

Item No. 7. FINANCIL MATTERS

7: 1-Finance committee

(i) Minutes of the Finance committee

The Minutes of the 43rd meeting of the Finance committee which was held on 30.10.2001 are at Annexure 'A'.

The matter is placed before the Council for consideration.

7/11/02

Signature 'A'

NORTH EASTERN HILL UNIVERSITY
SHILLONG

MINUTES OF THE 43rd MEETING OF THE FINANCE COMMITTEE HELD ON
THE 30th OCTOBER, 2001, AT 5.00 PM AT HOTEL ASHOK PINE WOOD,
SHILLONG.

Members present

- | | |
|---|------------------------|
| Prof. Mrinal Miri, Vice Chancellor, NEHU | Chairman |
| Prof.(Mrs) K S Lyngdoh, Pro Vice Chancellor, NEHU | Member |
| Shri O P Nigam, Financial Adviser, U.G.C., New Delhi. | Member |
| Shri R D Sahay, Dy. Secretary, MHRD, New Delhi. | Representative of MHRD |
| Prof. J B Bhattacharjee, Deptt. of History, NEHU. | Member |
| Prof. M N Karna, Deptt. of Sociology, NEHU. | Member |
| Shri J Lhungdim, IDAS, Finance Officer, NEHU. | Ex Officio Secretary |

The Chairman of the Finance Committee welcomed the members and introduced the new members of the Committee. The Principal, St. Anthony's College, Shillong, did not attend the meeting as he was reportedly out of station.

At the outset, the Financial Adviser, UGC, requested the Chairman to briefly highlight some of the important events in the University since the 42nd meeting of the Finance Committee.

The Chairman then informed the Committee of the following :-

- (a) NAAC :- The Visiting Team of the National Assessment and Accreditation Council had inspected the University during the month of September, 2000, and had formal

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discussions with various sections of the University community. The NAAC has finally graded the University at a Four Star level which shows the standard of excellence the University has attained during its 28th year of existence.

- (b) CAS :- A good number of teachers were awaiting promotions under the Career Advancement Scheme(CAS). During the period, Selection Committees could be arranged and all such pending cases have been cleared.
- (c) Non Lapsable Pool Grant :- The Chairman appraised the members that the Govt. of India had released a sum of Rs.774.00 lac under the Non Lapsable Pool for construction purposes at Shillong Campus. As against this grant, an amount of Rs.174.00 lac has been transferred to the Mizoram University as directed by the MHRD. The construction of the Central School (KV), Central Library, Additional space for the existing building in the Life Sciences, Social Sciences and Boundary wall, etc. are going on in full swing under the Scheme.
- (d) Plan :- The Chairman informed the house that the Administrative building under the Plan Grant is progressing well and is expected to be completed within the stipulated time. He also informed that some other schemes like Construction of Staff Quarter, etc. have to be started very late due to the ban imposed on cutting of trees. The Committee was also of the view that the University may consider engaging Government and Private Undertakings like NBCC, BRO, L & T, etc. for future construction.

The Chairman then took up the agenda item No.1, i.e. Confirmation of the proceedings of the 42nd meeting of the Finance Committee and read out the observation made by the MHRD vide letter No.F.16-2/2001-IFD dt.29.10.2001. The Chairman confirmed that the observation on the agenda of the 42nd meeting were duly received under their letter No.F.40-19/99-IFD dt.20.10.2000 and was considered by the then Finance Committee. In-fact, the same has also been recorded in the minutes of the 42nd meeting of the Finance Committee vide page-1 of the minutes.

Similarly, the comments of the MHRD as communicated under the aforesaid letter dt.29.10.2001 on the agenda item of the 43rd meeting were duly considered while deliberating on the relevant items.

Item No.1 The proceedings of the 42nd meeting of the Finance Committee held on 14.11.2000 were confirmed since no comments were received from any other members.

Item No.2 Reporting Item (Action taken)

- (i) Deficit :- The Committee recommended that the University may pursue the matter separately with the Commission for reimbursement of the deficit of Rs.110.04 lac.
- (ii) Revised Pay to teachers :- The University is still in the process of granting the benefits under CAS to its teachers. In addition to the expenditure of Rs.31.50 lac already incurred, the Committee recommended to work out the total financial implication and to

