

BEANT COLLEGE OF ENGINEERING & TECHNOLOGY

(Established by Government of Punjab)
GURDASPUR (PUNJAB) 143521

AGENDA FOR THE FIFTEENTH MEETING OF FINANCE COMMITTEE TO BE HELD ON 06th May 2005 AT 03:00 PM

VENUE :

Office of the
Principal Secretary
Technical Education & Industrial Training, Punjab
Room # 214, Mini Secretariat, Sector 9-B
Chandigarh.

C O N S T I T U T I O N

OF

FINANCE COMMITTEE

- | | |
|---|---------------------|
| 1. Principal Secretary to Govt. of Punjab
Department of Technical Education & Industrial
Training, Chandigarh. | Chairman |
| 2. Principal Secretary to Govt. of Punjab,
Department of Finance or his representative not
below the rank of Joint Secretary. | Member |
| 3. Director, Technical Education & Industrial
Training, Punjab. | Member |
| 4. Principal, Beant College of Engineering &
Technology, Gurdaspur. | Member |
| 5. Registrar, Beant College of Engineering &
Technology, Gurdaspur. | Member
Secretary |
-

C O N T E N T S

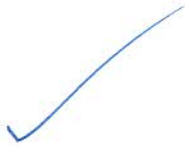
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ITEM No. 15.1 CONFIRMATION OF THE MINUTES OF THE 14TH MEETING OF FINANCE COMMITTEE.

The 14th meeting of Finance Committee of BCET, Gurdaspur was held on 11.10.2004 in the office of the Principal Secretary, Technical Education & Industrial Training, Punjab, Chandigarh. The minutes of the meeting were circulated vide # BCET/A/c/2004/4773-4774 dated 25.11.2004 to all the members and no comments were received.

A copy of the minutes of meeting is placed at **Annexure-I** page 25 – 29 for confirmation please.

Confirmed



ITEM No. 15.2 TO REPORT ACTION TAKEN ON THE DECISIONS OF THE 14TH MEETING OF FINANCE COMMITTEE.

Item No. 14.1 CONFIRMATION OF THE MINUTES OF 13TH MEETING OF FINANCE COMMITTEE.

Decision taken It was resolved to confirm the minutes of 13th meeting of Finance Committee held on 27.5.2004.

Action taken No action required.

Item No. 14.2 TO REPORT ON ACTION TAKEN ON THE DECISIONS TAKEN IN THE 13TH MEETING OF FINANCE COMMITTEE.

Decision taken The action taken on the decisions taken in 13th meeting of Finance Committee held on 27.5.2004 were noted by the committee.

Action taken No action required.

Item No. 14.3 TO DECIDE THE ALLOTMENT OF CIVIL WORKS FOR CONSTRUCTION OF INCOMPLETE BUILDINGS.

Decision taken After detailed discussion, it has been resolved that the priority has to be fixed for the construction of incomplete buildings and the work is to be re-allotted to NBCC Limited to our advantage.

Action taken As per the decision, M/S NBCC Limited was asked to start the work on incomplete buildings and accordingly, the work is in progress on Chemical Block and Boys Hostel No.2. The balance work on the Housing Complex is yet to be started.

Item No. 14.4 TO CONSIDER THE PAYMENT OF BORDER AREA ALLOWANCE TO THOSE WHO ARE NOT ALLOTTED RESIDENTIAL ACCOMMODATION IN THE CAMPUS.

Decision taken After detailed deliberations, it was resolved that the employees may be offered college accommodation one step below to their entitlement and if they refuse to accept then they will not be paid any Border Area Allowance.

Action taken The decision implemented.

Item No. 14.5 TO CONSIDER THE WRITING OFF Rs.600/- PAID AS ADVANCE TO M/S CHIP EXICOM (I) Pvt. LIMITED, MUMBAI FOR THE PURCHASE OF CHIP SPECIALS C.Ds.

Decision taken The item was approved.

Action taken The decision implemented.

Item No. 14.6 ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.

Item No. 14.6.1 TO CONSIDER THE RELEASE OF WAGES TO THE CONTRACTUAL STAFF FOR THE PERIOD OF SIX MONTHS.

Decision taken It has been resolved that legal opinion for the release of wages of contractual staff may please be taken from the Govt. of Punjab.

