CENTRAL UNIVERSITY OF RAJASTHAN

(Established under the Central Universities Act 2009)



MINUTES

for the

Nineteenth Finance Committee Meeting

- **MEETING NO.** : **NINETEENTH** (19TH)
- VENUE : CONFERENCE ROOM, UNIVERSITY CAMPUS
- DATE : 25.06.2016
- TIME : 11:15 AM

MINUTES OF THE 19TH FINANCE COMMITTEE MEETING HELD ON SATURDAY, 25TH JUNE 2016 AT 11:15 AM

The Nineteenth meeting of the Finance Committee of the Central University Rajasthan was held on Saturday, 25th June, 2016 at 11:15 AM in the Conference Room, University Campus, Bandarsindri, Kishangarh. The following members were present in the meeting:

1. Prof. Arun K Pujari	:	Chairman, <i>Ex-officio</i>
2. Prof. V Venkata Ramana	:	Member
3. Shri N U Siddiqui	:	Member
4. Prof. V P Gulati	:	Member
5. Dr. D C Sharma	:	Member
6. Shri K.V.S. Kameswara Rao	:	Special Invitee
7. Shri B. Narsimloo	:	Special Invitee
8. Shri S K Srivastava	:	Special Invitee
9. Shri D K Aggarwal	:	Secretary & Finance Officer, CURAJ

The following could not attend the meeting and were granted leave of absence:

- Sh. S S Sandhu, IAS Joint Secretary (CU&L), MHRD
- 2. Ms. Darshana M Dabral, IAS Joint Secretary & FA, MHRD
- 3. Dr. K P Singh, Joint Secretary (CU), UGC

The term of Dr. D. C. Sharma, who is a Executive Council representative in Finance Committee, was considered extended as FC member with permission of the Chairman of Executive Council till the next EC meeting, in which the new EC representative for FC will be nominated.)

At the outset, Prof. Arun K Pujari, Vice Chancellor & Chairman of the Finance Committee, welcomed the members of the Finance Committee. The services rendered by outgoing members were thankfully acknowledged and noted. At the end of the meeting, Financer Officer offered vote of thanks to all the members of the Finance Committee.

MINUTES FOR THE NINETEENTH FINANCE COMMITTEE MEETING

Item No.	Particulars		
19-1.0	Welcome and Presentation by the Hon'ble Vice Chancellor		
19-2.0	Confirmation of Minutes of the Eighteenth Finance Committee Meeting and Action Taken Report		
	19-2.1	Confirmation of Minutes of the Eighteenth Finance Committee Meeting	
	19-2.2	Action Taken Report	
19-3.0		Reporting Items	
	19-3.1	Expenditure incurred during the period from 01 st March to 31 st March, 2016 and 01 st April to 31 st May, 2016	
	19-3.2	Progress of Expenditure under Plan	
	19-3.3	UGC Grant utilization certificate	
	19-3.4	Progress of Construction of the building projects	
	19-3.5	Letter received from UGC for all the payments made by UGC funded universities/institutions through electronic/digital mode i.e. RTGS/NEFT/Bank Transfer	
19-4.0	Items for Consideration		
	19-4.1	Annual Accounts for the Financial Year 2015-16	
	19-4.2	Letter received from AICTE regarding Grant of PG Scholarship to full time GATE/GPAT qualified students admitted in M.E/ M.Tech/ M.Pharm/ M.Arch courses with AICTE approved Institutions/University Departments	
	19-4.3	Creation of Non-teaching posts	
	19-4.4	Hiring services of outsource agency for engagement of manpower	
	19-4.5	To consider entrusting additional responsibilities to Shri B. Narsimloo, Internal Audit Officer and compensating him for the additional services	
	19-4.6	Minutes of the Building & Works Committee along-with the abstract cost of building project	
19-5.0		Table Item	
	19-5.1	To Engage an Advocate in the Court of Special Judge under SC/ST Act, at Ajmer in the matter of FIR No. 8/2016 lodged in Police Thana Bandersindri	

