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वित्त समिति की सातवीं बैठक

SEVENTH MEETING OF FINANCE COMMITTEE

कार्यवृत्त

MINUTES

19 दिसंबर, 2014

19th December, 2014

डॉक्टर हरीसिंह गौर विश्वविद्यालय, सागर (म.प्र.)

(केन्द्रीय विश्वविद्यालय)

DOCTOR HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M.P.)

(A CENTRAL UNIVERSITY)

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The following members of the Finance Committee were present in the 7th meeting of the FC held on 19 December, 2014 at 12:30 PM in the Conference Hall of Indian Council of Social Science Research (ICSSR), New Delhi:

1	Prof. S.P. Vyas, Vice-Chancellor Dr. H.S. Gour VV, Sagar, MP	Chairman (Ex-officio)
2	Shri R P Tewari Under Secretary (CU) (Nominee of Joint Secretary (CU) D/o Higher Education Ministry of HRD, Govt. of India, New Delhi	Member
3	Md. Fazal Mahmood Deputy Secretary (Finance) (Nominee of Joint Secretary (Finance) D/o Higher Education Ministry of HRD, Govt. of India, New Delhi	Member
4	Shri Puran Meshram Finance Officer RTM Nagpur University	Member
5	Shri A.K. Mishra Sr. Dy Registrar Indian Institute of Technology (IIT), Kanpur	Member
6	Prof. R.K. Namdeo Dean, School of MPS Dr. H.S.Gour VV, Sagar (MP)	Member
7	Prof. G. L. Puntambekar I/c Finance Officer Dr. H.S. Gour VV, Sagar (MP)	Secretary (Ex-officio)

Others:

1	Shri A.K. Pujari, Registrar Dr. H.S. Gour VV, Sagar MP	Special Invitee
2	Shri Santosh Kumar, Financial Advisor Dr. H.S. Gour VV, Sagar, MP	Special Invitee

Regretted due to pre-occupation:

1. Joint Secretary (CU), University Grants Commission, New Delhi.

MINUTES OF 7TH MEETING OF FINANCE COMMITTEE

FC:14.7.1: **Remarks of the Chairman of the Finance Committee :**

The Finance Committee appreciated the progress made by the University after filling of vacant positions at various levels and sincere efforts were also made in the direction for installation of instruments purchased for SIC amounting to Rs. 35.00 Crores. The Committee also agreed on the justified reasons for the delay in conducting scheduled FC meetings. The Committee also convinced with the fact that the minutes of the last four BWC meetings including 9th meeting was conducted mainly to speed up the ongoing construction works already awarded to HSCL & CPWD and therefore confirmed the minutes of all four BWC meetings. The Committee also accepted the new proposals presented in 9th meeting of BWC i.e. Animal House, 4 Nos. of Girls Common Rooms and 8 Nos. of Toilets with the condition of availability of funds.

The Committee also discussed in details on various financial decisions taken during last 15 months along with the new financial proposals and approved as mentioned under the following agenda items.

FC: 14.7.2 **Confirmation of the minutes of the 6th meeting of the Finance Committee:**

Resolution: The minutes of the last 6th meeting of the Finance Committee held on 07th September, 2013 are confirmed by the Hon'ble members of the Committee.

FC: 14.7.3: **Action taken Report on the resolution of the 6th meeting of F.C. held on 07-09-2013:**

Resolution: The Finance Committee noted the action taken by the University on the minutes of its 6th meeting held on 07th September, 2013 and after detailed deliberations recommended to be placed before the Executive Council (EC) for its approval. The Committee discussed in details the action taken report of various items of the 6th meeting of the Finance Committee, except with the advice on item No.13.6.16. The suggested advice of the Committee was to capitalize the expenditure met out of the internal receipts generated by the University and also to book under plan head in the books of accounts.

FC:14.7.4 Ratification of action taken by the University.

