



Himachal Pradesh Technical University

(A State Government University)

Camp Office: Gandhi Chowk, Hamirpur (H.P.) – 177001

Phone : (01972) 224185, Fax: (01972) 224150,

E-mail ID: finofficerhimtu@gmail.com, website: www.himtu.ac.in

MINUTES OF 15TH MEETING OF THE FINANCE COMMITTEE HELD ON 10TH JULY, 2018

The 15th Meeting of the Finance Committee of the Himachal Pradesh Technical University was held on 10th July, 2018 at 10.30 a.m. in the Hotel Holiday Home, Shimla.

The following members were present:

- | | | |
|----|--|------------------|
| 1. | Prof. (Dr.) S.P. Bansal,
Vice Chancellor,
H.P. Technical University, Hamirpur | Chairman |
| 2. | Shri R.D.Dhiman,
Principal Secretary (TE) to the
Government of Himachal Pradesh. | Member |
| 3. | Shri Abid Hussain Sadiq, IAS,
Special Secretary (Finance) to the
Government of Himachal Pradesh. | Member |
| 4. | Shri Shubh Karan Singh, H.A.S.,
Director (Technical Education),
H.P. at Sundernagar | Member |
| 5. | Dr. Vikam Mahajan, H.A.S.,
Registrar, H.P. Technical University
Hamirpur | Member |
| 6. | Dr. N.N. Sharma,
Dean(Academics),
H.P. Technical University, Hamirpur. | Special Invitee |
| 7. | Shri A.K. Dhiman, S.A.S.
Finance Officer,
H.P. Technical University, Hamirpur | Member Secretary |

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. 15.1** To confirm the Minutes of 14th meeting of the Finance Committee held on 08th August, 2017.
- The minutes of the 14th meeting of the Finance Committee held on 08th August, 2017 at 11.00 am in Hotel Hamir, Hamirpur were confirmed.
- Item No. 15.2** To place before the Finance Committee the Report about the action taken on the decisions of its 14th Meeting held on 8th August, 2017.
- The report about the action taken on the decisions of 14th meeting of Finance Committee held on 8th August, 2017 was noted.
- Item No. 15.3** To Introduce Resident Audit Scheme in H.P. Technical University.
- The Finance Committee approved to send the case to FD through Principal Secretary (TE) to introduce Resident Audit Scheme in H.P. Technical University on the analogy of other State Government Universities by creating posts of two Auditors, one Section Officer (Audit) and one Deputy Controller (Audit) in the establishment of Local Audit Department by excluding the posts of Local Audit Department borne on the establishment of the Technical University and discontinue payment of salary and allowances from this University.
- Item No. 15.4** ✓ To seek approval of Revised Budget Estimates for the FY 2017-18 and Budget Estimates for the FY 2018-19.
- The Finance Committee approved the Revised Budget Estimates for the FY 2017-18 and Budget Estimates for FY 2018-19 as per Annexure 15.4 A.
- Item No. 15.5** ✓ To report to the Finance Committee the Annual Accounts of H.P. Technical University for the FY 2015-16 to be laid before the State Legislature.
- The Finance committee approved the annual accounts for the FY 2015-16, duly audited by the Chartered Accountants as per Annexure 15.5A 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. 15.6** To impose fine for late deposit of centre creation fee by the institutions.
- The Finance Committee approved the late fee fine chargeable from the affiliated institutions for late deposit of centre creation fee after the stipulated date as under:

Sr.No.	Examination	Amount of fine
1	End Semester Examination	Rs. 1,000 per day subject to maximum limit of Rs. 10,000
2	Summer Term Examination	Rs. 500 per day subject to maximum limit of Rs. 5,000

Item No. 15.7 ✓

To fix Centre Creation Fee for Bachelor of Pharmacy Practice (Bridge Course).

The Finance Committee approved to fix centre creation fee at par with end semester exam and summer term exam in respect of Bachelor of Pharmacy Practice (Bridge Course) and similar other bridge courses, as under:

Sr. No.	Item	Rates Approved	
1	Centre Creation Fee for End Semester Exam	(i) Colleges/institutions who wish to have an exam centre in their campus (including Govt. colleges)	Rs.40,000 per exam centre per course
		(ii) Colleges/institutions who do not wish to have an exam centre in their campus or wish to have sub centre in their main exam centre (including Govt. colleges)	Rs.25,000 per exam centre per course
2	Centre Creation Fee for Summer Term Exam	(i) Colleges/institutions who wish to have an exam centre in their campus (including Govt. colleges)	Rs.20,000 per exam centre per course
		(ii) Colleges/institutions who do not wish to have an exam centre in their campus or wish to have sub centre in their main exam centre (including Govt. colleges)	Rs.12,500 per exam centre per course

Item No. 15.8 ✓

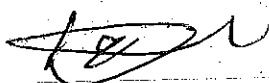
To collect various types of fee from the HPTU Off-Campuses.

