

AGENDA FOR THE 53RD MEETING OF THE FINANCE COMMITTEE
SCHEDULED TO BE HELD ON 14-12-2007 AT 9.30 AM AT THE
CONFERENCE HALL OF NEHU, SHILLONG

Item No.1 : Confirmation of the minutes of the 52nd meeting held on 29.8.07.

The Minutes of the 52nd meeting of the Committee were circulated vide letter NoFA.2—2/FC-Minutes /2005/1145 dated 14.9.07. Comments on item No.6 (b) “Special needs” of the Minutes was received from one member. The was modified and circulated vide letter No.FA.2-2/FC Minutes/2005/1271 dt.11.10.07

Since no further comments were received, the Minutes may kindly be considered for confirmation.

Item No2 : Report of action taken on the Minutes of the 52nd meeting.

Report of action taken on the Minutes of the 52nd Meeting held on 29.8.07

2:1 To consider the Revised Estimates 2006-07 and Budget Estimates 2007-08:

UGC has been requested vide letter No.FA-2/UGC-NP/UC/04-05 dated 15.6.07 to release the excess expenditure of Rs.47.78 lacs and the matter was also discussed with the Joint Secretary, UGC. However, the same has not been released to the University so far.

2.2 Utilization of Xth Plan grant :

The Utilization Certificate in the prescribed Format has been forwarded to the UGC.

2.3. To approve the audited accounts for the period 2005-06 :

The audited accounts for the year 2005-06 has been forwarded to the MHRD for placing before the Parliament vide letter No.Fin-V/Annual-Account/2005-06/1210 dt. 28.9.2207.

2.4. To approved the unaudited accounts for the year 2006-07:

The Annual Accounts 2006-07 which was approved by the Committee in its last meeting has been forwarded to the Pr. Accountant General (Audit), Meghalaya, Shillong vide letter No.Fin-V/Annual- Accounts/2006-07/1125 dated 30.08.2007 and the audit is in progress.

2.5. Review of Expenditure - Both Plan and Non-Plan :

The Revised Estimates for the year 2007-08 and Budget Estimates for 2008-09 have been prepared by this University taking into account the increased expenditure due

to establishment of several new departments, appointment of faculty members, increase in number of students, escalation of cost of equipments, consumables, books and journals and health care.

2.6 Proposal for special grants :

(a) University Grants Commission is being requested for release of additional special grant of Rs.491.93 lacs approved by the Finance Committee in the last meeting.

(b) **Special needs for 2007-08 :**

UGC is being requested to release Rs. 2500.00 lacs under special needs for 2007-08 to this University.

In compliance to the decision taken by the Committee in the last meeting, this University has already issued supply orders for supply of 3 nos. of Ambulances. As decided in the last meeting, the expenditure will be met from the first installment of Plan Grant i.e. Rs.496.00 lacs.

Item No. 3. To consider Revised Estimate 2007-08 and Budget Estimate 2008-09 :

The University has prepared the Revised Budget Estimates for 2007-08 at Rs.5689.91 lacs and the Budget Estimates at Rs.6150.50 lacs. The guiding factor in the preparation of the estimates is the trend of expenditure of the previous year and the requirement of funds for the current year keeping in view the expansion of the University. However, the salary component in respect of the posts sanctioned in the X Plan has not been projected in the Non Plan since it is continued to be borne from the Plan as per UGC's instructions.

The detailed break up of the budget as placed at Annexure I is summed up as under :-

Components	Proposed RE 2007-08 (Rupees in Lacs)			Proposed BE 2008-09 (Rupees in Lacs)		
	Headquarters	Tura	Total	Headquarters	Tura	Total
Salary	3047.00	176.50	3223.50	3206.50	185.00	3391.50
Pension	500.00	-	500.00	550.00	-	550.00
Non-Salary	1792.91	173.50	1966.41	1994.00	215.00	2209.00
Total			5689.91			6150.50

It may further be mentioned here that in the 51st meeting, the Committee has approved the Revised Budget Estimates 2006-07 at Rs.5281.50 lacs and the Budget Estimates 2007-08 at Rs.6035.32 lacs. As against this, the approval of the UGC was only Rs.4727.00 lacs and Rs.4897.45 lacs respectively. Drastic cut in the budget has been a regular feature since the past few years and this has adversely affected the Non-Salary component. With a meagre Non-Salary component, the University is finding it difficult to manage the affairs in attending to the obligatory expenses vis-à-vis the day to day running expenses in the midst of expansion in terms of increase in number of faculty, students and new departments. Justice could not be given to the repair and upkeep of the building and the equipments not to speak about the need for replacement of equipments and furniture which are 20 to 25 years old. The drastic cut in the budget continues despite the advice of the PM's office that the usual cuts should not to be enforced in the sanctions for the University..