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- take up the matter separately with the Commission for necessary reimbursement.
- (iii) Investment on CPF/GPF :- The Committee recommended that the University may pursue the matter with the MHRD for further advice.
- (iv) Transfer of Fund :- The Committee noted the action taken by the University in transferring a sum of Rs.40.00 lac from HBA account as per decision of the 42nd meeting of the Finance Committee.
- (v) Imprest Account :-The Committee considered the report submitted by the Committee constituted to review the number of Imprest Holders and was of the opinion that the report of the sub Committee does not mention that the provisions of the GFR were followed while sanctioning the Imprests. It was, therefore decided that the matter may be reviewed again whether the imprests were sanctioned under the provisions of GFR.
- (vi) Establishment matters :- The Committee noted that the University had constituted a Committee to review the staffing pattern and recommends that its report be placed before the next Finance Committee meeting.
- (vii) Anomalies in the staffing position :- The Committee noted the corrections made with regard to the staffing pattern and observed as follows :-
- (a) The University should take utmost precaution to avoid any such mistakes in future. The Committee recommended that the Registrar's office should maintain the Strength Check Register to be periodically updated showing the sanctioned strength/posts filled-in, etc. against each cadre;
- (b) The Committee resolved not to agree to the diversion of the post of Lecturer of Hindi Department to that of Medical Officer. The Committee, however recommended that the University should submit a detailed and self contained case note to the Commission separately highlighting justification for creation of an additional post of Medical Officer.
- (c) The Financial Adviser, UGC, informed the Committee that the Commission has prepared a guideline of Standard Recruitment Rules which may form the basis for filling up of posts. The University may obtain a copy of the same for guidance.
- (viii) UGC-Fellowship :- The Chairman informed the Committee that the UGC has reimbursed the expenditure on UGC NET Fellowship from the year 1996-97 to 2001-02.
- (ix) Reserve Fund :- The Committee noted the action taken by the University in deleting the budgetary provision under 14- Contribution to Reserve Fund in the Non Plan budget.

- (x) Block Grant :- The Committee was informed that the University has communicated its views on Block Grant System to the UGC under its letter No.Fin.V/Expdr.statement/92/2025 dt.7.8.2000.
- (xi) Compassionate appointment on Daily Wages :- The Chairman informed the Committee that no appointments under compassionate ground have been made on Daily wage since the last meeting of the Finance Committee.
- (xii) Replacement of Vehicle :- The Committee noted that the University has not purchased any new Vehicle, however the Committee was informed that the University has since initiated necessary correspondence with the Commission for purchase of 2(two) new Buses and 1(one) Jeep as replacement. The Commission is yet to respond to the proposal and the University may again pursue the matter with the Commission.

The Committee also discussed at length the issue of granting of Transport Allowance to the University employees vis-à-vis granting of Transport facility. The Committee was of the firm view that those employees who have been granted Transport Allowance as per entitlement should not be provided with the University transport irrespective of the fact whether bus fares have been realized. Considering the fact that the public transport facilities are very limited, the employees may either forfeit the Transport Allowance and avail University transport or may draw the Transport Allowance and make their own transport arrangement. Accordingly, the Committee recommended that the entire issue be reviewed and administrative orders be passed to this effect immediately.

The Committee took note of the excessive expenditure on maintenance of Vehicle and resolved that the University may constitute a Committee to suggest remedial measures in curtailing the expenditure on maintenance of vehicles.

- (xiii) Non Lapsable Pool Grant :- The Committee noted the transfer of an amount of Rs.174.00 lac to the Mizoram University against the grant of Rs.774.00 lac. The Chairman requested the members from UGC/MHRD to replenish the corresponding amount to the University so as to complete the construction work for the Projects originally sanctioned for Shillong Campus. The Committee decided that the shortfall may be met from the 2nd phase of the grant.
- (xiv) HASA :- The Committee took note of the observation made by MHRD on payment of HASA to the employees which directs the University to stop payment of the said allowance immediately and also to effect recovery of the amount already paid. The member

from the MHRD informed the Committee that the issue is still under active consideration by the Ministry and final decision is yet to be arrived-at.

Item No.3 Annual Accounts

The Committee approved the audited Annual Account for the year 1999-2000 and considered the un-audited Annual Account for the year 2000-01.

Item No.4 Revised Estimates for 2001-02 & Budget Estimates for 2002-03.

The University has presented the Revised Estimates for 2001-02 & Budget Estimates for 2002-03 as under :-

| | <u>R.E. for 2001-02</u> | <u>B.E. for 2002-03</u> |
|--------------------------|-------------------------|-------------------------|
| (a) Salary component | Rs. 1943.82 lac | Rs. 2017.91 lac |
| (b) Non Salary component | <u>Rs. 1116.92 lac</u> | <u>Rs. 1204.00 lac</u> |
| Total | Rs. 3060.74 lac | Rs. 3221.91 lac |

The Committee, however decided to re-cast the budget as per the annual allotment made by the UGC and accordingly the following ceiling was fixed.

| | <u>R.E. for 2001-02</u> | <u>B.E. for 2002-03</u> |
|--------------------------|-------------------------|-------------------------|
| (a) Salary Component | Rs. 1841.90 lac | Rs. 1933.99 lac |
| (b) Pension, etc. | Rs. 205.11 lac | Rs. 225.62 lac |
| (b) Non Salary Component | <u>Rs. 863.74 lac</u> | <u>Rs. 950.11 lac</u> |
| Total | Rs. 2910.75 lac | Rs. 3109.72 lac |

The figure for the Budget Estimates for 2002-03 was arrived at by adding five per cent on Salary Component and ten per cent on Non Salary Component.

