

AGENDA FOR THE 44th MEETING OF THE FINANCE COMMITTEE SCHEDULED
TO BE HELD ON THE 26TH OCTOBER, 2002, AT 5.00 PM AT HOTEL POLO
TOWERS, SHILLONG.

Item No. 1. ✓ Confirmation of the proceedings of the 43rd meeting of the Finance Committee held on 30th October, 2001.

Copy of the minutes were forwarded vide letter No.FA-2/FC-CONST/43rd Minutes/2001/887 dt.17.11.01 (Annexure-I). No comments have been received from the members on the said minutes.

Item No. 2 Reporting Items (on the action taken)

a) Plan (Construction Work):-

The University is exploring possibilities for engagement of Government and Private Undertakings like NBCC, BRO, I. & T for future construction. The ongoing major projects like Construction of Administrative Building, Construction of Kendriya Vidyalaya, Construction of Central Library, etc. are already entrusted to private parties and the work is progressing well.

b) Deficit & Revised Pay to teachers :-

Pursuant to the resolution adopted in the 43rd Finance Committee, the University vide its letter No.FA-2/UGC-NP/Maint.Grant/2001-02/957 dt.28.11.2001 had sought for liquidation of the deficit of Rs.110.04 lac of the preceding years. Accordingly the Commission vide its letter No.F.21-8/2001(CU) dt.20.2.02 had allowed the University to adjust the same against the opening balance of Rs.685.43 lac for the year 2001-02. hence, the opening balance has been treated as Rs.462.03 lac in order to cover the deficit in question as well as the adjustment towards reimbursement of the expenditure towards payment of arrears to teachers on account of CAS.

c) Investment of CPF/GPF :-

The matter has been taken up with the Ministry. In reply the Ministry has sent a copy of order relating to pattern of investment. The reply does not address the problems arisen due to lowering down the rates of interest on investments. The matter is being taken up with the Ministry again.

d) Imprest Account :-

The Head of the Departments and the Incharge of Units under Centres need to incur petty expenditure while discharging day to day functioning of the respective department. The expenditure includes postal expenses. The University has sanctioned advances under GFR 90(A),(B),(C),(D). In no case advance has been sanctioned exceeding the average monthly expenditure of the department. Care has also been taken to avoid unnecessary multiplication of advances. The permanent imprests so granted are taken as a part of the closing balance. The system has helped to avoid many complications in discharging the responsibility smoothly by the concerned

department. The Finance Committee may, therefore, like to ratify the action taken by the University.

e) Establishment matters :-

The Committee constituted by the University to review the staffing pattern has recommended that the optimum level of staffing may be achieved in a reasonable period of time..

f) Anomalies in the staffing position :-

i) The University is in the process of maintaining and updating the 'Strength Check Register' showing the sanctioned posts vis-à-vis posts filled-in, etc., category-wise. Since the work involved is of voluminous in nature and covers all the employees of the University, the same may take some more time for its finalization.

ii) The University has sent detailed proposal to the Commission for creation of a post of Medical Officer .

iii) The University has requested the Commission to furnish a copy of the 'Standard Recruitment Rules' for filling up the posts, the same has been received and is under the active consideration for its implementation.

g) Block Grant :-

The University is yet to get the reply to its letter dated 7th August,2002 from the University Grants Commission.

h) Replacement of Vehicle :-

The UGC has accorded its approval towards the replacement of old vehicles. Accordingly, the University had acquired 3 (three) buses, 2 (two) Ambassador Cars & 2(two) Jeeps as replacement. Further, the UGC has also approved procurement of 1(one) Mini Bus for Tura Campus, 1 (one) Jeep & 1 (one) Ambassador Car for the Headquarter as replacement and their acquisition is under process. Consequent upon the induction of the newly acquired vehicles, the University is expected to substantially curtail expenditure on maintenance of vehicles .

