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MINUTES OF THE 18TH MEETING OF THE FINANCE COMMITTEE HELD ON 16 JANUARY 2020 AT 2.30 P.M. IN THE OFFICE CHAMBER THE VICE CHANCELLOR

The 18th meeting of the Finance Committee was held on 16.01.2020 at 2.30 p.m. in the office chamber of the Vice Chancellor. The following members were present:

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| 1. Prof. Saket Kushwaha, Vice Chancellor | - | Chairman |
| 2. Prof. Amitava Mitra, Pro Vice Chancellor | - | Member |
| 3. Prof. S.K. Nayak, Department of Economics | - | Member(EC's Nominee) |
| 4. Prof. R.K. Singh, Dean, Faculty of Life Sciences | - | -Member(EC's Nominee) |
| 5. Prof. Tasi Kaye, Dean, Faculty of Commerce & Mgt. | - | Member(EC's Nominee) |
| 6. Prof. (Ms.) Kesang Degi, Head, Department of Education University Court) | - | Member (Nominee of |
| 7. Prof. Tomo Riba, Registrar (Acting) | - | Special invitee |
| 8. Shri. Kurian Thomas, Jt. Registrar (Finance) | - | Special invitee |
| 9. Er. B.K Shah EE, RGU | - | Special invitee |
| 10. Prof. Otem Padung, Finance Officer (Acting) | - | Ex-Officio Secretary |

The Joint Secretary (CU&L), MHRD, Joint Secretary, UGC and the Joint Secretary, IFD of MHRD (Nominees of Visitor) could not attend the meeting due to their prior commitments and were granted leave of absence.

At the outset the Finance Officer welcomed all the members to the 18th FC meeting followed by the Chairman, Finance Committee, who welcomed and greeted the FC members on New Year, Makar Sankranti, Pongal and Lohri on behalf of the University.

Thereafter, the Chairman invited Prof. Otem Padung, Finance Officer-cum-Ex-Officio Secretary to place the 18th FC agenda items. The Finance Officer before taking up the agenda items brought to the notice of the Hon'ble members the observation/ comments received from the Deputy Secretary UGC vide her email to the Finance Officer dated 15.01.2020, Under Secretary (CU-I), Department of Higher Education, Ministry of HRD vide his email to the Finance Officer dated 14/01/2020 and the Section Officer (IFD), Department of Higher Education, MHRD vide email to Finance Officer dated 15.01.2020 on various agenda items and the comments/ observations were duly considered while taking decisions on various agenda items.

Thereafter, the following agenda were then taken up for discussion and decision(s) taken thereon.

FC: 18: 01: To confirm the Minutes of the 17th Meeting of the Finance Committee held on 16.08.2019

The FC noted that the minutes of the 17th meeting of Finance Committee held on 16.08.2019 were circulated to all the members of the Committee.

The FC confirmed the minutes of the 17th meeting of the Finance Committee held on 16.08.2019. Further, the FC noted that the comments of UGC vide its letter No. F.20-6/2018 (CU) dated 15.01.2020 against this item should be strictly adhered to.

FC: 18: 02: To accept the Action Taken Report (ATR) on the decisions of 17th Meeting of the Finance Committee held on 16.08.2019.

The FC noted that Action Taken Report (ATR) on the decisions of 17th Meeting of the Finance Committee held on 16.08.2019 which was placed to the FC.

Finance Officer

The FC observed that as per the decision taken in the 17th FC vide item No. FC: 17:07 in its meeting held on 16.08.2019, a detailed proposal with proper justification was sent to MHRD/UGC for consideration/approval. It was resolved that as per decision taken in the earlier FCs, the pay hike of contract employees may be considered administratively as a token of incentive/interim relief. In the meantime, the FC resolved that i) a reminder should be sent to MHRD/UGC and ii) a committee will be constituted to examine the case in detail and submit its report for placing it in the next FC.

