

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH**

**Po Box 21-Dharamshala, District Kangra, Himachal Pradesh - 176215**

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**F. No. Bud.5-3(6th)/CUHP/2010/**

**Dated: June 09, 2012**

To

All Members of Finance Committee

**Sub: 6th Meeting of the Finance Committee-Minutes thereof.**

Sir,

Kindly find attached herewith the Minutes of the 6th Meeting of the Finance Committee of the Central University of Himachal Pradesh held on 09th June 2012 at 10.00 AM in the **Committee Room No.II, India International Centre Annexe, New Delhi.**

It is requested that comments on the Minutes, if any, may please be sent by email at ([vc.cuhimachal@gmail.com](mailto:vc.cuhimachal@gmail.com)/[fo@cuhimachal.ac.in](mailto:fo@cuhimachal.ac.in) ) or by post, at the earliest. If no comments are received, within ten days, the Minutes shall be taken as confirmed.

**Thanking you,**

Yours faithfully,

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

Encl: As above.

1. The Registrar, Central University of Himachal Pradesh, Dharamshala (HP), Camp Office:IIC, New Delhi, along with 15 copies of the Minutes for placing the same before the Executive Council for consideration and approval.
2. PS to Vice-Chancellor, Central University of Himachal Pradesh, Dharamshala (HP), for information of the Hon'ble Vice-Chancellor.

CENTRAL UNIVERSITY OF HIMACHAL PRADESH



**MINUTES**

**6th Meeting of the Finance Committee  
held on 09.06.2012**

**Venue: Committee Room No.II, India International Centre Annexe,  
New Delhi.**

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**6th Meeting of the Finance Committee**  
**held on 09.06.2012**

**Venue: Committee Room No.II, India International Centre Annexe,**  
**New Delhi**

**MINUTES**

The 6th Meeting of the Finance Committee of the Central University of Himachal Pradesh was held on 09th June 2012 at 10:00 AM in the **Committee Room No.II, India International Centre Annexe, New Delhi.**

1. The following members were present:

1. Prof. Furqan Qamar	Chairman
Vice Chancellor	
2. Prof. N. Satyamurthy	Member
(representative of the Executive Council)	
3. Dr. B.S. Gill,	Member
(Nominee of the Executive Council)	
4. Shri R.D. Sahay	Member
(Nominee of the Visitor)	
5. Shri Naveen Soi	Member
(Nominee of the Visitor)	
6. Mrs Renu Batra	Special Invitee
(Joint Secretary,UGC)	
7. Dr.K.D. Lakhanpal	Special Invitee
Registrar	
8. Shri B.R. Dhiman	Secretary
Finance Officer	

2. Shri Syed Shahid Mahdi could not attend the meeting due to his prior commitments and unavoidable reasons and was granted leave of absence.

3. The Vice Chancellor extended a warm welcome and thanked each member for sparing their valuable time to attend the meeting. The Vice-Chancellor gave a brief account of the developmental activities of the University. He informed that hopefully the University will be able to get the land transferred in its name during the current financial year. He informed that the University has prepared the 12<sup>th</sup> Five Year Plan Proposals of the University which were placed before the Academic Council and Finance Committee and approved by the Executive Council, and were sent to the UGC.

After this, the Agenda was taken up for discussion.

**Item No.6.1: Confirmation of the minutes of the 5th meeting of the Finance Committee held on 10.04.2012 (Annexure 6.1A).**

The minutes of the 5th meeting of the Finance Committee held on 27.2.2012, were confirmed.

**Item No.6.2: To place before the Finance Committee the Report about the action taken on the decisions of its 5th meeting held on 10.04.2012.**

The report about the action taken on the decisions of 5th meeting of the Finance Committee held on 10.4.2012 was noted, as per Annexure 6.2A.

#### **ITEMS FOR CONSIDERATION AND APPROVAL**

**Item No.6.3: To place before the Finance Committee the comments received from the MHRD / UGC on Ordinances No. 23 of the first Ordinances (ANNEXURE 6.3A).**

The Ordinance No.23 of the First Ordinances (No. 21 - 33) of the University entitled "Travelling and Halting Allowance Rules" as approved by the Executive Council vide Item No. 2.9 of its Meeting held on 13<sup>th</sup> February, 2011 were sent to MHRD for information to the Visitor in accordance with Statute 37(6) of the Second Schedule of the Central Universities Act, 2009 vide letter No.3-3/CUHP/GA/2010/2422-23 dated 10<sup>th</sup> March, 2011.

The MHRD vide their letter No.F.54-2/2011-DESK (U) dated 2<sup>nd</sup> May, 2012 have sent comment of the University Grants Commission to the University with the request to adhere to the suggestions of the University Grants Commission with regard to the Ordinances framed by the University.

The University Grants Commission in its comments has made no objection to the Ordinances proposed by the University. However, in case of Ordinance No. 23 ("Travelling and Halting Allowance Rules"), the UGC has made some suggestions. The suggestions of the UGC/MHRD together with proposal of the University for amendments/changes, etc. is as under:

**COMMENTS/SUGGESTIONS OF UGC CONVEYED BY THE MHRD VIDE LETTER NO.F.54-2/2012-DESK(U) DATED 17.4.2012, ON THE FIRST ORDINANCES (NO.21-33) OF CENTRAL UNIVERSITY OF HIMACHAL PRADESH AND THE PROPOSAL OF THE UNIVERSITY.**

**ORDINANCE 23 “TRAVELLING AND HALTING ALLOWANCE RULES”**

Sr.No.	Comments/suggestions made by MHRD/UGC	Proposal of the University	Justification
(i)	Under clause 7, the travelling and halting allowances should be granted strictly as per rules of Govt. of India	Clause 7 provides “The Vice-Chancellor shall have power to grant travelling and halting allowance at any other rate or rates in special cases, if necessary”. In view of UGC/MHRD comments, this clause is proposed to be modified as under: Travelling and Daily Allowance shall be granted strictly as per rules of Govt. of India. However, in the Vice-Chancellor shall have the power to make relaxation exceptional cases	
(ii)	There is no such term as “Halting Allowance” in FR/SRs (TA Rules) of Govt. of India. Hence, it should be described as “Daily Allowance “as for TA Rules.	The University may accept the suggestion. The word “Halting Allowance” wherever appearing in the Ordinance is proposed to be replaced by the word “Daily allowance”	-

(iii)	<p>The category of Official and Non-official members of University should be clearly defined to avoid confusion in future. As per UGC OM No.F.1-4/2009(FD-1/B) dated 14.5.2009, the</p> <p>(A) Official members: serving (Central/State) Govt. servants, semi-Govt./autonomous bodies, employees paid from consolidated fund of India/State through grant-in-aid from UGC are treated as Official members.</p> <p>(B) Non-official members: All others including retired Govt. servants and retired members of UGC or statutory Bodies viz. Universities, Institutions, Councils, Boards and Societies etc. are to be treated as Non-official members.</p>	<p>The University may accept the suggestion. Accordingly it is proposed to insert Clause No.3.2 in the Ordinance 23 as under: 3.2: The Official and Non-Official members shall be as defined hereunder:</p> <p>(A) Official Members: serving (Central/State) Govt. servants, semi-Govt./autonomous bodies, employees paid from consolidated fund of India/State through grant-in-aid from UGC/GOI are treated as Official members.</p> <p>(B) Non-Official Members: All others including retired Govt. servants and retired members of UGC or statutory Bodies viz. Universities, Institutions, Councils, Boards and Societies etc.</p>	-
(iv)	<p>The term "Competent authority" needs to be defined say Vice-Chancellor (Pro Vice-Chancellor in absence of VC).</p>	<p>No change is required as the same is already defined under clause 3(a) to 3(g).</p>	<p>The clause 15 is to be read in conjunction with 3(a) to 3(g).</p>
(v)	<p>The expenditure is to be met from the separate Head of Account namely "Travel Expenses" by Budget Allocation.</p>	<p>No change is required in the Ordinance. The suggestion of UGC/MHRD has been noted.</p>	-
(vi)	<p>All the TA/DA claims viz. Drawal of advances, adjustment of TA claims and recovery of unspent advance and levy of travel interest etc. should be regulated as per Govt. of India FRs/SRs (TA) Rules should be incorporated in the draft Ordinance</p>	<p>The University may accept the suggestion. Accordingly Clause 15 is proposed to be modified as under: 15. All the TA/DA claims viz. Drawal of advances, adjustment of TA claims and recovery of unspent advance, levy of travel</p>	-

		interest and forfeiture of claims etc. shall be regulated as per Govt. of India FRs/SRs (TA) Rules. Further clause 16 of the ordinance is proposed to be deleted, as a result of which the existing clauses 16 onwards shall be renumbered.	
(vii)	Under clause 12, the scheme "Unassigned Grants" should be replaced as "Travel Grant" as from the XI Plan, there is no such scheme in the name of "Unassigned Grant".	The University may accept the suggestion. Clause 12 is proposed to be modified as under: 12: For travel in connection with conference/ seminar/ workshop etc. with the separate/specific financial assistance/grant of University Grants Commission shall be governed by the rules as prescribed by the UGC, for such grant.	Earlier there was mention of 'unassigned grant', which has been suggested to be replaced by 'Travel grant'. However, instead of 'travel grant', it is proposed to provide for separate/specific financial assistance/grant of University Grants Commission, so as to avoid mention of specific nature of grant.

**SUMMARY OF AMENDMENTS**

**ORDINANCE 23 "TRAVELLING AND DAILY ALLOWANCE RULES"**

Clause	Existing Provision	Proposed amendment
7	"The Vice-Chancellor shall have power to grant travelling and halting allowance at any other rate or rates in special cases, if necessary".	Travelling and Daily Allowance shall be granted strictly as per rules of Govt. of India. However, in the Vice-Chancellor shall have the power to make relaxation in exceptional cases
3.2	-- (new clause)	The Official and Non-Official members shall be as defined hereunder: (A) Official Members: serving (Central/State) Govt. servants, semi-Govt./autonomous bodies, employees paid from consolidated fund of India/State through grant-in-aid from UGC/GOI are treated as Official members.