DETAILED MINUTES

Item No.		Particulars	
19-1.0	Welcome and Presentation by the Hon'ble Vice Chancellor		
		b'ble Vice Chancellor welcomes all the members for attending the 19 th Committee Meeting.	
19-2.0		nation of Minutes of the Eighteenth Finance Committee Meeting ion Taken Report	
	19-2.1	Confirmation of Minutes of the Eighteenth Finance Committee Meeting.	
		Copy of the Minutes of the Eighteenth Finance Committee Meeting held on 31 st March 2016 is enclosed <u>(Minutes, Annexure-A, Page</u> No. 16 to 29) .	
		The Minutes were circulated to all members for confirmation/comments on 29.4.2016 & no comments have been received on these minutes from the members. However, after Hard bound copy sent to members on 02 nd June, 2016, the University has received the comments from MHRD vide letter dated 10 th June, 2016 is enclosed <i>(Minutes, Annexure-B, Page No. 30)</i> for information of the members. The same comments were also sent by MHRD on 18 th Finance Committee agenda items through e-mail dated 29 th March, 2016 which were considered by the Finance Committee member at the time of discussion on the agenda items of the 18 th Finance Committee meeting.	
		Placed before the Finance Committee for confirmation.	
		Based on e-mail dated July 06, 2016 received from UGC (copy enclosed, Minutes Annexure-N, Page No 49), the revised resolution is as under:	
		<u>Resolution of FC:</u> The comments received on 19 th Finance Committee agenda item no. 19-2.1 from JS&FA, MHRD through e-mail dated 23 rd June 2016 <u>(Minutes, Annexure-L, Page No. 43</u> <u>to 45)</u> and UGC through e-mail dated 24 th June, 2016 <u>(Minutes, Annexure-M, Page No. 46 to 48)</u> , placed before the Finance Committee. The Committee noted that the comments on 18 th Finance Committee agenda item received from MHRD through e- mail dated 29 th March, 2016 reiterated in the mail dated 23 rd June, 2016 were duly considered and incorporated in the said minutes. Comments received from UGC on confirmation of minutes in respect of Annual Budget estimate of the university for 2016-17 and budget estimate for Kendriya Vidyalay were already recorded in the minutes of 18 th Finance Committee	

	followin	 against item no. 18-4.1. Further, the University has taken the following decisions on the basis of comments received from UGC on July 06, 2016:- 1) Pay the Merit Scholarship to the students already enrolled in the University i.e. upto the session 2015-16. 2) Stop to release the Merit Scholarship to the new students admitted from the session 2016-17. 		
	2) Sto adu			
	As per minutes	the above decisions, Finance s.	Committee confirmed the	
19-2.2	Action ⁻	Taken Report:		
	11-5.1	<i>Protection of Pay of Shri D K Aggarwal, Finance Officer</i>	The Executive Council in its 16 th meeting held on 08 th July 2013 approved the recommendations of Finance Committee. Matter already referred to UGC, reply is awaited.	
	13-4.5	<i>Insurance of fixed assets of the University</i>		
	13-5.8	<i>To consider to purchase one vehicle in replacement of completely damaged Ambassador Car</i>	Finance Committee, to	
	17-4.6	<i>To consider the purchase 04 Battery operated vehicles for movement within the campus</i>	UGC vide its letter F.No.	
	18-4.1	Draft Annual Budget Plan for 2016-17	Finance Committee has approved the Budget Estimate for 2016-17. However, the meeting of Executive Council could not be held & the same will be placed before next Executive Council Meeting for consideration & approval.	

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18	-4.2	<i>To consider the change in the Bank authority for operating the Accounts maintained by the University</i>	comprehensive proposal
18	-4.3	<i>To consider to open the new Bank Accounts for controlling the Grants & Funds under various heads of the University</i>	comprehensive proposal
18	-4.4	<i>To consider to utilize the</i> <i>Interest earned on the Grant</i> <i>received under various heads</i> & utilization of other income <i>earned by the University</i>	
18	-4.5	<i>Minutes of the Building Committee along-with the abstract cost of building project</i>	The items wise actions are
-	WC -4.1)	<i>Construction of aluminum partition in various departments of CURAJ</i>	
-	WC -4.2)	Approval of the drawing of Main Gate at CURAJ	The item will be placed after re-consideration by the BWC.
18	WC -4.3)	<i>Construction of Type II and III Staff Quarter instead of Type D Staff quarters</i>	The item placed vide item no. 19-4.6.1 for consideration.
-	WC -4.4)	<i>Work of design, supply, installation, commissioning and 5 year warranty maintenance of 100 KWP Solar Grid Connected Roof- Top Power Plant each on SP- 3 & 4 building of CURAJ</i>	The item placed vide item no. 19-4.6.2 for consideration.

