

Registrar's Copy

BEANT COLLEGE OF ENGINEERING & TECHNOLOGY

(Established by Government of Punjab)

GURDASPUR (PUNJAB) 143 521

AGENDA FOR THE

THIRTEENTH MEETING OF FINANCE COMMITTEE

To be held on 27-5-2004 at 11.00 A.M.

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

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ITEM NO. 13.1

CONFIRMATION OF THE MINUTES OF 12TH MEETING OF FINANCE COMMITTEE

The 12th meeting of Finance Committee of BCET, Gurdaspur was held on 9-7-2003 in the office of the Secretary, Technical Education & Industrial Training, Punjab, Chandigarh.

The copy of the minutes of meeting is placed at Annexure - I at page from 30 to 34 for confirmation, please.

ITEM NO. 13.2 TO REPORT ON ACTION TAKEN ON THE DECISIONS TAKEN IN THE 12TH MEETING OF FINANCE COMMITTEE.

ITEM NO. 12.1 CONFIRMATION OF THE MINUTES OF 11TH MEETING OF FINANCE COMMITTEE.

Decision Taken: It was resolved to confirm the minutes of the 11th meeting of Finance Committee held on 16-12-2002.

Action Taken: No action required.

ITEM NO. 12.2 TO REPORT ON ACTION TAKEN ON THE DECISIONS TAKEN IN THE 11TH MEETING OF FINANCE COMMITTEE HELD ON 16-12-2002.

Decision Taken: The action taken on Items Nos. 11.1, 11.2, 11.5, 11.6, 11.7, 11.8, 11.9, 11.10 & 11.11 was noted by the Committee. As far as the action is to be taken on Item No. 11.13 and 11.14 is concerned the regular charge sheet should be prepared against Dr. S.N. Saha, Professor, Chemical Engineering and Shri R.K. Awasthi, SPO responsible for administrative/procedural lapses committed in the purchases and sent to the Chairman Finance Committee for taking suitable disciplinary action.

Action Taken:- As per the decision of the Finance Committee vide item No.11.3 and 11.4 show cause notice was issued to Sh.R.K.Awasthi, Asstt.Professor vide this office letter no. BCEI/GSP/2002/6117 Dated 02.12.2002. Reply of show cause notice dated 28.12.2002 given by Sh.R.K.Awasthi A.P. alongwith annotated parawise reply was sent to Hon'ble TEM-cum-Chairman BOG alongwith annotated parawise reply vide reference No.BCEI/GSP/219 Dated 16.01.2003 A copy is placed at Annexure - II from pages 35 to 50.

However, no charge sheet could be served upon Dr. S. N. Saha, Professor who had proceeded on EOL w.e.f. 04.01.2003 for two years as per the orders of Hon'ble TEM-cum-Chairman, BOG, BCET, Gurdaspur dated 26.12.2002 (A copy is placed at Annexure – III) from pages 51 to 52. Therefore the action will be taken on his joining back at BCET, Gurdaspur.

ITEM NO. 12.3 BUDGET ESTIMATES FOR THE YEAR 2003-04.

A. NON – RECURRING (Rs. in Lacs).

Head of Account	Approved for 2003-2004	Remarks
Land	39.00	To make payment to the Landowners as enhancement of compensation of land.
Building & Development Works		To complete the buildings such as Chemical Block, Hostel, Houses, Administrative Block, Guest House, Staff Club, Students Activities Centre and Canteen and amount of Rs. 530.00 Lacs is required. But for partial completion of Chemical Block, Hostel and some of the houses which are urgently required an amount of Rs. 160.00 Lacs is required and liability is Rs. 90.00 Lacs.
Machinery & Equipment	100.00	
a) Furniture & Fixture	10.00	
b) Library	6.00	
c) Office Equipment	15.00	

d) Medical	0.75	
e) Sports	0.75	
f) Hostel	1.00	
Total – A	742.50	

B. RECURRING

Head of Account	Approved for 2003-2004	Remarks
Pay & Allowance	330.00	Including arrears due to revision of pay scales, placement of faculty in Selection Grade, promotion of Tech./Admn. Staff.
TA & LTC	5.00	
Medical Reimbursement	1.00	
CONTINGENCIES (APPROVED HEADS)		
1. Raw Material & consumables	2.50	
2. TA/DA for Experts	0.50	
3. Vehicle running & repair	4.00	
4. Printing & Stationary	3.00	
5. Reimbursement of Books	0.50	
6. Electricity & Water	32.00	
7. Telephone expenses	2.00	
8. Advcrtiscment & Publicity	4.00	
9. Medical Expenses	0.30	
10. Office Expenses	2.50	
11. Postage & Telegram	1.50	
12. Meeting & Refreshment	0.80	
13. Maintenance & Miscellaneous Expenses and contractual staff as security, house keeping & Horticulture	35.00	

