

CENTRAL UNIVERSITY OF HIMACHAL PRADESH

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

Phone: +91(1892)229330; Fax: +91(1892)229331; Mobile: +91(0)9418030724

Email: vc.cuhimachal@gmail.com/fo@cuhimachal.ac.in website: www.cuhimachal.ac.in

F. No. Bud.5-3(11th)/CUHP/2010/6170-81

Dated: August 13, 2014

To

All Members of Finance Committee

Sub: 11th Meeting of the Finance Committee-Minutes thereof.

Sir,

Kindly find enclosed herewith the Minutes of the 11th Meeting of the Finance Committee of the Central University of Himachal Pradesh held on 9th August, 2014 at 11.00 AM at **Chintan Guest House, ICSSR, New Delhi.**

It is requested that comments on the Minutes, if any, may please be sent by email at (vc.cuhimachal@gmail.com/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), along with 30 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

**11th Meeting of the Finance Committee
held on 09.08.2014**

**Venue: Chintan Guest House, ICSSR, JNU Institutional Area,
New Delhi**

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11th Meeting of the Finance Committee

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**Venue: Chintan Guest House, ICSSR, JNU Institutional Area,
New Delhi**

MINUTES

The 11th Meeting of the Finance Committee of the Central University of Himachal Pradesh was held on 9th August, 2014 at 11:00 AM at **Chintan Guest House, ICSSR, New Delhi.**

1. The following members were present:

- | | |
|------------------------------------------------------------------------------------|-----------|
| 1. Pro. Yoginder S. Verma
Vice Chancellor | Chairman |
| 2. Shri Syed Shahid Mahdi
(Nominee of the Executive Council) | Member |
| 3. Prof.N. Satyamurthi
(Nominee of the Executive Council) | Member |
| 4. Shri Yogendra Tripathil,
Financial Advisor, MHRD
(Nominee of the Visitor) | Member |
| 5. Shri Vikram Sahay
Director (Admn), UGC
(Nominee of the Visitor) | Member |
| 6. Shri B.R. Dhiman
Finance Officer | Secretary |

2. Smt. Asha Swarup, Dr.B.S. Gill and Joint Secretary (CU&L) MHRD could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence.

2. The Vice Chancellor extended a warm welcome to the members for sparing their valuable time to make it convenient to attend the meeting, particularly Mr. Yogendra Tripathi, Financial Advisor to MHRD and Shri Vikram Sahay for sparing their valuable time and being present in the meeting. He stated that the purpose to hold the meeting at Delhi was to have the presence of the members stationed at Delhi so that the University could be benefitted from their rich expertise, ideas and deliberations. Another purpose to fix the meeting at Delhi was the fear of cancellation of flights between Delhi-Dharamshala during this month due to uncertainties of weather.

The Vice-Chancellor further stated that the founder Vice-Chancellor Prof. Furqan Qamar relinquished the charge of the office of Vice-Chancellor on 25.6.2014 and has joined as Secretary General, Association of Indian Universities. He stated that at the outset he would like to place on record the commendation for outstanding contributions made by Prof. Furqan Qamar in laying down very strong foundation in establishment of this new University, developing vision and academic architect of the University based on the benchmarks drawn from best universities of the world. Prof. Qamar started the journey from scratch when University became functional with his joining on 20th January, 2010. He very carefully selected his initial team and prepared strategic and operation plans. The Vice-Chancellor further stated that Prof. Qamar will always be respectfully remembered in the history of the University for his visionary leadership and meticulous planning in developing error-free workable plans, systems and procedures and providing good governance with objectivity and transparency. Today the University is able to forge ahead on firm footings in implementing academic architecture visualized in vision document, developing facilitative academic culture and establishing high standards in academic and administrative spheres. He further stated that the University shall ever remain indebted to Prof. Furqan Qamar for dedicated contributions, establishing high standards in academic and administrative spheres and ethical standards essential for the management of any university. The Vice-Chancellor also apprised the Finance Committee that the University has established 16 departments of study and two interdisciplinary centres and the University has approximately 700 PG and 100 RD students despite the fact that it has only one building with limited space. The Vice-Chancellor also apprised about the admission process recently completed by the University and that for 510 seats there were 6774 candidates. He also briefed the members about the status of (i) filling up the teaching and non-teaching positions, (ii) transfer of land to the University, (iii) utilization of funds and the progress in brief that the University has achieved.

The Vice-Chancellor also apprised the Finance Committee that during the current academic year the university plans to fill up the vacant academic and non-academic positions, strengthen its labs and learning resources and start construction works as and when it gets land and simultaneously the university has started taking necessary steps including setting up of IQAC for its assessment and accreditation. In regard to financial administration, the Vice-Chancellor informed that the annual accounts have been prepared by the University on accrual basis and in accordance with the provisions of Statute 7(7)(c) and guidelines of MHRD/UGC.

