



# Himachal Pradesh Technical University

(A State Government University)

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## MINUTES OF 16TH MEETING OF THE FINANCE COMMITTEE HELD ON 18TH DEC., 2018

The 16th Meeting of the Finance Committee of the Himachal Pradesh Technical University was held on 18th Dec., 2018 at 11.30 a.m.in the Conference Room, Eilerslie Building, H.P. Secretariat, Shimla.

The following members were present:

1. Prof. (Dr.) S.P. Bansal, Chairman  
Vice Chancellor,  
H.P. Technical University, Hamirpur
2. Shri D.D. Sharma, I.A.S, Member  
Special Secretary (Finance) to the  
Government of Himachal Pradesh.
3. Shri Shubh Karan Singh, H.A.S., Member  
Director (Technical Education),  
H.P. at Sundernagar
4. Shri Hari Singh Rana, H.A.S., Member  
Registrar, H.P. Technical University  
Hamirpur
5. Shri Paramjit Singh Thakur, Member  
Deputy Secretary(TE) to the  
Govt. of Himachal Pradesh  
(Representative of ACS (TE))
6. Dr. Kulbhushan Chandel, Special Invitee  
Dean(Academics),  
H.P. Technical University, Hamirpur.
7. Shri A.K. Dhiman, HPFAS, Member Secretary  
Finance Officer,  
H.P. Technical University, Hamirpur

At the outset, the Vice Chancellor extended a warm welcome to all the members and thanked them for sparing their valuable time to attend the meeting.

After this, the Agenda was taken up for discussion.

Item No. 16.1 To confirm the Minutes of 15<sup>th</sup> meeting of the Finance Committee held on 10th July, 2018.

The minutes of the 15<sup>th</sup> meeting of the Finance Committee held on 10th July, 2018 at 11.30 a.m. in the Hotel Holiday Home, Shimla were confirmed.

Item No. 16.2 To place before the Finance Committee the Report about the action taken on the decisions of its 15<sup>th</sup> meeting of the Finance Committee held on 10th July, 2018.

The report about the action taken on the decisions of 15<sup>th</sup> meeting of Finance Committee held on 10th July, 2018 was noted.

Item No. 16.3 To report to the Finance Committee the Annual Accounts of H.P. Technical University for the FY 2016-17 and 2017-18 to be laid before the State Legislature.

The Finance committee approved the annual accounts for the FY 2016-17 and 2017-18, duly audited by the Chartered Accountants as per **Annexure 16.3A and 16.3B** and further decided to submit the same to the Government so as to lay the same before the State Legislature in the ensuing assembly session.

Item No. 16.4 To charge fee for providing degree at the time of admission.

The Finance Committee approved to charge amount of Rs. 500 per degree from the students at the time of admission itself.

Item No. 16.5 To seek approval to fix various types of fee charged from the students admitted in newly started courses in University Campus.

The Finance Committee approved to accord ex-post approval for fee charged from the students admitted/to be admitted in the newly started courses started in the University Campus from the academic session 2018-19 onwards, as per detail given below:-

| Sr.No.                  | Course                    | Amount (In Rs.) | Remarks   |
|-------------------------|---------------------------|-----------------|-----------|
| <b>A. TUITION FEE</b>   |                           |                 |           |
| 1                       | M.Tech. (CSE)             | 60,000          | Per annum |
| 2                       | M.Sc. Physics             | 60,000          | Per annum |
| 3                       | M.Sc. Environment Science | 60,000          | Per annum |
| 4                       | MCA                       | 35,000          | Per annum |
| 5                       | MBA                       | 30,000          | Per annum |
| 6                       | MBA (T&HM)                | 30,000          | Per annum |
| 7                       | BHM&CT                    | 56,000          | Per annum |
| <b>B. OTHER CHARGES</b> |                           |                 |           |
| 1                       | Admission Fee             | 500             | One time  |
| 2                       | Identity Card Fee         | 200             | One time  |

|    |                                     |       |              |
|----|-------------------------------------|-------|--------------|
| 3  | Registration Fee                    | 1,500 | One time     |
| 4  | Institutional Security (Refundable) | 2,000 | One time     |
| 5  | Library Security (Refundable)       | 2,000 | One time     |
| 6  | Library Fee                         | 200   | Per semester |
| 7  | Medical Fee                         | 300   | Per semester |
| 8  | Internet Fee                        | 1,000 | Per semester |
| 9  | University Fee                      | 3,000 | Per year     |
| 10 | Annual Insurance Fee                | 150   | Per year     |
| 11 | Amalgamated Fund                    | 200   | Per semester |

**Item No. 16.6**

**To fix time schedule alongwith late fee for submission of examination forms.**

The Finance Committee approved to fix the time schedule for submission of examination forms as per detail given below:-

| Sr. No. | Time Schedule  | Late Fee (Rupees) |
|---------|--|-------------------|
| 1       | 15 days from the date of start of submission of Exam Form        | NIL               |
| 2       | Next five days i.e. 16 <sup>th</sup> to 20 <sup>th</sup> day     | 1,000             |
| 3       | Next five days i.e. 21 <sup>st</sup> to 25 <sup>th</sup> day     | 2,000             |
| 4       | 26 <sup>th</sup> day to TEN days before the start of Theory Exam | 5,000             |
| 5       | After that on extreme grounds with the permission of VC, HPTU    | 6,000             |

**Item No. 16.7**

**To fix remuneration to the members of the committee constituted to review the Act, Statutes and Ordinances of the University.**

The Finance Committee approved to accord ex-post approval to fix remuneration of Rs. 2,500 per sitting to the external members of the committee constituted to review the existing Act, Statutes and Ordinances of the University and these rates shall also be admissible to other similar committees.