		(B) Non-Official Members: All others including retired Govt. Servants and retired members of UGC or statutory Bodies viz. Universities, Institutions, Councils, Boards and Societies etc.
12	For travel in connection with conference/seminar/workshop etc. with the financial assistance under the scheme "Unassigned Grants" of University Grants Commission, shall be governed by the rules of unassigned grants as prescribed by the UGC.	For travel in connection with conference/seminar/ workshop etc. with the separate/specific financial assistance/ grant of University Grants Commission shall be governed by the rules as prescribed by the UGC, for such grant.
15	The authority competent to permit a person to proceed on tour etc. may sanction an advance to cover his/her travelling expenses for a period not exceeding thirty days. A second advance is not permissible except under special sanction of the Vice Chancellor, until the account of the first advance has been rendered.	All the TA/DA claims viz. Drawal of advances, adjustment of TA claims and recovery of unspent advance, levy of travel interest and forfeiture of claims etc. shall be regulated as per Govt. of India FRs/SRs (TA) Rules.
16	The T.A. bills shall be submitted within a month of the completion of the tour. Balance out of the advance, if any, shall, however, be refundable immediately. Unless permitted by the Vice Chancellor the entitlement of a person to travelling and halting allowances is forfeited as deemed to have been relinquished if the claim is not submitted within one year from the date on which they become due.	Deleted
As a result of deletion of clause 16, the existing clauses 17 to 24 shall be renumbered as 16 to 23		

**The Finance Committee considered the proposal and recommended to the Executive Council for approval for incorporation of the amendments/changes, proposed above. It also recommended the revised Ordinance 23 as per Annexure 6.3B, to the Executive Council for approval. It further recommended that in respect of clause 7, the words " for the reasons to be recorded in writing" may be added at the end of proposed provision.**



**Item No.6.4: To place before the Finance Committee the Annual Accounts for the financial year 2011-12 (Annexure 6.4A).**

The Annual Accounts of the university for the year 2011-12 have been prepared by the Finance Officer of the University, in terms of the provisions of Statute 7(7)(c), who is responsible for the preparation of annual accounts of the university and for their presentation to the Executive Council. The annual accounts so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the accounts are required to be submitted to the Executive Council for approval. As per the instructions issued in this behalf by the Ministry of Human Resource Development, Govt. of India, issued vide their D.O. letter No.F.19-18/2003-IFD dated 23.5.2008, the annual accounts are required to be prepared and got adopted by the Executive Council by 30<sup>th</sup> June of the following year before being sent to the audit authorities for commencement of audit.

The annual accounts have been prepared strictly as per the Common Format of Accounts, guidelines and instructions issued by the University Grants Commission vide their letter No.F.17-1/97(CU) dated 29.9.2003, consisting of Balance sheet, Income & Expenditure Account, Schedules to the said Financial statements, Instructions and Accounting Principles and Statement of Receipts and Payments. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Income Tax Act.

**The Finance Committee considered the annual accounts for the year 2011-12 and recommended to the Executive Council for approval for further submission of the same to the auditing agency. It was also suggested that in future a summary may be prepared for presentation of the accounts in the meeting of the Finance Committee.**

**Item No.6.5: To place before the Finance Committee the proposal for fixation of honorarium and other facilities to the Teachers appointed as Dean Students' Welfare, as under:**

<b>Dean Students' Welfare</b>	<b>Honorarium</b>	<b>Rs.3500.00 per month</b>
	<b>Telephone facility (including landline and mobile)</b>	<b>Reimbursement upto Rs.1500.00 per month</b>
	<b>Accommodation</b>	<b>Free, subject to availability.</b>

Statute 42(2) provides that “the Executive Council may, appoint on the recommendation of the Vice-Chancellor, a teacher, not below the rank of Associate Professor to discharge the duties of the Dean of Students Welfare (DSW), in addition to his duties as teacher, and in such case, the Executive Council may sanction a suitable allowance to be paid to him”.

**The Finance Committee considered the proposal and recommended to the Executive Council for approval as under:**

<b>Dean Students' Welfare</b>	<b>Honorarium</b>	<b>Rs.3500.00 per month</b>
	<b>Telephone facility (including landline and mobile)</b>	<b>Reimbursement upto Rs.1500.00 per month</b>

**Item No.6.6: To place before the Finance Committee the proposal for fixation of honorarium and other facilities to the Teachers appointed as Provosts and Wardens of the Hall of Residences/Hostels.**

<b>Provost</b>	<b>Honorarium</b>	<b>Rs.3000.00 per month</b>
	<b>Telephone facility (including landline and mobile)</b>	<b>Reimbursement upto Rs.1500.00 per month</b>
	<b>Accommodation</b>	<b>Free, subject to availability.</b>
<b>Warden</b>	<b>Honorarium</b>	<b>Rs.1500.00 per month</b>
	<b>Telephone facility (including landline and mobile)</b>	<b>Reimbursement upto Rs.750.00 per month</b>
	<b>Accommodation</b>	<b>Free, subject to availability.</b>

For each hostel of the University a Provost and Warden is to be appointed from amongst the teachers of the University, as per procedure has been laid down in Ordinance 17. Since it is an additional duty, it is proposed to provide honorarium and telephonic as well as residential accommodation facilities to the teachers who are given the said additional assignment.

**The Finance Committee considered the proposal and recommended to the Executive Council for approval as under:**

<b>Provost</b>	<b>Honorarium</b>	<b>Rs.3000.00 per month</b>
	<b>Telephone facility (including landline and mobile)</b>	<b>Reimbursement upto Rs.1500.00 per month</b>
<b>Warden</b>	<b>Honorarium</b>	<b>Rs.2000.00 per month</b>
	<b>Telephone facility (including landline and mobile)</b>	<b>Reimbursement upto Rs.1000.00 per month</b>
	<b>Accommodation</b>	<b>Free, furnished accommodation, subject to availability. In that case the Warden shall not be entitled for HRA.</b>

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

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

**Countersigned**

**(Prof. Furqan Qamar)**  
**Vice-Chancellor - Chairman**

Minutes of the 5<sup>th</sup> meeting of the Finance Committee, Central University of Himachal Pradesh, Dharamshala, on 10.4.2012 at India International Centre, New Delhi on 10.04.2012.

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**5th Meeting of the Finance Committee**  
**held on 10.04.2012**

**Venue: Committee Room No.II, India International Centre Annexe,**  
**New Delhi**

**MINUTES**

The 5th Meeting of the Finance Committee of the Central University of Himachal Pradesh was held on 10th April 2012 at 11:30 AM in the **Committee Room No.II, India International Centre Annexe, New Delhi.**

The following members were present:

1. Prof. Furqan Qamar Vice Chancellor	Chairman
2. Shri Syed Shahid Mahdi (representative of the Executive Council)	Member
3. Dr. B.S. Gill, (Nominee of the Executive Council)	Member
4. Shri R.D. Sahay (Nominee of the Visitor)	Member
5. Shri Naveen Soi (Nominee of the Visitor)	Member
6. Mrs Renu Batra (Joint Secretary,UGC)	Special Invitee
7. Dr.K.D. Lakhanpal Registrar	Special Invitee
8. Shri B.R. Dhiman Finance Officer	Secretary

Prof. N. Satyamurthy could not attend the meeting due to his prior commitments and unavoidable reasons and was granted leave of absence. Shri S.C. Chadha did not attend the meeting since he has retired. The Finance Committee put on record the contributions made by Shri Chadha.

The Vice Chancellor extended a warm welcome and thanked each member for sparing their valuable time to attend the meeting. The Vice-Chancellor gave a brief account of the developmental, academic and administrative activities of the University. He informed that hopefully the University will be able to get the land transferred in its name during the current financial year. He informed that the University has prepared the 12<sup>th</sup> Five Year Plan Proposals of the University which were placed before the Academic Council in its meeting

held on 9.4.2012 and are also being placed before the Finance Committee in the present meeting.

After this, the Agenda was taken up for discussion.

**Item No.5.1: Confirmation of the minutes of the 4th meeting of the Finance Committee held on 27.2.2012.**

**The minutes of the 4th meeting of the Finance Committee held on 27.2.2012, were confirmed.**

**Item No.5.2: To place before the Finance Committee the Report about the action taken on the decisions of its 4th meeting held on 27.2.2012.**

**The report about the action taken on the decisions of 4th meeting of the Finance Committee held on 27.2.2012 was noted, as per Annexure 5.2A.**

**Item No.5.3: To report to the Finance Committee the arrangement made by the University for signing of the cheques of the University.**

At the beginning of the University working, when there was no Finance Officer in position, Shri B.R. Dhiman, the then Deputy Registrar was declared as Drawing & Disbursing Officer. Simultaneously it was approved by the Vice Chancellor that the cheques shall be issued under the joint signatures of Shri B.R. Dhiman, Deputy Registrar and Prof. Yoginder S. Verma, OSD and that this arrangement shall continue till the first Finance Officer of the University is appointed. The arrangement so made by the Vice-Chancellor was reported to and ratified by the Executive Council vide item No.1.5 of its first meeting held on 24.7.2010.

Further consequent upon joining of the first Finance Officer of the University, it was ordered in supersession of earlier arrangement, that the Finance Officer shall be the Drawing & Disbursing Officer in respect of all the schemes in operation in this University. The authorised signatories for the issue of cheques, have been ordered to be as under:

- (i) All cheques of the University upto the amount of Rs.5.00 lakhs (Rupees Five lakhs only) shall be issued under the signatures of Shri B.R. Dhiman, Finance Officer.
- (ii) The cheques exceeding the limit of Rs.5.00 lakhs shall also be countersigned by Dr. K.D. Lakhanpal, Registrar of the University.

**The Finance Committee noted and ratified the action taken and reported the same to Executive Council for information.**

**Item No.5.4: To apprise about the rent paid by the University to the Himachal Pradesh Govt. Department of Languages on account of hiring of building named 'Sanskriti Sadan (Writer's Home)' for the establishment of Camp Office of the University.**

Sanskriti Sadan (Writers' Home) in Dharamshala was allotted by the State Government, on rent basis, for the Residence-cum-Office of the Vice Chancellor. The possession of the building was taken over by the University w.e.f. 1.6.2010 and the process for fixing the rent by the PWD was initiated. Since the offices of the University were to be made functional at the earliest and no other suitable building could be made available for the purpose, it was decided to use the Sanskriti Sadan as the Temporary/Camp Office of the University. The arrangement so made by the Vice-Chancellor was reported to and ratified by the Executive Council vide item No.1.4(a) of its first meeting held on 24.7.2010. The State Public Works Department has assessed the rent of the said building at Rs.28559.00 p.m. and intimated it to the Department of the Languages as well as to the University. The Department of the Languages, HP, requested the University for making the payment on account of rent of the said building. Accordingly the University has made a payment of Rs.6,28,298.00 for the period from 1.6.2010 to 31.3.2012.

**The Finance Committee noted and ratified the action taken and reported the same to Executive Council. It was also opined that the guidelines of the Ministry of Urban Development, Govt. of India may also be taken into account while taking the buildings etc. on rent basis in future.**

#### **ITEMS FOR CONSIDERATION AND APPROVAL**

**Item No.5.5: To place before the Finance Committee a proposal for the construction of Security Check Post at Temporary Academic Block of the University at Shahpur, Distt. Kangra (HP).**

Presently, the University is running its academic programmes in the newly constructed building of Govt. Degree College Shahpur, a building provided by the State Government to the University for the purpose, on temporary basis. This building has been named by the University as 'Temporary Academic Block (TAB)'. It is a temporary and transitory arrangement. Obviously on having permanent campus(s), the University shall have to shift its academic programmes to the permanent campuses.

The TAB is a very good and spacious building where the University is comfortable to accommodate all its academic programmes/activities. However, there is no Security Check Post at the entrance of the building. The building is situated at a distance of 200 metres from the National Highway and is surrounded by villages and the local people frequently pass through that area and enter into the TAB complex, which is required to be checked in view of safety and security of the students and staff. Without a Security Check Post, the entrance of unwanted people in the TAB complex cannot be checked. Hence, the necessity of providing a Security Check Post at TAB, is continuously felt by the University.