14. Maintenance of VSAT & Computers	7.00	
15. Library expenses	3.00	
16. College function	2.00	
Total - B	436.60	
Grand Total	1179.10	

Decision Taken: It was further decided by the Committee that economy should be exercised while making purchases & approval for the same at the administrative level should be obtained.

Action Taken: Expenditure has been done as per the approved budget and availability of funds except vehicle running and repair expenses which exceeded by Rs. 0.35 Lacs., because of Rs. 1.86 Lacs paid as road tax/S.R.T. in the year including arrear of previous years. It was imposed by the State Transport Authorities.

ITEM NO. 12.4 TO FIX THE RATES OF LEGAL FEE TO BE PAID TO THE ADVOCATE AT HIGH COURT/DISTT. COURT/LABOUR COURT LEVEL JUDICIAL CASES.

Decision Taken: It was resolved that the existing rates of legal fee to be paid to the Advocate should continue. In the meantime home department should be consulted regarding the rates & in case there is a change, the same should be got approved from the Chairman, Finance Committee.

Action Taken: At present the existing rates duly approved by Chairman BOG, for SBS CET, Ferozpur are being paid.

ITEM NO. 12.5 GRANT OF TWO INCREMENTS TO ASSISTANT PROFESSOR INCENTIVE FOR ACQUIRING A Ph.D. DEGREE.

Decision Taken: Item was discussed in detail and it was decided that the clarification and advise may be obtained from All India Council of Technical Education, New Delhi.

Action Taken: After obtaining clarification from AICTE vide F.No. FD/PSSC/Misc./2003 dated 10-9-2003 two increments have been granted to the official. A copy received from AICTE is placed at Annexure – IV from page 53 to 54.

ITEM NO. 12.6 TO APPROVE THE REGULAR PAY SCALE FOR MAINTENANCE STAFF.

Decision Taken: It was resolved that the maintenance staff should continue as working presently.

Action Taken: No action required.

ITEM NO. 12.7 REGARDING WRITING OFF LOSS OF BOOKS OF COLLEGE LIBRARY .

Decision Taken: The item was approved

Action Taken: Books amounting to Rs. 23865.58 have been written off on the basis of recommendation of the committee constituted for the purpose. A copy of the recommendations made by the committee is placed at Annexure –V from page 55 to 58.

ITEM NO. 12.8 ANY OTHER ITEM WITH THE PERMISSION OF CHAIR.

ITEM NO. 12.8.1 APPROVAL FOR IMPLEMENTATION OF PUNJAB CSR FOR FIXING OF INTERSE-SENIORITY.

Decision Taken: It was resolved that this item may be examined in the committee of Principals of Govt. Engineering Colleges.

Action Taken: Matter has been decided at the Punjab Government level.

ITEM NO. 12.8.2 BENEFIT OF 409 EARNED LEAVE AND 604 MEDICAL LEAVES.

Decision Taken: The committee authorized the Chairman, Finance Committee to take decision at his own level.

Action Taken: No Action required.

ITEM NO. 12.8.3 APPROVAL FOR FILLING UP THE SINGLE POST OF SUPERINTENDENT - I THROUGH PROMOTION.

Decision Taken: It was resolved that this item for alternately filling up the post by promotion and advertisement may be discussed in the meeting of the Principals of Govt. Engineering Colleges and send to the Chairman, Finance Committee for final approval.

Action Taken: No action could be taken as meeting of the Principals on this matter has not been held so far.

ITEM NO. 12.8.4 REGULARIZATION OF WORK-CHARGED/DAILY WAGE EMPLOYEES OF B.C.E.T., GURDASPUR.

Decision Taken: The item was discussed in detail and it was resolved that the posts of Steno-Typist cannot be converted to the posts of clerks and hence it

ITEM NO. 12.8

shall not be possible to regularize the daily wage clerks working against the posts of Steno-Typists.

Action Taken: The services of clerks appointed against Steno-Typists have not been regularized and the case is still pending at the Government level.