The FC accepted the Action Taken Report on the decision(s) of 17th Meeting of the Finance Committee held on 16.08.2019. Further, the FC noted that the comments of UGC vide its letter No. F.20-6/2018 (CU) dated 15.01.2020 and observations / comments of Under Secretary (CU-I), Department of Higher Education, Ministry of HRD vide his email to the F.O dated 14/01/2020 and the Section Officer (IFD), Department of Higher Education, MHRD vide email to F.O dated 15.01.2020 against this item should be strictly adhered to.

- FC: 18:03: To Consider and approve various proposals recommended by the Building Committee in its 24th meeting held on 20/12/2019.
- BC: XXIV (1) The FC approved the item and resolved that CPWD 2019 norms and plinth area rates should be adopted while executing the work.
- BC: XXIV (2) The FC resolved that the University will undertake minor maintenance work at Govt. Secondary School as it is part of the University.
- BC:XXIV(3) The FC approved 3 nos. of metal made Dustbins out of the total 14 proposals at the earmarked areas and the remaining requirement of dustbins shall be presented in subsequent FCs. Further it was resolved to explore the possibility of installing bio-digester through the DRDO, Tezpur.
- BC: XXIV (4) The FC approved the item and suggested that the design should be changed. Further it was resolved to explore the possibility of installing bio-digester through the DRDO, Tezpur.
- BC: XXIV (5) The FC approved the item and further observed that possibility of installing bio-digester must be explored. In this regard the DRDO, Tezpur may be approached. Further, the committee felt that design/structure of construction should also be changed.
- BC: XXIV (6) The FC approved the item and further observed that possibility of installing bio-digester must be explored from DRDO, Tezpur. Further, it was felt that design/structure of construction should also be changed.
- BC: XXIV (7) The FC approved the item and resolved to use steel in place of PVC material.
- BC: XXIV (8) The FC approved the item in principle. However, Dean, Faculty of Commerce and Management will look into details which would facilitate allocation of space for the office of Director, IQAC/DSW/Placement Cell in the building of Department of Management.

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- BC:XXIV(9) The FC observed that in various projects, most of the concrete materials may be adopted through calling Expression of Interest (Eoi) and 3D presentation of the projects among the users of the building projects (for all new projects) subject to stipulated condition and certification. While considering the situation and level of moisture in this region, rack must be made by concrete structure and adjust the rate within the estimated cost.
- BC: XXIV (10) The FC approved the item in principle. However, Dean, Faculty of Commerce and Management will look into in detail so that space could be allocated for the office of Director, IQAC/DSW/Placement Cell in the Dept of Management building.
- BC: XXIV (11) The FC approved the proposal in principle. However, it was resolved that the issue will be handled by Dean, Faculty of Commerce and Management.
- BC: XXIV (12) The FC approved the proposal.
- BC: XXIV (13) The FC dropped the item.
- BC: XXIV (14) The FC observed that parking shed must be designed as per the parking norms. The FC approved the item in principle subject to recalculation of estimate by E.E and resolved to grant Rs. 12.00 lakh for construction of 5 nos. of parking sheds.
- BC: XXIV (15) The FC deferred the item. Resolved to recast the estimate and present afresh in next FC.
- BC: XXIV (16) The FC perused and approved the decision of XXIV BC.
- BC: XXIV (17) Resolved to defer the item. Fresh estimate shall be placed for a separate building for AITS along with 3-4 cognate departments under the same Roof/Faculty in new site.
- BC: XXIV (18) The FC perused and approved the proposal. The word're-casted' used in the decision of the minutes of XXIV BC should be deleted.
- BC: XXIV (19) The FC perused and approved the proposal. The word're-casted' used in the decision of the minutes of XXIV BC should be deleted.
- BC: XXIV (20) The FC perused and approved the proposal under the EWS scheme of Govt of India. The word're-casted' used in the decision of the minutes of XXIV BC should be deleted.
- BC: XXIV (21) The proposal was not approved. However, in place of it the FC suggested the Engineering wing to prepare and submit a fresh proposal through BCC for providing overhead water tank in old Type-III, Type-IV/Duplex quarters at various sectors of RGU.

The suggestions made by the XXIV BC at Sl. Nos 1 and 2 were noted and approved.

The FC resolved to drop the suggestion made at Sl.No.3.