The University thus proposes to construct a Security Check Post at the entrance of the TAB complex through the Principal Govt. Degree College Shahpur, which involves an expenditure of Rs.1,87,600.00, as per the detailed estimates prepared by the Executive Engineer, HP PWD. The work shall be got executed through HP PWD. The necessity of having a Security Check Post at the entrance of an educational institution needs no over-emphasis. However, at the time of shifting the academic programmes/activities to the permanent campuses of the University, the University shall not be in a position to remove or shift the structure of the Security Check Post and the capital investment to be so made by the University may have to be handed over to the State Education Department in all probability.

**The Finance Committee considered the proposal and was of the considerate view that the security check post at TAB is a necessary requirement for the safety and security of the students and staff. It was, however, recommended to the Executive Council for approval that the University may consider to provide a pre-fabricated security check post at TAB.**

**Item No.5.6: To place before the Finance Committee the XII Five Year Plan Proposals (2012-17) of the University for consideration and recommendation to the Executive Council (Annexure 5.6A).**

The XII Five Year Plan Proposals (2012-17) have been prepared on the proforma prescribed by the University Grants Commission and also keeping in view the recommendations contained in the 12<sup>th</sup> FYP document entitled, "Inclusive and Qualitative Expansion of Higher Education" circulated vide letter dated 5.1.2012 of the UGC Chairman.

The University established 11 Schools and started academic programmes in 18 disciplines with 140 teaching and 52 non-teaching (administrative, academic and technical) staff positions. During the XII Plan it proposes to start 20 new academic programmes and accordingly has proposal for 140 teaching and 290 other administrative/academic, library, IT & Technical, Engineering, and physical education staff.

The University has XII Five Year Plan (2012-2017) proposal for Rs.651.50 crores for different activities/programmes, as given below:

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

Sr.No.	Head/Component	Funds required during XII Plan (Rs. In crores)	Remarks
<b>1.</b>	<b>Capital</b>		
	Construction of buildings	342.00	Administrative, academic/ School buildings, Library & IRC, Residential buildings, students hostels, guest houses, staff residences at two campuses
	Campus Development	25.00	Boundary walls, fencing, gates, development and levelling of land, internal roads, water, power, sewerage, drainage, rainwater harvesting, etc. at two campuses
	ICT Infrastructure for Library	2.50	
	Equipment	43.00	
	<b>Total (1)</b>	<b>412.50</b>	
<b>2.</b>	<b>General Expenses</b>		
	Establishment and Administrative Expenses	40.85	For the programmes approved during XI Plan and the programmes proposed during XII Plan
	Merged Schemes	22.50	
	<b>Total (2)</b>	<b>63.35</b>	
<b>3.</b>	<b>Salary expenses</b>		
	Teaching	101.85	For the posts approved during XI Plan and the posts proposed during XII Plan
	Non-teaching, administrative and technical staff	73.80	For the posts approved during XI Plan and the posts proposed during XII Plan
	<b>Total (3)</b>	<b>175.65</b>	
	<b>GRAND TOTAL(1+2+3)</b>	<b>651.50</b>	

**The Finance Committee considered the 12<sup>th</sup> Plan Proposals under Scenario 1 and Scenario 2 with financial outlay of Rs.651.50 crores and Rs.1576.64 crores, respectively as under:**

Sr.No.	Head/Component	Funds required during XII Plan (Rs. In crores)		Remarks
		Scenario I	Scenario II	
<b>1.</b>	<b>Capital</b>			
	Construction of buildings	342.00	720.00	Administrative, academic/ School buildings, Library & IRC, Residential buildings, students hostels, guest houses, staff residences at two campuses
	Campus Development	25.00	80.00	Boundary walls, fencing, gates, development and levelling of land, internal roads, water, power, sewerage, drainage, rainwater harvesting, etc. at two campuses
	ICT Infrastructure for Library	2.50	10.00	
	Equipment	43.00	126.00	
	<b>Total (1)</b>	<b>412.50</b>	<b>936.00</b>	
<b>2.</b>	<b>General Expenses</b>			
	Establishment and	40.85	145.71	For the programmes approved during XI



**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

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	Administrative Expenses			Plan and the programmes proposed during XII Plan
	Merged Schemes	22.50	111.25	
	New Extension Activities	-	2.00	
	<b>Total (2)</b>	<b>63.35</b>	<b>258.96</b>	
<b>3.</b>	<b>Salary expenses</b>			
	Teaching	101.85	203.86	For the posts approved during XI Plan and the posts proposed during XII Plan
	Non-teaching, administrative and technical staff	73.80	177.82	For the posts approved during XI Plan and the posts proposed during XII Plan
	<b>Total (3)</b>	<b>175.65</b>	<b>381.68</b>	
	<b>GRAND TOTAL(1+2+3)</b>	<b>651.50</b>	<b>1576.64</b>	

**The Finance Committee further recommended the 12<sup>th</sup> Five Year Plan (2012-17) proposals to the Executive Council for approval. The Finance Committee appreciated the meticulously prepared 12<sup>th</sup> FY Plan document and placed on record its appreciation for the efforts of the Vice-Chancellor and his team.**

**Item No.5.7: To place before the Finance Committee the recommendations of the Academic Council for consideration.**

The 6<sup>th</sup> meeting of the Academic Council has been fixed on 9.4.2012. The recommendations of the Academic Council, if any, shall be placed before the Finance Committee on the spot.

**The Finance Committee considered the recommendations of the Academic Council regarding 12<sup>th</sup> Five Year Plan (2012-17) made vide item No.4.6 of its 4<sup>th</sup> meeting held on 9.4.2012 and the decision under item No.5.6 was taken after taking the same into cognizance.**

**Item No.5.8: To place before the Finance Committee the Statute-43 with regard to Constitution of Pension Scheme and Provident Fund Scheme, for the benefit of University employees, for kind consideration and recommendation to the Executive Council for approval (Annexure 5.8A) – deferred item No.3.8 of 3<sup>rd</sup> meeting of the FC held on 10.12.2011.**

Section 36 of the Central Universities Act 2009 provides that "the University shall constitute for the benefit of its employees such provident or pension fund or provide such insurance schemes as it may deem fit in such manner and subject to such conditions as may be prescribed by the Statutes".

As such it is mandatory for the University to provide for necessary Statutes for the constitution of pension and or provident and insurance scheme for the benefits of its employees.

At present there is no provision to this effect in the 1st Statutes of the University. Therefore, Statute 43 'Constitution of Pension Scheme' has been drafted out for the

benefit of University employees (Annexure 3.8A) keeping in view the instructions of Government of India.

The rules for the New Pension Scheme and/or the old Pension-cum-GPF scheme in case of University employees covered under the respective schemes shall be the same as are prescribed by the Central Government in respect of its employees from time to time, the provision for which is being made through Ordinances, for which separate agenda item providing for Ordinance 40 is coming up before the Finance Committee.

The salient features of the new pension scheme are as under:

1. All new recruits into regular service of the University shall as a condition to their service be eligible to the benefit of New Pension Scheme known as “new restructured defined contribution pension system”, as is applicable to the new entrants to Central Government service from 1.1.2004.
2. Such of the new recruits who prior to entering into regular service of the University were the regular employees of Central or State Governments/Autonomous Bodies appointed in the said Governments/autonomous bodies on or before 31.12.2003 and who were governed under the old non-contributory Pension Scheme of their respective Governments/Organisations and enter into University service by submitting technical resignation shall continue to be eligible for pensionary benefits based on combined service in accordance with the CCS (Pension) Rules 1972.
3. Further such of the new recruits who prior to entering into regular service of the University were the regular employees of Central or State Governments/Autonomous Bodies appointed in the said Governments/autonomous bodies on or before 31.12.2003 and who were governed by CPF scheme or any other pension scheme of Central or State Governments/Autonomous Bodies other than the pension scheme under CCS (Pension) Rules 1972 and enter into University service by submitting technical resignation shall not be eligible for pensionary benefits based on combined service in accordance with the CCS (Pension) Rules 1972. However, such employees can seek pensionary/terminal benefits from their previous organisations/Departments, if admissible under the rules of that Government/ Organisation for the period of service rendered under that organisation/Department.

The item was also placed before the Academic Council vide item No.3.21, of its 3<sup>rd</sup> meeting held on 19.11.2011, which was considered and approved by the A.C.

The matter was placed before the Finance Committee in its 3<sup>rd</sup> meeting held on 10.12.2011 under item No.3.8. The Finance Committee considered the proposal in the light of the New Pension Scheme Rules of the Government of India and also the Office Memorandum of Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Department of Pension & Pensioners Welfare dated 26.7.2005 and 28.10.2009, regarding applicability of the New Pension Scheme with regard to the employees already in service prior to 1.1.2004.

The Finance Committee felt that while the Act of the University employers it to encourage inter-University mobility of faculty with portable pensions and protection of seniority; and that the 2005 and 2009 office memoranda permit the employees already in service on or before 31.12.2003 and were governed by old pension scheme under the CCS (Pension) Rules, 1972, to continue to be governed under the old non contributory pension scheme, where such employees submit technical resignation on or after 1.1.2004 to take up new appointment in the new Ministry/Department/ Central Autonomous Body, yet there is some ambiguity as to whether this concession could be made available even if such employee join an institution that were established after 31.12.2003.

This in view, the Finance Committee felt that the matter requires detailed examination and should, therefore, be deferred. However, in view of the fact that the University has already started its recruitment, the Finance Committee recommended to the Executive Council the implementation of New Pension Scheme of Govt. of India and to register itself with the CRA/NSDL. The above recommendation of the Finance Committee was considered by the Executive Council in its 4<sup>th</sup> meeting held on 10.12.2011 vide item No.4.29. The Executive Council considered and approved the recommendation of the Finance Committee.

This is thus a deferred item. However, the matter has been examined and in view of the explicit provision under Section 6(2)(iii) of the Central Universities Act 2009 for encouraging the portability of the pension. The provision of said Section reads as: ***in exercising its powers referred to in sub-section (1), it shall be the endeavour of the University to maintain an all India character and high standards of teaching and research.....inter-university mobility of faculty, with portable pensions and protection of seniority, shall be encouraged.***

**Justification:** The newly established Central Universities established under the Central Universities Act (2009) are facing a crisis situation in attracting quality faculty at the middle level (Associate Professor) and Senior level (Professor). Despite the advantage of 65 years (as compared to 60 or 62 in the State Universities) of retirement age, the faculty members are not willing to move from their present place of work to these new universities, even if it amounts to promotion for them. Amongst the many reasons (locational dis-advantage, family considerations, availability of career advancement schemes leading to time bound promotion etc. in their own Universities/organisations), the biggest barrier in attracting faculty to the new Universities is the ban on portability of pension. Despite the DOPT clarification of 2005 and 2009, which provides for the employees covered under GPF-cum-Pension Rules of 1972, to continue to be governed by the old pension rules even if they change their organisation, the faculty members joining the newly established Central Universities (and also the newly established IITs, IIMs, IISERs and NITs) are being denied the benefit on the ground that these institutions were not in existence as on 31.12.2003.

Further, the Cabinet decision that faculty members in the new centrally funded institutions may be taken on deputation for a period of up to 10 years and that during the period of deputation, these institutions may contribute their leave salary and pension contribution to their parent organisation, is not helping the new Central

Universities in attracting quality faculty because the rule of giving 10 years of deputation to their teachers has not been adopted by the State Universities and faculty members from existing Central Universities, hardly want to move to the new Central Universities, due to locational dis-advantages and lower HRA rates.