Action taken The payment to the contractual staff has been made through M/s. Lotus Services, Jalandhar as per the instructions of worthy PSTE/IT, Punjab and the copy of the instructions along with action taken by the college is placed at **Annexure-II** on page 30 – 31).

ITEM No. 15.3 BUDGET ESTIMATE FOR THE YEAR 2005-2006

The budget estimates for the year 2005-2006 are proposed keeping in view the requirement of the ongoing buildings, development works, and construction of new buildings/boundary wall, addition of equipments in various labs of the departments as per the requirement of study scheme/research activities, recurring expenditure like salaries including contingencies.

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

Conf. Afford.

SUMMARY OF RECEIPTS, LIABILITIES AND EXPENDITURE FOR THE YEAR 2005-2006 (Rs. in lacs)

Receipts		Expenditure	
Particulars	Amount	Particulars	Amount
Opening balance as on 01.4.2005	1045.00	Liabilities of 2004-05	
		1. Buildings	25.00
		2. Equipment	103.00
TOTAL (A)			128.00

Expected Receipts and Expenditure during 2005-2006 :

Fee Receipts	525.00	1. Land	33.00
Bank Receipts and Miscellaneous	17.50	1. Buildings	600.00
Receipts for computers	116.00	2. Machinery & Equipment	392.00
Expected Grand-in- Aid	28.00	3. Other Facilities (Furniture, Library, Office, Medical, Sports, Hostel)	76.00
		4. Pay & Allowances	325.00
		5. Contingencies	168.00
		6. TA & LTC	7.00
		7. Medical Reimbursement/Book Allowance	2.50
TOTAL (B)	586.50		1603.50
TOTAL (A+B)	1731.50		1731.50

Available Resources = 1731.50

Expected Expenditure = 1731.50

210 Lacs.

70,000
300

210,000

25,000
300

25,300

750,000

750,000

MJ

468.

502.

(A) NON-RECURRING EXPENDITURE**2005-2006**

Sr. #	Head of Account	Approved 2004-05	Actual Exp. upto 03/2005	Proposed for 2005-06
1.	Land	40.00	7.30	33.00
2.	Buildings	570.00	128.99	600.00
3.	Machinery & Equipment	300.00	127.00	392.00
4.	Vehicle (Car & Tractor)	9.00	7.22	00.00
	Other Facilities			
5.	Furniture	11.50	2.72	20.00
6.	Library (including Air Conditioning)	8.00	3.36	10.00
7.	Centrally Air Conditioning of Computer Lab	--	--	20.00
8.	Medical Equipment	1.00	--	1.00
9.	Sports, Music, Audio Visual Equip.	2.75	--	5.00
10.	Hostel Equipment including Kitchen Equipment.	6.00	--	5.00
11.	Office Equipment.	20.00	2.31	15.00
	Total	968.25	278.90	1101.00

(B) RECURRING EXPENDITURE

1.	Pay & Allowances (including arrears)	350.00	215.00	325.00
2.	TA/DA & LTC	7.00	0.92	7.00
3.	Medical Reimbursement	2.00	0.32	2.00
4.	Reimbursement of Book Allowance/ Registration Fee for Conferences/ Seminars.	0.50	0.20	0.50
	SUB TOTAL (A)	357.50	216.44	334.50

CONTINGENCIES

1.	Raw Material & Consumables	2.50	1.40	4.00
2.	Vehicle Running & Repairs/Insurance	5.00	5.53	7.50
3.	Printing & Stationery	3.00	1.89	3.00
4.	Electricity Expenses	32.00	17.83	30.00
5.	Advertisement & Publicity	4.00	2.23	4.00
6.	Telephone Expenses	2.50	1.72	3.00
7.	Postage & Telegram Expenses	1.50	0.26	1.50
8.	Meeting & Refreshments	0.80	0.44	1.00
9.	Library Expenses (News/Journals)	3.00	4.30	10.00
10.	Maintenance (including Wages/ Equip. Repair/Generator Set)	50.00	<u>37.81</u>	45.00
11.	Office Expenses/Legal Expenses	2.50	1.53	3.00
12.	Medical Expenses (Dispensary)	0.30	0.12	1.00
13.	Maintenance of Internet/Computers	8.00	0.13	10.00
14.	College Function	3.00	2.43	3.00
15.	TA/DA to Experts	1.00	.04	1.00
16.	Liveries to Staff	--	--	1.00
17.	Conferences & short terms courses	--	--	5.00
18.	Free ship to the Students	--	--	30.00
19.	Training & Placement Activities	--	--	5.00
	Fund			
	SUB TOTAL (B)	118.60	77.66	168.00
	SUB TOTAL (A)	357.50	216.44	334.50