1. **Consideration of Revised Budget 2013-14 and Budget Estimate for the FY 2014-15**
2. **Confirmation of BWC meetings;**
3. **Arrear Payment for Daily Wagers Employees.**

__Resolution__: The Finance Committee noted the information of revised budget 2013-14 and the budget estimates for 2014-15 and accepted the same. The Committee approved the minutes of 6th, 7th, 8th and 9th meetings of the BWC. The Committee also discussed the progress made in various construction works and advised to ensure timely completion of the projects so that balance funds of XI plan can be utilized in the stipulated time. Accordingly, the agreed advance to the construction agencies such as HSCL may be released. Regarding the arrear payment of Daily Wagers Employees, the Committee appreciated the efforts made to disburse the due payment in compliance to the Hon'ble Supreme Court Order and for the grant approved by the UGC for the same.

All the above three items mentioned above were ratified by the Committee.

FC:14.7.5: Arrear payment to 27 Faculty Members on account of their promotion to the post of Associate Professor from Assistant Professor AGP Rs.8000/- under CAS.

__Resolution__: The Finance Committee noted the information regarding the promotion of 27 faculty members to the post of Associate Professor under CAS and approval of grant from UGC for payment of arrears. The Committee approved the same in compliance of the provisions of the UGC/MHRD and recommended to place the same before EC for its approval.

FC: 14.7.6: Financial Status of Grant-in-Aid received under Non-Plan and Plan in 2014-15 and unspent balance till 31st Oct. 2014.

__Resolution__: The Finance Committee noted the information regarding the grant received and expenditure incurred under XI & XII Plan and Non-Plan for the F.Y. 2014-15 up to 31st Oct.-2014 with unspent balance and recommended it to be placed before EC for its approval.

FC: 14.7.7 : Placing of Annual Financial Statements of the University for the financial year 2013-14 along with Audit Report conducted by Comptroller & Auditor General, Gwalior, Madhya Pradesh before F.C. Member for perusal & approval.

Resolution: The Finance Committee noted the action taken by the University regarding preparation, adoption and submission of the Annual Accounts for the FY 2013-14 in the new format prescribed by the UGC/ MHRD. The Committee went through the Draft Audit Report of Comptroller & Auditor General (CAG), Gwalior, M.P. and the reply submitted by the University for the same. The Committee appreciated the efforts made by the University for submission of its suitable reply over CAG observations and consequently dropping out of most of the observations made by the CAG considering effectiveness of the reply made by the University. The Finance Committee recommended to place the same before EC for its approval and also authorized the Hon'ble VC to submit the audited Annual Financial Statements of FY 2013-14 to MHRD, New Delhi to put it on the table of both the Houses of Parliament.

FC: 14.7.8: Information of Revised Budget Estimate of Grants-in Aid under Non-plan head for the Financial Year 2014-15

Resolution: The Finance Committee noted the information regarding the Revised Budget Estimate of Grants-in Aid under Non-plan head for the Financial Year 2014-15. The Committee acknowledged the sincere efforts made by the University for getting approval of revised budget estimates from UGC. The Committee approved the same and recommended to place before EC for its approval.

FC:14.7.9: Placing of Annual Budget Estimate of Grants-in-Aid under Non-plan head for the Financial Year 2015-16.

Resolution: The Committee discussed in details over the variations in the budget heads, wherever noticed and after due deliberations, the Committee approved the Annual Budget Estimates of Grant–in–Aid under Non- Plan head for FY 2015-16 and recommended to place before the EC for its approval.

FC:14.7.10: Approval of some major Recurring/Non-Recurring expenditure for strengthening research facilities & expenditures for NAAC visit preparation.

Resolution: The Committee approved the proposed major Recurring/Non-Recurring expenditure for strengthening research facilities & expenditures for NAAC visit preparation.

FC:14.7.11: Approval for expenditures to be incurred on celebration of the Foundation Day/Birth Anniversary of the founder of the University.

Resolution: The Finance Committee approved the proposal and recommended to place before EC for its approval.

FC: 14.7.12: Scheme for Creation and Management of "Reserve Fund" through Internal Receipts for Universities.