The Finance Committee approved to collect application processing fee, inspection fee, affiliation fee, counseling fee and centre creation fee from the respective off-campuses at the HPTU approved rates at par with other affiliated institutions.

Item No. 15.9

To seek amendment in the rates of Counseling Fee.

The Finance Committee approved to clarify the HPTU Notification No. HimTU-22(Budget)B-1/2011(i) dated 30.05.2011 and amend the rates of counseling fee chargeable from the affiliated institutions as under:



Sr.No.	Course	Amended Rates of Counselling Fee
1	B.Tech/B.Pharmacy	Rs. 1,00,000 per course per institution
2	M.Tech/M.Pharmacy	Rs. 50,000 per specialization per institution subject to maximum of Rs. 1,00,000
3	MBA/MCA	Rs. 1,00,000 per course per institution

Item No. 15.10

To charge GST on various fees collected from affiliated institutions.

The Finance Committee approved to charge GST @ 18% on the following various types of fee from all the affiliated institutions as under:

1. Affiliation Fee
2. Application Processing Fee
3. Inspection Fee
4. Counseling Fee
5. Exam Centre Creation Fee

Item No. 15.11

To purchase vehicle for use of Vice Chancellor, H.P. Technical University.

The Finance Committee approved to purchase one vehicle viz. Innova Crysta, Petrol, Vx(6+1) for use of Vice Chancellor, HPTU with a cost of Rs. 20.00 lakhs approximately.

Item No. 15.12

To fix honorarium for engaging Patwari/Kanungo etc. on daily basis.

The Finance Committee approved to fix the following rates of honorarium payable to retired revenue and other departments officials for hiring their services on daily basis to prepare the revenue papers and other matters, as under:

Sr.No.	Particulars	Amount of honorarium
1	Patwari/Kanungo	Rs. 700 per day subject to a maximum of Rs. 15,000 per month.
2	Retired Forest Officer	Rs. 1,000 per day subject to a maximum of Rs. 20,000 per month.
3	Chainman/Beldar	Rs. 400 per day subject to a maximum of Rs. 8,000 per month.

Item No. 15.13

To hire the services of outside agency/staff to prepare master plan, digital map and FCA case of H.P. Technical University, Hamirpur.

The Finance Committee approved to hire the services of following external agencies to prepare master plan, digital map and FCA case of proposed campus of H.P. Technical University, Hamirpur at Daruhi, as under:

Sr. No.	Type of Services	Mode of hiring the services
1	Architectural Staff to prepare master plan of the University	Inviting Tenders/ expression of interest
2	Surveying Agency to prepare digital map required for FCA case.	Inviting Tenders/ expression of interest
3	Services of external agency expert in preparing FCA case.	Inviting Tenders/ expression of interest

Item No. 15.14

To approve grant of Retirement/Death Gratuity to staff absorbed in H.P. Technical University.

The Finance Committee approved to direct Shri Sanjeevan Mankotia, Area Manager absorbed in the University against the post of Assistant Registrar to arrange transferring the amount of gratuity receivable from his parent organization on pro rata basis so as to claim gratuity from this University as good have been admissible to him in his parent organization on his superannuation.

Item No. 15.15

To fill up/create various non-teaching posts in H.P. Technical University.

The Finance Committee approved to fill up the existing vacant posts in the University through Advertisement as per Recruitment & Promotion Rules and as per approved qualifications/UGC norms, wherever applicable. The Committee also approved for creation of proposed teaching and non-teaching posts for the proposed courses and the same be sent to the Principal Secretary (TE) to obtain the necessary approval of the Government, so that the University may become eligible for apply for University Grants Commission- 12 (B) status which is necessary to receive UGC and other central agencies funding/grant.