TOTAL RECURRING

NON RECURRING	968.25	278.90	1101.00
RECURRING	476.10	294.10	502.50
TOTAL	1444.35	573.00	1603.50

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

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. 7.30 lacs against the enhancement of compensation. It is further 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. 33.00 Lacs has been proposed in this budget.

2. Buildings.

Ongoing works

Chemical Engineering Block

Chemical Block (partial completion of 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/IT Punjab. The meeting under the Chairmanship of Hon'ble Deputy Chief Minister-cum-Chairperson, Board of Governors, was convened to decide about the release of pending payment to NBCC Limited. It was decided to re-allot the work to NBCC Limited and the balance payment be released. Further a meeting under the Chairmanship of Hon'ble Principal Secretary, Technical Education & Industrial Training, Punjab was held on 29-12-2004 and as per the decision taken in the meeting the pending work on Chemical Block was started from 1st January, 2005. It is now near completion and balance payment of Rs.20.00 Lacs is required for the balance work.

Single Seater (Boys Hostels)

The construction of this hotel was also started along with Chemical Block but due to the reason mentioned above the work is still pending to be completed. Now after the decision to re-allot the work to NBCC Limited and release of balance pending payment has been taken at the Government level. The balance work has already started since 1st January 2005 and for the completion of the balance work the proposal of Rs. 80.00 Lacs. is hereby made in this budget.

Staff Quarters :

The constructions of staff quarters started in the year 1998-1999 with a cost of Rs. 250.00 Lacs. The work on staff quarters was also pending due to non-release of funds. Now after the decision to re-allot the work to NBCC Limited and release of balance pending payment has been taken at the Government level and the work will start and further completion of left out houses a provision of 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 of 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 and 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, 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.

Auditorium (with a capacity of 750 persons).

The college has completed 10 years till date and for holding annual functions, seminars, conferences, convocations and other academic activities there is no proper hall or place where such activities can be held. Therefore, the construction of auditorium with a capacity of 750 persons needs to be started. Therefore for construction of auditorium a provision of Rs.120.00 has been made in this budget.

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, 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 2005-2006, and the laboratories which could not be equipped during the year 2004-2005, a provision of Rs.392.00 Lacs has been made in this budget.

(A) Department of Mechanical & Production Engineering:

Sr. No.	Equipment	Rs. in Lacs.
1.	Strength of Material Lab	3.00
2.	Fixture & Tool Design Lab.	0.50
3.	Industrial Automation and Robotics Lab.	8.25
4.	Manufacturing Lab.	22.00
5.	Refrigeration & Air Conditioning Lab	2.00
6.	Heat Transfer Lab	4.30
7.	Thermal Engineering Lab	12.00
8.	Machining Science Lab	3.60
9.	Engineering Metrology Lab	8.30
10.	Mechanical Vibration Lab	2.55
11.	Metallurgical Lab	3.50
12.	Automobile Engineering Lab	20.00
13.	Auto CAD Lab.	18.00
	Total	108.00

(B) Department of Chemical Engineering.

Sr. No.	Equipment	Rs. in Lacs.
1	Reaction Engineering Lab. <i>delivered</i>	1.00
2.	Software for the Labs	6.50
3.	Heat Transfer Lab	1.40
4.	Environmental Engineering Lab	0.90
5.	Chemical Process Technology Lab	0.10
6.	Mechanical Operation Lab	2.70
7.	Mass Transfer Lab	0.70
8.	Process Control Lab <i>delivered</i>	0.50
9.	LCD Projector with screen	1.20
Total		15.00

C. Department of Electronics & Communication Engineering.

Sr. No.	Equipment	Rs. in Lacs.
1.	Equipment/Kits for different Lab.	5.00
2.	V.L.S.I. Lab.	10.00
3.	Microprocessor and Micro Controller Lab	3.00
4.	P.C.B. Lab.	2.00
5.	Metlab Software Digital Signal Processing Lab	6.00
6.	Project Lab	4.00
7.	EDC/Analog Electronics Lab	1.00
Total		31.00