Considering the fact that Section 6(2)(iii) of the Central Universities Act 2009 (enacted after the announcement of the 6<sup>th</sup> Pay Commission which provided for the dis-continuation of the old pension scheme) provides that the Universities established under the Act are empowered to have portability of pension and the same shall be provided for in the Statutes, the present Statute is proposed.

Thus, it has become imperative for the University to again place the matter before the Finance Committee for consideration of bringing the Statutes for with regard to Constitution of Pension Scheme and Provident Fund Scheme, for the benefit of University employees. It is brought to the notice of the Finance Committee that absence of provision for portability of pension is resulting as a big deterrent for encouraging the mobility of faculty and other staff, which is a must if an all India character and high standards of teaching and research are to be maintained in the Central Universities and other Institutions of Higher Learning created after 1.1.2004.

**The Finance Committee considered Statute 43 for Constitution of Pension Scheme and Provident Fund Scheme, for the benefit of University employees, and recommended the same to the Executive Council for approval.**

**Item No.5.9: To place before the Finance Committee the proposal for fixation of rates of remuneration to external examiners for conducting regular examinations.**

The University invites external examiners for holding viva-voce examination in different courses, wherever required. At present, the examiner is being paid @ Rs. 500/- per session as per the approval of the Vice-Chancellor. Now it is being realised that in a number of courses, there will be a requirement for involving external examiners, particularly for the evaluation of project reports, training reports, field work reports, conducting practical examinations, re-evaluation of scripts and paper settings. In such cases an appropriate remuneration is required to be paid to the examiners/experts engaged for the purpose. After examining the matter of payment of remuneration by different neighbouring Universities, the following rates of remuneration are proposed: -

<b>Sr. No.</b>	<b>Particulars</b>	<b>Per Student/Report/Script</b>
1.	PG: Project Report/Training Report/ Field Work Report/ Community Lab Report	Rs. 100/- (Minimum Rs.500/- for a Programme of Study)
2.	PG: Viva Voce Examination	Rs. 50/- (Minimum Rs. 500/- for a Programme of Study)

3.	M. Phil: Dissertation – Evaluation	Rs. 750/-
4.	M. Phil: Viva Voce Examination	Rs. 500/-
5.	Ph.D: Thesis Evaluation	Rs. 2000/-
6.	Ph.D: Viva Voce Examination	Rs. 1500/-
7.	Revaluation of PG/RD answer scripts	Rs. 25/- per script (Minimum Rs. 200/- per examiner)
8.	PG/RD: Paper setting and preparation of synoptic answers	Rs. 500/- one set

The Finance Committee considered the proposal and recommended to the Executive Council the following rates for approval:

Sr. No.	Particulars	Per Student/Report/Script
1.	PG: Project Report/Training Report/ Field Work Report/ Community Lab Report	Rs. 200/- (Minimum Rs.1000/- for a Programme of Study)
2.	PG: Viva Voce Examination	Rs. 100/- (Minimum Rs. 1000/- for a Programme of Study)
3.	M. Phil: Dissertation – Evaluation	Rs. 1500/-
4.	M. Phil: Viva Voce Examination	Rs. 1000/-
5.	Ph.D: Thesis Evaluation	Rs. 5000/-
6.	Ph.D: Viva Voce Examination	Rs. 2500/-
7.	Revaluation of PG/RD answer scripts	Rs. 75/- per script (Minimum Rs. 500/- per examiner)
8.	PG/RD: Paper setting and preparation of synoptic answers	Rs. 1500/- one set

The above rates shall be applicable in respect of external examiners/experts/evaluators, etc.

**Item No.5.10 To place before the Finance Committee the proposal for approval of rates of remuneration to various categories of personnels engaged in the conduct of the Entrance Examination (HEAT/FEAT/TREAT).**

At present, for conducting FEAT/TREAT entrance test for admission to UG/PG/RD Programmes of Studies, the remuneration is being paid to the personnel engaged from the University and also from outside institutions at the rates approved by the

Vice-Chancellor and as ratified by the Executive Council in its 2<sup>nd</sup> Meeting held on 13<sup>th</sup> February, 2011. Since these rates were approved for the conduct of FEAT 2010 and were later on applied to TREAT/FEAT 2011 and in view of the fact that these entrance examinations are to be conducted, **it is proposed that the following rates, as ratified by the Executive Council for FEAT 2010 be approved (except for various rates mentioned under the category "Evaluation Work" as the same is not applicable because the University has adopted computerised evaluation through OMR sheet) as rates applicable for conduct of HEAT/FEAT/TREAT to be conducted in future as well.**

Sr. No.	Particulars	Rates (Rupees)
<b>Coordinator TREAT and paper setter</b>		
1.	Paper Setter (multi choice questions)	40 per MCQ
2.	Coordinator TREAT	2,500 per test
<b>Conduct of TREAT</b>		
3.	Centre Superintendent	1000 per day
4.	Deputy Superintendent	750 per day
5.	Accounts Incharge	750 per day
6.	Invigilator	400 per day
7.	Accounts Assistant	250 per day
8.	Office Assistant	225 per day
9.	Driver/Daftri	75 per day
10.	Class IV/Water man/Sweeper	75 per day
<b>Evaluation Work</b>		
11.	Evaluation of scripts	3 per script
12.	Rechecking of scripts	3 per script
13.	Supervision of evaluation	1.50 per script
14.	Tabulation	1 per entry
<b>Group Discussion/personal interview</b>		
15.	External member	1000 per day
16.	Internal member	500 per day
<b>Others</b>		
In addition, the staff deployed for conduct of TREAT, evaluation work and GD/PI shall be entitled for refreshment @ 25 per head per day For any other category or work, the remuneration shall be sanctioned by the Vice-Chancellor on the recommendation of the Coordinator TREAT.		

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

**Item No.5.11 To place before the Finance Committee the proposal for enhancement of remuneration of the Assistant Professors appointed on contract basis in various disciplines.**

The University has started its academic programmes in Academic session 2010-11. The faculty positions approved by the UGC have been created. But since the filling

of these positions on regular basis was not possible immediately so the University advertised the positions of Assistant Professors on contract basis with fixed emoluments of Rs. 25000/- per month.

Now the selection process has been initiated and Selection Committee for the positions of Professors and Associate Professors also held and most of them have joined the University too. But in case of Assistant Professors the process of holding Selection Committee may take another two-three months.

In the meantime the 13 Assistant Professors recruited during 2010-2011 on contract basis in different disciplines at fixed emoluments of Rs. 25000/- per month have represented for enhancement of their emoluments as per UGC Regulations 2010.

The UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 at Sr. No. 13.1 under 13.0 Appointments on Contract Basis is reproduced below:-

*“The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly appointed Assistant Professors. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing her/him on contract basis for another session.”*

It may be noted that 13 Assistant Professors had been recruited through Local Selection Committee as provided in the Act/Statutes of this University, and not through the regular Selection Committee. Regular Selection Committee could not be held as the Visitor's nominees on the Selection Committees were till then not available. Thus the above clause does not apply.

However, in view of the fact that these persons have worked hard for over a year and their performance has been satisfactory, a suitable increase in their emoluments may be considered.

**The item was withdrawn.**

Item No.5.12 **To place before the Finance Committee the proposal for paying leave salary and pension contributions and allowing pay protection in favour of those employees who are covered under GPF-cum-Pension Scheme (CCS Pension Rules 1972) and join this University by taking Extra Ordinary Leave.**

The University has held regular Selection Committee for the Post of Professors and Associate Professors. As against the 18 posts of Professors and 36 posts of Associate Professors, the Selection Committee could recommend only 7 persons for the post of Professors and 16 persons for the post of the Associate Professors. The recommendations of the Selection Committees were approved by the Executive Council in its 5<sup>th</sup> Meeting held on 27<sup>th</sup> February, 2012. Accordingly the appointment letters have been issued to the selected candidates. These candidates are in the process of joining. However, in the absence of clear position about the applicability of GPF-Pension Scheme in the University, the candidates who are already in employment in other Universities, Central or State Government Departments and are covered under the GPF-pension scheme (CCS Pension Rules 1972) are reluctant to join the University. However, such employees are generally agreeing to join by taking Extra Ordinary Leave/maintaining lien in their parent Departments/Universities, provided this University pays the leave salary and pension contributions in their cases, till they retain their lien in their parent organisation or till their services are confirmed in this University.

**The Finance Committee considered the proposal and recommended to the Executive Council the payment of leave salary and pension contribution and also pay protection in respect of the employees who were covered under GPF-cum-Pension Scheme (CCS Pension Rules 1972) prior to joining this University and joined the University by taking Extra Ordinary Leave/maintaining lien, till such time they retain lien in their parent organisations or till their services are confirmed in the University.**

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

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

**Countersigned**

**(Prof. Furqan Qamar)  
Vice-Chancellor - Chairman**



**Action Taken Report (ATR) on the decisions of the 5th meeting of Finance Committee held on 10.04.2012.**

Item No.	Item	Decision Taken	Action taken
Item 5.1	<b>Confirmation of the minutes of the 4th meeting of the Finance Committee held on 27.02.2012.</b>	The minutes of the 4th meeting of the Finance Committee held on 27.02.2012, were confirmed.	No action.
Item 5.2	<b>To place before the Finance Committee the Report about the action taken on the decisions of its 4th meeting held on 27.02.2012.</b>	The report about the action taken on the decisions of 4th meeting of the Finance Committee held on 27.02.2012 was noted, as per Annexure 5.2A.	No action.
Item 5.3	<p><b>To report to the Finance Committee the arrangement made by the University for signing of the cheques of the University.</b></p> <p>At the beginning of the University working, when there was no Finance Officer in position, Shri B.R. Dhiman, the then Deputy Registrar was declared as Drawing &amp; Disbursing Officer. Simultaneously it was approved by the Vice Chancellor that the cheques shall be issued under the joint signatures of Shri B.R. Dhiman, Deputy Registrar and Prof. Yoginder S. Verma, OSD and that this arrangement shall continue till the first Finance Officer of the University is appointed. The arrangement so made by the Vice-Chancellor was reported to and ratified by the Executive Council vide item No.1.5 of its first meeting held on 24.7.2010.</p> <p>Further consequent upon joining of the first Finance Officer of the University, it was ordered in supersession of earlier arrangement, that the Finance Officer shall be the Drawing &amp; Disbursing Officer in respect of all the schemes in operation in this University. The authorised signatories for the issue of cheques, have been ordered to be as under:</p> <p>(i) All cheques of the University upto the amount of Rs.5.00 lakhs (Rupees Five lakhs only) shall be issued under the signatures of Shri B.R. Dhiman, Finance Officer.</p> <p>(ii) The cheques exceeding the limit of Rs.5.00 lakhs shall also be countersigned by Dr. K.D. Lakhanpal, Registrar of the University.</p>	<b>The Finance Committee noted and ratified the action taken and reported the same to Executive Council for information.</b>	No further action required.