		(BWC 18-4.5)	Annual Routine Electrical Maintenance & Operation amounting to Rs 58,83,541/- by CPWD	The Finance Committee recommended the same to Executive Council for approval. However, the meeting of Executive Council could not be held & the same will be placed before next Executive Council Meeting for consideration & approval.
		(BWC 18-4.6)	<i>Shifting of BSNL telephone lines to new cluster of buildings</i>	The item will be placed after re-consideration by the BWC.
			To suggest a Mechanism for taking over the various Buildings efore the Finance Committee f	
19-3.0		Teport.	Reporting Items	
	19-3.1	March, 2 The expe Non-Recu 01 st April <u>Annexur</u> Placed be	ure incurred during the period 016 and 01 st April to 31 st May, nses incurred under various exp urring) during the period 01 st M to 31 st May, 2016 is prepared <i>e-C (Page No. 31)</i> . efore the Finance Committee f	2016 Denditure head (Recurring & arch to 31 st March, 2016 and d and enclosed as <i>Minutes</i> , For information.
	19-3.2	Progress As director progress	of Expenditure under Plan ed by UGC vide their letter dat of expenditure upto 31 st March as <u>Minutes, Annexure-D (Page</u>	ed 29 th May 2012, details of 2016 in prescribed format is

		Placed before the Finance Committee for information.
		<u>Resolution of FC</u> : The Finance Committee noted the contents.
	19-3.3	UGC Grant utilization Certificate
		Provisional and unaudited Utilization Certificate upto March 31 st , 2016 has been submitted to UGC vide letter no. CURAJ/F&A/16-17/F1/20- 21 dated 26.04.2016, enclosed as <u>Minutes, Annexure-E (Page No.</u> <u>33 to 35)</u> .
		Placed before the Finance Committee for information.
		<i>Resolution of FC:</i> The Finance Committee noted the contents.
	19-3.4	Progress of Construction of the building projects
		As directed by UGC vide their letter dated 29 th May 2012, the status of building projects in prescribed format for the period upto May 2016 is enclosed as <i>Minutes, Annexure-F (Page No. 36)</i> .
		Placed before the Finance Committee for information.
		<u>Resolution of FC</u> : The Finance Committee noted the contents.
	19-3.5	Letter received from UGC for all the payments made by UGC funded universities/institutions through electronic/digital mode i.e. RTGS/NEFT/Bank Transfer The guidelines of MHRD, forwarded by UGC regarding all the payments made by UGC funded universities/institutions through electronic/digital mode i.e. RTGS/NEFT/Bank Transfer are placed as <u>Minutes, Annexure-G (Page No. 37)</u> .
		Placed before the Finance Committee for information.
		<u><i>Resolution of FC:</i></u> The Finance Committee noted the contents and advised to follow the same.
19-4.0		Items for consideration
MHRD 1	through e	received on 19 th Finance Committee agenda item from JS&FA, e-mail dated 23 rd June 2016 (<u>Annexure-L)</u> and UGC through e-mail 2016 <u>(Annexure-M)</u> are enclosed.
	19-4.1	Annual Accounts for the Financial Year 2015-16
		Books of Accounts for the Financial Year 2015-16 have been closed and finalized. The Annual Accounts for the Financial Year 2015-16 has been prepared by the Charted Accountant, Sh C M Agarwal & Co. as per revised format provided by MHRD vide its letter No. 29-4/2012- IFD dated 17 th April 2015. The Annual Accounts for the Financial year 2015-16 are placed before the Finance Committee for consideration