ITEM NO. 12.8.5. PAYMENT OF ARREARS TO EMPLOYEES WHO WERE ON STRENGTH OF THE COLLEGE ON 1.1.1996.

Decision Taken: It was resolved that the case for payment of arrears be sent to the Finance Department for approval to avoid any Audit objection later on.

Action Taken: The faculty of three autonomous engineering colleges have filed a writ petition in the Hon'ble Punjab & Haryana High Court. Decision of the court is still pending.

ITEM NO. 12.8.6 APPROVAL FOR AMENDMENT OF COLLEGE BYE-LAWS RELATING TO ALLOTMENT OF HOUSES.

Decision Taken: The item was approved

Action Taken: Allotment has been made as approved.

ITEM NO. 13.3 BUDGET ESTIMATES FOR THE YEAR 2004-2005 WITH JUSTIFICATION

The Budget estimates for the year 2004-2005 are proposed keeping in view the requirement of the ongoing buildings, development works, and construction of new buildings/boundary wall.

The details of receipts, expenditure and proposed budget estimates are given in the succeeding pages.

**SUMMARY OF RECEIPTS/LIABILITIES/EXPENDITURE FOR THE
YEAR 2004-2005 (Rs. in Lacs.)**

Receipts	Amount	Budget as Per Receipts	Amount	Additional Requirement
Opening balance as on 1-4-2004	930.00	Liabilities of 2003-2004		
		1. Buildings	90.00	
		2. Equipment	10.00	

Expected Receipt & Expenditure during 2004-2005

Fee receipts	480.00	1. Land	39.00
Bank receipts/misc. Receipts	10.00	2. Buildings	570.00
		3. Machinery & Equipment.	300.00
		4. Vehicle (Car & Tractor)	9.00
		5. Other Facilities, (Furniture/Lib/Office/Medical/Sports/Hostel)	49.25
Expected Grant-in-aid	24.35	6. Pay & Allowance	350.00
		7. Contingencies.	119.10
		8. TA & LTC	5.00
		9. Medical Reimbursement	2.00
Total	1444.35	Total	1444.35

Available resources. 1444.35
Expected Expenditure. 1444.35

*Ex. Doctor to be appointed.
ex. Libary*

BEANT COLLEGE OF ENGG.& TECH.GURDASPUR**2004-05****(A) NON-RECURRING EXPENDITURE**

S.N.	HEAD OF ACCOUNT	APPROVED	ACTUAL EXP.	PROPOSED FOR
		2003-04	UPTO 03.2004	2004-05
1	Land	39.00	28.78	40.00
2	Buildings	570.00	0.00	570.00
3	Machinery & Equipment	100.00	4.67	300.00
4	Vehicle(Car & Tractor)	0.00	0.00	9.00
	<u>Other facilities</u>			
5	Furniture	10.00	0.52	11.50
6	Library	6.00	2.78	8.00
7	Medical Equip.	0.75	0.00	1.00
8	Sports /Music/Audio-visual Equip.	0.75	0.00	2.75
9	Hostel Equip.including Kitchen Equip.	1.00	0.20	6.00
10	Office Equip.	15.00	0.48	20.00
	TOTAL	742.50	37.43	968.25

RECURRING EXPENDITURE

1	Pay & Allowances(including arrears)	330.00	204.29	350.00
2	TA/DA & LTC <i>& participation seminar</i>	5.00	0.51	5.00
3	Medical Reimbursement	1.00	0.10	2.00
4	Reimb.of Books allowance	0.50	0.04	0.50
	SUB TOTAL (A)	336.50	204.94	357.50

CONTINGENCIES

1	Raw Material & Consumables	2.50	0.92	2.50
2	Vehicle Running & Repairs/Insurance	4.00	4.35	5.00
3	Printing & Stationery	3.00	1.25	3.00
4	Electricity expenses	32.00	25.12	32.00
5	Advt.& Publicity	4.00	2.28	4.00
6	Telephone expenses	2.00	0.39	2.50
7	Postage/Telegram expenses	1.50	0.42	1.50
8	Meeting & Refreshment	0.80	0.06	0.80
9	Library exp.(News./Journals)	3.00	2.02	3.00
10	Maintenance college including Wages/Equip.repair/Gen.set	35.00	27.81	50.00