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

<p>Item 5.4</p>	<p><b>To apprise about the rent paid by the University to the Himachal Pradesh Govt. Department of Languages on account of hiring of building named 'Sanskriti Sadan (Writer's Home)' for the establishment of Camp Office of the University.</b></p> <p>Sanskriti Sadan (Writers' Home) in Dharamshala was allotted by the State Government, on rent basis, for the Residence-cum-Office of the Vice Chancellor. The possession of the building was taken over by the University w.e.f. 1.6.2010 and the process for fixing the rent by the PWD was initiated. Since the offices of the University were to be made functional at the earliest and no other suitable building could be made available for the purpose, it was decided to use the Sanskriti Sadan as the Temporary/Camp Office of the University. The arrangement so made by the Vice-Chancellor was reported to and ratified by the Executive Council vide item No.1.4(a) of its first meeting held on 24.7.2010. The State Public Works Department has assessed the rent of the said building at Rs.28559.00 p.m. and intimated it to the Department of the Languages as well as to the University. The Department of the Languages, HP, requested the University for making the payment on account of rent of the said building. Accordingly the University has made a payment of Rs.6,28,298.00 for the period from 1.6.2010 to 31.3.2012.</p>	<p><b>The Finance Committee noted and ratified the action taken and reported the same to Executive Council. It was also opined that the guidelines of the Ministry of Urban Development, Govt. of India may also be taken into account while taking the buildings etc. on rent basis in future.</b></p>	<p>The recommendations of the FC were approved by the EC vide item No.6.5 in its meeting held on 10.04.2012. The opinion of FC regarding taking into account the guidelines of MUD also for future has been noted.</p>																									
<p>Item No.5.6:</p>	<p><b>To place before the Finance Committee the XII Five Year Plan Proposals (2012-17) of the University for consideration and recommendation to the Executive Council (Annexure 5.6A).</b></p> <p>The XII Five Year Plan Proposals (2012-17) have been prepared on the proforma prescribed by the University Grants Commission and also keeping in view the recommendations contained in the 12<sup>th</sup> FYP document entitled, "Inclusive and Qualitative Expansion of Higher Education" circulated vide letter dated 5.1.2012 of the UGC Chairman.</p> <p>The University established 11 Schools and started academic programmes in 18 disciplines with 140 teaching and 52 non-teaching (administrative, academic and technical) staff positions. During the XII Plan it proposes to start 20 new academic programmes and accordingly has proposal for 140 teaching and 290 other administrative/academic, library, IT &amp; Technical, Engineering, and physical education staff.</p> <p>The University has XII Five Year Plan (2012-2017) proposal for Rs.651.50 crores for different activities/programmes, as given below:</p> <table border="1" data-bbox="203 1193 1075 1369"> <thead> <tr> <th>Sr.No.</th> <th>Head/Component</th> <th>Funds required during XII Plan (Rs. In crores)</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr.No.	Head/Component	Funds required during XII Plan (Rs. In crores)	Remarks					<p><b>The Finance Committee considered the 12<sup>th</sup> Plan Proposals under Scenario 1 and Scenario 2 with financial outlay of Rs.651.50 crores and Rs.1576.64 crores, respectively, as under:</b></p> <table border="1" data-bbox="1122 842 1814 1388"> <thead> <tr> <th rowspan="2">Sr. No</th> <th rowspan="2">Head/Component</th> <th colspan="2">Funds required during XII Plan (Rs. In crores)</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Scenario I</th> <th>Scenario II</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Capital</td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td>Construction of buildings</td> <td>342.00</td> <td>720.00</td> <td>Administrative, academic/ School buildings, Library &amp; IRC, Residential buildings, students hostels, guest houses, staff residences at two campuses</td> </tr> </tbody> </table>	Sr. No	Head/Component	Funds required during XII Plan (Rs. In crores)		Remarks	Scenario I	Scenario II	1.	Capital					Construction of buildings	342.00	720.00	Administrative, academic/ School buildings, Library & IRC, Residential buildings, students hostels, guest houses, staff residences at two campuses	<p>The recommendations of the FC were approved by the EC vide item No.6.5 in its meeting held on 10.04.2012. The 12<sup>th</sup> FYP proposals of the University have been submitted to the UGC vide letter No. Bud.1-3/CUHP/2010 dated 10/11.4.2012.</p>
Sr.No.	Head/Component	Funds required during XII Plan (Rs. In crores)	Remarks																									
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**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

	<b>1. Capital</b>							
		Construction of buildings	342.00	Administrative, academic/ School buildings, Library & IRC, Residential buildings, students hostels, guest houses, staff residences at two campuses				
		Campus Development	25.00	Boundary walls, fencing, gates, development and levelling of land, internal roads, water, power, sewerage, drainage, rainwater harvesting, etc. at two campuses				
		ICT Infrastructure for Library	2.50					
		Equipment	43.00					
		<b>Total (1)</b>	<b>412.50</b>					
	<b>2. General Expenses</b>							
		Establishment and Administrative Expenses	40.85	For the programmes approved during XI Plan and the programmes proposed during XII Plan				
		Merged Schemes	22.50					
		<b>Total (2)</b>	<b>63.35</b>					
	<b>3. Salary expenses</b>							
		Teaching	101.85	For the posts approved during XI Plan and the posts proposed during XII Plan				
		Non-teaching, administrative and technical staff	73.80	For the posts approved during XI Plan and the posts proposed during XII Plan				
		<b>Total (3)</b>	<b>175.65</b>					
		<b>GRAND TOTAL(1+2+3)</b>	<b>651.50</b>					
	Campus Development	25.00		80.00	Boundary walls, fencing, gates, development and levelling of land, internal roads, water, power, sewerage, drainage, rainwater harvesting, etc. at two campuses			
	ICT Infrastructure for Library	2.50		10.00				
	Equipment	43.00		126.00				
	<b>Total (1)</b>	<b>412.50</b>		936.00				
<b>2. General Expenses</b>								
	Establishment and Administrative Expenses	40.85		145.71	For the programmes approved during XI Plan and the programmes proposed during XII Plan			
	Merged Schemes	22.50		111.25				
	New Extension Activities	-		2.00				
	<b>Total (2)</b>	<b>63.35</b>		258.96				
<b>3. Salary expenses</b>								
	Teaching	101.85		203.86	For the posts			

CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)

					approved during XI Plan and the posts proposed during XII Plan		
		Non-teaching, administrative and technical staff	73.80	177.82	For the posts approved during XI Plan and the posts proposed during XII Plan		
		<b>Total (3)</b>	<b>175.65</b>	381.68			
		<b>GRAND TOTAL(1+2+3)</b>	<b>651.50</b>	1576.64			
		<p>The Finance Committee further recommended the 12<sup>th</sup> Five Year Plan (2012-17) proposals to the Executive Council for approval. The Finance Committee appreciated the meticulously prepared 12<sup>th</sup> FY Plan document and placed on record its appreciation for the efforts of the Vice-Chancellor and his team.</p>					
Item No.5.7:	<p>To place before the Finance Committee the recommendations of the Academic Council for consideration.</p> <p>The 6<sup>th</sup> meeting of the Academic Council has been fixed on 9.4.2012. The recommendations of the Academic Council, if any, shall be placed before the Finance Committee on the spot.</p>	<p>The Finance Committee considered the recommendations of the Academic Council regarding 12<sup>th</sup> Five Year Plan (2012-17) made vide item No.4.6 of its 4<sup>th</sup> meeting held on 9.4.2012 and the decision under item No.5.6 was taken after taking the same into cognizance.</p>					No action required.
Item No.5.8:	<p>To place before the Finance Committee the Statute-43 with regard to Constitution of Pension Scheme and Provident Fund Scheme, for the benefit of University employees, for kind consideration and recommendation to the Executive Council for approval (Annexure 5.8A) – deferred item No.3.8 of 3<sup>rd</sup> meeting of the FC held on 10.12.2011.</p> <p>Section 36 of the Central Universities Act 2009 provides that "the University shall constitute for the benefit of its employees such provident or pension fund or provide such insurance schemes as it may deem fit in such manner and subject to such conditions as may be prescribed by the Statutes".</p>	<p>The Finance Committee considered Statute 43 for Constitution of Pension Scheme and Provident Fund Scheme, for the benefit of University employees, and recommended the same to the Executive Council for approval.</p>					<p>The recommendations of the FC were approved by the EC vide item No.6.5 in its meeting held on 10.04.2012. The proposal seeking assent of HE the Visitor of the University has been</p>

CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)

<p>As such it is mandatory for the University to provide for necessary Statutes for the constitution of pension and or provident and insurance scheme for the benefits of its employees.</p> <p>At present there is no provision to this effect in the 1st Statutes of the University. Therefore, Statute 43 'Constitution of Pension Scheme' has been drafted out for the benefit of University employees (Annexure 3.8A) keeping in view the instructions of Government of India.</p> <p>The rules for the New Pension Scheme and/or the old Pension-cum-GPF scheme in case of University employees covered under the respective schemes shall be the same as are prescribed by the Central Government in respect of its employees from time to time, the provision for which is being made through Ordinances, for which separate agenda item providing for Ordinance 40 is coming up before the Finance Committee.</p> <p>The salient features of the new pension scheme are as under:</p> <ol style="list-style-type: none"> <li>1. All new recruits into regular service of the University shall as a condition to their service be eligible to the benefit of New Pension Scheme known as "new restructured defined contribution pension system", as is applicable to the new entrants to Central Government service from 1.1.2004.</li> <li>2. Such of the new recruits who prior to entering into regular service of the University were the regular employees of Central or State Governments/Autonomous Bodies appointed in the said Governments/autonomous bodies on or before 31.12.2003 and who were governed under the old non-contributory Pension Scheme of their respective Governments/Organisations and enter into University service by submitting technical resignation shall continue to be eligible for pensionary benefits based on combined service in accordance with the CCS (Pension) Rules 1972.</li> <li>3. Further such of the new recruits who prior to entering into regular service of the University were the regular employees of Central or State Governments/Autonomous Bodies appointed in the said Governments/autonomous bodies on or before 31.12.2003 and who were governed by CPF scheme or any other pension scheme of Central or State Governments/Autonomous Bodies other than the pension scheme under CCS (Pension) Rules 1972 and enter into University service by submitting technical resignation shall not be eligible for pensionary benefits based on combined service in accordance with the CCS (Pension) Rules 1972. However, such employees can seek pensionary/terminal benefits from their previous organisations/Departments, if admissible under the rules of that Government/ Organisation for the period of service rendered under that organisation/Department.</li> </ol>		<p>sent to the MHRD vide letter No.3-2/CUHP/GA/2010/1453-55 dated 20.4.2012.</p>
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<p>The item was also placed before the Academic Council vide item No.3.21, of its 3<sup>rd</sup> meeting held on 19.11.2011, which was considered and approved by the A.C.</p> <p>The matter was placed before the Finance Committee in its 3<sup>rd</sup> meeting held on 10.12.2011 under item No.3.8. The Finance Committee considered the proposal in the light of the New Pension Scheme Rules of the Government of India and also the Office Memorandum of Govt. of India, Ministry of Personnel, Public Grievances &amp; Pensions, Department of Pension &amp; Pensioners Welfare dated 26.7.2005 and 28.10.2009, regarding applicability of the New Pension Scheme with regard to the employees already in service prior to 1.1.2004.</p> <p>The Finance Committee felt that while the Act of the University employers it to encourage inter-University mobility of faculty with portable pensions and protection of seniority; and that the 2005 and 2009 office memoranda permit the employees already in service on or before 31.12.2003 and were governed by old pension scheme under the CCS (Pension) Rules, 1972, to continue to be governed under the old non contributory pension scheme, where such employees submit technical resignation on or after 1.1.2004 to take up new appointment in the new Ministry/Department/ Central Autonomous Body, yet there is some ambiguity as to whether this concession could be made available even if such employee join an institution that were established after 31.12.2003.</p> <p>This in view, the Finance Committee felt that the matter requires detailed examination and should, therefore, be deferred. However, in view of the fact that the University has already started its recruitment, the Finance Committee recommended to the Executive Council the implementation of New Pension Scheme of Govt. of India and to register itself with the CRA/NSDL. The above recommendation of the Finance Committee was considered by the Executive Council in its 4<sup>th</sup> meeting held on 10.12.2011 vide item No.4.29. The Executive Council considered and approved the recommendation of the Finance Committee.</p> <p>This is thus a deferred item. However, the matter has been examined and in view of the explicit provision under Section 6(2)(iii) of the Central Universities Act 2009 for encouraging the portability of the pension. The provision of said Section reads as: <b><i>in exercising its powers referred to in sub-section (1), it shall be the endeavour of the University to maintain an all India character and high standards of teaching and research.....inter-university mobility of faculty, with portable pensions and protection of seniority, shall be encouraged.</i></b></p> <p><b>Justification:</b> The newly established Central Universities established under the Central</p>	
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CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)

