



**OFFICE OF THE REGISTRAR**  
**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR**  
AN INSTITUTE OF NATIONAL IMPORTANCE  
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

**Minutes of the 19<sup>th</sup> meeting of the Finance Committee of Indian Institute of Engineering Science and Technology (IEST), Shibpur, held VC/Hybrid mode on 27<sup>th</sup> August, 2024 at 2:30 p.m.**

The following members were present: -

1. Dr. Tejaswini Ananth Kumar, Chairperson, Finance Committee IEST, Shibpur
2. Prof. V M S R Murthy, Director, IEST, Shibpur. -Ex-Officio Member, Finance Committee, IEST, Shibpur
3. Sri Narayan Singh Bisht, Deputy Secretary, (Scholarship & NITs), Dept. of Higher Education, MoE, Shastri Bhawan, New Delhi-110 001 - Ex-Officio Member, Finance Committee, IEST, Shibpur
4. Shri Mukesh Kumar, Director (IFD), Department of Higher Education, MoE, GoI as Member of Finance Committee, IEST, Shibpur
5. Prof. Anirban Gupta, Registrar (Acting), IEST, Shibpur and Ex-officio Member-Secretary, Finance Committee

At the outset, Dr. Tejaswini Ananth Kumar, Chairperson, Finance Committee, welcomed the members present physically as well as those in the online mode. The Registrar was requested to present the agenda items of the meeting. Accordingly, the Registrar placed the agenda items.

**Item No.19.01 Confirmation of the Proceedings of the 18<sup>th</sup> meeting of the Finance Committee held online on 7<sup>th</sup> May, 2024.**

**Resolution 19.01:**

The Proceedings of the 18<sup>th</sup> meeting of the Finance Committee held on 7<sup>th</sup> May 2024 were confirmed.

**Item No.19.02 Action taken report on the Proceedings adopted in the 18<sup>th</sup> meeting of the Finance Committee held on 7<sup>th</sup> May, 2024.**

**Resolution 19.02:**

The Finance Committee noted the action taken on the proceedings of the 18<sup>th</sup> meeting of the Finance Committee held on 7<sup>th</sup> May, 2024 and advised to complete the pending actions at the earliest.

**Item No.19.03 To ratify the pay protection of Prof. V M S R Murthy, Director, IEST, Shibpur as per MoE letter no. F.No. 33-5/2023-TS.III dt. 13.11.2023.**

**Resolution 19.03:**

Pay of Prof. V M S R Murthy, Director of the Institute may be fixed considering the pay protection and also deputation allowance at ₹ 2,25,000/- (as per order F.No. 62-2/2022-TS-I dated 22.08.2024) considering the pay protection of Rs. 2,24,100.00 plus deputation allowance of Rs. 900.00. The Finance Committee recommended the basic pay of Prof. V M S R Murthy and shall be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.

**Item No.19.04 Report on tentative Annual Budget Allocation for FY 2024-25 by MoE, GoI.**

**Resolution 19.04:**

Tentative annual budget allocation of FY 2024-25 has been placed alongwith the grant received under Object Heads 31, 35 and 36. It has been observed that the allocated grant by the Ministry is not adequate to meet the old and current infrastructure renovation demands including new infrastructure under different stages of construction (10 storied boys' hostel, G+5 Building) and also for maintenance and upgradation of laboratory equipment. The budget requirement has been revised and submitted. Actual requirement till September, 2024 (₹ 83 crores) and from October, 2024 to



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March, 2025 (₹161.18 crores) has been presented. MoE has responded positively to consider the requirement and release the payment. The one-time grant (during 2014 conversion) pending balance of ₹ 23.1 crores for infrastructure was also raised and MoE has asked the institute to send the same with details of infrastructure to be renovated or built for needful consideration. The matter was discussed in details in FC. The Finance Committee recommended the same to be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.

**Item No.19.05 To consider the revised HEFA loan requirement for institutional development.**

**Resolution 19.05:**

The revised HEFA loan proposal has been placed. Masterplan and DPR are being prepared. BoG requested the MoE that the HEFA loan proposal may be considered under HEFA Window III (c) as the Institute has been converted as IEST, Shibpur on 4<sup>th</sup> March 2014. A request in this regard has already been communicated to the Ministry for their consideration and recommendation. It is suggested that a proposal in this regard may be sent to the Ministry once again for their consideration and needful action. The matter was recommended by the Finance Committee and the same to be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.

**Item No.19.06 To consider the issue of Delegation of powers to Deans and Associate Deans.**

**Resolution 19.06:**

Delegation of power to the Deans and Registrar in connection with sanction of leaves as proposed has been recommended. The matter was discussed in details in FC. The Finance Committee recommended the same to be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.

**Item No.19.07 To consider the issue of IPR Manual and engagement of patent attorney.**

**Resolution 19.07:**

New IPR manual has been placed with mention of fees for patent filing and professional fees (page 351). The manual and fee structure is recommended for placing in the 28<sup>th</sup> meeting of the BoG for consideration and approval.

**Item No.19.08 To consider the annual accounts for the year 2023-24 of the Institute.**

**Resolution 19.08**

The accounts of F.Y. 2023-24 which was agreed through circulation was placed and approved. It is reported that the annual accounts have already been placed to the CAG for audit and the team is visiting the Institute in the first week of September 2024 for conducting the same. The Finance Committee recommended the accounts of F.Y. 2023-24 and the same to be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.