D. Department of Applied Sciences:

Sr. No.	Equipment	Rs. in Lacs.
1.	Applied Physics Laboratories	4.30
2.	Applied Chemistry Lab. <i>delivered</i>	0.70
3.	Communication & Language Lab.	10.00
4.	TAPTEC Project	15.00
Total <i>Carbon Dioxide System</i>		30.00

To send the delivered

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

Sr. No.	Equipment	Rs. in Lacs.
1.	Software	15.00
2.	U.P.S.	20.00
3.	Computer/Peripherals	*128.00
4.	A.M.C. of Computers	2.00
	Total	165.00

* An order for supply of 230 Computer and 07 Servers was placed with M/s. H.P. India Sales (P) Limited, through DGS & D and payment of Rs.116.00 Lacs was also made on 30th March, 2005. But the supply has not been received as yet. A meeting of all HOD/Coordinators was held and they all were of unanimous view that supply be got executed through H.P. India Sales (P) Limited at the earliest and H.P. India Sales (P) Limited has agreed to supply by May 2005.. So out of the total provisions of 128 Lacs made in this budget, the amount of Rs. 116.00 Lacs. will be covered from the payment which was shown of having been paid during the financial year 2004-2005. (Copies of the minutes of the meetings are placed **Annexure-III** page 32 – 34.

F. WORKSHOP:

Sr. No.	Equipment	Rs. in Lacs.
1.	Machine Shop	14.15
2.	Fitting Shop	0.25
3.	Heat Treatment Shop	0.50
4.	Tools/Kits	0.10
	Total	15.00

G. INFRASTRUCTURE

	Rs. in Lacs.
1. Internet	15.00
2. Diesel Generator Set	13.00

GRAND TOTAL (A+B+C+D+E+F+G)**Rs.392.00**

OTHER FACILITIES

4. FURNITURE & FIXTURE:

To equip the Lecturer Halls, Tutorial Rooms, Laboratories, Library, Hostels, Offices, Students amenities and sports facilities, a provision of Rs.20.00 Lacs has been made in this budget. The amount as projected will be needed to complete the required furniture and fixture as per plan.

5. LIBRARY

A provision of Rs.10.00 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 B.Tech. courses and two M.Tech. courses.

6. CENTRALLY AIR CONDITIONING OF COMPUTER LAB.

A supply order for 230 Computers and 07 Servers has already been placed with M/s. H.P. India Sales (P) Limited, and supply is expected by 15th May, 2005. The Laboratories need to be centrally air conditioned and a provision of Rs.20.00 Lacs has been made in this budget.

7. MEDICAL EQUIPMENT

To meet the essential requirement for the operation of health centre of the college. A provision of Rs.1.00 Lac has been made in this budget.

8. SPORTS/MUSIC/AUDIO VISUAL EQUIPMENT

For meeting the expenses in Sports/Music/Audio Visual Equipment a provision of Rs. 5.00 Lacs. has been made in this budget.

HOSTEL EQUIPMENT/INCLUDING KITCHEN EQUIPMENT

At present, there are four hostels in the college and to provide the essential equipment and kitchen ware including Deep-Fridge, a provision of Rs.5.00 Lacs has been made in this budget.

9. OFFICE EQUIPMENT

For setting up of EPABX system in the college and purchase of photocopier-cum-printers, water coolers, display boards, Cyclostyling Machine etc. a sum of Rs.15.00 Lacs has been made in this budget.

RECURRING

A sum of Rs.502.50 Lacs has been provided in this budget to meet the recurring expenditure during the year 2005-2006.

PAY & ALLOWANCES

A provision of Rs.325.00 Lacs has been made in this budget for the year 2005-2006 which includes the arrears of Rs.8.00 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. The details of pay and allowances is placed at **Annexure-IV** page 35 - 38.

TA & LTC

A provision of Rs.7.00 Lacs has been made in this budget for meeting the expenses for TA & LTC for the faculty and staff in the college.

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.168.00 Lacs been made in this budget under different heads.