<p>Universities Act (2009) are facing a crisis situation in attracting quality faculty at the middle level (Associate Professor) and Senior level (Professor). Despite the advantage of 65 years (as compared to 60 or 62 in the State Universities) of retirement age, the faculty members are not willing to move from their present place of work to these new universities, even if it amounts to promotion for them.</p> <p>Amongst the many reasons (locational dis-advantage, family considerations, availability of career advancement schemes leading to time bound promotion etc. in their own Universities/organisations), the biggest barrier in attracting faculty to the new Universities is the ban on portability of pension. Despite the DOPT clarification of 2005 and 2009, which provides for the employees covered under GPF-cum-Pension Rules of 1972, to continue to be governed by the old pension rules even if they change their organisation, the faculty members joining the newly established Central Universities (and also the newly established IITs, IIMs, IISERs and NITs) are being denied the benefit on the ground that these institutions were not in existence as on 31.12.2003.</p> <p>Further, the Cabinet decision that faculty members in the new centrally funded institutions may be taken on deputation for a period of up to 10 years and that during the period of deputation, these institutions may contribute their leave salary and pension contribution to their parent organisation, is not helping the new Central Universities in attracting quality faculty because the rule of giving 10 years of deputation to their teachers has not been adopted by the State Universities and faculty members from existing Central Universities, hardly want to move to the new Central Universities, due to locational dis-advantages and lower HRA rates.</p> <p>Considering the fact that Section 6(2)(iii) of the Central Universities Act 2009 (enacted after the announcement of the 6<sup>th</sup> Pay Commission which provided for the discontinuation of the old pension scheme) provides that the Universities established under the Act are empowered to have portability of pension and the same shall be provided for in the Statutes, the present Statute is proposed.</p> <p>Thus, it has become imperative for the University to again place the matter before the Finance Committee for consideration of bringing the Statutes for with regard to Constitution of Pension Scheme and Provident Fund Scheme, for the benefit of University employees. It is brought to the notice of the Finance Committee that absence of provision for portability of pension is resulting as a big deterrent for encouraging the mobility of faculty and other staff, which is a must if an all India character and high standards of teaching and research are to be maintained in the Central Universities and other Institutions of Higher Learning created after 1.1.2004.</p>		
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**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

<p><b>Item No.5.9:</b></p>	<p><b>To place before the Finance Committee the proposal for fixation of rates of remuneration to external examiners for conducting regular examinations.</b></p> <p>The University invites external examiners for holding viva-voce examination in different courses, wherever required. At present, the examiner is being paid @ Rs. 500/- per session as per the approval of the Vice-Chancellor. Now it is being realised that in a number of courses, there will be a requirement for involving external examiners, particularly for the evaluation of project reports, training reports, field work reports, conducting practical examinations, re-evaluation of scripts and paper settings. In such cases an appropriate remuneration is required to be paid to the examiners/experts engaged for the purpose. After examining the matter of payment of remuneration by different neighbouring Universities, the following rates of remuneration are proposed: -</p> <table border="1" data-bbox="286 587 1084 1118"> <thead> <tr> <th>Sr. No.</th> <th>Particulars</th> <th>Per Student/Report/Script</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>PG: Project Report/Training Report/Field Work Report/ Community Lab Report</td> <td>Rs. 100/- (Minimum Rs.500/- for a Programme of Study)</td> </tr> <tr> <td>2.</td> <td>PG: Viva Voce Examination</td> <td>Rs. 50/- (Minimum Rs. 500/- for a Programme of Study)</td> </tr> <tr> <td>3.</td> <td>M. Phil: Dissertation – Evaluation</td> <td>Rs. 750/-</td> </tr> <tr> <td>4.</td> <td>M. Phil: Viva Voce Examination</td> <td>Rs. 500/-</td> </tr> <tr> <td>5.</td> <td>Ph.D: Thesis Evaluation</td> <td>Rs. 2000/-</td> </tr> <tr> <td>6.</td> <td>Ph.D: Viva Voce Examination</td> <td>Rs. 1500/-</td> </tr> <tr> <td>7.</td> <td>Revaluation of PG/RD answer scripts</td> <td>Rs. 25/- per script (Minimum Rs. 200/- per examiner)</td> </tr> <tr> <td>8.</td> <td>PG/RD: Paper setting and preparation of synoptic answers</td> <td>Rs. 500/- one set</td> </tr> </tbody> </table>	Sr. No.	Particulars	Per Student/Report/Script	1.	PG: Project Report/Training Report/Field Work Report/ Community Lab Report	Rs. 100/- (Minimum Rs.500/- for a Programme of Study)	2.	PG: Viva Voce Examination	Rs. 50/- (Minimum Rs. 500/- for a Programme of Study)	3.	M. Phil: Dissertation – Evaluation	Rs. 750/-	4.	M. Phil: Viva Voce Examination	Rs. 500/-	5.	Ph.D: Thesis Evaluation	Rs. 2000/-	6.	Ph.D: Viva Voce Examination	Rs. 1500/-	7.	Revaluation of PG/RD answer scripts	Rs. 25/- per script (Minimum Rs. 200/- per examiner)	8.	PG/RD: Paper setting and preparation of synoptic answers	Rs. 500/- one set	<p><b>The Finance Committee considered the proposal and recommended to the Executive Council the following rates for approval:</b></p> <table border="1" data-bbox="1115 320 1816 948"> <thead> <tr> <th>Sr. No.</th> <th>Particulars</th> <th>Per Student/ Report/Script</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>PG: Project Report/Training Report/ Field Work Report/ Community Lab Report</td> <td>Rs. 200/- (Minimum Rs.1000/- for a Programme of Study)</td> </tr> <tr> <td>2.</td> <td>PG: Viva Voce Examination</td> <td>Rs. 100/- (Minimum Rs. 1000/- for a Programme of Study)</td> </tr> <tr> <td>3.</td> <td>M. Phil: Dissertation – Evaluation</td> <td>Rs. 1500/-</td> </tr> <tr> <td>4.</td> <td>M. Phil: Viva Voce Examination</td> <td>Rs. 1000/-</td> </tr> <tr> <td>5.</td> <td>Ph.D: Thesis Evaluation</td> <td>Rs. 5000/-</td> </tr> <tr> <td>6.</td> <td>Ph.D: Viva Voce Examination</td> <td>Rs. 2500/-</td> </tr> <tr> <td>7.</td> <td>Revaluation of PG/RD answer scripts</td> <td>Rs. 75/- per script (Minimum Rs. 500/- per examiner)</td> </tr> <tr> <td>8.</td> <td>PG/RD: Paper setting and preparation of synoptic answers</td> <td>Rs. 1500/- one set</td> </tr> </tbody> </table> <p><b>The above rates shall be applicable in respect of external examiners/experts/evaluators, etc.</b></p>	Sr. No.	Particulars	Per Student/ Report/Script	1.	PG: Project Report/Training Report/ Field Work Report/ Community Lab Report	Rs. 200/- (Minimum Rs.1000/- for a Programme of Study)	2.	PG: Viva Voce Examination	Rs. 100/- (Minimum Rs. 1000/- for a Programme of Study)	3.	M. Phil: Dissertation – Evaluation	Rs. 1500/-	4.	M. Phil: Viva Voce Examination	Rs. 1000/-	5.	Ph.D: Thesis Evaluation	Rs. 5000/-	6.	Ph.D: Viva Voce Examination	Rs. 2500/-	7.	Revaluation of PG/RD answer scripts	Rs. 75/- per script (Minimum Rs. 500/- per examiner)	8.	PG/RD: Paper setting and preparation of synoptic answers	Rs. 1500/- one set	<p>The recommendations of the FC were approved by the EC vide item No.6.5 in its meeting held on 10.04.2012. The decision has been notified vide notification No. Bud.3-4/CUHP/2010/1417-23 dated 19.4.2012.</p>
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<p><b>Item No.5.10</b></p>	<p><b>To place before the Finance Committee the proposal for approval of rates of remuneration to various categories of personnels engaged in the conduct of the Entrance Examination (HEAT/FEAT/TREAT).</b></p> <p>At present, for conducting FEAT/TREAT entrance test for admission to UG/PG/RD Programmes of Studies, the remuneration is being paid to the personnel engaged from the University and also from outside institutions at the rates approved by the Vice-Chancellor and as ratified by the Executive Council in its 2<sup>nd</sup> Meeting held on 13<sup>th</sup> February, 2011. Since these rates were approved for the conduct of FEAT 2010 and were</p>	<p><b>The Finance Committee considered the proposal and recommended the same to the Executive Council for approval.</b></p>	<p>The recommendations of the FC were approved by the EC vide item No.6.5 in its meeting held on 10.04.2012. The decision has been notified vide</p>																																																						



CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)

later on applied to TREAT/FEAT 2011 and in view of the fact that these entrance examinations are to be conducted, it is proposed that the following rates, as ratified by the Executive Council for FEAT 2010 be approved (except for various rates mentioned under the category "Evaluation Work" as the same is not applicable because the University has adopted computerised evaluation through OMR sheet) as rates applicable for conduct of HEAT/FEAT/TREAT to be conducted in future as well.

notification No.  
Bud.3-4/CUHP/  
2010/1424-30  
dated 19.4.2012.

Sr. No.	Particulars	Rates (Rupees)
<b>Coordinator TREAT and paper setter</b>		
1.	Paper Setter (multi choice questions)	40 per MCQ
2.	Coordinator TREAT	2,500 per test
<b>Conduct of TREAT</b>		
3.	Centre Superintendent	1000 per day
4.	Deputy Superintendent	750 per day
5.	Accounts Incharge	750 per day
6.	Invigilator	400 per day
7.	Accounts Assistant	250 per day
8.	Office Assistant	225 per day
9.	Driver/Daftri	75 per day
10.	Class IV/Water man/Sweeper	75 per day
<b>Evaluation Work</b>		
11.	Evaluation of scripts	3 per script
12.	Rechecking of scripts	3 per script
13.	Supervision of evaluation	1.50 per script
14.	Tabulation	1 per entry
<b>Group Discussion/personal interview</b>		
15.	External member	1000 per day
16.	Internal member	500 per day
<b>Others</b>		
In addition, the staff deployed for conduct of TREAT, evaluation work and GD/PI shall be entitled for refreshment @ 25 per head per day For any other category or work, the remuneration shall be sanctioned by the Vice-Chancellor on the recommendation of the Coordinator TREAT.		

CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)

<p><b>Item No.5.11</b></p>	<p><b>To place before the Finance Committee the proposal for enhancement of remuneration of the Assistant Professors appointed on contract basis in various disciplines.</b></p> <p>The University has started its academic programmes in Academic session 2010-11. The faculty positions approved by the UGC have been created. But since the filling of these positions on regular basis was not possible immediately so the University advertised the positions of Assistant Professors on contract basis with fixed emoluments of Rs. 25000/- per month.</p> <p>Now the selection process has been initiated and Selection Committee for the positions of Professors and Associate Professors also held and most of them have joined the University too. But in case of Assistant Professors the process of holding Selection Committee may take another two-three months.</p> <p>In the meantime the 13 Assistant Professors recruited during 2010-2011 on contract basis in different disciplines at fixed emoluments of Rs. 25000/- per month have represented for enhancement of their emoluments as per UGC Regulations 2010.</p> <p><u>The UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 at Sr. No. 13.1 under 13.0 Appointments on Contract Basis</u> is reproduced below:-</p> <p><i>“The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly appointed Assistant Professors. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing her/him on contract basis for another session.”</i></p> <p>It may be noted that 13 Assistant Professors had been recruited through Local Selection Committee as provided in the Act/Statutes of this University, and not through the regular Selection Committee. Regular Selection Committee could not be held as the Visitor’s nominees on the Selection Committees were till then not available. Thus the above clause</p>	<p style="text-align: center;"><b>The item was withdrawn.</b></p>	<p>No action is required.</p>

CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)

	<p>does not apply. However, in view of the fact that these persons have worked hard for over a year and their performance has been satisfactory, a suitable increase in their emoluments may be considered.</p>		
Item No.5.12	<p><b>To place before the Finance Committee the proposal for paying leave salary and pension contributions and allowing pay protection in favour of those employees who are covered under GPF-cum-Pension Scheme (CCS Pension Rules 1972) and join this University by taking Extra Ordinary Leave.</b></p> <p>The University has held regular Selection Committee for the Post of Professors and Associate Professors. As against the 18 posts of Professors and 36 posts of Associate Professors, the Selection Committee could recommend only 7 persons for the post of Professors and 16 persons for the post of the Associate Professors. The recommendations of the Selection Committees were approved by the Executive Council in its 5<sup>th</sup> Meeting held on 27<sup>th</sup> February, 2012. Accordingly the appointment letters have been issued to the selected candidates. These candidates are in the process of joining. However, in the absence of clear position about the applicability of GPF-Pension Scheme in the University, the candidates who are already in employment in other Universities, Central or State Government Departments and are covered under the GPF-pension scheme (CCS Pension Rules 1972) are reluctant to join the University. However, such employees are generally agreeing to join by taking Extra Ordinary Leave/maintaining lien in their parent Departments/Universities, provided this University pays the leave salary and pension contributions in their cases, till they retain their lien in their parent organisation or till their services are confirmed in this University.</p>	<p><b>The Finance Committee considered the proposal and recommended to the Executive Council the payment of leave salary and pension contribution and also pay protection in respect of the employees who were covered under GPF-cum-Pension Scheme (CCS Pension Rules 1972) prior to joining this University and joined the University by taking Extra Ordinary Leave/maintaining lien, till such time they retain lien in their parent organisations or till their services are confirmed in the University.</b></p>	<p>The recommendations of the FC were approved by the EC vide item No.6.5 in its meeting held on 10.04.2012. The decision has been notified vide notification No. Accts.1-5/CUHP/2010/1431-37dated 19.4.2012.</p>

"Speed Post"

NO.F.54-2/2011-DESK(U)  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education

New Delhi, the 2<sup>nd</sup> May, 2012

To,

The Registrar,  
Central University of Himachal Pradesh,  
P.O.Box-21,  
Dharamshala-176 215  
Himachal Pradesh.

Subject: First Ordinances (No. 21-33) of Central University of  
Himachal Pradesh - regarding

Sir,

I am directed to refer to your letter No. 3-3/CUHP/GA/2010/2422-23 dated 10<sup>th</sup> March, 2011 on the subject noted above and to say that the comments of UGC were sought on the Ordinances framed by the University, who have offered their comments on the above said Ordinances vide their letter dated 13<sup>th</sup> April, 2012.

2. It is requested to adhere to the suggestions of the Commission with regard to the Ordinances framed by the University. A copy of the letter received from UGC is enclosed.

Yours faithfully,

(Jugal Singh)

Under Secretary to the Government of India  
Tel.No. 23387342

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

23236735/ 23239437/23235733 23232701 23237721/ 23232317/23234116/ 23236351  All communications should be addressed to the Secretary by designation and not by name	 ज्ञान-विज्ञान विमुक्तये	UNIVERSITY GRANTS COMMISSION BAHADURSHAH ZAFAR MARG NEW DELHI-110002  विश्वविद्यालय अनुदान आयोग बहादुर शाह जफर मार्ग नई दिल्ली - 110 002
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**F.52-2/2010(CU)**

March, 2012

13 APR 2012

Shri R.P.Tiwari  
 Under Secretary  
 Govt. of India  
 Department of higher Education  
 Ministry of Human Resource Development  
 Shastri Bhawan  
 New Delhi – 110 001

**Sub: First Ordinances (No.21-33) of Central University of Himachal Pradesh – regarding.**

Sir,

With reference to your letter No.F.54-2/2011-Desk(U) dated 3.11.2011 on the subject mentioned above, I am directed to inform you that the matter has been examined and the para wise comment of UGC are as under:

Ordinance No.	New Draft Ordinance	Remarks
21	Sensitization, prevention and redressal of sexual harassment (Sparsh)	UGC has no objection on the proposed new Ordinance of the University.
22	Constitution, Powers and Functions of the School Board	UGC has no objection on the proposed new Ordinance of the University.
23	Travelling and Halting allowance rules	UGC has no objection on the proposed Ordinance, except on the following clause:- (i). Under clause 7, the travelling and halting allowances should be granted strictly as per rules of Govt. of India. (ii). There is no such term as "Halting Allowance" in FR/SRs (TA Rules) of Govt. of India. Hence, it should be described as "Daily Allowance" as for TA Rules. (iii). The category of Official & Non-official members of University should be clearly defined to avoid confusion in future. As per UGC O.M. No.F.1-4/2009(FD-I/B) dated 14.5.2009 the (A) Official Members:- Serving (Central/State) Govt. servants, Semi-Govt. / Autonomous bodies, employees paid from consolidated fund

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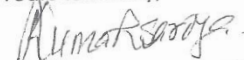
*For you Sir R.P.Tiwari  
 US(S)*





		(vii). In the clause 18, it should be indicated that higher initial pay or advance increment would be granted within the rules as notified by Govt. of India.
25	The Alumni Association	UGC has no objection on the proposed new Ordinance of the University.
26	Games and Sports Committee	UGC has no objection on the proposed new Ordinance of the University.
27	Procedure for co-operation and collaboration with other universities, institutions and other agencies including learned bodies or associations	UGC has no objection on the proposed new Ordinance of the University.
28	Employees and Students Grievances Redressal Committee	UGC has no objection on the proposed new Ordinance of the University.
29	Standing Committee on equivalence for recognition of examination/degrees	UGC has no objection on the proposed new Ordinance of the University.
30	Medium of instruction, examination, evaluation and grading system for programmes of studies other than the research degree programme	UGC has no objection on the proposed new Ordinance of the University.
31	Curricular framework, programme of studies and conditions for award of degrees, diplomas and certificates	UGC has no objection on the proposed new Ordinance of the University.
32	Fees and other charges payable by students of the Universities	UGC has no objection on the proposed new Ordinance of the University.
33	Transfer of credit	UGC has no objection on the proposed new Ordinance of the University.

Yours faithfully,



**(A.K. Saroya)**  
**Under Secretary**

**DRAFT ORDINANCE No. 23**  
**TRAVELING AND DAILY ALLOWANCE RULES**  
**Section 28(o); Statute 12(2)(xx)**

- 1) These Rules may be called the Travelling and Daily Allowance Rules of the Central University of Himachal Pradesh and shall apply to the members of the authorities of the University, members of the Committee(s) appointed by the authorities or by the Vice Chancellor; and the officers, employees and teachers of the University.
- 2) The officers, employees and teachers of the University will be paid travelling/ daily allowance for travel in connection with:
  - a) Official work including deputation to accompany students on excursion, educational tour, field work etc.
  - b) Research, Fieldwork, Consultancy and/or Extension work etc.
  - c) Participation, as a nominated delegate of the University, in congresses, conferences, seminars, workshops, trainings and management development programmes, etc.
  - d) Such other duties as may be assigned to a person by the Vice Chancellor and/or the University authorities.
- 3) Claim for TA/DA shall not be entertained unless prior approval of the competent authority has been obtained for undertaking such journeys as under:
  - a) Travel in connection with participation in congresses, conferences, seminars, workshops, trainings, management development programmes, etc. as a nominated delegate of the University, shall require prior approval of the Vice Chancellor.
  - b) Travel in connection with research work/field works by teachers including Head of the Department/Director of Centre and other Research/Technical Staff of the University shall require prior sanction of the Deans of the School concerned. Provided that the Dean of the School shall ensure that the travel is in connection with respect to projects already approved by the University and that the expenditure shall be within the sanctioned provision.
  - c) Travel in connection with teachers/staff accompanying students on excursion, educational tour, field work etc. shall require prior approval of the Heads of the Department/Directors of the Centres. Provided that the Heads/Directors shall ensure that the excursion/tours/field works is prescribed as a component of the course and that necessary provisions are available in the approved budget of the University.
  - d) Travel in respect of Coaches, Convenors, Teams or any other person(s) in connection with Activity Clubs/Societies etc. shall require prior approval of the



Dean of Students' Welfare. Provided that the Dean of Students' Welfare shall ensure that the travel is in connection with activities already approved by the University and that the expenditure shall be within the sanctioned provision.

- e) Travel by Deans, Registrar, Finance Officer, Controller of Examination, Librarian and Dean of Students' Welfare, shall require prior sanction and approval of the Vice Chancellor.
- f) Travel in connection with work assigned to a person by the Vice Chancellor and/or University authorities shall require sanction and approval of the Vice Chancellor.
- g) Travel in connection with approved official work, shall require prior sanction of the Dean, Registrar, Finance Officer, Controller of Examination, Heads of the Departments/Directors of the Centres, Librarian and Dean of Students' Welfare, with respect to the staff working with them.

