

Central University of Himachal Pradesh



MINUTES

OF

7TH MEETING OF THE FINANCE COMMITTEE
HELD ON 15TH JANUARY, 2013

VENUE: INDIA INTERNATIONAL CENTRE,
NEW DELHI – 110 003

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The 7th Meeting of the Finance Committee of the Central University of Himachal Pradesh was held on 15th January, 2013 at 12:00 PM Noon at **India International Centre, New Delhi.**

1. The following were present:

- | | | |
|----|--|-----------|
| 1. | Prof. Furqan Qamar
Vice-Chancellor, Central University of Himachal Pradesh, Dharamshala. | CHAIRMAN |
| 2. | Prof. N. Satyamurthy
(Representative of the Executive Council) | MEMBER |
| 3. | Shri Syed Shahid Mahdi
(Representative of the Executive Council) | MEMBER |
| 4. | Dr. B.S. Gill
(Nominee of the Executive Council) | MEMBER |
| 5. | Shri Naveen Soi
(Nominee of the Visitor) | MEMBER |
| 6. | Smt. Archana Thakur
(Nominee of the Visitor) | MEMBER |
| 7. | Shri B.R. Dhiman
Finance Officer | SECRETARY |

2. Shri Anant Kumar Singh could not attend the meeting due to his prior commitments and unavoidable reasons and was granted leave of absence.

3. The Vice-Chancellor extended a warm welcome and thanked each member for sparing their valuable time to attend the meeting. He extended special welcome to Smt. Archana Thakur, who was attending the meeting for the first time. He briefed the members about the progress in the transfer of land issue and informed that hopefully the University will be able to get the land transferred in its name very shortly.

After this, the Agenda was taken up for discussion.

Item No.7.1: Confirmation of the minutes of the 6th meeting of the Finance Committee held on 09.06.2012 (Annexure 7.1A).

The Minutes of the 6th Meeting of the Finance Committee held on 09.06.2012, were confirmed.

Item No.7.2: To place before the Finance Committee the Report about the action taken on the decisions of its 6th meeting held on 09.06.2012.

The report about the action taken on the decisions of 6th meeting of the Finance Committee held on 09.06.2012 was noted as per Annexure 7.2A.

ITEMS FOR REPORTING AND RATIFICATION

Item No.7.3: To report to the Finance Committee the action taken for the adoption of CVC guidelines for compliance to quality requirements of e-Procurement Systems and 2. Consideration of Indian Agents – Regarding (Annexure 7.3A).

The MHRD vide their letter No.20-104/2012-Desk U dated 2.11.2012 have circulated the CVC circulars – 1. Guidelines for compliance to quality requirements of e-Procurement Systems and 2. Consideration of Indian Agents, for strict compliance. These CVC circulars have been adopted in the University vide office order No.Stores/1-3/CUHP/2010/6572-79 dated 18.12.2012 (Annexure 7.3A).

The Finance Committee noted and ratified the action taken.

ITEMS FOR CONSIDERATION AND APPROVAL

Item No.7.4: To place before the Finance Committee the progress of expenditure under Plan, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects. (ANNEXURE 7.4A).

The UGC vide their letter No.57-1/2009(CU) dated 29.5.2012 have desired the University to place a separate agenda item in every Finance Committee on the progress of expenditure, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects.

In compliance of the above communication, the position with regard to progress of expenditure is placed before the Finance Committee on the desired format, as per **Annexure 7.4A.**

So far as the Minutes of the Building Committee, Abstract of cost of building and note on progress of building projects are concerned, it is to apprise the Finance Committee that the meeting of the Building Committee has not been held since the last meeting of the Finance Committee nor there are any construction projects in progress as yet. As such the information in this regard is nil.

The Finance Committee noted the position with regard to progress of expenditure as on 31.12.2012.

Item No.7.5: To place before the Finance Committee the Budget Estimates for the financial year 2013-14 and the Revised Estimates for the year 2012-13 (Annexure – 7.5A).

The Budget Estimates of the university for the year 2013-14 and revised estimates for 2012-13, have been prepared by the Finance Officer in terms of the provisions of Statute 7(7)(c), contained in The Second Schedule of the Central Universities Act 2009, under the guidance and supervision of the Vice-Chancellor. The Budget Estimates so prepared are placed before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the same are required to be submitted to the Executive Council for approval. The Budget Estimates for the year 2013-14 and Revised Estimates for the year 2012-13 have been prepared by the Finance Officer of the University as per provisions of Statutes 7(7)(c), under the direction and supervision of the Vice-Chancellor. The revised estimates have been based on the actual flow of grants and internal income of the university and the expenditure for revenue and capital items. The Budget Estimates for the year 2013-14 have been prepared keeping in view the grants expected from the University Grants Commission and the internal income of the university as well as the policies and plans of the University for its academic (teaching and research) programmes, filling up of teaching, academic and non-teaching posts, maintenance and strengthening of the existing facilities, development of permanent campuses, creation of Central facilities and embarking upon the construction of buildings.

The University Grants Commission has approved allocation of funds under Plan Budget under Grant-in-aid General (Recurring), Grant-in-aid Salary and Creation of Assets during the XII Plan. As such while formulating the Budget Estimates for the year 2013-14, all the teaching/non-teaching positions created during XI Plan period have been shown under Plan General-in-aid and the posts proposed to be created and filled up during the XII Plan, have been shown separately under Plan Grand-in-aid General as New Scheme Budget.

It is to apprise the Finance Committee that the Plan General Development (Maintenance) scheme(s) implemented during XI Plan which were shown under Non-Plan (Maintenance) Head in the Budget Estimates for the year 2012-13 have been now shown under Plan General Development scheme since the University is getting grant-in-aid under Plan head only.

