



Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram

Minutes of the 38th Meeting of the Finance Committee held at 10.00 A.M. on Monday, 18th March 2024 through Google meet at Board Room, IIITDM Kancheepuram.

Members Present

Dr. Sridhar Vembu	---	Chairman
Prof. M V Kartikeyan	---	Member
Shri. M S Sundara Rajan	---	Member
Prof. M Thenmozhi	---	Member
Shri. Anil Kumar	---	Member
Shri. Chandan Kumar Prusty	---	Secretary

Invitee

Shri A Chidambaram, Registrar
Shri R Gunasekaran, Joint Registrar
Shri S Pandiyan, Asst. Executive Engineer
Shri Akshay Saini, Executive Engineer, CPWD
Shri K Chandrasekaran, Internal Audit Officer
Shri M, Paranthaman, Internal Audit Officer

The leave of absence was granted to Shri. Priyank Chaturvedi, Deputy Secretary (IIITs), MoE.

At the outset, the Director welcomed all the members to the meeting and he explained about the common facilities which are to be established to conduct advanced research in core and multi-disciplinary areas of ECE, ME, CSE, Physics, Manufacturing and Materials etc., in his welcome remarks.

Further, he also informed about the plan to establish a High Performance Computing centre (estimated cost ₹3.00 crores), plan to establish material characterisation facility consisting:

- XRD (estimated cost ₹1.50 crores)
- FESEM (estimated cost ₹3.00 crores)

He also informed that the Government of India norms will be followed in procurement in connection with the above proposal and thereafter, the agenda items were taken up serially.

<p>FC 38 (2024)-1</p>	<p>To Confirm the proceedings of the last (37th) meeting of the Finance Committee held on 01st September 2023.</p>
	<p>The proceedings of the last (37th) meeting of the Finance committee held on 01st September 2023 were circulated to all members of the FC after approval by the Chairman, Finance Committee. No comments were received from the members.</p> <p>The Finance Committee confirmed the proceedings of the 37th Finance committee meeting held on 01st September 2023. (Annexure-1).</p>
<p>FC 38 (2024)-2</p>	<p>To discuss and approve for issue of the Administrative Approval and Expenditure Sanction for the Construction of the New Boys Hostel.</p>
	<p>It is submitted that at present, the Institute has two Boys' hostels having the capacity to accommodate 1100 boys and one girls' hostel to accommodate 490 girls. However, on account of the actual enrolment of more boys i.e. 1565 boys against the strength of 322 girls, there is a requirement for a new hostel facility to accommodate the boys students. Further, the Institute has recently introduced a Dual Degree program with an intake of 100 students and a hostel facility is required to accommodate these students. Further, the Institute has plan to increase the student strength to 3000 as per the NEP 2020 by 2030.</p> <p>In order to prepare the concept plan for a new hostel, a committee headed by Prof. A Murali Krishna, IIT Tirupati comprising Dean (SA) IIITDM Kancheepuram, Executive Engineer (Civil), IIT Madras and other in-house members was constituted by the Institute. The committee submitted report after seeking the comments from the warden and students regarding the problems identified in the existing hostels setup. Based on the report by the committee, CPWD was approached for submission of Architectural design and cost estimate.</p> <p>In response, CPWD has prepared and submitted a concept plan for a G+14-story hostel and a preliminary estimate amounting to Rs.83,38,59,000/-.</p> <p>The matter was discussed in the 29th meeting of BWC held on 8th November 2023 and BWC has examined the concept plan and suggested certain modification. The CPWD was approached to incorporate the observations of the BWC and CPWD had submitted the revised design/plan along with revised cost. Accordingly, the CPWD has submitted the modified preliminary estimate, based on a revised concept plan, amounting to Rs. 98,28,15,000/- (Annexure 2).</p> <p>The salient feature of the concept plan is as under:</p> <ul style="list-style-type: none"> • The proposed hostel shall be of G+14 storey building with 389 rooms (778 beds) having a total plinth area of 19437 sq.m. • All rooms shall have a Double Occupancy of size 4 m x 4.6m • Each Floor shall have 26 double rooms except the ground and first floors. • Each room shall have provision for placing two cots/two study tables and providing two wardrobes spaces • Each floor is provided with a common restroom at both ends which includes a

restroom for differently-abled persons.