Details about the 1. Contingency
 11 2. Students
 2

Amount
 to be
 in the
 account

11	Office expenses	2.50	1.03	2.50
12	Medical expenses(Dispensary)	0.30	0.01	0.30
13	Maintenance of Internet/Computers	7.00	2.47	8.00
14	College Function	2.00	0.00	3.00
15	TA/DA to Experts	0.50	0.00	0.50
	SUB TOTAL (B)	100.10	68.13	118.60
	SUB TOTAL (A)	336.50	204.94	357.50
	TOTAL RECURRING	<u>436.60</u>	<u>273.07</u>	<u>476.10</u>

61.00

SUMMARY

RECURRING	436.60	273.07	476.10
NON RECURRING	742.50	37.43	968.25
TOTAL	1179.10	310.50	1444.35

Note:- The Justification for Recurring and Non-Rucurring expenditure has been given on the succeeding pages.

Emphasis was to ~~add~~ more
 faculty for various courses/
 Conferences/ Seminars.

JUSTIFICATION FOR NON-RECURRING & RECURRING EXPENDITURE

A (NON-RECURRING)

1. Land (Enhancement of compensation)

Some of the farmers have filed writ petitions in the Hon'ble District Courts for enhancement of compensation of land. We have already deposited Rs. 7.00 lacs. in the month of April 2004 and it is expected that Hon'ble District Courts may decide the cases in favour of farmers and ask the college to deposit the amount for payment to the farmers. Therefore an amount of Rs. 40.00 Lacs has been proposed in this budget.

2. Buildings.

Ongoing works

Chemical Block (partial completion of 1600 m²)

The construction of Chemical Block measuring 1600 m² was started in the year 1999-2000 but the same could not be completed due to non-release of funds. In the month of January 2001 the work on the ongoing building was completely stopped as per the orders of then Hon'ble Chairman Board of Governors conveyed through PSTE/II Punjab. It is assumed that the committee at the Government level was constituted to see the works carried out by NBCC Limited. The condition of the building is deteriorating day by day and if the balance work is not carried out, the condition may further deteriorate. It is therefore proposed that college may be allowed to carry out the work for which Rs. 20.00 Lacs has been proposed in this budget.

*7500 4337 m² (170 lacs)
for 1600 m² - 50 lacs*

Single Seater (Boys Hostels)

The construction of this hostel was also started alongwith Chemical Block but due to the reason mentioned above the work is still pending to be completed. It is therefore proposed that permission may please be accorded to complete the balance work for which Rs. 80.00 Lacs. are required.

70 lacs already spent

Staff Quarters including Warden House.

The constructions of staff quarters started in the year 1998-1999 with a cost of Rs. 250.00 Lacs. The work on staff quarters is also pending due to non-release of funds and reasons mentioned above. To complete the left out houses an amount of Rs. 170.00 Lacs. is required.

However to meet the most essential requirement of houses a provision of Rs. 60.00 Lacs has been made in this budget.

Works to be started

The following buildings are yet to be started as per the detailed Project Report.

Administrative Block (3739 m²)

The construction on administrative block could not be started due to non-availability of proper land and shortage of funds. The Government of Punjab has de-notified the land in the college is now left with only 69.4 Acres of land. The administrative block will now have to be constructed on the available land and for this purpose a provision of Rs. 170.00 Lacs has been made in this budget.

Guest House, Staff Club, Students Activity Centre and Canteen

The work on these buildings could also not be started due to non-availability of proper land and shortage of funds. As the project has already been delayed, it is therefore proposed that construction of these buildings with a cost of Rs. 110.00 Lacs may be allowed to be carried out.

Campus Development including Boundary Wall.

A provision of Rs. 40.00 Lacs has been made in this budget to provide the development works such as sewerage, drainage, water supply, earth filling, roads, electricity and boundary wall as the land under stay has been de-notified by the Govt. of Punjab and hence the boundary wall can be constructed.

3. MACHINERY & EQUIPMENT.

Keeping in view most essential requirement of the laboratories in the year 2004-2005 and the laboratories which could not be equipped during the year 2003-2004, a provision of Rs. 300.00 Lacs has been made in this budget.