Subject to the observation of FC made above and strict compliance of the comments/observation of UGC vide its letter No. F.20-6/2018 (CU) dated 15.01.2020 and the Under Secretary (CU-I), Department of Higher Education, Ministry of HRD, the Section Officer (IFD), Department of Higher Education, MHRD the minutes of XXIVBCC were approved.

FC: 18:04:

To approve the guidelines for seed money grant to fund research projects particularly for the newly recruited Assistant Professors.

The FC noted that for creation of seed money for funding research projects particularly to the newly recruited Assistant Professors an agenda item was placed in the 17th meeting of the Finance Committee vide item No. FC: 17:10.

The 17th FC resolved that the provision would be made available to the newly recruited teachers by following the relevant guidelines. It was also resolved that the proposal is not perfect in its present form for being recommended. In this connection, the FC suggested that the University may formulate suitable guidelines in accordance with similar facility/procedure being followed in other Universities keeping in view the financial implications and place the same in the next FC. Accordingly, the guidelines for seed money prepared and placed to FC for consideration/approval.

The FC perused and approved the guidelines for seed money. But, it was observed that teachers who did not availed any Major/Minor Research Projects from Government/Private Agencies will get a relaxation/consideration up to next 4 years from their appointment since 2015. This Special provision will be made for current year 2020 only. Further, the FC observed that an administrative letter must be circulated /uploaded informing all the newly recruited teachers of RGU to apply for research projects in various Public Sector Undertakings under social corporate responsibility.

BC: 18:05

Reporting Item:

1. GRANTS RECEIVED AND EXPENDITURE POSITION (2019-20) UNDER SALARY AND OTHER COMPONENTS (OBJECT HEAD - 36) UP TO 31.12.2019

Rupees in lakh

HEAD	BUDGET ALLOCATION	GRANTS RECEIVED/ INTERNAL BORROWINGS	EXPDR. TILL 31.12.2019	Balance Available
SALARY FACULTY	2800.00	3212.76	2145.00	-63.24
SALARY NON FACULTY	1500.00		1131.00	
Other components for items namely leave encashment, LTC, Children Edn allowance, retirement benefits and medical reimbursement	300.00		120.00	-120.00
Temporary Borrowings	0.00			0.00
Total	4600.00	3212.76	3396.00	(-) 183.24

2. GRANTS RECEIVED AND EXPENDITURE POSITION (2019-20) UNDER RECURRING HEAD (OBJECT HEAD - 31) UP TO 31.12.2019

HEAD	BUDGET ALLOCATION	GRANTS RECEIVED/ INTERNAL BORROWINGS	EXPDR. TILL 31.12.2019	Balance Available
Pension/CPF/ NPS	350.00	1472.27	300.14	
Non salary items	1100.00		1009.00	
Non-Net fellowship	300.00		210.00	
Temporary borrowings	0.00			
Total	1750.00	1472.27	1519.14	-46.87

3. GRANTS RECEIVED AND EXPENDITURE POSITION UNDER CAPITAL ASSETS-(Object Head-35) TILL 31.12.2019

HEAD	ALLOCATION TILL DATE	GRANT RECEIVED TILL DATE	UTILISED TILL 31.12.2019	Balance Available
Ongoing building project	383.70	350.00	348.00	2.00
Rs. in lakh				
NEW BUILDING PROJECT				
Faculty of Social Sc. Bldg.	2200.00	500.00	10.16	489.84
Faculty of Education Bldg.	1000.00	250.00	5.00	245.00
Faculty of Mass com Bldg.	500.00	100.00	2.00	98.00
Campus Development	100.00	100.00	100.00	0.00
Books & Journal	100.00	100.00	100.00	0.00
Equipment	100.00	100.00	108.00	-8.00
ONE TIME ADDITIONAL GRANT				
Const. of Zoology Building	663.00	663.00	39.77	623.23
Campus Development	100.00	100.00	104.00	-4.00
CAPITAL GRANT 2018-19				
Books & Journal	100.00	100.00	108.24	-8.24
Equipment/Laboratories	100.00	100.00	112.00	-12.00
Campus Development	200.00	200.00	155.00	45.00
Other Infrastructure i/c Furniture Fixture	100.00	100.00	98.00	2.00
CAPITAL GRANT 2019-20				
Books & Journal	200.00	200.00	0.00	200.00