ITEM No. 15.4 TO CONSIDER AND APPROVE THE RATE OF INTEREST TO BE PAID TO EMPLOYEES ON CPF DURING 2004-2005.

The employee of Beant College of Engineering & Technology, Gurdaspur are to be paid interest @ 8% on CPF during the financial year 2004-2005 beginning 01-04-2004 as per the decision of Govt. of Punjab

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 on the contributory provident fund. The difference of the rate of interest received from the bank & statutory requirement i.e. 8% interest to be borne by the college.

Submitted for approval please.

$$\begin{array}{r}
 1.90 \\
 \hline
 18.27 \\
 16.37 \text{ Bank} \\
 \hline
 1.90 \\
 \hline
 \end{array}$$

Approved

ITEM No. 15.5 TO CONSIDER THE MERGER OF 50% DEARNESS PAY IN THE SALARY OF FACULTY APPOINTED ON CONTRACT BASIS.

Some of the faculty i.e. Assistant Professors and Lecturers have been appointed on contract basis for a period of three years. As per terms and conditions of their appointment, they are to be paid only Basic Pay + DA. On the basis of clarification sought by certain Engineering Colleges that whether the benefit of merger of dearness pay with the salary of faculty appointed on contract basis is also to be given at par with other regular employees

The Govt. of Punjab vide memo # 2/66/03-5TE.2/492 dated 21.2.2005 has advised through Director, Technical Education & Industrial Training, Punjab vide # 1135-1138/S-2/ECC/2005 dated 24.3.2005 to put up the matter in the meeting of Finance Committee of respective colleges. The copy is placed at **Annexure-V** from page 39 – 40.

The matter is placed before the committee for consideration please.

The item is to be sent to Encl. for approval.

ITEM No. 15.6 TO CONSIDER HONORARIUM PAYABLE TO THE TEACHERS FOR ADDITIONAL DUTIES OF CHIEF WARDEN/WARDEN.

On the basis of the decisions taken in the 6th meeting of Board of Governors held on 8th July 1999, the item for the revision of the rates of honorarium to be paid to the teachers assigned the additional duties of Chief Warden/Warden was taken up in the 13th meeting of Finance Committee held on 27-5-2004. In the meeting it was desired that college may collect the details from other similar colleges and the item be put up in the next Meeting of Finance Committee.

The practice followed at other engineering colleges such as Giani Zail Singh College of Engineering & Technology, Bathinda, is that the rent free accommodation is provided to those who are performing additional duties as Chief Warden/Warden.

Since the Chief Warden/Wardens had to perform the additional duties at odd hours in the night, keeping in view their work load. It is proposed that practice followed at Giani Zail Singh College of Engineering & Technology, Bathinda may also be allowed to be followed at Beant College of Engineering & Technology, Gurdaspur.

Submitted for consideration/approval please.

Approval

ITEM No. 15.7 TO CONSIDER AND APPROVE THE PROMOTION POLICY FOR TECHNICAL AND NON-TECHNICAL EMPLOYEES OF THE COLLEGE.

The college is completing 10 years in August, 2005. Certain employees who have put in about 9-10 years of service in the college are demanding a promotion to the next post for those who have completed more than five years service in the college. At present there is no promotion policy approved in the college. Giani Zail Singh College Engineering & Technology, Bathinda in its 16th Meeting of Finance Committee held on 12-10-2000 got approved the promotion policy of certain categories of employees and implemented. A copy of Agenda Item along with minutes is placed at **Annexure-VI** pages 41 – 52.

It is proposed that promotion policy as approved for the categories such as Peon to Clerk, Laboratory Attendants/Skilled Attendant to Laboratory Assistants/Skilled Assistant, Lab Assistant/Skilled Assistant (equivalent to Junior Technician in GZSCET, Bathinda) to Technician Grade-I and Grade-II as per Punjab Government before being promoted to Technical Assistant, Workshop Instructors to Foreman may also be approved for this college.

The promotion policy in respect of Clerk to Junior Assistant, Junior Assistant to Senior Assistant and Senior Assistant to Supdt. Grade – II, may also be allowed as per the instructions issued by Govt. of Punjab to be followed at BCET, Gurdaspur.

Submitted for consideration/approval please.

Approved as per Bathinda

ITEM No. 15.8 OPERATION OF CAMP OFFICE OF PRINCIPAL.