The Revised Estimate for 2007-08 and the Budget Estimate for 2008-09 are placed before the Committee for consideration and approval,

Item No.4 : Utilisation of Plan Grants.

With the beginning of the XI Plan, the University received approval to the following grants :-

- (a) As against the allocation of Rs.1899.00 lacs for the establishment of North-East India Centre of Diversity, Rs.422.00 lacs has been released as equipment grants. The equipments are being purchased after following the codal provisions.
- (b) Rs.195.00 lacs has been released by UGC out of the total allocation of Rs389.84 lacs for the construction of a 100 seated Guest House. The drawing and design of the Guest House prepared by the Architect has since been finalized and the work is being awarded to the valid lowest tenderer.
- (c) Necessary steps for utilization of Rs.500.00 lacs released towards XI Plan General Development Assistance for 11 Merged schemes are being taken to ensure the utilization of the same before 31st March 2008.
- (d) Steps have also been taken by this University to utilize Rs.496.30 lacs received towards the 1st installment of General Development Grants for the year 2007-08.

(e) The Deans Committee has also recommended priorities for action against UGC allocation of Rs.1530.02 lacs of remaining General Development Fund grants.

Item No.5. Any other item.

ABSTRACT OF THE REVISED ESTIMATES FOR 2007-08 AND BUDGET ESTIMATES FOR 2008-09 UNDER PART - I (NON PLAN)

Sl. No.	Particulars	[Figures expressed in lacs]					
		Revised Estimates 2006-07	Actuals for 2006-07	Budget Estimates 2007-08	Actuals upto 30.9.07 (Prov)	Revised Estimates 2007-08	Budget Estimates 2008-09
1	2	3	4	5	6	7	8
I.	ESTABLISHMENT CHARGES						
	1 Salaries						
	(a) Non Teaching	1638.50	1660.57	1700.00	869.92	1850.50	1931.50
	(b) Teaching	1010.00	972.56	1077.25	534.86	1196.50	1275.00
	Total (Salaries)	2648.50	2633.13	2777.25	1404.78	3047.00	3206.50
	2 Pension & Retirement Benefits	357.00	380.82	415.00	241.17	500.00	550.00
	3 Obligatory Establishment Charges	145.95	154.25	156.06	74.01	167.75	250.00
	4 Provision for filling up of vacant posts under Non Plan	0.00	0.00	0.00	0.00	0.00	0.00
	5 Merger of Plan posts to Non Plan	0.00	0.00	0.00	0.00	0.00	0.00
	Total (Establishment Charges)	3151.45	3168.20	3348.31	1719.96	3714.75	4006.50
II.	NON ESTABLISHMENT CHARGES						
	1 Common Service & General Charges	730.18	725.68	640.82	327.27	810.95	850.00
	2 Common Capital Charges	207.49	199.79	186.50	35.08	284.32	310.00
	3 Other Charges of the Administrative Deptt.	205.10	194.91	232.41	93.73	267.79	300.00
	4 Other Charges of the Teaching Deptt.	126.03	163.71	149.30	26.72	226.92	250.00
	5 Other Charges of Auxiliary Department	11.01	10.86	33.18	7.59	35.18	34.00
	Total (Non Establishment Charges)	1279.81	1294.95	1242.21	490.39	1625.16	1744.00
	GRAND TOTAL : UNIV. CAMPUS : SHILLON	4431.26	4463.15	4590.52	2210.35	5339.91	5750.50
IV.	Maintenance of the University Campus, Tura						
	1 Salary	176.50	177.63	160.00	104.93	176.50	185.00
	2 Obligatory Estt. Charges	12.55	8.05	12.00	4.97	12.55	13.10
	3 Non Establishment Charges	106.69	145.62	134.73	31.40	160.95	201.90
	GRAND TOTAL - NON PLAN A/C	4727.00	4794.45	4897.25	2351.65	5689.91	6150.50