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	as per the Central Universities Act, 2009, Section 31 and Para 17 of the
	Statute. <u>Annexure-H</u> (will be placed on table).
	Placed before the Finance Committee for consideration.
	<u>Resolution of FC</u> : During the meeting, the Finance Officer informed that as per requirement of new format of Accounts, the Separate Accounts for NPS has been prepared. The Finance Committee considered the University accounts and recommended to the Executive Council for approval of the
	Annual Accounts (Balance Sheet, Income & Expenditure and Receipt & Payment Account) for the year 2015-16 and for onward submission to Office of the Principal Director of Audit (Central), Branch office Rajasthan, Jaipur for conducting Audit. The Vice Chancellor is authorized to make corrections based on the remarks of the Audit or otherwise.
19-4.2	Letter received from AICTE regarding "Grant of PG Scholarship to full time GATE/GPAT qualified students admitted in M.E/ M.Tech/ M.Pharm/ M.Arch courses with AICTE approved Institutions/University Departments"
	Letter No. F.NO.75/RIFD/DBT/Misc./2013-14/Part File dated
	27.05.2016 received from AICTE with a mentioning that from 2016-17
	onwards, the amount of PG Scholarship will not be paid by the AICTE.
	The main content of the said letter is "AICTE shall extend Scheme of
	PG Scholarship to Technical Institutions, not being a University,
	which offers courses or programmes of Technical educations only. CFTIs/CFIs are supported by their plan fund allocated from
	MHRD. Private/Deemed Universities are supported by UGC." The
	change in policy of PG Scholarship is effective from academic
	year 2016-17' <u>(Minutes, Annexure-I, Page No. 38 to 39).</u>
	Accordingly, the calculation of the estimated liability for this course
	for two batches (academic session 2015-16 and 2016-17) will be Rs.
	60.00 lakhs, approximately.
	The University may be allowed to take up the matter with the UGC for
	release of extra fund. In case the fund is not received from the UGC,
	the University may be allowed to pay the same from the University fund.
	Placed before the Finance Committee for consideration and
	necessary directions.
	<u><i>Resolution of FC:</i></u> The Finance Committee considered the same and resolved that MHRD & UGC be approached to resolve the issue.
19-4.3	Creation of Non-teaching posts
	The UGC vide its letter D.O. No. F.1-1/2012 (CU) dated 10th June 2013

	communicated that "For creation of non-teaching positions, the University may follow the teaching to non-teaching ratio at 1 : 1.1 and
	send the proposal to UGC for administrative approval of creation of non-teaching positions".
	On the basis of CURaj requirement, UGC has sanctioned both teaching and non-teaching positions. As on 31 March 2016, the UGC has sanctioned 218 teaching positions and 145 non-teaching
	positions to this University. As per UGC instruction vide letter dated 27 December 2013 University has notified the Cadre Recruitment Rules for non-teaching positions
	and recruitment of earlier sanctioned vacant non-teaching positions is in process of completion.
	Considering the essential requirement of non-teaching (technical/non-technical) staff to cope up with the increased workload and maintaining the teaching to non-teaching ratio (1:1.1) as
	prescribed by the UGC, the university should have 240 non-teaching posts on 218 teaching positions. Therefore the University may send a proposal to UGC for approval for creation of 95 (short-fall) non- teaching positions. The detailed requirement alongwith justification, is
	enclosed as <i>Minutes, Annexure-J (Page No. 40 to 41)</i> .
	Placed before the Finance Committee for consideration.
	Based on e-mail dated July 06, 2016 received from UGC (copy enclosed, Minutes Annexure-N, Page No 47), the revised resolution is as under:
	<u><i>Resolution of FC:</i></u> The Finance Committee considered the proposal for creation of 95 (short-fall) non-teaching positions and recommended that the University will take necessary action for sending the proposal to UGC for sanction towards creation of create non-teaching position and the same be placed before the Executive Council for approval.
19-4.4	Hiring services of outsource agency for engagement of manpower
	The University has been engaging technical/non-technical/ministerial staff on contract basis for a period of 89 days against the vacant sanctioned non-teaching posts in various academic and administrative departments for the smooth functioning of the University since July, 2013.
	The present arrangement requires a review in order to comply with various Labour Acts and rules, and other statutory requirements in terms of EPF, ESI etc. It is incumbent for us to follow Govt. rules and regulations.
	Sequel to above, it is proposed to float a tender for engaging the services of reputed and established outsourcing agencies for hiring manpower against vacant positions, besides taking over of the

