

6 (105)

**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH, ARUNACHAL PRADESH.**

**MINUTES OF THE 6TH FINANCE COMMITTEE MEETING HELD ON 3RD MARCH 2012
AT NEHU GUEST HOUSE GUWAHATI**

FC: 6: 01: To confirm the Minutes of the 5th Meeting of the Finance Committee held on 10.11.2011

The Minutes of the meeting were circulated amongst the members of the Committee. However, no comments were received from the members. The Committee, in this meeting confirmed the minutes of the 5th meeting.

FC: 6: 02: To accept the Action Taken Report (ATR) on the 5th Meeting of the Finance Committee held on 10/11/2011

The Committee accepted the Action Taken Report.

FC: 6: 03: Creation of one post of Legal Officer

The Committee pointed out that it was not a case of creation of the post of Legal officer but engagement of legal consultant with fixed remuneration. The Committee approved the engagement of Shri Tadup Tana Tara as Legal Officer of the University with a consolidated remuneration of Rs. 20,000/ p.m. and annual financial involvement of Rs. 2,40,000/-. The Committee also noted that engagement on fixed remuneration was more cost effective than case to case engagement on payment.

FC: 6: 04: Creation of one post of Driver on Contract basis for water Tanker/Carrier.

As in the case of Agenda FC: 6: 03, the Committee pointed out that it was not a case of creating a post of Driver but a case of engaging a Driver on consolidated remuneration. The Committee approved engagement of a Driver with lumpsum wage of Rs. 7400/- p.m. and annual financial involvement of Rs. 88,800/-.

FC: 6: 05: To accept the Budget Estimates for the Financial Year 2012 – 2013 (Non-Plan)

The Budget Estimate (non Plan) for the Financial Year 2012- 2013 as broadly highlighted below was accepted by the Committee:

Amount in Lakh

Expenditure Heads	UGC Allocation 2011-12	Expenditure Heads	Budget Estimate 2012-13
Salary Faculty	750.00	Salary Faculty	948.00
Salary Non Teaching	525.00	Salary Non Teaching	742.20
Personal claims	180.13	Pension	0.05
Pension & Retirement Benefit	121.07	Other Components	235.00
Non Salary	410.07	Non Salary	1061.50
Non Salary (Univ Revenue)	145.00	Less, University Revenue	(-)150.00
	2131.27		2836.75

The Committee while accepting the Budget Estimate desired that position of Unspent Balance of both Plan and Non-Plan Grant should be presented in every Finance Committee meeting. The Committee, further desired that any deviation or overspending under approved projects should be regularized by seeking approval/ex-post facto approval of UGC.

FC : 6 : 06: To consider XII Five Year Plan proposal.

In accordance with instructions given in UGC Chairman's letter of 5th January, 2012, this University formulated the XII Five Year Plan proposal with two parallel scenarios priority-wise, one with a hike of 3 times and another with a hike of 5 times of the XI Five Year Plan allocation.

The XI Five Year Plan allocation to Rajiv Gandhi University was Rs.6122.25 lakh. The XII Five Year Plan proposal, therefore, works out to Rs. 18366.75 lakh (6122.25 lakh x 3) when given a hike of 3 times and Rs. 30611.25 lakh (6122.25 lakh x 5) with a hike of 5 times.

The Committee was, further informed that a third proposal which may not fit into scenario 1 or scenario 2 was being worked out taking into account the most essential requirements of the University, for presentation to UGC.

The Committee accepted the proposal worked out by the University.

Any other Item :

The Chairman raised the issue of vacancies (Non-Teaching) that existed in the University even after the last sanction of Non-Teaching posts by UGC. The Committee was of the opinion that until the prescribed ratio (1:1.1) of Teaching-Non-Teaching was attained, sanction of more Non-Teaching posts would not be forthcoming.

The meeting ended with the Chair thanking the members for attending the meeting.

(Athikho Chalai)
Finance Officer

The following members attended the meeting:

1. Prof. David R. Syiemlieh : Chairman
Vice Chancellor, RGU
2. Dr.(Mrs.) Renu Batra : Member
Jt.Secretary, UGC
3. Shri Pratap Singh : Member
Dy.Secretary, MHRD
4. Prof. K.C Kapoor : Member
Rajiv Gandhi University
5. Prof. A. K Das : Member
Rajiv Gandhi University
6. Prof. R. Tamuli : Member
Rajiv Gandhi Unievrsity
7. Shri Athikho Chalai : Secretary(Ex-Officio)
Finance Officer, RGU

7

RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH (ITANAGAR)

MINUTES OF THE 7TH FINANCE COMMITTEE MEETING HELD ON 9.03.2013 AT
NATIONAL INSTITUTE OF RURAL DEVELOPMENT, GUWAHATI

FC: 7: 01: To confirm the Minutes of the 6th Meeting of the Finance Committee held on 03.03.2012

The Minutes of the meeting were circulated amongst the members of the Committee. However, no comments were received from the members. The Committee in this meeting confirmed the minutes of the 6th FC meeting.