The Executive Council in its 111th meeting held on 11.12.01 vide resolution No.EC:111:2001:7:1(i) has withdrawn payment of Transport allowance in respect of those employees utilizing the University Bus service.

i) Non Lapsable Pool Grant :- As against the financial outlay of Rs.25.00 crores, the Commission has released a grant of Rs.6.00 crores for the first phase. The Commission has, further conveyed its approval for an additional grant of Rs.18.96 crores vide letter No.F.7-1/2000(U)P(II) dt.22.1.02, dt.24.4.02 and dt.2.7.02 respectively.

j) H.A.S.A :- The University is yet to receive formal communication from the MHRD with regard to payment of HASA to the University employees.

- k) Official Language Implementation Committee :- To meet the expenditure under this item of account, the University has taken steps to accommodate the same within the existing Non Plan budgetary provisions without resorting to creation of a new sub head of account.
- l) VSAT/Computerization :- The University has submitted proposal for an amount of Rs.185.25 lac for which the response from UGC is still awaited.
- m) Computer Loan :- The University is awaiting the remittance of grant on account of House Building Advance (HBA) from UGC, on receipt of which, the University will temporarily divert a sum of Rs.10.00 lac for opening a Sub Revolving Fund towards Computer Loan to the University employees.
- n) Legal expenses :- The University has made adequate budgetary provision towards meeting the legal expenses under Non Salary component.

Item No. 3 : To approve the audited Annual Accounts for 2000-01 and un-audited Annual Accounts for 2001-02.

The Annual Accounts for the year 2000-01 has been audited by the Statutory Auditor, i.e. Accountant General (Audit), Meghalaya,

The audited Annual Account for 2000-01 and the un-audited Accounts for 2001-02 are placed for consideration of the Committee (Annexure – II & III).

Item No. 4: To consider the Revised Estimates for 2002-03 & Budget Estimates for 2003-04.

While approving the Revised Estimates for 2001-02, the 43rd meeting of the Finance Committee had recommended the Budget Estimates for 2002-03 at Rs.3109.72 lac. Against which, the Commission has approved an outlay of Rs.3086.99 lac as detailed below following a meeting with the officials of the University on 29.8.02.

	<u>BE for 2002-03 Recommended by FC</u>	<u>BE for 2002-03 projected by UGC</u>
a) Salary component	Rs. 1933.99 lac	Rs. 1942.29 lac
b) Pension, etc.	Rs. 225.62 lac	Rs. 164.59 lac
c) Non Salary Component	<u>Rs. 950.11 lac</u>	<u>Rs. 980.11 lac</u>
	Rs. 3109.72 lac	Rs. 3086.99 lac

The proposed Revised Estimates of the University for 2002-03 has been computed as hereunder by adding ten percent increase on the actual expenditure of 2001-02 and also based on the trend of expenditure

incurred between April, 02, to June, 02. Likewise, the same percentage of increase has been computed to arrive at the Budget Estimates for 2003-04.

	<u>RE for 2002-03</u>	<u>BE for 2003-04</u>
a) Salary Component	Rs. 2250.58 lac	Rs. 2457.62 lac
b) Pension, etc.	Rs. 164.59 lac	Rs. 181.00 lac
c) Non Salary component	<u>Rs. 1097.42 lac</u>	<u>Rs. 1135.17 lac</u>
	Rs. 3512.59 lac	Rs. 3773.79 lac

The Committee may, therefore deliberate and approve the Revised Estimates for 2002-03 for Rs.3512.59 lac & Budget Estimates for 2003-04 for Rs.3773.79 lac. (Annexure IV)

Justification for the increase in Revised Estimates & Budget Estimates:-

- a) A number of teachers have been repatriated from erstwhile Mizoram Campus and they have been posted in the various departments of the University including that of Tura Campus where the department of Rural Development and Agricultural Production has been newly established. In addition to the above, a number of faculty positions sanctioned during the IX Plan period have been merged with the Non Plan, hence a substantial increase in the Revised Estimates under Salary Component.
- b) The UGC had conveyed its approved for purchase of 4 buses, 3 Ambassador Cars, 3 Jeeps as replacement of the condemned vehicles. The Commission had advised the University that the expenditure on this account should be borne from the Non-Plan Budget of the University. Hence, necessary provision has been made to the tune of Rs.50.00 lacs.
- c) The process of automation of the University departments is well under way and in fact, most of the academic and administrative departments have been provided with Computer and their peripherals. The cost of maintenance and consumables/software of these equipment is unavoidable thus affecting a substantial increase in the Non salary component.
- d) During the current academic session, the University has increased the intake of P.G. students to all its departments by approximately 20% from the existing capacity. This has resulted in creation of additional infrastructure, which includes furniture, equipment, chemical and other laboratory & library facilities.
- e) Students activities involving inter College programmes (quiz, drama, etc) and deputation of University teams outside the State has been envisaged for the current year. With the increase in intake of students and hike of fares for undertaking Study Tours would invariably result in the escalation of the budgetary provision.