	existing manpower working on contract basis. In the process the relevant Labour Laws in terms of minimum wages, EPF, ESI etc. will be complied with. The matter was placed before the Dean's Committee in its 29 th meeting, which recommended the proposal for hiring services of outsourcing agency for engagement of manpower. The recommendation of the Dean's Committee is placed for consideration <u>(Minutes, Annexure-K, Page No. 42)</u> . Placed before the Finance Committee for consideration. <u>Resolution of FC:</u> The Finance Committee considered the comments of MHRD & UGC representative & recommended that due procedure as per GFR-2005 and related CVC guidelines may be followed for engaging agency for outsourcing the staff (Technical/Non-technical/Ministerial etc.). However all such engagement be done against the sanctioned strength/posts. The same is recommended to be placed before Executive Council for approval.
19-4.5	 To consider entrusting additional responsibilities to Shri B. Narsimloo, Internal Audit Officer and compensating him for the additional services The Govt. of India MHRD / UGC has sanctioned a post of Internal Audit Officer (on deputation) to the University to strengthen the Internal Audit unit so every financial proposal are sent to Internal Audit for its opinion/vetting before final consideration by the Competent Authority. As resolved by the Executive Council, the University has issued offer of appointment for the post of Internal Audit Officer to Shri B. Narsimloo, retired Senior Audit Officer (Commercial), Indian Audit & Accounts department, Govt. of India, for initial period of three years on contract basis. He joined the University on 14th March 2016 and University fixed his pay as per the provisions of CCS (fixation of pay of re-employed pensioners) orders, 1986. Presently, he is helping in drafting of various important letters and looking after the responsibilities of Officer Incharge of legal cases. The following works may also be assigned to him: preparation of internal audit manual & establishment of internal control and its monitoring, preparation of purchase policy in the light of GFR and CVC guidelines, to train the non-teaching staff on office procedures and other relevant issues, the responsibility of CPIO/assisting CPIO, and any other work assigned by the Vice Chancellor, from time to time.

		the above, an additional amount of Rs. 20,000/- to Rs. r month may be approved to be paid to Shri B. Narsimloo, lit Officer.	
	Placed before the Finance Committee for consideration.		
	& UGC, th	<i>of FC:</i> In view of the comments received from MHRD e Finance Committee did not accept the proposal to ditional amount to Internal Audit Officer.	
19-4.6		f the Building & Works Committee along-with the st of building project	
	meeting he Committee of building minute of l abstract cos However, th deferred the	reporting period i.e. from Eighteenth Finance Committee Id on 31 st March 2016 to till date, no Building & Works Meeting is held. Also, during this period, no abstract cost project has been received from CPWD. Therefore, no Building & Works Committee have been placed and no t is enclosed. The Finance Committee, in its 18 th Finance meeting, has a following two BWC items, which are again placed before mmittee for re-consideration:	
	18 th BWC It	tems for re-consideration:	
	19-4.6.1 (BWC 18- 4.3)	Construction of Type II and III Staff Quarter instead of Type D Staff quarters	
		As per discussion in the meeting held on 01.02.16, between CPWD and CURAJ authorities, need of more residential quarters of Type II & III for staff was felt. Keeping in view of the limited fund availability, CPWD was asked to submit the preliminary estimate for four unit staff quarters (2 no type II & 2 no type III with G+3 structure building each unit having 16 nos of quarters) for further consideration. CPWD has provided the Preliminary rough Estimate amounting to Rs.169223977/- for construction of Type II and Type III Staff Quarters (in place of Type D Staff Quarters shown in Master Plan) (Annexure- N of B&WC agenda). Placed before Building and Works Committee for information, consideration and approval. (During discussion on the above agenda item, Prof. Neeraj Gupta opined that the proposed type II and III Qtrs should be constructed on G+2 basis) Resolution of BWC: After detailed discussion, committee resolved to approve the agenda item with G+ 3 structure and	