FC: 7: 02: To accept the Action Taken Report (ATR) on the 6th Meeting of the Finance Committee held on 03/03/2012

Under FC:6:03 and FC:6:04 of the ATR, the Committee observed that Legal Officer and Driver of the Water Tanker were 'engaged' on consolidated remuneration, not appointed. This, the committee pointed out, should be rectified.

FC: 7: 03: Granting of Pensionary benefits counting past services

The Committee discussed the item at length. It suggested that further clarification should be sought from MHRD giving University's comments on it. Meanwhile, other related exercises may be carried out by the University.

FC: 7: 04 Reporting of Utilization of Funds under Plan and Non-Plan.

The Committee perused and accepted the Report.

FC: 7: 05: To approve financial involvement in various construction projects approved by Building Construction Committee.

The Committee observed that an officer from the Engineering Wing may be present in such meetings to explain technicalities and also enclose the full Minutes of the Building Construction Committee meeting. The Committee perused the items and recommended the same to the Executive Council.

FC :7:06: To approve appointment/engagement of Sweeper and Mali on contractual basis

The financial involvement in the appointment/engagement of and 6 Malis and 8 Sweepers is as shown below:

Sl. No.	Designation	No. of post	Monthly involvement.	Annual Financial Involvement
1.	Mali	06	Rs. 4100/=	Rs.4100x12x6 = Rs.2,95,200/=
2.	Sweeper	08	Rs. 4100/=	Rs.4100x12x8= Rs.3,93,600/=
			Total	Rs..6,88,800/=

The Committee approved engagement of 4 Malis and 6 Sweepers on outsourcing basis with the amount as proposed and recommended the same to Executive Council.

FC :7:07: To approve enhancement of RGU Guest room Tariff.

The item was withdrawn on the advice of the Committee.

FC :7:08: To approve continuation of the posts of Contingency Paid Staff for the Financial Year 2013 - 2014.

The Committee observed that these staff have been working in the University for many years and their continued service is required by the University. The Committee, therefore, approved their further engagement for the year 2013-14 with the condition that they be paid wages at the rate notified by the State Government.

FC :7: 09 : Fixation of consolidated remuneration in respect of widows.

The item was withdrawn as suggested by the Committee.

FC :7:10: To approve enhancement of Wages and Consolidated remuneration of Contingency and Contract Staff.

The Committee asserted once again, as in the case of FC:7:08 that wages should be paid at the rate notified by the State Government.

FC :7:11:

Approval for filling up the teaching and non- teaching posts sanctioned against Women's Studies Centre established at Rajiv Gandhi University.

The UGC has sanctioned the following posts with a sanctioned amount of Rs.24,20,740/- p.a.

<u>Teaching staff:</u>		<u>Non- Teaching staff</u>	
Professor (Director) or Reader	1	Research Assistant	1
Lecturer	1	Professional assistant	1
Research Associate	1	Data entry Operator	1
		Attendant	1

The Committee accepted the proposal with the suggestion that all relevant formalities under the University Act, if required, may also be completed and the Committee recommended the same to Executive Council.

FC :7:12:

Ratification item.

- I. To ratify appointment of Driver on contractual basis.

The Committee approved engagement of Drivers on outsourcing basis due to the fact that the vehicles were already put to use by the University.

- II. To ratify appointment of Hostel Mess staff on contractual basis.

The Committee approved engagement of 4 Cooks and 3 Kitchen Attendants on outsourcing basis.

FC:7:13:

To consider approval for appointment of at least 3(three) nos of staff on contract basis for UGC and Project cell at a consolidate pay of Rs. 7400/- p.m.

The Committee approved engagement of 2 (two) staff on outsourcing basis with the condition that their wages be paid from the interest generated by Project Fund and recommended the same to Executive Council.