**Item No. 16.8**

**To transfer funds accumulated in the HPTU Off-Campus Business School at RGSEC, Nagrota Bagwan to HPTU Main Account.**

The Finance Committee approved to transfer of 60% of the funds accumulated in the HPTU Off Campus to HPTU Main Account at Hamirpur and retain balance 40% of the funds with the HPTU Off Campus to meet out day to day expenses.

**Item No. 16.9**

**To frame guidelines for utilization of Secrecy Fund of HPTU.**

The Finance Committee approved the guidelines for maintenance and utilization of Secrecy Fund of HPTU as per Annexure 16.9 A.

**Item No. 16.10**

**To approve the engagement of Guest/Part-Time faculty on lecture basis for Academic & related work during the examination and winter/summer break.**

The Finance Committee approved remuneration @ Rs. 1,000 per day (subject to maximum of Rs. 25,000 per month, which is inclusive of teaching remuneration) to the guest faculty engaged on part-time/lecture basis engaged for the activities related to academic/examination/official work during the days of examination and winter/summer break. A break of 7 days may be given before the start of each academic semester.

**Item No. 16.11**

**To create various non teaching posts in H.P. Technical University.**

The Finance Committee approved to create the following posts in the H.P. Technical University as per detail below and further send the case to the Government with justification and financial implications:-

| Sr. No. | Name of Post                      | No. of posts | Mode of Recruitment   |
|---------|-----------------------------------|--------------|---|
| 1       | Junior Office Assistant (IT)      | 07           | On contract basis   |
| 2       | Peons                             | 04           | On daily wage basis   |
| 3       | Library Incharge                  | 01           | On contract basis   |
| 4       | Library Attendant                 | 01           | On contract basis   |
| 5       | Chowkidar                         | 02           | On daily wage basis   |
| 6       | Security Guards                   | 02           | On outsourcing basis  |
| 7       | Sweeper                           | 02           | On outsourcing basis  |
| 8       | Lab Attendants                    | 04           | On daily wage basis (for Computer, Physics, Chemistry & Environment Sc. Labs) |
| 9       | Assistant Public Relation Officer | 01           | On contract basis   |
| 10      | Assistant Accountant              | 03           | On contract basis   |
| 11      | Store Keeper                      | 01           | On contract basis   |
| 12      | Data Entry Operators              | 10           | On outsourcing basis  |
| 13      | Peon                              | 05           | On Daily wage basis   |
| 14      | Chowkidar                         | 05           | On Daily wage basis   |
| 15      | Security Guards                   | 05           | On outsourcing basis  |
| 16      | Driver                            | 02           | On Daily wage basis   |
| 17      | Electrician                       | 02           | On outsourcing basis  |
| 18      | Plumber                           | 02           | On outsourcing basis  |
| 19      | Mali                              | 05           | On Daily wage basis   |
| 20      | Sweeper                           | 05           | On outsourcing basis  |
|         | <b>Total Posts</b>                | <b>69</b>    |   |

**Item No. 16.12**

**To consider grant of pay band to Computer Assistant-cum-Clerk at par with pay band admissible to Clerk.**

The Finance Committee approved to send the case to the Government for clarification regarding grant pay band of Rs. 10300-34800+3200 Grade Pay to the Computer Assistant-cum-Clerk at par with pay band admissible to Clerks after completion of period of two years as per H.P. Government Notification No. Fin(PR)B-(7)-64/2010 dated 27.09.2012.

**Item No. 16.13**

**Hiring of Residential Accommodation for Statutory officers of the University on lease basis.**

The Finance Committee approved to enhance the amount of Rs. 7,000 pm to Rs. 10,000 pm for hiring residential accommodation (Type-IV) for all the statutory officers i.e. Registrar, Deans, Finance Officer and Controller of Examination of the University.

**Item No. 16.14**

**To seek approval of travelling allowance to Sh. Dinesh Kumar, Standing Counsel-cum-Legal Advisor visiting Himachal Pradesh Technical University in context of seeking information as well as for legal consultation for defending court cases.**


The Finance Committee approved to authorize the Vice Chancellor, HPTU to grant TA to Sh. Dinesh Kumar, Vill. Gummi, P.O. Jandu, Tehsil Jaswan, Distt. Kangra, Standing counsel-cum-Legal Advisor as per the existing Travelling Allowance Rules of the Government of Himachal Pradesh for attending maximum two meetings per month at Hamirpur in relation to court cases/legal matters.

**Item No. 16.15**


**To consider and approve the promotion avenue for the existing staff (Steno Typists) by creating two posts of Junior Scale Stenographers in H.P. Technical University, Hamirpur.**

The Finance Committee approved to create two posts of Junior Scale Stenographers in the H.P. Technical University as per Recruitment & Promotion Rules of H.P. University and send the case to the Government.

*The meeting ended with a vote of thanks to the Chair.*

  
Member Secretary  
Finance Committee  
H.P. Technical University  
Hamirpur

Confirmed by

  
Chairman (Finance Committee)  
Vice-Chancellor,  
H.P. Technical University, Hamirpur.