



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय

(शिक्षा मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

(An Institute of National Importance under Ministry of Education, Govt. of India)

Ref No: NITMGH /REG/FC-XXI/2021-22/ 550

Dated: 26.08.2021

**Sub: Minutes for the XXI Meeting of the Finance Committee of
NIT Meghalaya**

Respected Sir/Madam,

I am directed to forward herewith the minutes for the XXI Meeting of the Finance Committee of National Institute of Technology Meghalaya held on 18.08.2021 (Wednesday) at 11:00 AM through video conferencing/ online mode.

You are requested to kindly go through the same and intimate your concurrence with the observations/comments, if any for taking further necessary actions within one week from the date of receipt of the minutes.

With kind regards,

Yours faithfully,

B.N. Choudhury
Registrar

Copy to:-

1. Shri. Sajjan Bhajanka, Chairman, BoG NIT Meghalaya, Founder & Chairman, Century Plyboard Ltd., M/S Century Plyboards (India) Ltd. Century House, P-15/1, Taratala Road, Near Taratala Police Station, Kolkata-700088, West Bengal.
2. Prof. T. G. Sitharam, Director, IIT Guwahati, Surjyamukhi Road, North, Amnigaon, Guwahati-781039, Assam (India).
3. Prof. Bibhuti Bhusan Biswal, Director, NIT Meghalaya.
4. Smt. Darshana M. Dabral, JS & FA, Integrated Finance Bureau, Department of Higher Education (TE), Ministry of Education, Room No-120 C, 'C' Wing, Shastri Bhawan, New Delhi – 110001.
5. Shri. Mrutyunjay Behera, Economic Adviser (HE), Room No. 109 'C', 1st floor, C-Block, Ministry of Education, Shastri Bhawan, New Delhi – 110001.
6. Shri Wallamphang Roy, Managing Director, Meghalaya Power Carriers Pvt.Ltd., Shillong, Meghalaya.

THE XXI MEETING

OF

Finance Committee

NATIONAL INSTITUTE OF TECHNOLOGY
MEGHALAYA

MINUTES

DAY	: WEDNESDAY
DATE	: 18.08.2021
TIME	: 11.00 AM
VENUE	: Through Video Conferencing/ Online mode

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
An Institute of National Importance

Minutes of XXI Meeting of the Finance Committee held on 18.08.2021

The XXI meeting of the Finance Committee of National Institute of Technology Meghalaya was held on 18th August 2021 at 11.00 AM through video conference/ online mode in the presence of the following members:

- | | |
|---|--------------------------|
| 1. Shri Sajjan Bhajanka
Founder & Chairman
Century Plyboards (India) Ltd. | Chairman |
| 2. Prof. T.G. Sitharam
Director, IIT Guwahati | Member |
| 3. Prof. BibhutiBhusan Biswal
Director, NIT Meghalaya | Member |
| 4. Shri. Anil Kumar
Director, Finance
Integrated Finance Bureau,
Department of Higher Education (TE),
Ministry of Education | Member
Representative |
| 5. Mrs. Veena Dunga
Under Secretary (HE)
Department of Higher Education (TE),
Ministry of Education | Member
Representative |
| 6. Shri. Wallamphang Roy
MD, Meghalaya Power Carriers (Pvt.) Ltd | Member |
| 7. Shri Bijaya Nanda Choudhury
Registrar, NIT Meghalaya | Member Secretary |

At the outset, the Chairman, Finance Committee, NIT Meghalaya welcomed the members to the XXI meeting of the Finance Committee. Thereafter, the agenda items of the day were taken up.



FC-XXI(2021)-1: Confirmation of the Minutes of the XX Meeting of the Finance Committee of the Institute held on 09.12.2019.

The XX meeting of the Finance Committee of the Institute was held on 09.12.2019 in the Conference Room of NIT Transit House, New Delhi. The minutes of the meeting were circulated amongst the members of the Committee for their comments/observations. No comments have been received from IFD & TS.III, Ministry of Education as well as from any of the distinguished members of the Committee.