Besides above posts, the Finance Committee approved to create/engage the following posts in the University:

Sr. No.	Posts	No. of posts	Mode of Recruitment
1	Data Entry Operators	03	On outsourcing basis
2	Class IV employees	02	On outsourcing basis
3	Driver	01	On daily wage basis
4	Security Guards	03	On outsourcing basis.
5	Mali	01	On outsourcing basis
	Total	10	

Item No. 15.16

To approve the financial decisions taken in the 2nd meeting of Governing Body of HPTU Off Campus Business School, Nagrota Bagwan held on 5th May, 2018.

The Finance Committee approved the financial decisions taken in the meeting of Governing Body of HPTU Off Campus Business School, Nagrota Bagwan held on 5th May, 2018 in respect of following items:

Item No.	Item Description
2.2	To consider and approve delegation of financial powers.
2.3	To consider and approve TA/DA for experts and personnel from industry for Training and Placement and Academic Activities
2.4	To consider and approve various expenses for organizing/attending academic and research programmes such as workshop/seminar/conference/FDP
2.5	To consider and approve increment of faculty & staff with retrospective effect
2.7	To consider and approve the posts for the courses of HPTU Business School (MBA and HM&CT)
2.8	To consider and approve one time expenditure on purchase of furniture, telephone, printer, internet facility for the faculty members
2.9	To consider and approve one time expenditure on purchase of computers etc for library and computer centre.
2.10	To approve remuneration to DDO.
2.11	To enhance honorarium to Director-cum-Principal
2.12	To approve filling up of one vacancy of Assistant Professor in MBA programme
2.13	To approve creation of one vacancy of Assistant Professor in HM&CT
2.14	To approve engaging two posts of Class IV employees
2.17	To approve engagement of two clerical staff from NIELT Shimla
2.18	To approve subscription to journals, magazines and newspapers
2.19	To approve purchase of sports items
2.20	To approve expenditure incurred on HPTU Sports Meet and Youth Festival
2.21(E)	To approve Income & Expenditure Statement w.e.f. 1.4.2017 to 31.3.2018
2.21(F)	To approve estimated/tentative budget for the FY 2018-19

Item No. 15.17

To approve the financial decisions taken in the 20th meeting of Academic Council of H.P. Technical University held on 6th July, 2018.

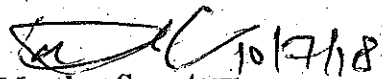
The Finance Committee approved the financial decisions taken in the 20th meeting of Academic council of H.P. Technical University was held on 6th of July, 2018 in respect of following items:



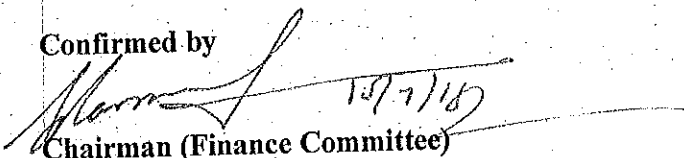
Item No.	Item Description	Comments/decisions of Finance Committee
20.7	Consideration and approval of proposal to start academic courses in Himachal Pradesh Technical University campus at Hamirpur to include the University under 12 (B) Section of University Grant Commission Regulation/Act.	The Finance committee vetted the decision taken by the Academic Council to start the proposed courses under six School of Studies and various Departments thereunder from the Academic Session 2018-19.
20.8	To consider and approve the faculty recruitment norms of Assistant Professors for proposed schools/courses.	The Finance committee vetted the decision taken by the Academic Council as proposed. Further, the University may also engage, on need basis, the senior retired Professor/Associate Professor/ Assistant Professor with sufficient teaching and administrative experience at a monthly remuneration of Rs. 25,000 p.m. on yearly basis purely on temporary basis for smooth running of each proposed course. Besides teaching staff, one Assistant Librarian (at a monthly remuneration of Rs. 15,000 p.m.), two Clerks and two Peons (on minimum wages as notified by the State Government) may also be engaged, in the first instance purely on temporary basis.
20.9	Consideration and approval to hire building required for commencement of proposed academic courses under item No. 20.7 w.e.f. academic session 2018-19.	The Finance committee vetted the decision taken by the Academic Council.
20.10	To approve eligibility norms/ Admission criteria and fee for master of Science in Physics, Master of Science in Environmental Sciences, Master of Business	The Finance committee vetted the decision taken by the Academic Council.

Administration, Master of Business Administration in Tourism and Hospitality Management, Master of Computer Application, Master of Technology, Bachelor of Hotel Management and Catering Technology (4years), Bachelor of Science Hotel Management and Catering Technology (3years) and Bachelor of Pharmacy in Ayurveda.	
---	--

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.