The Finance Committee applauded the role and contribution made by the Founder Vice-Chancellor Prof. Furqan Qamar and expressed that they are beholden to put on records the dedicated outstanding contributions in the establishment of the University, developing vision document and academic architect of the University, the ethics, moral values and academic standards of the University and desired that apart from putting his

contributions on record, the sentiments of the Finance Committee may be conveyed to Prof. Furqan Qamar by the Vice-Chancellor.

Thereafter the Vice-Chancellor invited Shri B.R. Dhiman, Finance Officer-cum-Secretary to take up the agenda items and the following Agenda was taken up for discussion.

Item No.11.1: Confirmation of the minutes of the 10th meeting of the Finance Committee held on 23.03.2014 (Annexure 11.1A)

The minutes of the 10th meeting of the Finance Committee held on 23.03.2014, were confirmed.

Item No.11.2: To place before the Finance Committee the Report about the action taken on the decisions of its 10th meeting held on 23.03.2014.

The report about the action taken on the decisions of 10th meeting of the Finance Committee held on 23.03.2014 was noted, as per Annexure 10.2A. It was however desired that the Budget Estimates of the University should be more realistic. The Finance Committee also noted that the budgetary provision for GPF and pension contributions is in respect of the staff who are on deputation from other organisations and leave salary/pension contributions are payable to their parent departments.

ITEMS FOR REPORTING AND RATIFICATION

Item No.11.3: To report to the Finance Committee the action taken for submission of annual accounts for the year 2013-14 to the CAG for undertaking the audit of accounts (Annexure 11.3A).

The Annual Accounts of the university for the year 2013-14 have been prepared in terms of the provisions of Statute 7(7)(c). The annual accounts have been prepared as per the Revised Common Format of Accounts, consisting of Balance sheet, Income & Expenditure Account, Schedules to the said Financial statements, Instructions and Accounting Principles and Statement of Receipts and Payments, as per the guidelines and instructions issued by the MHRD/University Grants Commission. 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 annual accounts so prepared were required to be laid before the Finance Committee/Executive Council for consideration before submission to the CAG for Audit. 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 30th June of the following year before being sent to the audit authorities for commencement of audit.

However, since the meetings of the Finance Committee/Executive Council could not be held during the month of June, 2014, the annual accounts were sent to the Director Audit (Central) in anticipation of approval of the Finance Committee/Executive Council so as to meet the targets fixed by the MHRD and to ensure timely audit by the audit party. The annual accounts together with audit report shall be placed before the Finance Committee as soon as the same are audited by the CAG audit party.

The Finance Committee ratified the action taken by the Vice-Chancellor and recommended to the Executive Council for ex-post-facto approval of annual accounts and submission thereof for audit. It was, however, desired that all out efforts should be made by the University to convene the meetings of the Finance Committee regularly.

ITEMS FOR CONSIDERATION AND APPROVAL

Item No.11.4: To place before the Finance Committee the progress of expenditure as on 31.03.2014 and 30.6.2014, under Plan, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects. (ANNEXURE 11.4A(I&II)).

The UGC vide their letter No.57-1/2009(CU) dated 29.5.2012 have desired the University to place a separate agenda item in every Finance Committee on the progress of expenditure, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects.

In compliance of the above communication, the position with regard to progress of expenditure as on 31.03.2014 i.e. for the financial year 2013-14 and 30.6.2014 i.e. for the first quarter of the current financial year, is placed before the Finance Committee on the desired format, as per **Annexure 11.4A (I&II)**.

So far as the Minutes of the Building Committee, Abstract of cost of building and note on progress of building projects are concerned, it is to apprise the Finance Committee that the meeting of the Building Committee has not been held since the last meeting of the Finance Committee nor there are any construction projects in progress as yet. As such the information in this regard is nil.

The Finance Committee noted the position with regard to progress of expenditure as on 31.03.2014 and 30.6.2014. It was further observed that no meetings of Building Committee were held by the University.

Item No.11.5: To place before the Finance Committee the Receipt of ‘Start-up-Grant’ from the UGC for newly recruited faculty at Assistant Professor level in Science Departments.