FC-XXI (2021)-R1: The Finance Committee RESOLVED to CONFIRM the Minutes of the XX Meeting of the Finance Committee held on 09th December 2019.

FC-XXI (2021)-2: Action Taken Report (ATR) of the XX Meeting of the Finance Committee of the Institute held on 09.12.2019.

The action taken on the decision of the XX meeting of the Finance Committee was circulated as part of the agenda items. During the meeting, the action taken on the agenda item was elaborately explained to the Committee members.

After deliberation on the ATR, the Committee agreed and noted the action taken by the Institute.

FC-XXI (2021)-R2: The Finance Committee NOTED the ACTION TAKEN on the decision of the XX Meeting of the Finance Committee held on 09.12.2019.

FC-XXI (2021)-3: Mechanism to Monitor/ minimize Audit Objections, Public Grievances and Parliamentary Assurances.

It was informed to the Committee members that the Institute had received a letter dated 29.12.2020 through email dated 30.12.2020 from the Under Secretary (NITs), TS.III, MoE, regarding the Mechanism to monitor/ minimize Audit Objections, Public Grievances and Parliamentary Assurances. Through the said letter it was informed that the Secretary (HE) in the Standing Audit Committee meeting desired that the audit paras, public grievances and Parliamentary Assurance shall be disposed off promptly. In order to ensure their timely disposal and proper monitoring, it was desired that all HEIs should henceforth include complete details and status of their Audit Paras, Pending Public Grievances and Parliamentary Assurances in every meeting of Finance Committee (FC)/ Board of Governors (BoG) as standing Agenda Item.

Accordingly, the following information was placed before the Committee for information and guidance:

- (a) The Financial Audit of the Institute for Financial Year 2019-20 (i.e., from 1st April 2019 to 31st March 2020) and Compliance/ Transaction Audit for the period from 1st January 2014 to 31st October 2020 has been carried out by the officials of the



Comptroller and Audit General of India, Shillong from 20th November 2020 to 28th December 2020 and the replies to all the above have been sent to the Audit Office immediately.

- (b) Pending Public Grievances: There was not a single pending public grievance of NIT Meghalaya on the Public Grievance Portal of Government of India as on date.
- (c) Pending Parliamentary Assurances: There was not a single pending case related to Parliamentary Assurances and replies to parliament questions in respect of NIT Meghalaya were always sent on time.

The Committee member deliberated on the matter and appreciated the action taken by the Institute and recommended for placing the same before the BoG for kind information of the Board.

FC-XXI (2021)-R3: The Finance Committee NOTED and APPRECIATED the ACTIONS TAKEN by the Institute on the above mentioned three matters.

FC-XXI (2021)-4: Recommendations of the XVI Meeting of the Building and Works Committee held on 23.03.2021.

The Recommendations of the XVI meeting of the Building and Works Committee (B&WC) of the Institute held on 23.03.2021 with regard to Agenda Items No. 7, 8 & 9 were placed before the Finance Committee. The FC deliberated on each of the three Agenda Items at length and recommended the following:

Sl. No.	Agenda Items	FC Resolutions
1.	<u>B&WC-XVI(2021)-7</u> : Status of Construction works under Phase- I of NIT Meghalaya permanent campus at Sohra, (Cherrapunjee)	<u>FC-XXI (2021)-R4(a):</u> <i>The Finance Committee RESOLVED to AGREE and CONFIRM the progress of construction works under Phase-I at permanent campus and also the said Resolution of B&WC and RECOMMENDED to place the matter before Board for consideration and Approval.</i>