- f) A total of 40(forty) faculty positions have been sanctioned during the IX Plan, out of which 32(thirty two) have been filled-in and the remaining 8 (eight) are likely to be filled-up shortly. Furnishing of their office is unavoidable and therefore, a rise in the provision under Non Salary component. Similarly, a good number of teaching staff quarters are ready for occupation and as per allotment rules, the quarters are to be furnished.
- g) The budgetary provision for subscription to Periodicals & Journals during the preceding years was far been too inadequate which compelled the University to discontinue subscription of 26 (twenty six) foreign Journals. The subscriptions of these Journals are indispensable to the teaching and students community. Similarly, the cost of Library Books has considerably increased by ten to fifteen per cent. Therefore, the increase in the Revised Estimates for 2002-03 and Budget Estimates for 2003-04 is justified under Non Salary component.
- h) The Tura Campus is on the verge of expansion. The Government of Meghalaya has formally allotted 425 acres of land to the University for its permanent establishment. To cater to the need of the increased activities, adequate funds are to be provided.

Item No.5: Requirement of Special Grant:-

- i) The UGC Visiting Team visited the University in the month of September,2002 to finalize the Xth Plan proposal of the University. A substantial expenditure had been incurred by the University towards their hospitality and local conveyance for which the University had not envisaged the expenditure within its Non-plan Budget..
- ii) A 15(Fifteen) member Parliamentary Committee (excluding officials) visited the University during the month of October, 2002 to discuss the status of the University Annual Accounts for 2000-01. It was obligatory on the part of the University to provide a befitting hospitality to the Guests for which the expenditure was not anticipated.
- iii) His excellency Dr.A.P.J.Abdul Kalam the President of India, who is also the Visitor of this University is paying an official visit to this University on 25th October,2002. A substantial expenditure is likely to be incurred towards Construction of Pandals, Hiring of Chairs, Temporary Fencing, Arches and refreshment etc. for the occasion.

The Finance Committee may consider to allow the University to seek reimbursement of the actual expenditure incurred from UGC as 'Special Grant'.

Item No. 6 : Any other item from the Chair:-

MINUTES OF THE 44TH MEETING OF THE FINANCE COMMITTEE HELD ON
26TH OCTOBER 2002 AT 5.00 P.M. AT HOTEL POLO TOWER, SHILLONG-1

Members present:

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|----|---|-------------------------|
| 1. | Professor Mrinal Miri, Vice-Chancellor, NEHU | Chairman |
| 2. | Professor K.S. Lyngdoh, Pro-Vice-Chancellor, NEHU | Member. ✓ |
| 3. | Mr. Gurbuksh Singh, Joint Secretary, UGC | Member. ✓ |
| 4. | Mr. R.D. Sahay, Deputy secretary, MHRD | Member. ✓ |
| 5. | Mr. D. Sudhakaran, Deputy Secretary (Finance), MHRD | Member. ✓ |
| 6. | Professor J.B. Bhattacharjee | Member. ✓ |
| 7. | Professor M.N. Karna | Member. ✓ |
| 8. | Rev. Fr. I. Warpakma, SDB, Principal, St. Anthony's College, Shillong | Member. ✓ |
| 9. | Mr. J. Lhungdim, Finance Officer, NEHU | Ex-officio Secretary. ✓ |

Professor Mrinal Miri, the Vice-Chancellor and the Chairman of the Finance Committee welcomed all the members to the 44th meeting of the Committee.