The ‘Start-up-Grant’ as per the following details has been received from the UGC for newly recruited faculty at Assistant Professor level in Science Departments:

Sr. No	Name of the faculty member	Name of the Department	Amount approved	Amount received
1.	Dr. Ayan Chatterjee, Assistant Professor	Physics and Astronomical Science	Rs.6.00 lakh	Rs.6.00 lakh
2.	Dr. Surender Verma, Assistant Professor	Physics and Astronomical Science	Rs.6.00 lakh	Rs.6.00 lakh
3.	Dr.Sachin Kumar Srivastava	Mathematics	Rs.6.00 lakh	Likely to be received

The above ‘Start-up-Grant’ has been approved to be implemented in the University strictly as per UGC guidelines/fulfilment of terms and conditions.

The Finance Committee noted the receipt of start-up grant in respect of the above faculty members and desired that the Executive Council may also be apprised of.

Item No.11.6: To place before the Finance Committee the implementation of Research Project sanctioned by the funding agency after the last meeting of the Finance Committee, as per details given below (Annexure 11.6A).

The Research Project as per following details has been sanctioned by the funding agencies after the last meeting of the Finance Committee. The research project(s) is being implemented in the University as per guidelines of the funding agency:

Sr. No.	Title of the Project	Funding Agency	Duration	Financial outlay (lakhs)
1.	Diffusion, Future Prospects and viability for adoption of solar energy in Himachal Pradesh : P.I. – Dr.Sanjeev Gupta, Assoc. Prof. School of Business and Management Studies	Indian Council of Social Science Research, New Delhi.	18 months	5.00

The Finance Committee noted the implementation of the research project and desired that the Executive Council may also be apprised of.

Item No.11.7: To place before the Finance Committee the proposal for retaining the hired building for the residence of the Vice-Chancellor.

As per provision of Statute 2(6)(i) the Vice-Chancellor is entitled, without payment of rent to use a furnished residence throughout his term of office and no charge shall fall on the Vice-Chancellor in respect of the maintenance of such residence. Accordingly on joining of the first Vice-Chancellor, a building having a plinth area of 322.20 sqm belonging to Mrs Anuradha Singh, W/O Lt. Col. Shri Shivnandan Singh (Retd), Village and Post Office Sidhbari, Tehsil Dharamshala, District Kangra (HP) was taken by the University on hiring basis on the rent of Rs.19260.00 per month, as assessed by the HP PWD authorities, for the purpose of residence-cum-camp office, for the Vice-Chancellor. The said building was further furnished by the University at a cost of Rs.4,94,514.00.

The first Vice-Chancellor Prof. Furqan Qamar stayed in the said building till the date when he relinquished the office of the Vice-Chancellor, i.e. 25.6.2014. The present agreement for hiring the said building is upto 10.10.2014 and as such the University has retained the said building after relinquishment/relieving of the Vice-Chancellor. Prof. Y.S. Verma, Pro-Vice-Chancellor has taken over the charge of the Vice-Chancellor but he is not inclined to shift to the said building in view of the fact that he is holding the charge of the Vice-Chancellor temporarily and the regular Vice-Chancellor may join at any time and in that situation he may have to find another house for himself which of course cannot be insisted upon. As such the said building is being retained by the University till the expiry of the present agreement.

However, it is felt that the new Vice-Chancellor, who may join anytime, would have to be provided with a furnished house on hire basis since the University has no official residence for the Vice-Chancellor at present, which shall not be possible immediately after joining of the Vice-Chancellor in the place like Dharamshala where it is very difficult to find good buildings and locations and also the codal formalities required to be fulfilled before hiring any building. Further, in the event of vacating the said building, the University is required to shift the items of furniture, fixtures, etc. which have been provided in the said building for which there is no space at the moment and if the said material is put in any room, there is every likelihood that the same may go waste.

Keeping in view the above details and the fact that a furnished residence is required for the Vice-Chancellor it is worthwhile to retain the present building. However, till the Vice-Chancellor joins the buildings shall be utilised by the University for any useful purposes.

The Finance Committee considered the matter and recommended to the Executive Council, the retention of the building for another period of one year on same hiring terms and conditions. It was, however, desired that the University may utilise the building usefully temporarily as Faculty House where the university invitees visiting the University from outside in connection with University work could stay and/or utilize the building for holding official meetings, till the new Vice-Chancellor joins.

Item No. 11.1(S) To place before the Finance Committee the proposal regarding revival of various Teaching and Non-Teaching Positions which are lying vacant for more than one year and likely to remain vacant for more than one year due to non-completion of selection process.

It was observed that the action in the matter needs to be taken in view of the instructions of the UGC for filling up of the posts. Hence the item was withdrawn.

Item No.11.2(S): To place before the Finance Committee the proposal for prescribing the procedure/guidelines for hosting University dinners/luncheons, working lunch/dinners and refreshment during official departmental meetings.

The item was withdrawn.

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

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

Countersigned

(Prof. Yoginder S. Verma)
Vice-Chancellor - Chairman