Resolution:- The Finance Committee agreed upon to create "Reserve Fund" as per the scheme of the UGC for better financial management in the University. The Committee approved the proposal and allowed to do the needful to create and maintain the said fund as per the UGC guidelines.

The Committee recommended to place before EC for its approval.

FC:14.7.13: Approval of relevant modifications in existing reimbursement process of medical bill adopted by the University and adoption of NPA including other admissible allowances to Medical Officers as per Central Government Rules and its subsequent amendments from time to time

Resolution: The Finance Committee discussed the matter at length and advised to seek an integrated view from the UGC and MHRD before its implementation.

Fc:14.7.14: Approval of expenditure and MOU for engagement of Madhya Pradesh Industrial Security Force for security of the University Campus.

Resolution: The Finance Committee discussed on the issue of security and the conditions of MOU with Madhya Pradesh State Industrial Security Force (MPSISF) and gave its financial concurrence and recommended to place before the EC for its approval.

FC:14.7.15 **Proposal to hire the services of Outsourcing Agency on comprehensive rate contract basis for house-keeping, maintenance and mechanized cleaning of the residential area including University campus.**

Resolution: The Finance Committee noted the requirement to maintain the ratio of 1:1.1 as per the direction provided of UGC/MHRD. The Committee emphasized to select the agency through open tender and in confirmation with the compliance of the guidelines in GFR.

FC:14.7.16: **Proposal to modify the existing authorized signatory on cheques to be issued by University.**

Resolution: The Committee deferred the proposal to be placed before the regular Vice Chancellor.

FC:14.7.17: **Proposal to enhance the imprest ceiling in the range of Rs.10000/- to Rs. 20,000/- amount as per requirements of the University.**

Resolution: The Committee approved the proposal and recommended to place before EC for its approval.

FC:14.7.18: **Any other matter with the permission of the Chair.**

WPC-1: **Establishment of Digital Multi-Media Language Laboratory:**

Resolution: The Committee approved the above proposal and authorized the Hon'ble Vice Chancellor to take the appropriate action and to place before EC for its ratification.

WPC-2: **Modernization of Seminar Hall with Video Conferencing Facility in English Department:**

Resolution: The Committee appreciated the proposal and approved the same and authorized the Hon'ble Vice Chancellor to take the appropriate action and to place before EC for its ratification.

WPC-3: **Ad-hoc Bonus to Daily Wagers:**

Resolution: The Committee recommended for compliance of payment of ad-hoc bonus payment to the daily wagers as per UGC/MHRD, directives and existing rules.

WPC-4: **Adoption of online system for Examination, etc. activities:**

Resolution: The Committee discussed the matter in details and approved the same and authorized the Hon'ble Vice Chancellor to take appropriate action and to place before EC for its ratification.

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

I/c Finance Officer
Dr. H.S. Gour VV, Sagar (M.P.)

Copy to:

1. Prof. S P Vyas, Vice-Chancellor and Chairman FC, Dr. H.S. Gour VV, Sagar, MP
2. Md. Fazal Mahmood, Deputy Secretary (Finance), D/o Higher Education, MHRD, Shastri Bhawan, ND
3. Shri R. P. Tewari, Under Secretary (CU), D/o Higher Education, MHRD, Shastri Bhawan New Delhi
4. Dr. K P Singh, Joint Secretary (CU) UGC, Bahadur Shah Zafar Marg, New Delhi
5. Shri Puran Meshram, Finance Officer, RTM Nagpur University, Nagpur (MS)
6. Shri A.K. Mishra, Sr. Dy Registrar, IIT, Kanpur, UP
7. Prof. R.K. Namdeo, Dean, SMPS, Dr. H.S. Gour VV, Sagar, MP
8. Shri G.L Puntambekar, I/c Finance Officer, Dr. H.S Gour VV, Sagar MP
9. Shri Anup K Pujari, Registrar, Dr. H.S. Gour VV, Sagar, MP
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I/c Finance Officer
Dr. H.S. Gour VV, Sagar (M.P.)