As per the observations made by the MHRD vide its letter dt.29.10.2001, the Committee took care that the provisions for the erstwhile Mizoram Campus and P.U.C. are not included in the above said budgetary provision. The Chairman also informed the house that the Tura Campus of the University was established as per provision of the Act of the University and that the Campus was inaugurated by Shri P V Narasimha Rao, Hon. Prime Minister, in 1996.

The Committee also suggested that the University Grants Commission may be moved to sanction additional amount of Rs.25.00 lac for Office automation and Rs.40.00 lac for Special Repair of Buildings.

Item No.5 Additional requirement under Non Plan

(a) Official Language Implementation Committee :- The Committee recommended that the additional expenditure for implementation of official language should be met from the University from its existing

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budgetary provision since creation of separate sub head of temporary nature is not advisable as opined by the MHRD under letter dt.29.10.2001.

- (b) VSAT :-The Financial Adviser, UGC, also informed the Committee that the matter is under the active consideration of the Commission and its decision will be communicated shortly.
- (c) Computer Loan :- The Committee considered the requirement of additional fund for extending Computer Loan to its employees and recommended that the University may submit proposal to the Commission for additional grant on H.B.A. from which an amount of Rs.10.00 lac may be temporarily diverted for opening a sub Revolving Fund towards Computer loan and the said sum may be recouped from the recoveries.
- (d) Legal expenses :- The Committee recommended that the additional fund for meeting legal expenses may be increased and adjusted against the overall budgetary allocation under Non Salary component.

Item No.6 Transfer of revenue earned under Plan account to Non Plan account
The Committee took note of the observation of the MHRD under its letter dt.29.10.2001 and resolved to accept its advise that the revenue receipt earned under Plan account may form part of other receipt of the University and duly accounted for.

Item No.7 Item from the Chair

- (a) Unassigned Grant :- The Committee was informed that the UGC had released a grant of Rs.8.00 lac as Unassigned Grant for the year 2001-02. The Chairman informed the Committee that during the preceding years the University had been receiving annual grant amounting to Rs.12.00 lac and the present cut in the UGC share will adversely affect the academic activities as this will prevent many of the teachers from availing opportunities for updating themselves in their specialized fields. The Committee, therefore recommended that the Commission be approached to have special consideration for restoration of the grant to Rs.12.00 lac in the general interest of the University.

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

Sd/-
(J Lhungdim)
Ex-Officio Secretary &
Finance Officer

Sd/-
(M Miri)
Chairman & Vice Chancellor

ITEM NO. 7 FINANCIAL MATTERS

7:1- Finance Committee

(i) Minutes of the Finance Committee.

EC:111:2001:7:1:(i): The Council considered the Minutes of the Finance Committee and RESOLVED to accept the same and further RESOLVED that the Transport Committee would look into the matter of payment of conveyance allowance to staff utilising NEHU bus services.

7:5- Annual Accounts / Annual Reports -

(i) Annual Accounts for the year 2000-2001.

EC:111:2001:7:5:(i): The Council considered the Annual Accounts for the year 2000-2001 and RESOLVED that the same may be reviewed by the Finance Department.

ITEM NO.8

ITEMS FROM THE CHAIR

EC:111:2001:8:(i): The Chairman informed the Council that the University is having 3(three) Campuses namely, Permanent Campus, Bijni Compus and Mayurbhanj Campus and also one campus at Tura. Quarters have been allotted to the employees of the University. Also lands are provided for running Canteens, Telephone Exchange, Post Office etc. The possibilities cannot be ruled out that the University may have to take some action for evicting the unauthorised occupants in any of the campuses of the University. It is, therefore, necessary to appoint an Estate Officer under Section 3 of Public Premises (Eviction of Un-authorised Occupants) Act, 1971 and to adopt the same Act, that is, Public Premises (Eviction of Un-authorised Occupants) Act, 1971 for the University. The Council therefore,

1. adopt the Public Premises (Eviction of Un-authorised Occupants) Act, 1971 and,
2. appoint an Estate Officer of the University under Section 3 of the said Act.