The college is fully residential and about 1200 students and 150 staff members are living in the campus. The Principal has to be present in the campus to look after the problems of students/staff round the clock. To manage the affairs of the college and to maintain discipline a camp office in the residence of the Principal has already been established. But it was not functional for the last about one year due to absence of regular Principal. This is to be made functional by providing some infrastructure, Clerk/Peon etc. The staff will be managed from the existing staff itself. The minimum expenditure i.e. recurring and non-recurring will be made as per the requirement.

Submitted for approval please.

ok

ITEM No. 15.9 TO CONSIDER AND APPROVE THE HOUSE RENT ALLOWANCE DEDUCTED FROM THE EMPLOYEES OF THE COLLEGE AND HOSTEL RENT RECEIVED FROM STUDENTS FOR MAINTENANCE OF BUILDINGS.

House Rent & Hostel Rent collected from the staff and students is to be used for maintenance of buildings i.e. colony, hostels and roads. House rent @ 5% is deducted from the salary of the staff and hostel rent is collected from the students, but at the moment, there is no provision of maintenance of houses/hostels and college buildings/roads.

It is proposed that the house rent deducted and hostel rent received may be allowed to be kept in a separate account which will be utilized for maintenance of houses and hostels including roads. The same practices are being followed at GZSCET, Bathinda.

Submitted for approval please.

OK.

ITEM No. 15.10 TO CONSIDER AND APPROVE THE PANEL OF ADVOCATES FOR DISTRICTS COURTS/HIGH COURT AND PAYMENT OF REMUNERATION THEREOF.

At present the college is hiring the services of Advocates for the cases in the District Court/High Court and the payment per case is to be made for representing the cases in the Hon'ble Courts.

It is therefore proposed that the following rates for the cases separately for the Hon'ble High Court and District Courts may please be approved.

For High Court:

Rs.5500/- + Rs.500/- for Typing/Stationary Charges.

For District Court/Labour Court

i) Rs. 2200/- + Rs.500/- for Typing/Stationary Charges.

ii) Rs.250/- per case for legal advise.

As per the practice followed by Giani Zail Singh College of Engineering & Technology, Bathinda it is proposed that we may also be allowed to make the payment for hiring the services of Advocates to represent our cases in the Hon'ble District Courts and High Court. However, if any advocate will be required to be hired on higher rates keeping in view the nature of the case where Chairperson, BOG is involved, an approval will be obtained separately.

Deferred

Submitted for consideration/approval please.

ITEM No. 15.11 TO CONSIDER THE UPGRADATION OF PAY SCALE IN RESPECT OF LABORATORY ASSISTANTS AND SKILLED ASSISTANTS.

At present the Laboratory Assistants and Skilled Assistants are working in the pay scales of Rs. 3120-5160/- with the following qualifications:

Laboratory Assistant

Engineering Diploma in the appropriate discipline from a recognized Board with two years experience in a similar Laboratory or a National Trade Certificate in the appropriate trade from recognized Technical Institute with five years experience in a similar Laboratory. Applied Sciences, B.Sc. (Non-Medical) Degree with 2 years experience in a similar lab. or 10+2 (Science) with five years experience in a similar laboratory.

Skilled Assistant

National Trade Certificate in appropriate trade from a recognized Technical Institute with 03 years experience in a similar job.

Now the employees who are working in this college against these posts have represented that their pay scales be upgraded on the basis of pay scales followed at NIT, Jalandhar, PEC, Chandigarh, Guru Nanak Dev Engineering College, Ludhiana and TIET, Patiala with the same qualification and experience as followed in BCET, Gurdaspur. The copies of their representations are placed at

Annexure-VII page 53 – 60.

Submitted for consideration/approval please.

*Committee
to be constituted*

ITEM No. 15.12 TO REPORT ABOUT THE AUDIT OF ANNUAL ACCOUNTS FOR THE YEAR 2003-2004.

The annual accounts of the college for the year 2003-2004 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, 2004. A copy of the balance sheet and audit & inspection report of AG Punjab is placed at **Annexure-VIII** page 61 – 85.

The annotated reply submitted to the A.G. Punjab is also placed at **Annexure-IX** pages 86 – 111.

Submitted for information please.

ITEM No. 15.13 ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.