(Athikho Chalai)
Finance Officer-cum-Ex-Officio Secretary
Finance Committee

RAJIV GANDHI UNIVERSITY

RONO-HILLS, DOIMUKH

ATTENDANCE SHEET

7TH FINANCE COMMITTEE MEETING

Venue: National Institute of Rural Development, Guwahati

Signature

1	Vice-Chancellor	Chairman (Ex-Officio) Rajiv Gandhi University	<i>[Signature]</i> 9.3.03
2	Sri Ananth Kr. Singh (Represented by S.B. Prasad)	Member MHRD, New Delhi (S.B. Prasad)	<i>[Signature]</i>
3	Dr. (Mrs.) Renu Batra, Joint Secretary	Member UGC, New Delhi	
4	Sri Pratap Singh, Dy. Secretary (IFD)	Member MHRD, New Delhi	<i>[Signature]</i>
5	Prof. K.C. Kapoor, Dean, (F/Edn)	Member, Deptt. Of Edn., Rajiv Gandhi University	<i>[Signature]</i> 9/3/13
6	Prof. A.K. Das	Member, Deptt. Of Botany, Rajiv Gandhi University	<i>[Signature]</i> 9/3/13
7	Prof. R. Tamuli	Member, Deptt. Of Management, Rajiv Gandhi University	<i>[Signature]</i> 9/3/13
8	Mr. S.B. Prasad	Representing Shri Ananth kr. Singh, Member, MHRD, New Delhi	

8

**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH (ITANAGAI)**

**MINUTES OF THE 8TH MEETING OF FINANCE COMMITTEE HELD
ON 3RD MAY 2014, AT NIRD, GUWAHATI**

The meeting of the 8th Finance Committee was held on 3rd May 2014 at National Institute of Rural Development, Guwahati. The members attended the meeting is separately enclosed.

At the outset, the Chairman welcomed all the members to the 8th meeting of the Finance Committee. The following agenda items were taken up for discussion.

FC:08:01 To confirm the minutes of the 7th meeting of Finance Committee held on 09.03.2013.

The minutes of the 7th meeting of Finance Committee was circulated amongst the members of the Committee. No comments were received from the members. Hence the Committee in its 8th meeting confirmed the minutes of the 7th meeting of Finance Committee. However, the members felt that FC meeting was not held for a longtime. Efforts should be made to hold FC meeting regularly, i.e., at least twice in a year.

FC:08:02 To accept the Action Taken Report (ATR) on the 7th meeting of the Finance Committee held on 09.03.2013.

The Committee accepted the ATR on the 7th meeting of the Finance Committee held on 09.03.2013.

FC:08:03 To accept the Audit Report & Audited Accounts 2012-13.

The Committee accepted the Audit Report & Audited Accounts 2012-13, but there were some observations from the members of the Committee:

- The Committee noted that the observations on the AG Audit regarding the income earned on the Endowment Fund. The committee suggested that it should be complied with while accounting the audited income in 2014-15.
- The committee agreed with the observation of the AG audit regarding the physical verification of University assets and store. The committee is of opinion that it should be done regularly and on yearly basis. A committee may be immediately constituted for physical verification of assets and store.

FC.08.04 Reporting of Utilization of Funds under Plan and Non-Plan.

The members found that there was a huge amount of unspent balances of 12th Five Year Plan. Hence, efforts should be made to utilize the unspent balances as far as possible. The members also noted the huge amount of liabilities of 11th Five Year Plan and opined that this liabilities should be adjusted from the 12th Five Year Plan fund after seeking due permission from the UGC. Regarding the Non-Plan maintenance grant, the members opined that efforts should be made to enhance the internal revenue collection.

FC.08.05 To consider and accept the Budget Estimates for the Financial Year 2014-15 (Non-Plan).

The committee perused and accepted the Budget Estimate for the Financial Year 2014-15 under Non-Plan. However the non-plan non salary allocation in the budget should be rational.

FC.08.06 To consider private airlines as well as private taxi, etc. where there is no air connectivity during leave travel concession.

The members discussed the matter at length and it was decided that regarding the first case, the officials have to travel by Air India as per LTC rules As per the latest CCS LTC Rules regarding traveling by Private airlines, it is specifically mentioned that, *'For travel to stations not connected by Air India, the officials may travel by Air India to the hub/point closest to their eventual destination, beyond which they may utilize the services of another airlines which should also preferably be an alliance partner of Air India'*.

Regarding the second case, since there is no air connectivity between Itanagar and Guwahati, as well as there was no operation of vehicles run by Tourism Development Corporation in Arunachal Pradesh, it was decided that officials entitled for air travel may be provided road mileage as per rules or actual fare paid whichever may be less.

FC:08:07 To consider continuation of 54 casual staff during financial year 2014-15.

The Committee observed that the staff have been working in the University for many years and their continuation of service is required for the University. The Committee therefore, approved their further engagement for the year 2014-15 with the condition that they be paid the wages at the rate notified by the State Government.

FC:08:08 To consider creation of 27 nos. of teaching posts for newly established departments and up gradation of existing departments.

