.00	500.00
2.	Posts of Asst.Prof. & above including Principal and equivalent	200.00	1000.00

The matter is placed before the Finance Committee for consideration and recommendation to the Board of Governors of the College for approval please.

Item No.7.14

Enhancement of Honorarium payable to Chief warden and Warden.

An honourarium of Rs.300.00 and Rs200.00 to Chief warden and Warden of various hostels respectively was approved by the Finance Committee in its third meeting held on April 8th,1997 vide agenda item no.3.5 . A copy of agenda item and minutes are placed at annexure no XVIII on page no 104 to 107. Three boys hostel and one girl hostel are working in the college. The nature of work requires a lot of time,efforts, and attention. Rent free accomodation is normally provided to the Chief warden / Warden in colleges.This college is located in the border area and this facility is provided to all the staff members of the college. Therefore staff member avoid to perform the duty of chief warden and warden. Keeping in view the above said circumstances is proposed to enhance the honorarium payable to the chief warden & warden from Rs.300.00 to Rs. 750.00 and Rs.200.00 to Rs. 500.00 respectively.

The matter is placed before the Finance Committee for consideration and recommendation to the Board of Governors of the College for approval please.

Item No. 7.15

Approval of Rate for payment of honorarium for guest lectures

The college has been inviting visiting teachers as guest lecturer to engage classes in specialization which is not available in this college. The rates of honorarium payable to the guest lecturer as Rs.100 per lecturer and Rs.50 per lab.tutorial classes was approved by the PSTE/IT as Chairman Financed Committee of the college vide noting dated 19.02.99. A copy is placed at annexure XIX on page no108-109.

The matter is placed before the Finance Committee for ratification please.

Item No.7.16

Payment of TA/DA to the faculty staff according to the revised pay scale as admissible to other staff of the college.

Punjab Govt. has given the revised pay scale and allowances to its employees w.e.f. 01.01.96 as recommended by the Pay Commission, Punjab. The same pay scales were approved by the Finance Committee in its fifth meeting to the non teaching staff vide agenda item no.5.5 copy placed annexure XV on page no.78-94. Pay scales of faculty staff have not been revised so far. The Pay Scales for various categories of teaching staff have been received from AICTE and the Pb.Govt. has circulated the same to the colleges asking for submission of financial implications based on these. The approval of revised pay scale to the faculty staff is awaited from the Punjab Govt. It is proposed that TA/DA should be paid to the faculty staff as admissible to other staff of the college as approved by the Punjab Govt. to its employee. The starting pay of proposed AICTE revised pay scale will be taken as the pay of the faculty member of a particular category for TA/DA purposes.

The matter is placed before the Finance Committee for consideration and recommendation to the Board of Governors of the College for approval please.

Item NO.7.17

Information about sponsored project & amount received during 1998-99.

Following sponsored project have been sanctioned for the college as per detail below;

Sr.No.	Name of sponsoring agency	Amt.sanctioned	Name
1.	Deptt. of Science and Technology, Govt. of India	2.01 lacs	Dr.Palwinder Singh Lect., Applied Chemistry
2.	All India Council for Technical Education	7.5 lacs	Dr.Palwinder Singh Lect., Applied Chemistry
3.	All India Council for Technical Education	5.0 lacs	Sh.M.K.Khushwaha A.P., Mech. & Prod. Engg.

The matter is placed before the Finance Committee for information please.