2004-2005

(A) Department of Mechanical & Production Engineering:

Sr. No.	Equipment	Rs. in lacs.
1.	Thermodynamics Lab.	17.65
2.	Fluid Mechanics Lab.	4.15
3.	Machining Science Lab.	1.65
4.	Metrology Lab.	2.77
5.	Flexible Manufacturing System	28.78
	Total	55.00

B. Department of Chemical Engineering.

Sr. No.	Equipment	Rs. in lacs.
1.	Reaction Engineering Lab.	3.00
2.	Fuel Engineering Lab.	2.00
	Total	5.00

Handwritten notes:
 1. Mass Transfer
 2. Heat Transfer
 3. Fluid Eng.
 4. Process Control
 5. Mech. Operation
 6. Estimation

C. Department of Electronics & Communication Engineering.

Sr. No.	Equipment	Rs. in lacs.
1.	Equipment/Kits for different lab.	3.00
2.	Software/Equipment	9.00
3.	Miscellaneous Tools Components Fabrication	3.00
	Total	15.00

D. Department of Applied Sciences:

Sr. No.	Equipment	Rs. in lacs.
1.	Applied Physics Laboratories	3.00
2.	Applied Chemistry Lab.	2.00
	Total	5.00

E. Department of Computer Science & Engg. & Information Technology,

Sr. No.	Equipment	Rs. in lacs.
1.	Campus wide Networking	35.00
2.	Software	30.00
3.	U.P.S.	17.00
4.	Computer/Peripherals	128.00
	Total	210.00

F. INFRASTRUCTURE

Rs. in Lacs.

Internet

10.00

GRAND TOTAL (A+B+C+D+E+F)

Rs. 300.00 Lacs

4. PURCHASE OF CAR & TRACTOR:

At present there are four vehicles in the college (one Ambassador Car, one Tata Sumo, Two buses). An ambassador Car which was purchased in the year 1994 is frequently breaks down and need repair which is becoming costly. Secondly there is no Tractor available in the college which is required for the development of the campus and the practical knowledge of the students of Mechanical & Production Engineering Branches. For purchasing two vehicles a provision of Rs. 9.00 Lacs has been made in this budget.

OTHER FACILITIES

5. FURNITURE & FIXTURE:

To equip the lecture halls, tutorial rooms, laboratories, library, hostels, offices, students amenities and sports facilities, a provision of Rs. 11.50 lacs has been made in this budget. The amount as projected will be needed to complete the required furniture and fixture as per plan.

6. LIBRARY

A provision of Rs. 8.00 lacs has been made in the regular budget for purchase of text books hand books, reference books, for meeting the requirement of AICTE, New Delhi for running the six courses.

7. OFFICE EQUIPMENT

For setting up of EPABX system in the college and purchase of additional type writers photocopier-cum-printers, water coolers, display boards, etc. a sum of Rs. 20.00 lacs has been made in this budget.

8. OTHER AMENITIES

For meeting the requirement of medical equipment, sports equipment, hostel equipment a provision of Rs. 5.00 lacs has been made in this budget.

RECURRING

A sum of Rs. 436.60 lacs has been provided in this budget to meet the recurring expenditure during the year 2003-2004.

PAY & ALLOWANCES

A provision of Rs. 350.00 lacs has been made in this budget for the year 2004-2005 which includes the arrears of Rs. 80.00 lacs to be paid to the teaching staff on account of the revision of pay scale by All India Council for Technical Education, New Delhi. The requirement of additional staff and placement of staff in higher scales has also been taken care of.

TA & LTC

A provision of Rs. 5.00 Lacs has been made in this budget for meeting the expenses for TA & LTC.

MEDICAL REIMBURSEMENT

A nominal amount of Rs. 2.00 lacs has been proposed to meet the medical expenses for indoor treatment of the employee and their families.

CONTIGENCIES

Due to increase in the wages of casual employees, electricity charges, maintenance of computers and other miscellaneous expenses, a provision of Rs. 99.60 lacs been made in this budget under different heads.

ITEM NO. 13.4

PROPOSAL FOR THE EXTENSION OF INTERNET LEASED LINE CONNECTIVITY FROM 64 KBps TO 256 KBps AT COLLEGE COMPUTER CENTRE.