The Committee perused and approved the following teaching posts against the newly established departments as well as existing departments as sanctioned by the UGC.

Sl. No.	Name of the Department	Teaching positions approved by UGC			
		Professor	Associate Prof.	Assistant Prof.	Total
1.	M. Ed	1	1	2	4
2.	Dept. of Social Work	1	2	4	7
3.	Dept. Of Electronics Communication	1	2	4	7
4.	Dept. of Physical Education	1	-	5	6
5.	Up gradation of Hindi Dept.	1		2	3
Total post		5	5	17	27
Approximate financial involvement for one year		Rs. 63,93,000/-	Rs. 60,79,500/-	Rs. 1,05,51,900/-	Rs. 2,30,24,400/-

FC:08:09 To consider enhancement of monthly honorarium in respect of Part-Time Coordinator and supporting staff of Study Centers and Headquarters of IDE.

The committee discussed the matter at length and decided that a separate committee may be constituted by the Vice-Chancellor for consideration of enhancement of monthly honorarium in respect of part-time coordinator and supporting staff of the Institute of Distance Education.

FC:08:10 To approve voluntary retirement scheme for casual and contingency staff of Rajiv Gandhi University.

Under the Govt. of India rules, there is no provision of VRS for casual/contingency staff. Hence the proposal is declined.

FC:08:11 To consider fixation of consolidated remuneration/pay in respect of widows.

The Committee found that the Central Government rule does not permit it. Hence, this item was withdrawn at the advice of the Committee.

FC:08:12 To approve proposal for additional grant for the 12th Five Year Plan allocation.

The Committee perused the proposal and approved in principle for the additional grant of ₹8476 lakh for the 12th Five Year Plan allocation for Rajiv Gandhi University. However, it was observed that the proposal should be prioritized on the basis of the need and it should be linked with flow of funds. However, additional work should start only with the approval of UGC/MHRD.

FC:08:13 To approve financial involvement in various construction projects recommended by the 15th meeting of the Building Construction Committee.

The committee discussed the item at length regarding financial involvement in various construction projects recommended by the 15th meeting of the Building Construction Committee and approved in principle. The Committee is again of the view that the projects should be implemented on the basis of the flow of funds. There should be prioritization of various schemes on basis on availability of funds (both plan and non-plan).

FC:08:14 Any other item

a) Revision of Fee Structures of all level w.e.f. 2014-15 as recommended by the Academic Council.

The members accepted the revision of Fee Structures of all level w.e.f 2014-15 session as recommended by the Academic Council. However the members are of the opinion that 10% enhancement fee structure should be continued regularly.

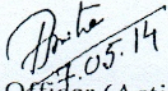
b) Regarding the status of implementation of CCS Pension Scheme of employees of Rajiv Gandhi University recruited prior to 01.01.2004.

The members approved the progress of the implementation of the CCS Pension Scheme of employees of Rajiv Gandhi University recruited prior to 01.01.2004. The members suggested that this matter may be pursued with the MHRD further. Efforts may be made to convince MHRD for taking up the matter with the Ministry of Finance, Government of India.

c) Regarding enhancement of Pay and remuneration of the contract employees.

The committee perused the matter and accepted the proposal in principle. The Committee suggested that a committee may be constituted to review the issue of enhancement of salary/remuneration to contract employees of the University.

As there was no other item for discussion, the meeting ended with vote of thanks from the Chair.


Finance Officer (Acting) and
Ex-officio Secretary, Finance Committee

Rajiv Gandhi University

Rono Hills, Doimukh

Attendance Sheet

8th Finance Committee meeting

Dated: 3rd May, 2014

Time: 10:00 AM

Venue: National Institute of Rural Development, Guwahati

1.	Prof. Tamo Mibang	Vice-Chancellor and Chairman (Ex-officio) Rajiv Gandhi University
2.	Mr. Yogendra Tripathi	Member, Joint Secretary & Financial Advisor, MHRD, New Delhi
3.	Dr. Mohammad Arif	Member, Joint Secretary, UGC-NERD, Guwahati
4.	Prof. K.C. Kapoor	Member, Department of Education, Rajiv Gandhi University
5.	Prof. A.K. Das	Member, Department of Botany, Rajiv Gandhi University
6.	Prof. R. Tamuli	Member, Department of Management, Rajiv Gandhi University
7.	Prof. A. Mitra	Finance Officer (Acting) and Secretary (Ex-officio) Rajiv Gandhi University

9

RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH, ITANAGAR

MINUTES OF THE 9TH FINANCE COMMITTEE MEETING HELD ON 2ND AUGUST
2015 AT NIRD, GUWAHATI.