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**MINUTES OF THE 53RD MEETING OF THE FINANCE COMMITTEE
HELD ON 14TH DECEMBER 2007 AT 9.30 A.M. AT THE CONFERENCE
HALL OF THE NEHU ADMINISTRATIVE BUILDING, SHILLONG.**

Members present:-

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|---|----------------------|
| 1. Prof. Pramod Tandon, Vice-Chancellor, NEHU, Shillong | Chairman |
| 2. Dr. Renu Batra, Jt. Secretary, UGC
Representative of Financial Advisor, UGC | Member |
| 3. Shri R.D.Sahay, Director, MHRD
Representative of Joint Secretary, MHRD | Member |
| 4. Dr. Nand Dhameja | Member |
| 5. Prof. R. Lalthantlunga | Member |
| 6. Prof. D.T. Khathing, Registrar
Invitee | Permanent |
| 7. Shri Antony Joseph
Representative of Financial Advisor, MHRD | Member |
| 8. P.C. Majhi, Finance Officer | Ex-Officio Secretary |

Shri H.Vanlalhluta, Financial Advisor, North Eastern Council could not attend the meeting.

At the outset, the Chairman welcomed all the Members to the 53rd meeting of the Finance Committee of the University and expressed sincere thanks to all the members for attending the meeting.

Prior to taking up the agenda items for discussion, the Chairman highlighted the developmental activities of the University undertaken during the 10th Plan period and seven new departments were created. The University was given the status of "University with Potential Excellence" and the selection of this University was possible only due to the concerted effort and relentless service put in by the faculty members, students and non-teaching staff of the University. The Committee was also informed that an amount of Rs.30 cores has been allocated towards the UPE scheme to be utilized over a period of five years and out of this allocation, a sum of Rs.10 crores has already been released to the University. The University faculties have over the years received several awards at National level and are the Fellows of various National Academies. Another significant development was the over all increase of seats for students to 16% in the last year itself in the University and is contemplating to increase the number of seats by 50% in the next five years. While most of the Centres have already been shifted to the main Campus, the remaining are being shifted from the Bijni Campus. The Chairman also highlighted the problems faced by the University in providing Hostel facility to the students due to non-

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release of adequate Plan grants for constructing Hostels. He informed the Committee that at present, only 500 out of nearly 3000 students have been provided Hostel accommodation and 600 more students will be accommodated in the newly constructed Hostels which are nearing completion. Even after this, the University will have shortage of Hostel accommodation for more than 1000 students who are in need of accommodation at present. With new admissions to B. Tech and 5-years integrated Law programme every year, more hostels would be needed. The Chairman brought to the notice of the Committee that though the University has made considerable development in the form of new academic departments, increase in the number of students and faculties and the infrastructure, but the number of non-teaching staff has not been increased to commensurate with the overall increase. At the same time, the University is also not able to fill up the existing vacant posts in view of the ban on new recruitment. The Chairman therefore requested the Committee to sanction separate non-teaching posts for both Shillong and Tura campuses. In reply to this, members from MHRD and UGC informed the Chairman that there is no ban on recruitment of Technical posts and advised the University to fill up these posts without any further delay and submit a proposal for sanction of non-teaching positions for consideration of the XI Plan visiting team.

The Chairman thereafter initiated the agenda items for deliberation and he informed the members that the agenda items have been prepared on the basis of the instructions issued by the University Grants Commission vide letter No.F.70-5/2004(NIC) dated 14.9.2004.

Item No.1: Confirmation of the minutes of the 52nd meeting held on 29.8.07

The Committee resolved to confirm the minutes of the 52nd meeting held on 29.8.07 with amendment of Items No.6(b) "Special needs" as per the comment received from one member.

Item No.2: Reporting item

2.1 To consider the Revised Estimates 2006-07 and Budget Estimate 2007-08

After being convinced with the justification for excess expenditure furnished by the University, the Joint Secretary, UGC agreed to consider the request of the University for releasing the excess expenditure of Rs.47.78 lakhs incurred during 2006-07 and agreed to accommodate the same in the RE 2007-08.

2.2 Utilization of Xth Plan grant

The Committee noted the same.

2.3 To approved the audited account for the period 2005-06

The Committee noted the action taken.

2.4 To approve the unaudited accounts for the year 2006-07

The committee noted the action taken.