The Proposal for the installation of 256 KBps leased line/Radio Link connectivity at College Computer Centre has been initiated by the Co-ordinator, Department of Computer Science & Engineering and Information Technology. At present, our college having 64 KBps Internet Lines, which are very slow. The case regarding the extension in connectivity of the Internet leased line from 64 KBps to 256 KBps was also discussed in the 7th meeting of the Equipment & Store Purchase Committee of the college which was held on 24-12-2001 under the Chairmanship of the Director, Technical Education & Industrial Training, Punjab, Chandigarh and the item was approved in principle subject to the approval of budget (copy of minutes of meeting is available at Annexure - VI) from page 59 to 61. The approximate cost involved in the extension in Internet leased line connectivity is given as under:

Sr. No.	Description of Item	Approx. Cost.
1.	Equipment/Installation Charges	6,00,000-00
2.	Per Annum Charges	12,00,000-00
TOTAL		18,00,000-00

Keeping in view of the strength of students and fast access of Internet Services it is proposed that the extension of internet leased line connectivity from 64 KBps to 256 KBps may please be considered.

Submitted for consideration & approval please.

*Competitive procedure to be followed
with vendor - In the BSNL.*

ITEM NO. 13.5

CREATION OF POST OF HOSTEL ATTENDANTS FOR GIRLS HOSTEL

Presently there are two hostel attendants (women) working in the girls hostel of this college. They are being paid from the amount collected from the mess bills of the girl students thereby putting a financial burden on them.

Punjab Govt. vide Memo No. 2/10/04/5/TE2/270 dated 22-1-2004 asked instructed to enhance the wages from Rs. 60/- to Rs. 100/- per day for which the girls students are reluctant. (Copy is placed at Annexure-VII) page from 62 to 64.

On the other hand, three male hostel attendants (already approved) are working in the boys hostels (whose services cannot be taken in Girls hostel) and are being paid through Contractor from college Hostel Accounts. A case for approval of two attendants (women) was sent to Hon'ble TEM-cum-Chairman, B.O.G. who in turn has approval the creation of two posts vide Department of Technical Education & Memo No. 2/10/04-5/TE-2/1063 Dated 07-04-2004 but asked to put up before the Finance Committee for consideration. (A copy is placed at Annexure - VIII) from pages 65 to 66.

It is mentioned herein that total 05 posts of hostel Attendants have already been sanctioned for the five hostels i.e. 04 Boys Hostel & one girls hostel. At present, three male hostel attendants are already working in the Boys Hostels and one Boy Hostel is under construction. As per the sanctioned strength only one female attendant for Girls Hostel can be approved. But if two attendants are to be provided then the new post has to be created. At present we are paying DC rates i.e. Rs. 2651/- per month plus service charges to other attendants through Contractor. However, the pay scale of hostel attendant is Rs. 2520-4140/- with I.S. Rs. 2620/-. and these posts are on regular basis.

Submitted for consideration & approval please.

ITEM NO. 13.6

**REVISION OF PAY SCALE OF LIBRARY ATTENDANTS AND
MEDICAL ATTENDANTS.**

Library Attendants & Medical Attendant of this college have requested that their pay scale may be upgraded to Rs. 2720-4260/- at par with SBSCEI, Ferozepur (Copy of their request alongwith copy of office order issued by SBSCEI, Ferozepur are placed at Annexure - IX) from pages 67 to 74.

At present the Library Attendant & Medical Attendant are getting the pay scale of Rs. 2520-4140/- with I.S. Rs. 2620/- per month. As the qualification followed at B.C.E.T., Gurdaspur & SBSCEI, Ferozepur is same for these posts, it is proposed that their pay scale may also be upgraded to Rs. 2720-4260/- at par with SBSCEI, Ferozepur.

Submitted for consideration please and approval please.

*Approved
Dr. Ben with FR*

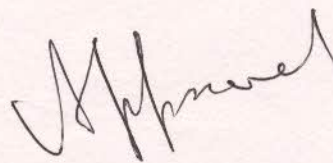
ITEM NO. 13.7**PAYMENT OF CASH HANDLING ALLOWANCE**

Since the inception of the college no cash allowance is being paid to the employees handling cash. Punjab Government vide its notification No. 3/3/98-5FP-1/15408 dated 8-12-1998 has revised the allowance admissible to the Clerks and Assistants handling cash disbursements w.e.f. September 1997 as under:

Average month cash handled	Rate of Cash Handling Allowance per month
Upto Rs. 25,000/-	Rs. 50/-
Above Rs. 25,000/- & Upto Rs. 2.00 Lacs	Rs. 100/-
Above Rs. 2.00 Lacs & Upto Rs. 5.00 Lacs	Rs. 150/-
Above Rs. 5.00 Lacs & Upto Rs. 10.00 Lacs	Rs. 200/-
Above Rs. 10.00 Lacs & Upto Rs. 25.00 Lacs	Rs. 250/-
Above Rs. 25.00 Lacs	Rs. 300/-

It is proposed that cash handling allowance may be allowed to be given to the Clerks and Assistants handling cash as per the notification of Govt. of Punjab mentioned above. (A copy is placed at Annexure - X) from pages 75 to 76.