The meeting of the 9th Finance Committee was held on 2nd August, 2015 at National Institute of Rural Development, Guwahati. The members attended the meeting is separately enclosed.

At the outset, the Chairman welcomed all the members to the 9th meeting of the Finance Committee. The following agenda items were taken up for discussion.

FC: 9:01: To approve the minutes of the 8th meeting of the Finance Committee held on 3rd May 2014.

The minutes of the 8th Finance Committee meeting was circulated amongst the members of the Committee. However, no comments have been received from the members. Hence the Finance Committee confirmed the minutes of the 8th meeting of Finance Committee.

FC:9:02: To accept the Action Taken Report (ATR) of the 8th Meeting of the Finance Committee held on 3rd May 2014.

The Committee perused the Action Taken Report.

Regarding F.C. 8:03 item, the Finance Officer placed the report of Asset/Stock Verification committee. The members opined that the recommendation of the Committee should be implemented at the earliest.

While considering the Action taken report under item No.FC:8:06, the members of the Committee opined that since there is rail connectivity/service is available between Guwahati to Naharlagun/Itanagar, the employee of the University should avail the Rail services while undertaking tour on LTC as per the class of entitlement. Rest of the ATR items were accepted by the Committee.

FC:9:03: To accept the Audit Report & the Audited Accounts of 2013-14

The Finance Committee accepted the Audit Report and Audited Accounts 2013-14. The MHRD representative opined that the Audit Report & the Audited Accounts of 2014-15 as per revised format of Accounts should be made ready at the earliest.

FC:9:04: Reporting of Utilization of Funds under Non-Plan and Plan.

The Committee noted and accepted the same.

12.8.15

FC:9:05: To consider and accept the Budget Estimates for the Financial Year 2015-16 (Non-Plan).

The Committee perused and accepted the Budget Estimate (Non-Plan) for the Financial Year 2015-16. However, the members opined that since the University has a lot of committed expenditure due to its locational disadvantages, a letter may be written to UGC for enhancement of allocation under non-plan non-salary.

FC: 9:06 To consider the continuation of the posts of contingency paid staff for the financial year 2015-16

The Committee noted and approved to continue 54 casual staff during 2015-16 on the wages rate fixed by the State Government. However, the representative of MHRD was of opinion that the engagement of staff on casual/ad-hoc/contract basis should be stopped forthwith. Various categories of man-power may be engaged, against the existing vacancies through out-sourcing, following the relevant provisions of GFRs, 2005.

FC: 9:07: To consider and ratify the engagement of 01 (one) post of Kitchen Attendant Contingency basis against the Vice-Chancellor's bungalow.

The Committee considered the matter and approved it. However, the representative of MHRD suggested to refer such case to UGC.

FC: 9:08: To consider and ratify the engagement of 03 (Three) posts of Stenographer (contract) on requirement for newly created Departments.


The Committee deliberated on the matter and noted that the Stenographers (Contract) are already being engaged. The MHRD representative suggested that it should be worked out as per the UGC guideline.

FC: 9:09: To consider revision of consolidated remuneration in respect of contractual staff.

The Agenda item was withdrawn. The representative of MHRD reiterated that it should be done in consultation with UGC.

FC: 9:10: To consider voluntary retirement scheme for casual & contingency staff of Rajiv Gandhi University as one time scheme

The Agenda item was withdrawn



FC: 9:11: To consider enhancement of monthly Honorarium in respect of part-time Coordinator and supporting staff of study centre and Headquarter of Institute of Distance Education (IDE).

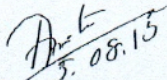
Since the IDE is not financed by the UGC, the agenda item was withdrawn.

FC: 9:12 Ratification of the appointment of Sri. P. K. Nandi Mazumdar as Section Officer of Institute of Distance Education.

Since the IDE is not financed by the UGC, the agenda item was withdrawn.

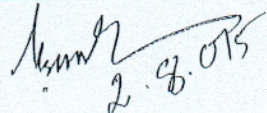

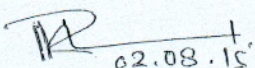
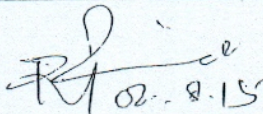
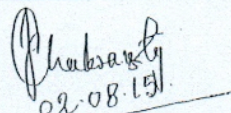
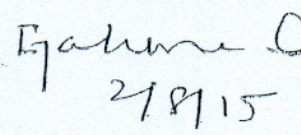
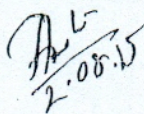
FC: 9:13 Any other item.