- Provision for drinking water points on every floor
- On the ground floor rear side, a separate block having independent access, is designed to accommodate a medical center with all required facilities for both boys and girls independently.
- Above the medical center, a multipurpose hall, gymnasium and guest rooms with toilet facilities have been provided.
- One central staircase and two fire escape staircases at both ends and 3 number of lifts with 13 passenger capacity (including one stretcher lift) are provided.
- In ground floor 2 rooms are earmarked for physically challenged students with attached bathroom and toilets.
- Every floor shall have an electrical panel room and dedicated shaft for networking, CCTV, fire alarm; firefighting systems, etc.
- The concept plan has been prepared based on the guidelines laid down in UGC Norms including the size of the rooms, toilets provision and room layout etc.

The proposal was placed in the 30th meeting of BWC held on 6th March 2024 and BWC, after deliberation, resolved to place the concept plan and preliminary estimate to FC and BoG for accord of Administrative Approval and Expenditure Sanction for Rs.98,28,15,000/- (Rupees Ninety-eight crore twenty-eight lakhs and fifteen thousand only) including 3% contingencies for taking up construction of new hostel work by CPWD as deposit work and recommended the proposal for consideration by the FC/Board.

The expenditure is proposed to be met from HEFA loan and the proposal will be forwarded to MoE for according approval and securing of HEFA loan.

The Finance committee discussed the proposal in detail. The Chairman and the members opined that the construction cost per square feet is on the higher side as per the market and in reply, the Executive Engineer explained that the cost estimates are prepared as per the CPWD manual.

Further, he explained that-

- **The buildings are high rise and the rates are as applicable for high rise structure.**
- **The cost estimate includes contingencies at the rate of 3% for any unforeseen expenditure.**
- **The estimate includes GST @18 %, ESI, EPF etc.**
- **The estimated cost also provisionally includes the escalation anticipate for 03 years.**

The Finance committee noted the same. The Committee instructed to CPWD for collection of the proofs for payment of statutory dues like GST, EPF, ESI etc before releasing the payment to the contractor and the same needs to be submitted to the institute along with the Running Account bill and utilisation certificate. The committee felt that the estimate needs to be vetted by an independent valuer with expertise on this line to confirm that the estimate submitted by CPWD is realistic.

After elaborate discussion, the Finance Committee recommended the proposal of Rs. 98.28 Crores to the Board for approval and the expenditure to be met by availing HEFA loan.

<p>FC 38 (2024)-3</p>	<p>To approve the Fee Structure for the Academic year 2024-25</p>
	<p>As per the MHRD notification letter no.F.No.79-3/2015-TS.1 dated. 10.07.2015, in case of new batch the tuition fee for the UG/Ph.D. program is to be raised by 10% every year rounded off to the next whole number so that fees are in the multiple of thousands rupees. The tuition fee in respect of the M.Tech/M.Des program is fixed at Rs.50,000 per semester for 1st year and Rs.60,000 per semester in the second year.</p> <p>The tuition fee in respect of the B.Tech/DD programs for the year 2023-24 was Rs.73000 and in line with the norms, it is proposed to increase the tuition fee by 10% for the 2024-25 admission batch which works out to be Rs.81000 per semester. Similarly, in the case of a PhD program, the tuition fee for 2023-24 was Rs.33000, which needs to be enhanced to 37000 for the 2024-25 batches.</p> <p>In line with guidelines of the Government, all SC/ST and PWD students of the B-Tech/DD program and SC/ST students of PG / Ph. D students will be exempted from payment of tuition fees irrespective of their parental income. Accordingly, the fee structures for B Tech/DD, M Tech/M. Des and PhD for the admission year 2024-25 are given as Annexure - 3 respectively.</p> <p>The proposal was placed in the 55th Senate meeting and Senate has accorded approval.</p> <p>The Finance Committee discussed and recommended the proposal of revised Fee Structure for the Academic year 2024-25 to the Board for approval. However, the revision of hostel fees was taken up separately as a table agenda.</p>
<p>FC 38 (2024)-4</p>	<p>To inform about progress of Support for Major Interdisciplinary Research Equipment (SMIRE) scheme</p>
	<p>To reinforce and strengthen the research facilities in the research laboratories, Support for Major Interdisciplinary Research Equipment (SMIRE) Scheme was formulated and Implemented.</p> <p>Under the SMIRE-2023 scheme, the Institute provided support for the procurement of major equipment for research. The current status of equipment procurement and installation under the SMIRE Scheme is enclosed. (Annexure-4).</p> <p>The SMIRE scheme plays a vital role in enhancing the capabilities of scholars and researchers in utilizing modern, sophisticated research equipment in laboratories. This facility is expected to boost the number of publications, patents, and more. Additionally, it creates opportunities for securing additional sponsored research projects. Research expenditure is a key factor in NIRF ranking considerations, and this scheme contributes to improving the NIRF ranking.</p> <p>To enhance the research facilities further, call for proposals for the SMIRE-2024 scheme has been announced. To enhance the research facilities further, call for proposals for the SMIRE-2024 scheme has been announced.</p>