Submitted for approval please.



ITEM NO.13.8

TO CONSIDER AND APPROVE THE RATE OF INTEREST TO BE PAID TO EMPLOYEES ON CPF DURING 2003-04.

The employees of Beant College of Engg. & Tech. Gurdaspur are to be paid interests @ 8% on CPF during the financial year 2003-04 beginning 01.04.2003 as per Govt. of Punjab Notification No.6/2/2003-5FDII/3861 Dated 23.04.2003. (A copy of the notification is placed at Annexure - XI) from pages 77 to 78.

Since it is a statutory requirement of paying the minimum rate of interest on CPF accumulations, it is proposed that rate of interest @ 8% may be allowed to pay to the employees. The difference of the rate of interest paid by the bank & statutory requirement i.e. 8% will be paid by the college.

Submitted for approval please.

8-6.5%

difference to be
quoted

Recommendation of AZRC 7
B. S. Bhatia -

ITEM NO. 13.9

PAYMENT OF ARREARS ON REVISION OF PAY SCALE TO FACULTY WHO JOINED AFTER 1.1.96.

The Punjab Govt. have notified the revision of pay scales of the teaching staff as per the guidelines issued by AICTE, New Delhi in March, 2000. Arrears have already been released to the faculty who joined before 1.1.96 as per the directions of the Govt. of Punjab. No arrears have been paid to the faculty joined after 1.1.96. They are requesting time and again for release of arrears due to revision of scales. Expenditure involved in this case will be Rs. 15 Lacs approximately as per the basis of norms adopted for payment to faculty joined before 1.1.1996. It is proposed that arrears due to revision of pay scales may be released to the faculty joined after 01-1-1996 involving approximate expenditure of Rs. 15 Lacs. It is added herein that college will not ask any financial help from the Govt. of Punjab for release of arrears to the faculty.

Submitted for consideration and approval please.

Item deferred till its decision
of the court.

ITEM NO. 13.10

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TO REPORT ABOUT THE CONDUCT OF ANNUAL ACCOUNTS FOR THE YEAR 2002-2003.

The annual accounts of the college for the year 2002-2003 were prepared and got audited from the Chartered Accountant. The accounts have also been audited by A.G. Punjab in the month of July/August, 2003. (A copy of the balance sheet and audit & Inspection report of AG Punjab is placed at Annexure - XII) from page 79 to 91.

The annotated reply submitted to the A.G. Punjab is also placed at Annexure XIII from pages 92 to 112.

Submitted for information please.

ITEM NO. 13.11 IMPLEMENTATION OF CAREER ADVANCEMENT SCHEMES FOR TEACHERS.

The Punjab Government have notified the scales of the teaching staff of the State managed Engineering Colleges as per the guidelines issued by All India Council for Technical Education, New Delhi in March 2000, which included Career Advancement Scheme (CAS) for the teaching staff.

Under the Career Advancement Scheme the Lecturers are to be given a senior scale and Lecturer (Senior Scale) are to be given Lecturer (Selection Grade)/Assistant Professor Grade, whereas Assistant Professor are to be promoted as Professors. The matter regarding implementation of Career Advancement Scheme has been discussed in detail in the meeting of Principals of four Engineering Colleges run by the Govt. of Punjab and recommended that we need to adopt the Career Advancement Scheme for teachers of degree level technical institution in respect of the four state run Engineering Colleges namely GZSCET Bathinda, SBSCEIT Ferozepur, BCEIT Gurdaspur and MIMIIT Malout (copy of the letter s 15/1/99-51E2/162 Dated 14-1-04) is placed at Annexure XIV from pages 113 to 122.

