

# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

(An Institute of National Importance, MHRD, Govt. of India)

## Minutes of the 9<sup>th</sup> Meeting of the Finance Committee

The 9<sup>th</sup> Meeting of the Finance Committee of the Institute was held on 21<sup>st</sup> August 2019 at 03:00 PM under the Chairmanship of Prof. Mahesh Chandra Govil, Director & Chairman (I/C) in the NIT Transit House, C-15, Panchsheel Enclave, New Delhi. The following members were present in the meeting:

<b>Prof. Mahesh Chandra Govil</b> Director & Chairman (I/C), NIT Sikkim	<b>Chairperson</b>
<b>Shri Madan Mohan</b> Additional Director General (HE), MHRD, GOI	<b>Member</b>
<b>Shri D. K. Singh</b> Deputy Secretary (IFD), MHRD, GOI	<b>Member</b>
<b>Dr. Achintesh N. Biswas</b> Assistant Professor, NIT Sikkim	<b>Member</b>
<b>Shri Sahil Minda</b> Internal Auditor, NIT Sikkim	<b>Invitee Member</b>
<b>Dr. Md. Nurujjaman</b> Registrar (I/C), NIT Sikkim	<b>Secretary</b>

**The following member was granted leave of absence due to his pre-occupation:**

1. **Shri Ugyen Chopel**, State Nominee, Sikkim

At the outset, the Chairperson extended heartiest welcome to the members present in the 9<sup>th</sup> Meeting of the Finance Committee for sparing their valuable time and contributions made towards the development of NIT Sikkim. The Director also apprised the Finance Committee with the progress and issues of the Institute. Thereafter, with the permission of the Chairperson, the Agenda items were presented and the following decisions were taken after due deliberations:

**Item No.09.01: To confirm the Minutes of the 8<sup>th</sup> Finance Committee Meeting held on 28<sup>th</sup> March, 2019.**

The minutes were confirmed.

**Item No.09.02: To report the actions taken on the decisions taken in the 8<sup>th</sup> Meeting of the Finance Committee.**

The Action Taken Report (ATR) on the decisions taken in the meeting is as follows:

Agenda Item	Subject	Action taken
08.01	To confirm the Minutes of the 8 <sup>th</sup> Finance Committee Meeting held on 28 <sup>th</sup> March 2019.	No Action Required

*Jaman*

08.03	To consider and approve the deviation in the cost of the work "Construction of Playground" at NIT Sikkim, Ravangla and release the payment to CPWD.	Implemented
08.04	To report the disbursement of arrear for the allowances against the 7 <sup>th</sup> CPC based on MHRD office memorandum no.15-4/2017-TS.	No action required

**Item No.09.03: To consider and approve the payment of higher wages to Ministerial and Technical staffs hired through Manpower Agencies.**

The agenda was discussed and the following recommendations were made to the BOG for approval:

- (a) The maximum wages per month payable for technical manpower hired will be Rs.25,000/- or as per the minimum wages act, whichever is maximum.
- (b) Maximum numbers of manpower to be paid wages higher than the minimum wages will be limited to 20 (Twenty). Wages shall be decided by the Committee constituted for this purpose.
- (c) Such manpower will be engaged till the adequate regular non-teaching staffs are not recruited against the sanctioned posts.

The following committee is constituted for deciding the eligibility/suitability of such persons:

- (i) Director – Chairman
- (ii) Dean Administration/Academic
- (iii) Concerned IOD/One Faculty from the concerned department in case of technical manpower
- (iv) Registrar – Member

*The FC recommended the same to the BOG for approval.*

**Item No.09.04: To consider and approve the remuneration of the visiting doctors.**

The agenda was discussed. Considering the remote location and lack of necessary medical facilities at NIT Sikkim, the following recommendations are made:

- (a) The monthly ceiling for the honorarium/remuneration for engaging the Doctors may be increased to Rs.1,50,000/- per month.

*Or*

- (b) The Institute may also engage residential doctors within the campus on the following consolidated remuneration
  - (i) Rs.80,000/- per month to General Physician with MBBS;
  - (ii) Rs.1,50,000/- per month to Physician with MBBS, MD.

Further, it is recommended that residential doctor may be engaged on contract, if available till the post is sanctioned and filled.