ITEM NO.I Since no comments were received from any member on the minutes of the 43rd meeting of the Finance Committee, the minutes were confirmed.

ITEM NO.II It was observed that action taken was reflected only in the Agenda item relating to reporting matters. It was decided that in future action-taken should be mentioned against each item of the minutes of the last meeting. It may be done in three columns viz. (1) the decision of the Committee, (2) action taken and (3) remarks, if any.

(a) Plan Construction work.

The Committee was informed that the University made attempts to engage government and private undertakings like NBCC, BRO, L&T for future construction works; but because of the low tender value of the works, such organisations did not respond. As a result, the construction activities in the University are being carried out by private contractors under the direct supervision of the Campus Development Department consisting of a good number of Engineers. However, the members made the suggestion that the University should make efforts gradually to reduce the size of the Campus Development Department – to begin with by not filling vacant positions.

(b) Deficit and revised pay to teachers.

The Committee expressed its gratefulness to the University Grants Commission for adjusting the deficit of Rs.110.04 lacs against the Maintenance Grant.

(c) Investment of GPF & CPF.

It was advised that once the reply is received from the Ministry, the same may be placed before the Finance Committee for its consideration.

(d) Imprest Account.

The action taken by the University was ratified.

(e) Establishment matters

The Committee felt happy that University has taken steps and urged that the Committee formed to review the staffing pattern should finalise its report as soon as possible.

(f) Anomalies in the staffing position.

The action taken by the University was noted by the Committee.

(g) Block Grants

It was informed that the UGC will furnish the reply as soon as a final decision in the matter is taken by the Commission.

(h) Replacement of Vehicles

The Committee took note of the action taken by the University and expressed its gratefulness to the UGC for its positive approach towards problems faced by the University.

(i) Non-lapsable Pool Grant

The Committee was informed that the government has communicated its decision that all the projects as approved under different phases i.e., Phase I, Phase II and Phase III may be taken up simultaneously instead of phase-wise. It was also informed that the University has initiated action in this regard.

(j) HASA

It was decided that the University may maintain the status quo till a final decision is received from the Ministry.

(k) Official Language Information Committee

The action taken by the University was ratified.

(l) VSAT/Computerisation

It was suggested that University may pursue the matter with the University Grants Commission.

(m) Computer Loan

It was informed that the UGC is in the process of releasing the grant towards Revolving Fund for House Building Advance. It was also agreed that a sum of Rs.10 lacs out of the HBA account may be diverted towards Computer Loan Revolving Fund Account and the employees particularly the teachers be encouraged to have their own Computers.

(n) Legal Expenses

Action taken by the University is ratified.

ITEM NO.III The audit report and replies thereto on the account for the year 2000-2001 was discussed and the accounts along with the audit report and its replies were approved. The unaudited account for the year 2001-2002 was also approved as required under the provisions of the Act subject to observations made by the Audit.

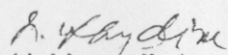
ITEM NO.IV The Revised Estimate for the year 2002-2003 was approved at Rs.3512.59 lacs subject to the condition that savings on the IX th Plan Salary Head that was allowed to be utilised towards infrastructure development be adjusted in consultation with the University Grants Commission. The bifurcation of the R.E. for the year 2002-2003 is as under:

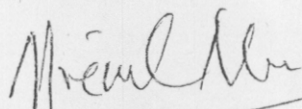
(a) Salary Component	Rs.2250.58 lacs
(b) Pension etc.	Rs. 164.59 lacs
© Non Salary component	<u>Rs. 1097.42 lacs</u>
TOTAL:	<u>Rs .3512.59 lacs</u>

The B.E. for the year 2003-04 was approved at Rs.3773.79 lacs as calculated by allowing 10% increase on the RE for 2002-2003.

ITEM NO.V The agenda item No.V was withdrawn by the Chair.

THE MEETING THEN ENDED WITH A VOTE OF THANKS FROM THE CHAIR


(J. Lungdim)
Ex-Officio Secretary
Finance Committee


(Prof. Mrinal Miri)
Vice-Chancellor and the
Chairman, Finance Committee