	recommended the same to be placed before the FC and EC for approval. M/s C.P. Kukreja to identify the location in the master plan for this purpose. Placed before the Finance Committee for consideration.
	Based on e-mail dated July 06, 2016 received from UGC (copy enclosed, Minutes Annexure-N, Page No
	47), the revised resolution is as under:
	<u>Resolution of FC</u> : The Finance Committee noted the comments of MHRD & UGC and principally agreed for the said work and accordingly recommended that the work may be taken up as per availability of funds and if the fund is not available, the proposal may be kept in abeyance. With this, the Finance Committee recommended the same to Executive Council for approval.
19-4.6.2 (BWC 18- 4.4)	Work of design, supply, installation, commissioning and 5 year warranty maintenance of 100 KWP Solar Grid Connected Roof-Top Power Plant each on SP-3 & 4 building of CURAJ
	A proposal has been received from the REIL (M/s Rajasthan Electronics & Instruments Ltd.), Jaipur regarding design, supply, installation, commissioning and 5 year warranty maintenance of 100 KWP Solar Grid Connected Roof-Top Power Plant at roof top of SP-3 & 4 building of CURAJ. The total cost of the above one work is Rs. 79.49 lacs and after deducting the MNRE subsidy (@Rs 24/Wp) amounting to Rs. 24 lacs, the balance amount comes to Rs. 55.49 lac only, is to be paid to REIL for one 100 KWP plant. Cost of two such plants will be Rs. 158.98 lacs and after reducing the MNRE subsidy, it comes to Rs. 110.98 lacs. REIL has mentioned in their proposal that after award of work, the REIL will prepare the DPR and get the sanction from the MNRE to execute the said work. In this regard, MNRE vide letter No 03/88/2015-16/GCRT dated 04.03.16 has issued some amendments (Annexure-O of B&WC agenda), which are as: - The Government Institutions including PSUs shall not be eligible for subsidy; instead they will be given achievement-linked incentives/ awards for which a separate notification will be issued. - All remaining sectors including residential,
	institutional (hospitals, educational institutions etc.), social sectors etc. Will be eligible for subsidy as above (irrespective of the type of electricity

		connection). Placed before Building and Works Committee for information and consideration. <u>Resolution of BWC:</u> After detailed discussion, committee resolved and accorded in-principle approval of the agenda item, subject to its feasibility study of load carrying/bearing capacity of roof of the said buildings by REIL (M/s Rajasthan Electronics & Instruments Ltd.), Jaipur in consultation with Ms. Ritu B Rai and Sh. Vivekanand Tiwari of CURAJ. Placed before the Finance Committee for
		consideration. <u>Resolution of FC:</u> The Finance Committee noted the comments of MHRD and in principally agreed for the said work and accordingly advise to take up the work after ensuring the availability of fund. However, the work should be executed through proper tender process & recommended the same to Executive Council for approval.
19-5.0		Table Item
	19-5.1	To Engage an Advocate in the Court of Special Judge under SC/ST Act, at Ajmer in the matter of FIR No. 8/2016 lodged in Police Thana Bandersindri Mr. Umesh Kishore Jonwal, Ex Research Scholar, Deptt. of Social Work, Central University of Rajasthan filed an F.I.R. No. 8/2016 dated 21-01- 2016 in the Police Station, Bandarsindri against 08 Academicians/Senior Officers of the University and the matter is in the court of Special Judge of SC /ST Act, Ajmer. University has received a letter dated 23.05.2016 from Sh. Ajay Kumar Verma, a renowned Advocate of Criminal matters at Ajmer to plead on behalf of all the accused as listed in FIR. For providing his services he has mentioned his fee to be of Rs. 3.5 lakhs to be paid in advance. Earlier a letter was also received from Mr. Anil Nag, indicating his willingness to appear in the court in this regard and plead on behalf of the University for defending all the accused listed in FIR for an amount of Rs. 8 lakhs. Looking into emergent situation on Wednesday (25.05.2016) they were authorized to be present on behalf of University to facilitate to get bail for the two faculty members of the CURAJ. Considering the complexity and urgency of the issue the matter is put before the Deans Committee for consideration and advice.

on behalf of all the accused as listed in FIR @ Rs. 3.5 lakh remuneration, to be paid in advance in favour of Mr. Ajay Kumar Verma. Further, Deans Committee recommended to forward the proposal in the next Finance Committee and Executive Council meetings for approval.
Placed before the Finance Committee for consideration.
(As the item is of emergent nature, therefore, with the permission of the Chairman, the item is considered)
<u>Resolution of FC:</u> The Finance Committee accepted the recommendation of Dean's Committee to engage Mr. Ajay Kumar Verma @ Rs. 3.5 lakh remuneration and applicable taxes and recommended to the Executive Council for approval.

THANK YOU