*The FC recommended the same to the BOG for approval.*

*Jaman*

**Item No.09.05: To consider and approve the guidelines/rules for providing Institute's Medical facilities and reimbursement to students.**

The agenda was discussed and following guideline/rules for above are recommended to the BOG for the approval:

- (a) Permissible general medicines that are prescribed by the Doctors of Institute shall be provided by the medical unit free of cost, subject to the availability of the stocks.
- (b) In case of unavailability of medicines prescribed/recommended by the Institute medical unit doctor(s), the medicine cost shall not be reimbursed by the Institute to the Students.
- (c) Ambulance service can be availed free of cost in medical emergency or as recommended by the Medical Unit, if available.
- (d) The expenses against the medical services and facilities not available at Institute Medical Unit but availed by students shall not be borne by the institute even if prescribed by the medical unit.
- (e) As the Institute is providing the group medical insurance policy to the students, student may claim their medical expenses as per the terms and conditions specified therein. The reimbursement claim against this policy shall be the sole responsibility of the students/beneficiary and the Institute shall not be held responsible in any case. However, the Institute may extend the help to student if he/she requests.
- (f) In case of medical emergencies, the competent authority of the Institute may allow the reimbursement/sanction of medical expenses incurred for providing medical assistance/services to any student on the recommendation of the Medical Unit/Concerned Dean.

*The FC recommended the same to the BOG.*

**Item No.09.06: To consider and approve the payment of remuneration for remedial classes and preparatory classes for exams like GATE, etc. to faculty members, laboratory staffs and students.**

After due deliberations, the FC agreed with the need of remedial classes in order to ensure holistic academic growth of the students specially slow learners. The FC recommended that the remuneration for such classes may be paid as per the following norms:

Faculty Members for Theory classes	₹ 1000/- per hour session; Maximum two sessions per day
Faculty Members for Laboratory Classes	₹ 1000/- per laboratory session; Maximum one sessions per day
Technical Support Staff for laboratory classes	₹ 500/- per two hours session; Maximum two sessions per day
PhD students for theory classes	₹ 500/- per hour session; Maximum two sessions per day
PhD students for laboratory classes	₹ 600/- per two/three hours session; Maximum two sessions per day

*Jaman*

PG/UG (Pre-final and final year) students for theory classes	₹ 400/- per hour session; Maximum two sessions per day
PG/UG (Pre-final and final year) students for laboratory classes	₹ 500/- per two/three hours session; Maximum two sessions per day

The FC also agreed with the view of financial support to scholars enrolled in the campus including undergraduate students to make their studies self-sustainable. Thus, if need arises meritorious UG students of pre-final year and final year may be engaged for the remedial classes. The assignment of the classes to students shall be done on the recommendation of the concerned departmental committee and will be supervised by the concerned HOD or the faculty designated by the Institute/Dean Academics/ Committee constituted for the same. Further, the remuneration to the students engaged in teaching of above classes shall be payable based on the performance of the students and the recommendations of the departmental committee. If, the departmental committee finds that the Ph.D./PG/UG students have not performed upto the mark in teaching assignments, no remuneration shall be paid.

Further, FC recommended that the above remuneration will be paid from TEQIP and till the end of the project. At the end of the project, the above decision will be reviewed by the FC and BOG.

**Item No.09.07: To note the expenditure incurred by the Institute as on 31<sup>st</sup> July 2019.**

Noted.

**Item No.09.08: To consider and approved the annual accounts for the FY 2018-19.**

FC recommended the annual accounts for the FY 2018-19 for the approval to the BOG. The same shall be submitted to the Office of Accountant General (AG) for conducting the Statutory Audit.

**Item No.09.09: To consider and adopt the Ministry OM vide letter No.: F.No.33-1/2019-TS.III (Pt.-II), dated: 09<sup>th</sup> April 2019 to implement the revised rate of employer's contribution in New Pension Scheme (NPS) at NIT Sikkim.**

The above OM is recommended to the BOG for adoption. Further, FC recommended that the revised rates of NPS as per above notification will be implemented by the Institute as given in above notification i.e. from April 01, 2019.

*Jaman*  
30/08/2019  
Registrar (I/C)

Director & Chairman (I/C)

*mgl*  
30/08/19