

Minutes of the 7th Standing Finance Committee constituted for J. N. Government Engineering College, Sundernagar, District Mandi H.P held on 17.02.2016 at 11:00 AM under the chairmanship of Sh. Sanjay Gupta, Principal Secretary (TE) to the G of Himachal Pradesh, Shimla.

The following were present:

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| 1. Sh. Sanjay Gupta Principal Secretary (TE) | Chairman |
| 2. Sh Rajesh Sharma, Special Secretary (Finance) | Member |
| 3. Sh. Rajeshwar Goel, Director (TE) HP, Sundernagar | Member |
| 4. Sh. Dinesh Kumar Sharma, Deputy Secretary (TE) | Member |
| 5. Prof. Lalit Kumar Awasthi, Director/Principal (SFC) J. N. Govt. Engg College, Sundernagar | Member Secretary |

Besides these, Sh. Parveen Kumar, TEQIP Coordinator, JNGEC, Sundernagar was also present.

At the very outset, Prof. Lalit Kumar Awasthi, Director/Principal, JNGEC, Sundernagar extended a warm welcome to all the members of the standing finance committee. Thereafter, the agenda items were discussed in detail and following decisions were taken.

7.1 Confirmation of the Minutes of the 6th Meeting of Standing Finance Committee held on 15.10.2015.

Decision taken: Since no comments were received, the minutes of 6th Standing Finance Committee (SFC) were confirmed.

6.2 Action taken on the Minutes of the 6th Meeting of Standing Finance Committee held on 15.10.2015.

| Item No. | Decision taken in the meeting | Action Taken | Decision Taken |
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| SFC:1/6 | <p>Approval of new Procurement Packages.</p> <p>Decision Taken: The matter was discussed in detail and the Revised Procurement plan was approved.</p> | <p>The procurement process has been started manually. Supply order Rs. 46,96,325.00 (Forty Six Lac Ninety Six Thousand Three Hundred Twenty Five Only) has been placed and packages of Rs. 5,500,657.00 (Fifty Five Lac Six Hundred Fifty Seven Only) are under process.</p> | <p>Procurement packages has been initiated by the institution.</p> |

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| SFC:2/6 | Approval for seed grant to faculty to take research oriented project. Decision Taken: The item was approved as proposed. | Institute has started allotting research project to faculty members of this college under TEQIP project. | Noted. |
| SFC:3/6 | Approval of seed grand to UG students to take research oriented project. Decision Taken: The item was approval as proposed from TEQIP funds. | Institute has started allotting research project to students of this college under TEQIP project to enhance research culture among students. | Noted. |
| SFC:4/6 | Approval of academic Plan for 2015-16. Decision Taken: The item was dropped. | No action required. | - |
| SFC:5/6 | Approval of sundry expenses/allowances to UG students for attending internship in industry. Decision Taken: The item was approved as proposed. | This institute will provide Rs. 125/- per day to UG students during their internship /training/Research project along with actual TA when they will go to concerned industry for training in 2016. | Noted. |
| SFC: 6/6 | Approval to appoint retired Professor from IIT/NIT or reputed institute as Senior Research Advisor. Decision Taken: The Standing Finance Committee approved reduced amount of Rs. 5000/- per day subject to maximum of Rs. 35000/- per month. | Institution has tried to contact retired Professors who can work as a Senior Research Advisor in the institute under TEQIP-II project through IITs & NITs, but no response has been received till date. | Noted. |
| SFC:7/6 | Approval of rules for foreign travel to faculty and students. Decision Taken: The Principal Secretary (TE) | Institute is following latest International Travel Guidelines issued by MHRD Govt. of India/NPIU. | Institution is directed to follow MHRD guidelines for International travel. |

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| | to the Govt. of H.P. assured that proposals for foreign travel by faculty and students of JNGEC will be dealt on priority basis. | | |
| SFC: 8/6 | To organize faculty development programme by ESCI (Engineering Staff College of India) Hyderabad in JNGEC Decision Taken: The item was approved as proposed. | Faculty Development Programme by ESCI Hyderabad in the institution will be organized in 2016. | Noted. |
| SFC: 9/6 | Regarding collaboration with IIMs, IITs and NITs nearby or located in northern regions: Decision Taken: The item was approved as proposed. | Institution is in process to collaborate with IIT Mandi, NIT Hamirpur and NIT Jalandhar to organize various training programmes for faculty as well as for students. | Noted. |
| SFC: 10/6 | Proposal for Networking and Study tours to prominent Universities in Australia and New Zealand Decision Taken: The committee approved Networking and study tour of senior faculty members of JNGEC. | Institution has planned a Networking & Study visit to Singapore and Australia which is under process. | Noted. |
| SFC: 11/6 | Approval of Honorarium to SFC Members. Decision Taken: The committee approved as is applicable to SFC of H.P. Technical University. | Institute is following norms of HPTU Hamirpur for Honorarium to SFC members. | Noted. |
| SFC: 12/6 | Permission to conduct Soft Skills, Subject Training and Interview skills to UG Students under TEQIP-II project. Decision Taken: The committee approved the proposal. | Institution has floated an open tender for Soft Skills training programmes to UG Students in the month of Jan, 2016 which is being evaluated. | Noted. |

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7.3 NEW ITEMS

SFC: 7.3.1 Approval of Travelling Allowances during International Travel under TEQIP-II project.

Travelling allowances by economy class for International Travel under TEQIP-II project were approved.

SFC: 7.3.2 Approval of Daily Allowances for International Travel under TEQIP-II project.

Daily allowances as notified by MEA Govt. of India dated 21st September 2010 were approved.

SFC: 7.3.3 Approval of Stay Charges for International Travel under TEQIP-II project

125 US \$ Stay Charges per night were approved for international Travel under TEQIP-II project.

SFC: 7.3.4 Approval of VISA Fees for International Travel under TEQIP-II project.

VISA fee on actual basis for International Travel was approved under TEQIP-II project.

SFC: 7.3.5 Approval of Service charges and insurance for foreign travel under TEQIP-II project.

Service Charges and insurance were approved on actual basis for International Travel under TEQIP-II project.

SFC: 7.3.6 Approval of Terminal allowances during foreign travel under TEQIP-II project.

Terminal allowances from Airport to University/Institution and back on actual basis were approved.

SFC: 7.3.7 Approval of local travelling allowances for foreign travel under TEQIP-II project.

Local travelling allowance of 100 US \$ per day per person for foreign travels under TEQIP-II project was approved.

SFC:7.3.8 Approval of expenditure per person during Networking & Study visit to Singapore & Australia.

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Expenditure per person for Networking & Study visit to Australia and Singapore approved as proposed and Director/Principal JNGEC, Sundernagar is authorized to book air tickets in respect of seven members as mentioned in the Principal Secretary (TE) to the Govt. of H.P. letter No. EDN(TE)C(17)1/2009-Loose dated 02.09.2016 after getting confirmation from concerned visiting universities.

SFC:7.4 Any other item with the permission of the chair.

Director/Principal JNGEC, Sundernagar requested the SFC members that DDO of JNGEC, Sundernagar should be paid honorarium @RS 1500/- per month for doing additional work under TEQIP-II Project.

Decision

Honorarium to Drawing and Distributing Officer (DDO) @ Rs1500/- per month is approved under TEQIP-II project.

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

Prof. Lalit Kumar Awasthi
Member Secretary

Sanjay Gupta
Chairman (SFC)

17/2/2016