Item No.3 To consider Revised Estimate 2007-08 and Budget Estimate 2008-09

The RE for 2007-08 and BE 2008-09 prepared by the University has been discussed in detail. The committee further compared the projected estimates with the expenditure as on September,2007. Considering the expansion that have taken place in the University by way of increase in number of students, faculties, infrastructure needs, increase in expenditure of health care and the peculiar problems faced by the University being located in NE Region, the Committee recommended Revised Estimates 2007-08 at Rs.6011.97 lacs and Budget Estimates 2008-09 at Rs.6315.35 lacs as per the details furnished below :

	RE 2007-08	BE 2008-09
Salary	Rs.3411.97 (In lakhs)	Rs3556.35 (in lakhs)
Pension	Rs. 500 (in lakhs)	Rs.550 (in lakhs)
Non Salary	Rs.2100 (in lakhs)	Rs.2209 (in lakhs)
Total	Rs. 6011.97	6315.35

The above approved estimates include the provision for salary expenditure on merger of 10th Plan posts with Non-Plan.

While discussing on the University request for allocation of additional funds for repair and maintenance of buildings, the Committee advised the University to include the same in the Plan proposal as '**one time special grants**' and advised the University to project the future requirement for fund for repair and maintenance in the Non-Plan grants every year. The Committee also advised the University to explore the possibility of levying and collecting user charges wherever it is feasible. A member opined that the provision made for Pension in the RE & BE is not sufficient as accrued pension liabilities are also required to be included in the budget estimate. In reply to this, the

Finance Officer stated that the figure projected in the estimates are the estimated expenditure to be incurred during years and does not include the pension liabilities. He further informed that the University will create a **Pension Fund** and UGC will be approached for contribution to the fund.

Item No.4 Utilization of Plan grants

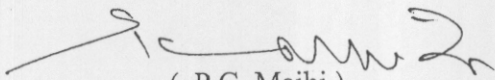
The Committee was informed that the University have already taken adequate steps for expeditious utilization of the grants and more than 75% of Rs. 496.30 lacs received towards the 1st Installment of the General Development Grant 2007-08 has been utilized as of 30th November, 2007. The University had started the process a bit late because of the earlier instruction of the UGC to proceed utilization of the grant only after receipt of the recommendation of the Visiting Team. The Committee was informed that the Deans' Committee of the University has already identified priorities areas for spending the balance amount of the General Development Plan grant 2007-08. With a view to utilize the grants in time, it was decided to start the construction works and inform the UGC about the steps taken. The Chairman further informed the members of the MHRD and UGC that the University had substantial unspent balance of Plan grants during 2006-07 due to slow progress made in Tura Campus and requested them to delink the Utilisation of Tura Campus from that of the Shillong Campus. In reply to this, member from MHRD informed the Chairman to submit a proposal in this regard for consideration of the Ministry.

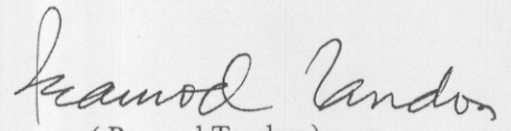
As regards the utilization of the other grants received by the University i.e. Rs.422 lacs for North East India Centre of diversity, Rs.195 lacs for construction of 100 seated Guest House and Rs.500 lakhs towards 11th Plan General Development Assistance for 11 merged schemes regarding the Plan Merged Schemes, the Chairman informed the Committee that necessary steps have already been taken by the University for utilizing these grants before 31st march 2008 and requested the member from MHRD and UGC to release the balance funds at the earliest. The member from UGC clarified that subsequent release of funds will be made by UGC only after utilization of at least 70% of the grants already released.

Item No.5 Replacement of old and unserviceable vehicles

The Committee also discussed the proposal of the University for replacement of the vehicles. The member from MHRD informed the Committee that there is ban in purchase/replacement of vehicles. However, considering the hilly and difficult terrain, insurgency problems in North East and non-availability of vehicles on hire, the Committee felt that it would be advisable to replace the vehicles of the Vice-Chancellor, the Pro Vice-Chancellor and also other University vehicles. This would help in smooth functioning in this remote and difficult area.

The meeting ended with the Vote of Thanks from the Chair.


(P.C. Majhi)
Member Secretary


(Pramod Tandon)
Chairman