2.	B&WC-XVI(2021)-8:Redistribution of Funds for construction of Roads, Sewerage line, Drainage, Fire Emergency, Signage, Site grading, providing ICT, External Electrification, Water Facilities etc., at the Permanent Campus, Sohra (Cherrapunjee)	<p><u>FC-XXI (2021)-R4(b):</u></p> <p><i>The Finance Committee</i> RECOMMENDED for CONSIDERATION of the essential items/activities as proposed and advised to write a letter to MoE seeking the administrative approval and financial sanction for consideration of additional fund for execution of the aforesaid essential works and services to facilitate shifting to permanent campus.</p>
3.	B&WC-XVI(2021)-9: Design Estimate for Construction of Main Entrance Gate at NIT Meghalaya permanent Campus, Sohra - Approval there of	<p><u>FC-XXI (2021)-R4(c):</u></p> <p><i>The Finance Committee</i> RESOLVED to AGREE and CONFIRM the Construction of Main Entrance Gate at permanent Campus and RECOMMENDED to place the matter before Board for consideration and Approval.</p>

FC-XXI(2021)-5: Adoption of Annual Account for the year 2020-21.

It was informed to the distinguished Committee members that the responsibility for preparing the Annual Accounts for the year 2020-21 was entrusted to a Shillong based Chartered Accountant firm M/S SSD & Co. A copy of the report of the Annual Accounts of the Institute for the Financial Year 2020-21 was placed before the Finance Committee for consideration.

The Committee members deliberated in detail on all the financial implications and expressed their satisfaction to the Annual Account and resolved to adopt the Annual Accounts of the Institute for the Financial Year 2020-21 and also recommended to place the matter before Board for consideration and approval.

FC-XXI(2021)-R5: The Finance Committee RESOLVED to ADOPT the Annual Accounts of the Institute for the Financial Year 2020-21 and RECOMMENDED to place the matter before the Board for consideration and approval.

FC-XXI(2021)-6: Recommendation of the Committee constituted for the special allowance (internet/ mobile/ telephone) for online teaching during COVID-19 pandemic situation.

The Finance Committee was informed about the constitution of a committee by the Director, NIT Meghalaya, as per the decision taken during the XXV Meeting of the Deans, HoDs/ HoOs

& PICs of the Institute held on 26.08.2020 to recommend the special allowance for internet/ mobile/ telephone charges to be sanctioned to all the Faculty Members/ Staffs for teaching online classes and Labs during the ongoing COVID-19 pandemic situation.

It was also informed to the Committee that the monthly expenditure incurred by the Faculty Members towards internet, computer peripherals/ accessories like headphone, webcams, writing pad etc., including the monthly rentals payments for use of the telephone, mobile and internet charges are comparatively high as compared to the amount reimbursed by the Institute.

The Finance Committee discussed the above matter at length and resolved not to agree to the recommendation of the Committee for grant of the special allowance internet/ mobile/ telephone charges.

FC-XXI (2021)-R6: The Finance Committee RESOLVED NOT to AGREE to the Recommendation of the Committee constituted for grant of the special allowance internet/ mobile/ telephone charges for online teaching during COVID-19 pandemic situation.

FC-XXI (2020)-7: Proposal for setting up of a Central Instrumentation Facility (CIF) Labs at the Permanent Campus of NIT Meghalaya at Sohra (Cherrapunjee):

It was informed to the Committee members that NIT Meghalaya at present has 75 faculty members, more than 150 Ph.D.Scholars, 120 M.Tech students and 48 M.Sc. students who are aggressively engaged in their research work. The quality and high-end research is greatly hindered due to insufficient facilities presently available at the institute for conducting experimental and characterization work and therefore the faculty and students are taking help from the facilities at IITs and CSIR laboratories located in far off distance.

Keeping these in mind, it was proposed to establish a Central Instruments Facility (CIF) with necessary high-end research tools and equipment (e.g., Powder X-Ray Diffractometer, Fatigue Fracture Testing Machine, Field Emission Scanning Electron Microscopy [FESEM], Metallic 3D printer, Rheometer etc.,) for carrying out quality research and consultancy work and obtain Centralized instrument facilities in the premises of the institute itself at the Permanent Campus at Sohra. The establishment of the CIF will enhance the research facilities & consultancy work to a greater extent and also generate a good amount of revenue for the Institute recognizing as a potential research Institute in NE Region. A committee in this regard has been constituted on 15.02.2021. It was also informed to the Finance Committee that in order to get the CIF operational, the Dean Planning and Development shall arrange to provide necessary facilities in the permanent campus for the installation of these instruments in the allocated space.