The Agenda item was withdrawn


5.08.15
Prof. A. Mitra

Ex-Officio Secy. -Cum-Finance Officer

**ATTENDANCE SHEET OF THE IX FINANCE COMMITTEE
MEETING HELD AT NIRD, GUWAHATI
(02/08/2015)**

Sl.No.	Name	Signature
1	Prof. Tamo Mibang, Vice-Chancellor Ex-Officio Chairman	 2.8.15
2	Prof. Tomo Riba, Dean, FES Member	 2.8.15
3	Prof. P.K. Panigrahi, Dept. Of Pol.Sc. Member	 02.08.15
4	Prof. R.C. Parida, Dean, FC&M Member	 02.8.15
5	Prof. (Mrs.) J. Chakraborty, Dean, FLS Member	 02.08.15
6	Fazal Mahmood, Dy. Secy (F) MHRD Representative of JS&FA	 2/8/15
7	Prof. A. Mitra, F.O.(Acting) Ex-officio Secretary	 2.08.15

**MINUTES OF THE 10TH FINANCE COMMITTEE MEETING
HELD ON 29TH JANUARY, 2016 AT RAJIV GANDHI UNIVERSITY**

10

The 10th meeting of the Finance Committee of Rajiv Gandhi University was held on 29th January 2016 at 11 a.m. in the Vice-Chancellor's chamber.

The meeting was attended by the following members:-

- | | | |
|-----|---|----------------------|
| 01. | Prof. Tamo Mibang, Vice-Chancellor | Chairman |
| 02. | Prof. P.K. Panigrahi, Dept. of
Political Science | Member |
| 03. | Prof. Tomo Riba, Dean, Faculty of
Environmental Science | Member |
| 04. | Prof. R.C. Parida, Dean, Faculty of
Commerce & Management | Member |
| 05. | Prof. (Ms.) Jharna Chakraborty,
Dean, Faculty of Life Sciences | Member |
| 06. | Prof. Amitava Mitra, Finance Officer
(Acting) | Ex-Officio Secretary |

At the outset, the Vice-Chancellor welcomed all the members. The Finance Officer then informed the members that although the external members were unable to attend the meeting due to exigencies of work, however the comments of the MHRD on the agenda item were sent to university which would be placed on record.

FC 10:01: To confirm the Minutes of the 9th Finance Committee held on 2nd August 2015.

The minutes of the 9th meeting of the Finance committee were circulated amongst the members and no comments have been received. Hence, the Finance Committee confirmed the minutes.

FC 10:02: To consider the Action Taken Report (ATR) on the decision(s) of the 9th Finance Committee Council meeting held on 2nd August 2015.

The Finance Committee accepted the Action Taken report on the decision(s) of the 9th Finance Committee held on 2nd August 2015. The Finance Officer clarified the action taken as far the journey by rail on LTC is related.

FC 10:03: To accept the Audit Report & Audited Accounts 2014-15

The members perused the Audit Report & Audited Accounts for the financial year 2014-15 and accepted the same. However, the members discussed in details the observations contained in the SAR. The F.O. intimated that the observations related to asset register and physical verification of fixed assets, etc. were brought to notice of administration immediately and sought the cooperation from the administration for taking effective remedial measures

ps to v.c

*PS
Mpt. Nanda
6/2/16*

FC 10:04:

Reporting of Utilization of Funds under Plan and Non-Plan

The members perused the status of expenditure position and unspent balance position under XII Plan Schemes and Non-Plan Maintenance Grant 2015-16 as on 01.01.2016 and accepted the same. The Finance Officer clarified how the additional expenditure were made in item No.1 under Plan head and No.3 under non-plan head as pointed out by MHRD.

FC 10:05:

To approve financial involvement in various construction projects recommended by the 16th meeting of the Building Construction Committee

As per the suggestion of MHRD, the building committee 's report was presented in the proforma prescribed by UGC. The Committee perused the estimate(s) of various construction projects from Sl. No. 01 to 08 and under Sl. No. 09 - ex-post-facto approval for Minor Works from Sl. No. 01 to 27 recommended by the 16th Building Construction Committee. The item at **Sl. No. 23** has been withdrawn and it was decided to place it to next Building Construction Committee.

Under item 10, the committee also examined and approved the estimate placed to Finance Committee.

The Finance Committee approved financial involvement in the aforesaid various construction projects of Rajiv Gandhi University. However, the members felt that more number of building committee meetings may be held in future and the items regarding ex-post-facto may be reduced to the minimum.

