

## Minutes

### **for the 16<sup>th</sup> Finance Committee (FC) Meeting held at MHRD, New Delhi on 25.07.2018**

#### Members present in the Meeting:

1. Dr. Aswini Kumar Baruwa,  
Chairman of the Board of Governors,  
CIT Kokrajhar.
2. Mr. Madhu Ranjan Kumar  
Joint Secretary (DL & BP), Dept. of Higher Education,  
MHRD, Shastri Bhawan, New Delhi-110001.
3. Mr. Anil Kumar,  
Director (FA), IFD, MHRD,  
Govt. of India, Shastri Bhawan,  
New Delhi-110001.
4. Sri Carol Narzary, ACS  
Secretary, IBA, BTC,  
Kokrajhar, Assam-783370.
5. Sri Robinson Muchahary, IAS  
Additional Deputy Secretary,  
Dept. of Education, BTC,  
Kokrajhar, Assam-783370.
6. Prof. Debkumar Chakrabarti.  
Director, CIT, Kokrajhar,  
BTAD, Assam-783370.
7. Sri A.Daimary.  
FAO,BTC.Kokrajhar.

Item No. 16.01: Confirmation of the Minutes of the 15<sup>th</sup> meeting of the FC held on  
25/05/2018

The Minutes of the 15<sup>th</sup> meeting of the FC held on 25/05/2018 at MHRD,  
Shastri Bhawan, New Delhi was circulated amongst the members.

As no comments were received from members so this placed before the house  
to confirm the minute.

RESOLUTION: After threadbare discussion the members confirmed the minutes  
of the 15<sup>th</sup> FC Meeting.

**Registrar  
CIT, Kokrajhar**

Item No. 16.02: Action Taken Report (ATR) on Resolutions of 15<sup>th</sup> meeting of the FC.

An ATR on the resolutions on the 15<sup>th</sup> meeting of the FC was placed for discussion. The members were requested to discuss the ATR and suggested further course of action, if any, which may be considered necessary. They went through the ATR and noted the actions taken.

RESOLUTION: The members noted the ATR.

Item No. 16.03: Item-wise approval of Institute's Additional Budget for the FY 2018-19

The institutional additional budget for the Financial Year 2018- 2019 prepared for OH 31, OH 35(Only for library and ongoing projects for civil)and OH 36 based on the requirements provided by different sections for smooth functioning and all round development of the institute. This was placed for consideration and recommendation before the members of FC.

VARIOUS HEADS WITH LIABILITIES FOR FINANCIAL YEAR 2018-19	CIT BUDGET FOR FY 2018-19(AMOUNT IN CRORES) A	MHRD BUDGET ESTIMATE(B E) 2018-19 B	FUND RECEIVED FOR FY 2018-19(AMOUNT IN CRORES) C	ADDITIONAL FUNDS REQUIRED (AMOUNT IN CRORES) D=A-C
LIABILITY UNDER OH-31	14.50	7.45	NIL	14.50
LIABILITY UNDER OH-36	19.42	12.04	3.01	16.41
LIBRARY UNDER OH-35	21.87	NIL	NIL	21.87
LIBRARY (LIABILITIES FOR THE FY 2017-18) UNDER OH 35	10.78	NIL	NIL	10.78
REQUIREMENTS FUNDS FOR ONGOING PROJECTS(CIVIL) OH-35	37.38	5.92	1.48	35.90
TOTAL	103.95	25.41	4.49	99.46

The detailed budget requirements under each head mentioned in the above table were placed before members for discussion. The members were requested to approve / ratify the same.

  
Registrar  
CIT, Kokrajhar

After discussion the, members recommended for following resolution to be taken further in future.

**RESOLUTION:**

- i).Members recommended that shifting funds from one head to another is prohibited.
- ii).CIT should adopt HEFA with modified guidelines .They suggested that institutes like CIT having IRG lower than national level institutes are covered under special category of HEFA vide clause no IV of letter no FNo16-2/2017-TC dated 16-07-2018.
- iii).CIT will have to make own corpus fund out of IRG by creating long-term investment like Fixed Deposit in Bank.
- iv).So far as library budget is concerned it requires rationalization. Library should function under the recommendation of Library Committee. Further, Library Budget needs to be reviewed and librarian should furnish a report on the status to the authority.

Item No. 16.04: Proposal to consider the recommendation of the meeting of 21<sup>st</sup> BWC Meeting through circulation.

In reference to the resolution no 15.03 taken in the 15<sup>th</sup> FC meeting held on 25/05/2018, a separate DPR for Rs. 92.04 Crore for 3(three) financial years comprising of the works as mentioned in agenda no 21.01 of 21<sup>st</sup> BWC meeting through circulation was prepared and sought approval from the BWC members. The proposal was submitted for seeking concurrence of the SFC for fund requirement for the construction activities to be undertaken for forthcoming years.

The DPR for the same was approved by the BWC members and now recommended for approval from the FC and BoG.

The members were requested to consider and recommend for approval.



**Registrar  
CIT, Kokrajhar**

RESOLUTION:

Members recommended for phase wise development in new campus of CIT. Budget requirement for construction of building and infrastructure for the institute to be reviewed and submitted again by 30/08/2018 to MHRD considering latest norms of construction and infrastructure development under HEFA:

Serial no.	PARTICULRS	Sq. Mt Per Students
1	ACADEMIC/ADMIN/LIBRARY/LABS/WORKSHOPS	30
2	RESIDENTIAL,AREA-HOSTELS/FACULTY/STAFF QUARTERS	35
3	SPORTS FACILITY/COMMON FACILITY	10
	TOTAL	75

Item No. 16.05: Proposal for introduction of Group Medical Insurance Scheme.

CIT has completed the bidding process of introduction of Group Medical Scheme for staffs, dependents and students. Likewise Notice Inviting Tender shows us Financial involvement of Rs.20,30,673 per annum offered by National Insurance Company Ltd,Bongaigaon which has put the lowest bid price for the scheme amongst all bidders.

This matter was placed before the members for approval.

RESOLUTION: The proposal was not accepted by the members all CFTIs should be covered under CSMA Rule.

  
Registrar  
CIT, Bongaigaon

Item No. 16.06: Proposal for introduction of M Tech Programmes at CIT.

CIT is going to introduce 5(Five) MTech Programmes from Next Academic Year beginning from July 2019. In view of the above, an additional fund may be marked to the current year's budget allocation till DPR is approved and functional.

Stipend Amount(in Crore)	Payment to Faculty Amount(in Crore )	Total Amount(in Crore)
0.9	5.4	6.3

This matter was placed before the members for approval.

**RESOLUTION:**

Members recommended the following:

- i) A fresh proposal for sanction of additional requirements of grants for running M.tech programs needs to be submitted to MHRD. In case MHRD is not in a position to approve then CIT can take help from local government to pay stipend to the M.Tech students. To some extent, Authority of BTC has assured to look into the matter as per extant guidelines of the subject.
- ii) Introduction of fee structure for all kind of programs to be decided by the institute itself.

Item No. 16.07: Any other issue with permission from the chair.

As there was no other agenda for discussion so the meeting ended with vote of thanks to the members.

Sd/-

(Ms Chaitali Brahma)  
Ex-Officio Member Secretary, FC  
and the Registrar, CIT Kokrajhar.

**Registrar  
CIT, Kokrajhar**