The procurements of the instruments shall be carried out in a phase wise manner. The Institute has already initiated action to procure some of the equipment which may take a considerable time. The procurement of other equipment shall be undertaken soon based on the site readiness and availability of infrastructural facilities.

It was agreed upon by the Finance Committee after deliberation to accept the proposal of the Institute with a total budget outlay of Rs. 35.00 crores to establish the CIF Labs. It was also agreed upon to spend an amount of Rs. 12.00 crores initially and the balance amount can be utilised out of the remaining provisioned amount later on towards procurement & installation of equipment and Machinery.

The Finance Committee after detailed discussion, considered and agreed for a total budget outlay of Rs. 35.00 crores and initially to spend Rs. 12.00 crores now for procurement and installation of equipment and Machinery for setting up of sophisticated CIF Labs at the Institute in Shillong and the Permanent Campus of NIT Meghalaya at Sohra (Cherrapunjee) and recommended the same for kind approval of the Board.

FC-XXI (2021)-R7: The Finance Committee RESOLVED to AGREE and ACCEPT the said proposal for a total budget outlay of Rs. 35.00 crores and at present to spend Rs. 12.00 crores initially for setting up of Central Instrumentation Facility (CIF) Labs at the Institute in Shillong and the Permanent Campus of NIT Meghalaya at Sohra (Cherrapunjee) and RECOMMENDED to place the matter before Board for consideration and approval.

FC-XXI (2021)-8: Proposal for Procurement and Installation of Equipment for Central Workshop at Permanent Campus of NIT Meghalaya at Sohra (Cherrapunjee).

The matter for Construction of Central Workshop at the permanent campus at Sohra (Cherrapunjee) was brought before the members and it was discussed at length with the justifications for requirement of a Central Workshop and procurement and Installation of equipment as proposed by the Institute. A list of equipment and machinery prepared by the Dept of ME/Workshop was also placed before the Committee. As per the list the total expenditure to execute & accomplish the said activities is Rs. 10.00 crores.

It was therefore requested that Rs.10.00 crores may please be provisioned and procurement process may be initiated towards purchased & installation of equipment and Machinery for the Central Workshop at Permanent Campus Sohra as soon as possible.

The Committee after detailed deliberation agreed for procurement of the equipment and Machinery of Rs. 10.00 crores for establishment of the Central Workshop at the Permanent Campus at Sohra and recommended to place the same before the Board.



FC-XXI (2021)-R8: The Finance Committee RESOLVED to AGREE and ACCEPT the Proposal for Procurement and Installation of Equipment for Central Workshop at Permanent Campus of NIT Meghalaya at Sohra (Cherrapunjee) and RECOMMENDED to place the matter before the Board for consideration and approval.

FC-XXI (2020)-9: Item by Circulations.

It was informed to the Committee members that the following Agenda Item was circulated amongst the members of Finance Committee of the Institute for recommendation and Adoption of the same in view of the urgency and paucity of time to conduct Finance Committee (FC) meeting.

Item No. 1: Approval for Adoption of Annual Accounts for the FY 2019-20.

The Finance Committee deliberated on the matter and resolved to RATIFY the 'Adoption of the Annual Accounts for the Financial Year 2019-20' and recommended to place the same before the Board for Adoption of the same.

FC-XXI (2021)-R9: The Finance Committee RESOLVED to RATIFY the 'Adoption of the Annual Accounts for the Financial Year 2019-20' and RECOMMEND for placing the matter before the Board for ratification.

FC-XXI (2021)-10: Any other item with permission of the Chair.



B.N. Choudhury
Registrar & Member Secretary