Equipments/ Laboratories	150.00	150.00	0.00	150.00
Campus Development	200.00	200.00	0.00	200.00
Other Infrastructure including Furniture & fixture	250.00	250.00	0.00	250.00
Additional funds under EWS reservation				
Recurring	264.00	76.00	0.00	76.00
Capital	3000.00		0.00	0.00
Salary	350.00	100.00	0.00	100.00
Grant Total:	10060.70	3739.00	1290.17	2448.83

The FC noted the Reporting Items, i.e. 1) Grants received and expenditure position (2019-20) under Salary and Other Components (Object Head-36), 2) Grants received and expenditure position (2019-20) under Recurring Head (Object Head-31) and 3) Grants received and expenditure position under Capital Assets (Object Head-35) till 31.12.2019 as mentioned above.

In view of the comments of Under Secretary, (CU-I), MHRD, the Finance Officer explained the reasons for deficit under object head 36 and 31 which were due to late receipt of funds, and to keep the pace of expenditure the University has to make temporary transfer of funds from capital and other internal resources which will be adjusted on receipt of further installments of funds from UGC.

The comments of UGC/MHRD against the item No.18:05 vide letter No. F.20-6/2018 (CU) dated 15.01.2020 may be strictly adhered to.

FC: 18:06: Any other item.

- a) To decide on the representations submitted by Shri. Nich Babu, Shri. S.K. Sur for upgradation of their post citing the case of Shri. M.L Sharma, Section Officer.

The FC resolved to refer back the matter to the University administration to review the earlier up gradation case by constituting another committee and decided to place the matter accordingly and the matter also may be reported back to FC/EC since the earlier case was approved in EC.

- b) An application received from the Coordinator, BIF Centre for Financial support from the University for Continuation of Bioinformatics Centre.

The Department of Biotechnology (DBT), Govt. of India has sanctioned a Bioinformatics centre to this University during the year 2007 with full funding from DBT. Now the Co-ordinator of the BIF centre reported that the DBT Govt. of India has decided to discontinue the financial support from April, 2020. In view of above, the Co-ordinator, BIF centre, RGU has submitted a proposal for taking over of BIF centre by University with an annual budget of Rs. 9.00 lakh.

The FC resolved that the matter shall be decided as per UGC decision/ DBT instructions. The case must be presented for administrative decision and may be placed in the next FC as a reporting item.

- c) To consider Dress allowance to the eligible employees of University instead of providing Liveries/Uniform.

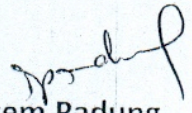
The University is providing summer and winter liveries in alternative years to regular Group 'D' employees. Detail break up is shown below:

Fund requirement				
1	Particulars	Period	Amount Requirement	Remarks
1	To provide Winter Liveries/Uniform	For the Block Year 2018-2020	Rs. 7,733/- (Approx) per person	Rs. 7,733/- (Approx) x 99 person = 7,65,567/-
2	To provide Allowance in Cash	For each year	Rs. 5,000/- per person	Rs. 5,000/- x 99 person = Rs. 4,95,000/-

The liveries of the employees are pending for years 2018-19, 2019-20. The FC in view of Government of India Office Memorandum No. 19051/1/2017 dated 20.08.2017, has resolved to approve for payment of dress allowance @ Rs. 5,000/- per year for those regular employees who are entitled to get winter and summer liveries and credited to the salary of the entitled employees once a year in the month of July. The arrears for the financial year 2018-19 shall be credited to the salary of entitled employees in the month of February, 2020.

FC noted that as per the calculation made above, providing dress allowance is more economical for the University.

As there was no other item for discussion, the meeting concluded with vote of thanks from the Ex-Officio-Secretary of Finance Committee.


Prof. Otem Padung
Finance Officer (Acting) &
Ex-Officio Secretary, Finance Committee.
 Rajiv Gandhi University
 Rono Hills, Doimukh P.O.
 Arunachal Pradesh