	<p>The Finance Committee noted the current status of SMIRE Scheme and the committee was informed that the funding of the SMIRE scheme will be met out from the Institute Corpus fund.</p>
<p>FC 38 (2024)-5</p>	<p>To discuss and approve Financial Assistance to Ph.D. Scholars for attending reputed International Conferences</p>
	<p>It is submitted that the Institute is receiving multiple requests from scholars for financial support for their participation in reputed international conferences held outside the country. It is also observed that IITs and other Institutes of national importance extend support to scholars in this regard. Further, the MoE vide their letter dated 13.09.2023 on the subject of revision of HTRA to PhD scholars mentioned that</p> <p>“In order to further enhance value, quality and experience in doctoral research, the proposal to incentivize research output will be considered separately and modalities for its implementation will be evolved.”</p> <p>Accordingly, in order to add value and quality and also to incentivize and encourage their research output in the reputed international conference, the proposal of the Institute to provide financial support to participate in reputed International conferences held abroad was placed for approval of the Senate. Under the proposal, the Institute may grant financial support up to a maximum of Rs. 60,000 to Rs.1,00,000/ (based on Region) to all regular HTRA research scholars excluding scholars registered under NHTRA, Part-time, External; Project, and PEE categories. The scholars will be permitted to utilize the amount for participation in only one conference during the tenure of their program. The expenditure will be met from the internal resources of the Hostel Fund (Student corpus).</p> <p>The Senate in its 54th meeting held on 17/11/2023, after deliberation, approved the proposal of granting financial assistance to Ph.D. Scholars for attending international conferences from Hostel Fund (Student corpus).</p> <p>The Senate further advised the Institute to permit the scholars to book the flight tickets directly from the airlines’ websites or through other agencies so that they can avail cheapest rates. Chairman Senate urged that the scholars should submit proposals for travel grant from the funding agencies. The Senate advised that the list of funding agencies should be included in the guidelines for easy reference by the scholars and accordingly, the revised guidelines are given in Annexure 5.</p> <p>The Finance committee has recommended the guidelines for grant of financial support to research scholars to attend reputed International conferences/workshops held outside the country to Board for approval. Upon enquiry by the Committee, it was informed that the expenditure will be incurred from the Student Corpus Fund with a maximum ceiling of Rs. 15.00 lakhs per year.</p>

<p>FC 38 (2024)-6</p>	<p>To discuss and approve for augmentation of Water Supply to IIITDM Through an Exclusive Water Supply Scheme by the TWAD Board</p>
	<p>It is submitted that at present the institute is drawing water from an abandoned quarry, in addition to the bore well/ open well available inside the campus. However, these sources are seasonal and do not meet the required demand. As the institute is enhancing the student strength, there is a need to have a dedicated source to meet the demand and accordingly a water supply scheme was envisaged for the institute.</p> <p>In order to ensure assured water supply to the campus, the Institute had earlier requested Tamil Nadu Water Supply and Drainage Board (TWAD Board) to prepare a DPR for an exclusive water supply scheme. In response, TWAD Board has formulated a water supply scheme by drawing water from Melakottaiyur lake.</p> <p>This proposal of the TWAD board was placed before the BWC in its 18th meeting as well as its 19th meeting. The BWC, after consideration, recommended the proposal to BoG. The proposal was considered by the BoG in its 40th and 41st meeting and on account of higher cost involved in the proposal, the BoG advised the Institute to look into the proposal besides exploring other options like sinking bore well/open well. Accordingly, the Institute has dug new open/bore well inside the campus. In addition, The TWAD board was requested to revise the cost estimate for providing 0.89 MLD (6000 user) as against 1.35 MLD (10000 user) originally requested.</p> <p>The TWAD Board has, at present, submitted a revised proposal costing Rs.510 Lakhs for implementation of the scheme and Rs.18.24 Lakhs for maintenance of the scheme for an initial period of one year.</p> <p>The matter was placed in the 30th BWC meeting held on 06/03/2024 and the request of the TWAD Board to remit the project cost of Rs. 502.27 Lakhs (Total Cost Rs.5.28 Crores) - Annexure 6.</p> <p>The BWC observed that an exclusive water supply scheme will mitigate water scarcity as well as meet future demand. The BWC further resolved to recommend to FC and BoG for accord of Administrative Approval and Expenditure Sanction for Rs. 5.28 Cr.- (Rupees Five crore twenty-eight lakhs only) towards implementation of water supply scheme through TWAD board as deposit work.</p> <p>The Finance committee after due discussion and recommended to the Board for issue of Administrative Approval and Expenditure Sanction for Rs. 5.10 Crores for augmentation of water supply in the IIITDM campus and the initial deposit of Rs. 7.73 lakhs may be adjusted while releasing the payment.</p>