3.2: **The Official and Non-Official members shall be as defined hereunder:**

- (C) **Official Members:** serving (Central/State) Govt. servants, semi-Govt./autonomous bodies, employees paid from consolidated fund of India/State through grant-in-aid from UGC/GOI are treated as Official members.
  - (D) **Non-Official Members:** All others including retired Govt. servants and retired members of UGC or statutory Bodies viz. Universities, Institutions, Councils, Boards and Societies etc.
- 4) **Travelling and Daily Allowance:** Travelling and Daily Allowance shall be applicable to various categories as per **Schedule A**.
  - 5) **Daily Allowance:** Daily Allowance shall be payable to various categories as per **Schedule B** and shall be subject to Govt of India rules as notified from time to time.
  - 6) Members of the authorities other than the employees of the University who reside at Headquarters shall be entitled to travelling allowance for attending meetings of authorities or Committees as prescribed under 2(a) above.
  - 7) Travelling and Daily Allowance shall be granted strictly as per rules of Govt. of India. However, in the Vice-Chancellor shall have the power to make relaxation in exceptional cases.
  - 8) Travel in connection with the funded research projects/consultancy/extension work (i.e., projects sanctioned to a teacher/staff/researcher by an agency other than the University) shall be governed by the TA/DA rules as applicable to the project and specified by the funding agency. Provided that if the rules of the funding agency are silent on the subject, then the project/consultancy/extension shall be governed by the TA/DA rules of the University.
  - 9) If a person combines tour with vacation/leave and does not return to headquarters immediately on completion of tour, he/she shall be entitled to travelling/daily allowance for onward journey only.

- 10) If a member of the vacation staff is recalled from outside, during vacation, to attend meetings or any other official work of the University, he/she will be entitled to travelling allowance for the journey undertaken from the place of stay outside to the place of the meeting and back but not to any daily allowance.
- 11) An employee recalled to duty before the expiry of leave sanctioned to him/her will be entitled to draw travelling allowance from the place at which the communication reaches him/her provided the leave is curtailed by not less than a month. If the period by which the leave is curtailed is less than a month travelling allowance may be allowed at the discretion of the Vice Chancellor.
- 12) For travel in connection with conference/ seminar/ workshop etc. with the separate/specific financial assistance/ grant of University Grants Commission shall be governed by the rules as prescribed by the UGC, for such grant.
- 13) In respect of teachers nominated/deputed to attend the conferences/ seminar/ workshop from out of the University funds other than unassigned grants, the following cases of teachers shall be considered for approval by the competent authority:
  - a) A person who is nominated or elected as President or Chairman of the Conference/meeting/session etc.
  - b) A person whose paper has been accepted for being presented at the Conference/Seminar.
  - c) The travelling allowance shall not exceed the actual travelling expenses and daily allowance that may be paid in special cases to the participating teachers, shall be decided by the Vice Chancellor.
- 14) On educational tour/field work trips, the railway fare will be allowed at the concessional rate, where such concession is permissible under the railway regulations, by the class to which the person is entitled according to his/her grade.
- 15) All the TA/DA claims viz. Drawal of advances, adjustment of TA claims and recovery of unspent advance, levy of travel interest and forfeiture of claims etc. shall be regulated as per Govt. of India FRs/SRs (TA) Rules.
- 16) Travelling and daily allowances once drawn and admitted shall not be revised in consequence of revision of TA regulations or increase in pay resultant on promotion/grant of advance increments with retrospective effect.
- 17) The Vice-Chancellor will be his/her own Controlling Officer and shall also be the Controlling Officer in the case of Deans, Registrar, Finance Officer, Controller of Examination, Librarian and Dean of Students' Welfare.
- 18) The Deans, Directors/HoDs, Registrar, Finance Officer, Controller of Examination, Librarian and Dean of Students' Welfare shall be the Controlling Officers in respect of the staff working under them.
- 19) It shall be the duty of a Controlling Officer before signing or countersigning a travelling allowance:
  - a) To see that the halt has not been unnecessarily or unduly protracted;
  - b) To satisfy himself/herself that travelling allowance for journey by Rail has been claimed for the class of accommodation actually used;

- c) To observe any other instructions which the University may issue for his/her guidance from time to time.
- 20) The Controlling Officer may disallow any claim, which in his/her opinion, does not fulfil the above conditions.
- 21) The Controlling Officer may permit a person to draw the actual cost of hiring a conveyance not exceeding the scales given below in connection with a journey performed in the University's interest within a radius of 8 kms from his/her headquarters when a staff car/ University conveyance is not made available and no travelling allowance is admissible. Rules in this regard shall be as per Govt. of India rules issued and amended from time to time.

**Scale of conveyance:** The conveyance hire reimbursed shall normally be the bus fare if the places to be visited are connected by the public conveyance. If on such routes any other conveyance is hired, the hire charges may be reimbursed on the certificate of the Finance Officer, Deans and Registrar that in the interest of the University work or due to the urgency it was necessary to hire such a conveyance. If the places to be visited are not connected by public conveyance, scooter/auto rickshaw fare may be paid.

Note 1: Conveyance expenses will not be reimbursed in respect of a journey if the person concerned is granted any compensatory leave or otherwise receives any special remuneration, for the purpose of the duty which necessitated the journey. However, where the person is recalled to office from his/her residence the controlling officer may reimburse conveyance expenses in addition to the overtime allowance admissible to him/her.

Note 2: In the case of a person less than in the rank of Assistant or equivalent, conveyance expenses may be paid to him/her, if he/she is required to come to office outside the ordinary hours of duty and does not receive any special remuneration/overtime allowance.

Note 3: When a person travels in a class lower than that he/she is entitled, he/she shall be entitled to the reimbursement fare of the class actually used.

- 22) **If there is any confusion or overlap, the Govt. of India Rules shall prevail.**
- 23) **Anything which is not contained in this ordinance may be dealt as per the rules of the Government of India.**

**CENTRAL UNIVERSITY OF HIMACHAL PRADESH (CUHP)**

**Schedule A: Travelling & Daily Allowance**

Categories	Journey By Air	Journey By Train/Rail	Travel by taxi/ own car	Journey by Road/Road Mileage
Non-Official Members of the University authorities/ Committees and Experts	According to the entitlements to which he/she was entitled before retirement. Other non-official members/ experts will be entitled to travel by air by the cheapest fare in economy class inclusive of Development Fee charged, if any. The journey by private airlines is also permissible subject to the condition that the fare charged is not more than Air India Fare or where Air India does not operate.	Entitled to travel by all trains including Rajdhani Express/Shatabdi Express. They will be entitled to travel by the class of entitlement before retirement. The cancellation charges shall also be reimbursable in case of cancellation or postponement of meeting by the University.	Rs.8.00 per km	The taxi/own car (AC/non-AC) fare from residence to airport/railway station/Bus stand and from the place of meeting to airport/railway station/ bus station/residence shall be payable @ Rs.16.00 per km and auto rickshaw/ scooter @ Rs.8.00 per km or as may be amended by the UGC from time to time.
Official Members of the University authorities/ Committees	According to the entitlements as per their Grade Pay according to the Govt of India Rules	According to the entitlements as per their Grade Pay according to Govt of India Rules	Rs.8.00 per km	As per Govt of India Rules
The Vice Chancellor	Executive/ Business Class	Air conditioned First Class or the highest class of accommodation provided by the Railway	As per Govt of India Rules	Actual as per Govt of India Rules
Employees drawing grade pay of Rs.10,000/- and above and those in pay scale of HAG+ and above	Business/Club class	AC First class	As per Govt of India Rules	As per Govt of India Rules
Employees drawing grade pay of Rs.7,600, 8000, 8700, 8900 and 9000/-	Economy Class	AC First class	As per Govt of India Rules	As per Govt of India Rules
Employees drawing grade pay of Rs.5,400, 6000, 6600, 7000,	Economy Class	AC II Tier	As per Govt of India Rules	As per Govt of India Rules
Employees drawing grade pay of Rs.4,200, Rs.4,600 & Rs.4800.	Not Entitled	AC II Tier	As per Govt of India Rules	As per Govt of India Rules
Employees drawing grade pay below Rs.4,200	Not Entitled	First Class/AC III Tier/AC Chair car	As per Govt of India Rules	As per Govt of India Rules
<p><b>Note 1:</b> 'Pay' means, pay in the revised scales of pay, special pay, non practicing allowance, personal pay and any other emoluments which may be specially classed as pay, actually drawn by the person.</p> <p><b>Note 2 :</b> In the case of re-employed persons, 'pay' will include the amount of original pension and pension equivalent of retirement gratuity which he has been allowed to draw in addition to pay on re-employment. If the total of pay plus pension etc. exceeds the maximum of the pay scale of the post, such excess will be ignored.</p> <p><b>Note 3:</b> Contractual/fixed salary employees/workers or part time workers shall rank in such grade as the Vice Chancellor may decide on a case to case basis.</p>				

**Schedule B: Daily Allowance**

Categories	Daily Allowance
Non-official Outstation members/experts	Rs.1000.00 per day (inclusive of boarding/lodging) if the Member/ Expert stays in a Hotel and produces a Receipt. Rs.250.00, if the member/expert makes his own arrangements irrespective of the classification of the city or arrangement made and the expenditure borne by the University, for stay (lodging only) in any State Guest House or for single room in medium range ITDC or State run Tourist hotels/hostels or registered societies like IIC, India Habitat Centre, for which prior approval of the University is required to be obtained.
Non-official Local Members/Experts	No DA is payable to local members/experts.
Official Members of the University authorities	As per their entitlements according to Govt of India Rules
Members of the Committees appointed by the University authorities and Experts	As per their entitlements according to Govt of India Rules
The Vice Chancellor	As applicable to HAG+ Officers
Employees drawing grade pay of Rs.10,000/- and above and those in pay scale of HAG+ and above	Reimbursement for Hotel accommodation/guest house of up to Rs. 5000/- per day; reimbursement of AC taxi charges of up to 50 kms per day for travel within the city; and reimbursement of food bills not exceeding Rs. 500/- per day.
Employees drawing grade pay of Rs.7,600, 8000, 8700, 8900 and 9000/-	Reimbursement for Hotel accommodation/guest house of up to Rs.3000/- per day; reimbursement of non-AC taxi charges of up to 50 kms per day for travel within the city; and reimbursement of food bills not exceeding Rs. 300/- per day.
Employees drawing grade pay of Rs.5,400, 6000, 6600, 7000	Reimbursement for Hotel accommodation/guest house of up to Rs.1500/- per day; reimbursement of taxi charges of up to Rs.150 per day for travel within the city and reimbursement of food bills not exceeding Rs.200/- per day.
Employees drawing grade pay of Rs.4,200, Rs.4,600/- & Rs.4800/-	Reimbursement for Hotel accommodation / guest house of up to Rs.500/- per day; reimbursement of taxi charges of up to Rs.100 per day for travel within the city and reimbursement of food bills not exceeding Rs.150/- per day.
Employees drawing grade pay below Rs.4,200.	Reimbursement for Hotel accommodation / guest house of up to Rs.300/- per day; reimbursement of travel charges of up to Rs.50 per day for travel within the city and reimbursement of food bills not exceeding Rs.100/- per day.
<p>Note: The non-official as well as official members of the authorities/committees and the Experts, other than university employees, shall also be entitled for sitting fee/honorarium which shall also be payable as per University Rules.</p>	

**Annexure 6.4A**

**(Separate file page 1 to 48)**