FC 10:06:

Accounting Policy

As per the suggestion of MHRD, the FC perused the latest account policy and revised format of accounts of the MHRD and approved to implement in this university w.e.f. 2015-16 financial year which are as under:

Sl.No.	Tangible	Rate of Depreciation
1	Buildings	2%
2	Roads & Bridges	2%
3	Tube wells & water supply	2%
4	Sweeage & Drainage	2%
5	Electrical installation & Equipment	5%
6	Plant and machinery	5%
7	Scientific and laboratory equipment	8%
8	Office Equipment	7.50%
9	Audio visual equipment	7.50%
10	Computer and peripherals	20%
11	Furniture & Fixtures, fittings	7.50%
12	Vehicles	10%
13	Library books & Scientific journals	10%
	Intangible	
14	E-journal	40%
15	Computer Software	40%
16	Patens & copyrights	Amortised over 9 years

FC 10:07:

To approve and ratify creation of post of Sweeper and Mali on contingency basis

It was decided in the FC that as per the observation of the MHRD, the University shall explore to outsourcing of Sweeper and Mali in future.

In view of the MHRD's suggestion of outsourcing, the members were also of the view that it can be explored to bring Cook (12), Kitchen Attendant (11), Mali (7) and Safaiwala (11), from the contractual staff to contingency staff since their wages are at par with contingency staff and as a result the number of contractual staff will be reduced.

FC 10:08:

To increase the number of Security Guards for deployment in the Rajiv Gandhi University Campus.

The FC perused the matter and approved creation of 7 (seven) no of Security Guards thorough outsourcing, taking into account the genuineness of demand for it. Now, it adds to the existing strength, thus making a total number of 50 security guards keeping in view of genuine requirements of the university. The FC also decided that six contract security guards would be brought under outsourcing as per the suggestion of MHRD.

FC 10:09:

To approve creation of few regular posts for various departments

As per the suggestions of MHRD, the items were withdrawn.

FC 10:10:

Any other item:

At the request of the Chairman, the following any other item were discussed:

a) To approve revision of consolidated remuneration in respect of contractual staff.

The FC discussed the matter and decided to constitute a five-member broad based committee to examine the matter.

b) To approve deviation items costing an amount of Rs. 14,12,543/- against the construction of Faculty of Social Science and Languages Building (Block-I).

The FC perused the report of technical committee as constituted by Building Committee and accepted the amount for deviation items against the construction of Faculty of Social Science and Languages Building (Block-I).

c) The Finance Officer informed that since the UGC enhanced allocation of 12th Five Year Plan, there was need for revised allocation under different sub heads. He presented in details the earlier allocation, arrival of fund and expenditure upto 31st December 2015 under different sub heads. He also prepared the revised allocation under different sub heads on the basis of need and expenditure incurred. The members perused and approved the same.

As there was no other item for discussion, the meeting came to an end with a vote of thanks from the Ex-Officio-Secretary of the Finance Committee.

Prof. Amitava Mitra

Prof. Amitava Mitra

Ex-Officio Secretary-cum-Finance Officer

MINUTES OF THE 11TH MEETING OF FINANCE COMMITTEE

The 11th meeting of the Finance Committee of Rajiv Gandhi University was held on 22nd July 2016 at 11 a.m. in the Vice-Chancellor's chamber.

The meeting was attended by the following members:-

01.	Prof. Tamo Mibang, Vice-Chancellor	Chairman
02	Prof. P.K. Panigrahi, Dept. of Political Science	Member
03	Prof. S.K. Singh, Dean, Faculty of Social Sciences	Member
04	Prof. R.C. Parida, Dean, Faculty of Commerce & Management	Member
05	Prof. (Ms.) Jharna Chakraborty, Dean, Faculty of Life Sciences	Member
06	Er. P.K. Chakraborty, Exe. Engineer	Special Invitee
07	Prof. Amitava Mitra, Finance Officer	Ex-Officio Secretary

At the outset, the Vice-Chancellor welcomed all the members. The Finance Officer then informed the members that although the external members were unable to attend the meeting due to exigencies of work, however, the comments of the MHRD on the agenda item were sent to university which would be placed on record. The agenda items were then taken up for discussion/deliberation and the following decisions were taken.

FC 11:01: To confirm the Minutes of the 10th Finance Committee held on 29th January, 2016.

The minutes of the 10th meeting of the Finance committee were circulated amongst the members and no comments have been received. Hence, the Finance Committee confirmed the minutes.

FC 11:02: To consider the Action Taken Report (ATR) on the decision(s) of the 10th Finance Committee Council meeting held on 29th January, 2016.

The Finance Committee accepted the Action Taken report on the decision(s) of the 10th Finance Committee held on 29th January, 2016. However, the members discussed in details the observations contained in the Separate Audit Report (SAR). The F.O. intimated that the observations related to asset register and physical verification of fixed assets, etc. were brought to notice of administration immediately and sought the cooperation from the administration for taking effective remedial measures. It was decided to work out within a given time-frame.