FC 38(2024) Table Agenda No.1	To discuss and approve the revised hostel fees for the Academic year 2024-25																																
	<p>It is submitted that the hostel fees are collected from 2019-20 as per the fees approved in the 27th Finance committee meeting. It has been 05 years, there is no increase in the hostel fees component. However, it is observed that there has been increase in the overall maintenance expenditure of hostel mainly on account of the following.</p> <ul style="list-style-type: none"> • Electricity unit rates increased from Rs. 7 to Rs. 10 per unit • Revision of minimum wages every half yearly for outsourcing services • Levy of GST @ 18% on all the outsourcing services <p>Further, all other amenities like geysers, washing machines etc are provided in the hostel which requires frequent maintenance. Deployment of more security personnel, housekeeping personnel, manpower services for civil and electrical maintenance has resulted in the considerable increase in the maintenance expenditure of the hostel.</p> <p>Keeping in view of the above increase, the matter was placed before the Deans, HoDs & wardens and after due deliberation, it was proposed to increase the hostel maintenance fees by Rs 6,000/- for the 1st year students (New batch) and by Rs. 3,000/- for the existing students from the year 2024-25.</p> <p>The existing hostel fees and the proposed hostel fees are as follows: -</p> <table border="1" data-bbox="411 1137 1458 1485"> <thead> <tr> <th>Hostel fees per Semester</th> <th>Existing fees</th> <th>Proposed fees 2024-25 (New batch)</th> <th>Proposed fees 2024-25 (Existing batch)</th> </tr> </thead> <tbody> <tr> <td>Hostel admission fees</td> <td>700.00</td> <td>700.00</td> <td>700.00</td> </tr> <tr> <td>Hostel seat rent</td> <td>3500.00</td> <td>3500.00</td> <td>3500.00</td> </tr> <tr> <td>Hostel Maintenance charges</td> <td>9000.00</td> <td>15000.00</td> <td>12000.00</td> </tr> <tr> <td>Advance Dinning charges (*)</td> <td>16900.00</td> <td>16900.00</td> <td>16900.00</td> </tr> <tr> <td>Establishment - B charges</td> <td>1000.00</td> <td>1000.00</td> <td>1000.00</td> </tr> <tr> <td>Development fees</td> <td>1000.00</td> <td>1000.00</td> <td>1000.00</td> </tr> <tr> <td>Total</td> <td>32100.00</td> <td>38100.00</td> <td>35100.00</td> </tr> </tbody> </table> <p>Further, it was proposed to increase the hostel fees by 8% in every year in order to meet the expenditure.</p> <p>The Finance Committee discussed and recommended the proposal for increasing the Hostel maintenance fees by Rs. 6,000/- for the 1st year students (New batch) and by Rs. 3,000/- for the existing students keeping in view the increase in the maintenance expenditure from the year 2024-25 to the Board for approval. Further, the committee directed to increase the hostel fees by 8% in every year after reviewing the expenditure.</p>	Hostel fees per Semester	Existing fees	Proposed fees 2024-25 (New batch)	Proposed fees 2024-25 (Existing batch)	Hostel admission fees	700.00	700.00	700.00	Hostel seat rent	3500.00	3500.00	3500.00	Hostel Maintenance charges	9000.00	15000.00	12000.00	Advance Dinning charges (*)	16900.00	16900.00	16900.00	Establishment - B charges	1000.00	1000.00	1000.00	Development fees	1000.00	1000.00	1000.00	Total	32100.00	38100.00	35100.00
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FC 38(2024) Table Agenda No.2	To discuss and adopt the revised rates of Dearness allowances from 46% to 50%
	<p>The Department of Expenditure, Ministry of Finance vide OM No. 1/1/2024-E-II (B) dated 12th March 2024 has revised the rates of Dearness Allowance from the existing rates of 46% to 50% of the Basic Pay with effect from 01.01.2024.</p> <p>The institute generally adopts the DA rates notified by the Ministry of Finance after due approval of FC and BoG. The copy of the OM is attached in Annexure-7 for the reference.</p> <p>The MoE member informed that the ministry will release a separate order for revision of the DA and the agenda is dropped accordingly.</p>

The meeting concluded with thanks to the Chair.

Sd/-
Chandan Kumar Prusty
Secretary

Sd/-
Prof. M V Kartikeyan
Director

Sd/-
Dr. Sridhar Vembu
Chairman