As per the recommendations of the Principals, the previous service rendered by the faculty even in the Govt. established colleges will not be counted without the approval of the Government of Punjab. But as per the guidelines issued by AICTE, New Delhi, the previous service of the teachers under these circumstances is to be counted:-

1. COUNTING OF PAST SERVICE

Previous service, without any break as a Lecturer or equivalent, in a university, college, national laboratory, or other scientific organizations, e.g. CSIR, ICAR, DRDO, UGC, ICSSR, ICHR

on file
Separately

and as a UGC Research Scientist, should be counted for placement of lecturer in Senior Scale/Selection Grade provided that:

2. The post was in an equivalent grade/scale of pay as the post of a Lecturer.
3. The qualification for the post were not lower than the qualifications prescribed by the UGC for the post of lecturer.
4. The candidates who apply for direct recruitment should apply through proper channels.
5. The concerned Lecturers/possessed the minimum qualifications prescribed by the UC for appointment as Lecturers.
6. The post was filled in accordance with the prescribed selection procedure as laid down the University/State Government/Central Government/Institution's regulations;
7. The appointment was not ad-hoc or in a leave vacancy of less than one year duration ad hoc service of more than one year duration can be counted provided -
 - (a) the ad hoc service was of more than one year duration;
 - (b) the incumbent was appointed on the recommendation of duly constituted Selection Committed; and
 - (c) the incumbent was selected to the permanent post in continuation to the ad hoc service, without any break.

A copy is placed at Annexure XV on pages from 123 to 127.

Since the Govt. of Punjab has followed the recommendation of AICTE, New Delhi in toto, it is proposed that the benefit of C.A.S. may be given to the eligible faculty as per the guidelines of AICTE, New Delhi & after counting the previous service.

Submitted for consideration and approval please.

ITEM NO. 13.12 TO CONSIDER ENHANCEMENT IN THE RATE OF HONORARIUM PAYABLE TO THE TEACHERS TO WHOM ADDITIONAL DUTIES OF CHIEF WARDEN/WARDEN ARE ASSIGNED.

In the 6th meeting of the Board of Governors held on 8th July 1999, the rates of honorarium to be paid to the teachers assigned the additional duties of Chief Warden/Warden were approved as under:

Chief Warden	Rs. 550/- per month
Warden	Rs. 450/- per month

The Chief Warden/Wardens have to perform the additional duties at odd hours in the night and the rates approved five years back i.e. 1999 are quite low and it needs to be revised.

Keeping in view the workload of additional duties assigned to the teachers, it is proposed that honorarium at the following rates may please be approved.

Chief Warden	Rs. 1500/- per month.
Warden	Rs. 1000/- per month.

Submitted for consideration/approval please.

To be taken up in 16th
next meeting

ITEM NO. 13.13 TO CONSIDER THE RELEASE OF ARREARS ON ACCOUNT OF UPGRADATION OF PAY SCALES OF WORKSHOP INSTRUCTORS FROM RS. 1640-2925/- (PRE-REVISED) TO Rs. 1800-3200/- (PRE-REVISED).

In the 7th meeting of the Finance Committee held on 26-4-2000 vide Agenda Item No. 7.4 (A), the pay scales of the Workshop Instructors were upgraded from Rs. 1640-2925/- (Un-revised) to Rs. 1800-3200/- (Un-revised). However, it was decided that their pay scales be upgraded from the date of their joining but no arrears are to be paid upto the date of meeting of Finance Committee i.e. 26-4-2000. The pay scales were upgraded in respect of three Workshop Instructor and out of these two were earlier working in SLIET, Longowal and GZSCEI, Bathinda and accordingly their pay was protected & paid the arrears on account of their pay protection. Shri Surinder Singh, Workshop Instructor was earlier working in Guru Tegh Bahadur Khalsa Polytechnic, Chhapian Wali, Malout. Therefore his pay was not protected and no arrears were paid to him. But he is insisting that as per the judgement of the Hon'ble Supreme Court delivered on 18-6-1996 against CWP No. 12821 of 1996 and duly conveyed by Govt. of Punjab Memo No. 9/30/95-3TE1/1370 dated 20-3-1998, the arrears upto 31-12-1997 were to be paid and deposited in their respective GPF Account. A matter was taken up the Govt. of Punjab and Department of Technical Education & Industrial Training, Punjab vide memo No. 16/64/2003-5TE2/2179 dated 17-6-2003 asked to take up this matter again in the Finance Committee. The copies of the correspondence made & notification of the Govt. of Punjab alongwith representation of the official are placed at Annexure - XVI from pages 128 to 133.

Submitted for consideration please.

LR Surinder Singh

ITEM NO. 13.14 ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.

The meeting ended with the vote of thanks to the chair.

Er. Vinod Kumar
PRINCIPAL