FC 11:03: To accept the preparation of Accounts 2015-16

The members perused the Compilation of Accounts for the financial year 2015-16 and accepted the same. They also asked to invite Statutory Auditors at the earliest.

P.G. to VC

PS

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29.7.06

FC 11:04: Reporting of Utilization of Funds under Plan

The members perused the status of expenditure position and unspent balance position under XII Plan Schemes as on 01.07.2016 and accepted the same. As per the observations of MHRD, the Finance Officer clarified the reasons for the deficit within the allocation amount under XI Plan which was accepted by members. The members were of the opinion that if UGC is unable to provide the deficit amount for XI Plan then the deficit amount may be adjusted with XII Plan fund. A letter may be written to UGC accordingly.

FC 11:05: To approve financial involvement in various construction projects recommended by the 17th meeting of the Building Construction Committee

As per the suggestion of MHRD, the building committee's report was presented in the proforma prescribed by UGC. The Committee perused the estimate(s) of various construction projects from Sl. No. 01 to 08 and under Sl. No. 09 - ex-post-facto approval for Minor Works from Sl. No. 01 to 27 recommended by the 17th Building Construction Committee. Under item 16, Sl. No. 03, 09, and 13 were withdrawn.

The Finance Committee members finally approved financial involvement in the aforesaid various construction projects of Rajiv Gandhi University. However, the members felt that more number of building committee meetings may be held in future and the items regarding ex-post-facto shall be reduced to the minimum as per the comments of the MHRD, New Delhi.

FC 11:06: To consider and ratify the revised Fee Structure for various courses.

A four-member Fee Revision Committee was constituted under the Chairmanship of Prof. A. Mitra, Finance Officer (Acting) for revision of various fee structures. This was placed in the 16th Academic Council Meeting held on 22nd April, 2016 and subsequently it was approved.

The 11th FC members considered and ratified the Fee Structure for various courses.

FC 11:07: To consider the approval of manpower for strengthening of Faculty of Education of Rajiv Gandhi University.

The University received a letter from UGC vide No. F.15-5/2012 (CU) dated the 23rd March 2016 for strengthening of Faculty of Education as per details below:

Details of the courses approved by UGC	Details of the teaching staff approved by UGC	No. of posts	Remarks
For strengthening of B.Ed. and M.Ed. programme	Assistant Professor	12 (twelve)	Out of 12 teaching positions, 6 teaching positions may be filled up as Guest Faculty/Contractual Faculty.

The annual financial involvement would be around Rs.61.35 lakh.

The 11th FC members perused and accepted the approval of manpower for strengthening of Faculty of Education of Rajiv Gandhi University.

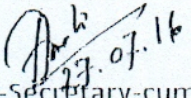
FC 11:08: To approve 12 Teaching posts under XII Plan period.

The UGC has approved and sanctioned 12 teaching posts for creation/establishment of new departments viz. Geology (Earth Sciences), Fine Arts and Music and Psychology vide its letter No.F No.1-1/2013(CU) Vol.III dated 9th June 2016 The annual financial involvement would be around Rs.136.77 lakh.

The 11th FC members perused and approved 12 (twelve) teaching posts under XII Plan.



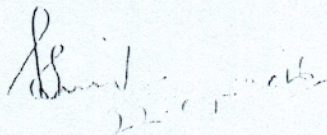
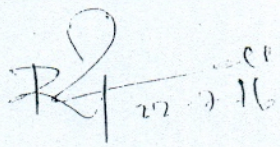
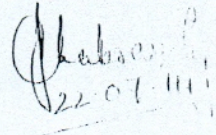
This may be placed to the next EC meeting.

As there was no other item for discussion, the meeting came to an end with vote of thanks from the Ex-Officio-Secretary.


Ex-Officio-Secretary-cum-
Finance Officer

ATTENDANCE SHEET OF ELEVENTH FINANCE COMMITTEE MEETING

(22/07/2016)

Sl.No.	Name		Signature
1	Prof. Tamo Mibang Vice-Chancellor	Ex-officio Chairman	
2	Prof. P.K. Panigrahi, Dept. Of Pol.Science	Member	
3	Prof. Sudhir Kr. Singh, Dean FSS	Member	
4	Prof. R.C. Parida, Dean FC & M	Member	
5	Prof.(Mrs.) J. Chakravorty, Dean FLSc.	Member, (Court Nominee)	
6	Prof. A. Mitra, Finance Officer (Acting)	Ex-Officio Secretary	