**Item No.19.09 To consider the issue of write off of missing and damaged books from Ramanujan Central Library.**

**Resolution 19.09**

Stock verification report of the entire library collection has been placed. Loss of 3,855 books out of total library collection of 1,34,646 books is well within the limit as per the GFR 2017, Rule 215 (ii). In addition, 168 books were found badly damaged. It was approved to write-off the above 3,855 missing books (amounting to ₹ 1,41,455.77) and 168 damaged books (amounting to ₹ 34,616.00) as per the report placed. The matter was discussed in details in FC and recommended the same to be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.



**Item No.19.10 To adopt the OM of the MoE vide no. F.No. 33-3/2022-TS.III dt. 18<sup>th</sup> June, 2024 regarding implementation of special provisions amended in GFR rules by the Ministry of Finance.**

**Resolution 19.10**

The special provision in the GFR 2017 as per the F.No. 33-3/2022-TS.III dt. 18<sup>th</sup> June, 2024 of the Ministry of Education, GoI has been placed and it is recommended for adoption. Accordingly, the purchase procedures will be updated and manual will be finalized. The matter was discussed in details in FC and recommended the same to be placed in the 28<sup>th</sup> meeting of the BoG for its adoption.

**Item No.19.11 To consider the CAG audit report for the year 2021-22 and 2022-23 and report of the Internal Audit Wing of MoE of the Institute.**

**Resolution 19.11**

The reports of CAG for the year 2021-22 and 2022-23 and Internal Audit Wing Report of the MoE for the period April 2018 to March 2023 (1<sup>st</sup> Audit) have been placed. It was informed by the Registrar that some of the audit para have been dropped and some have been acted upon. The remaining will be pursued and will be placed in the next meeting. The matter was discussed in details in FC and recommended the same to be placed in the 28<sup>th</sup> meeting of the BoG for its adoption.

**Item No.19.12 To consider the issue of Research and Consultancy rules.**

**Resolution 19.12**

New set of Research & Consultancy Rules including revision in the Institute overhead charge, R&C support charge, Department/Centre development fund, Professional development fund and R&C promotional activity fund has been placed. The research and consultancy rules are in line with the rules of IITs and NITs for enhancing research and consultancy activities in a structured manner as well as increasing IRG (Internal Resource Generation) and associated activities from IRG, such as, seed grant, etc. The proposal has been recommended and the same to be placed in the 28<sup>th</sup> meeting of the BoG for its consideration and approval.

**Item No.19.13 To consider the issue of manual for purchase procedure.**

**Resolution 19.13**

The issue of manual for purchase procedure has deferred.

**Item No.19.14 To consider the allocation of CPDA and seed grant for new faculty during probation period.**

**Resolution 19.14**

Proposal for allocation of CPDA to the faculty members who joined in regular position and are in their probation period has been discussed. The need for providing this support such as mobility to different conferences, institutes for building research proposals, expenses related to their academics and research etc was explained by the Director. It has been suggested to send the proposal to MoE for necessary concurrence.

A seed grant is also proposed to encourage newly joined regular faculty members. Same to be provided from the R&C support charges of R&D and consulting projects @ ₹ 5.00 lakh for engineering and science streams and @ ₹ 3.00 lakh for Humanities, Social Sciences and Management. The distribution modalities will be decided, based on the magnitude of resources generated by the Departments/Schools/Centres through various R&D and Consulting projects, by a committee with the Director as Chairman, Dean (R&C), Dean (FW) as members, and Registrar as Convener. The matter was discussed in FC and recommended for placing the same in the 28<sup>th</sup> meeting of the BoG for consideration



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and approval.

**Item No.19.15** Miscellaneous if any with the permission of the Chair.

**Item No. 19.15. M1** To consider the recommendation of the Committee constituted vide office order no. RDO/907/23 dated. 22.09.2023 regarding possible pay hike of the teaching contractual employees of the Institute.

**Resolution 19.15. M1**

The report of the Committee constituted for the salary hike of contractual faculty members was placed. After discussion, BoG approved the hike inline with the recommendations of the committee.

**Item No. 19.15. M2** To consider the recommendation of the 6<sup>th</sup> Emergency Meeting of the B & WC held on 6th July, 2024.

**Resolution 19.15. M2**

The recommendation of the 6<sup>th</sup> Emergency B&WC meeting has been placed and approved. The following important works are included in the BWC recommendation: 1. Estimate towards 'repair of damage of 4<sup>th</sup> floor rooftop, over the Electronics and Telecommunication Department, repair of water tank and roof treatment work at IEST, Shibpur amounting to ₹39,05,000 submitted by CPWD; 2. To consider estimate towards 'repair and renovation of first floor of Director's Bungalow at IEST, Shibpur amounting to ₹ 18,99,000.00, submitted by CPWD, 3. To consider the present status of the proposed construction of G+5 building and needful demolition of old structure and 4. To consider the present status of construction of 1000 capacity single seated hostel for boys at IEST, Shibpur and provision of emergency service lift. The matter was discussed in FC and recommended for placing the same in the 28<sup>th</sup> meeting of the BoG for consideration and approval.

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

(Prof. V M S R Murthy)  
Director, IEST, Shibpur and  
Ex-Officio Member, Finance Committee, IEST, Shibpur

(Prof. Anirban Gupta)  
Ex-Officio Member Secretary,  
Finance Committee & Registrar (Acting), IEST, Shibpur

Approved

(Dr. Tejaswini AnanthKumar)  
Chairman and Co-Founder, Adanya Chetana Foundation and  
Chairperson, Board of Governors, IEST, Shibpur