Total availability of funds under Plan General Development, during the year 2012-13 is likely to be Rs.3565.60 lakh against which the expenditure is expected to be Rs.1500.00 lakhs. There shall be closing balance of Rs.2065.60) lakhs. Similarly under Plan General Development Capital grant, the availability of funds during 2012-13 shall be Rs.2022.29 lakh against which the expenditure to the tune of Rs.1065.00 lakh, thus leaving unspent balance of Rs.957.29 lakh. To sum up the total availability during 2012-13 is likely to Rs.5587.89 lakh out of which a sum of Rs.2565.00 lakh is

the likely expenditure till March, 2013. The total unspent balance at the close of the financial year shall be Rs. 3022.89 lakh, which shall be accounted for as opening balance as on 1.4.2012. The internal income of the university is likely to be Rs.150.00 lakh during 2012-13. The University has received a grant of Rs.100.00 lakh under Plan Merged Schemes (70 lakh under Recurring and 30 lakh for creation of assets) out of which it is expected that the likely expenditure at close of the financial year shall be Rs.25.00 lakh. Similarly, a grant of Rs.62.54 lakh is expected from UGC under the scheme "Fellowship to Non-net M.Phil/Ph.D. scholars and Rs.35.89 lakh have been received on account of JRF to RD (M.Phil/Ph.D) students.

During the year 2013-14, the university income is expected to be Rs.170.00 lakh. The total funds that the University would require during the year 2013-14 vis-a-vis the unspent balances and the University income is summed up as under:

(Rupees in lakhs)

Head	Opening balance	Univ. Income	Total	Budget Estimates for 2012-13	Grant Required from UGC
Plan General Development (Maintenance) grant	2065.60	170.00	2235.60	4444.00	2208.40
Plan General Development (New scheme)	-	-	-	1833.60	1833.60
Plan General Development (Capital) Grant	957.29	-	957.29	32625.00	31667.71
Plan Merged Schemes	75.00	-	75.00	649.00	574.00
Fellowship to Non-net M.Phil/ Ph.D. scholars	-	-	-	70.00	70.00
Retirement benefits				40.00	40.00
Total	3097.89	170.00	3267.89	39661.60	36393.71

The Budgeted figures are provisional estimates for the execution of the plans and policies of the university within the available means/grants as may be provided.

The Finance Committee considered Budget Estimates for the year 2013-14 and Revised Estimates for the year 2012-13 are recommended the same to the Executive Council for approval.

Item No.7.6: To place before the Finance Committee the Audited Annual Accounts together with Audit Report for the financial year 2011-12 (Annexure 7.6A).

The Annual Accounts of the University for the year 2011-12 were prepared by the Finance Officer in terms of the provisions of Statute 7(7)(c) which were presented to the Finance Committee in terms of Statutes 17(7). The Finance Committee considered the accounts vide item No.6.4 of its 6th Meeting held on 9.6.2012 and recommended the same to the Executive Council for approval. The Accounts were approved by the Executive Council vide Item No. 7.12 of its 7th Meeting held on 9.6.2012. The matter was thereafter taken up with the Pr. Auditor General (Audit), Himachal Pradesh, Shimla, vide this office letter dated 20.6.2012 and again with Pr. Director Audit (Central), Lekha Priksha Bhavan, Chandigarh, for getting the accounts audited. The audit party undertook the audit of accounts of the University on September 17-28, 2012. The Audited Annual Accounts together with Audit Report (English Version) of the CAG was received by the University on 31.12.2012. Thereafter the accounts in bilingual have been prepared, and are placed before the Finance Committee.

The Finance Committee considered the audited Annual Accounts for the financial year 2010-11, together with audit report and the reply of the University thereto and expressed its satisfaction with the maintenance of accounts by the University. The Finance Committee recommended the same to the Executive Council for approval and further submission thereof to the Court, Visitor and the Ministry of Human Resource Management, for causing them to be laid before both Houses of Parliament after printing and binding as soon as the Hindi version of audit report is received from the CAG.

Item No.7.7 To place before the Finance Committee the proposal for enhancement of fixed salary of the persons appointed by the University on short term contract basis.

The University has started its functioning since January, 2010 and the following staff was engaged on purely short term contract basis on fixed salary for the smooth functioning of the office:-

1.	PS to Vice-Chancellor (1)	Rs. 15,000.00
2.	UDC (1)	Rs. 9,910.00
3.	Data Entry Operator (2)	Rs. 7,000.00
4.	Driver (1)	Rs. 5,500.00
5.	Peon/Office Attendant (2)	Rs. 5,000.00

Since the wages fixed by the State Government of Himachal Pradesh have been increased 2 to 3 times in almost 3 years. Likewise the wages of the persons engaged on outsource basis have also been enhanced simultaneously from time to time during this period.

As per instructions of the Government, the persons engaged on contractual basis are to be engaged on the initial of the Pay Band + DA admissible. But no enhancement/increase has been given to these persons since their engagement. Therefore, it is proposed that in order to avoid any disparity to the persons engaged by the University on purely short term contract basis be fixed as follows: -

1.	Private Secretary	Rs. 18,000.00
2.	UDC	Rs. 12,000.00
3.	Data Entry Operator	Rs. 9,000.00
4.	Driver	Rs. 8,000.00
5.	Peon/Office Attendant	Rs. 7,000.00

The Finance Committee considered the proposal and recommended the same to the Executive Council for approval.

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

S/d

(B.R. Dhiman)
Finance Officer,
Central University of Himachal Pradesh

Countersigned

S/d

(Prof. Furqan Qamar)
Vice-Chancellor - Chairman