


**Minutes of the 51st Meeting of the Finance Committee of
Assam University held on 13th September 2018 at 11.00 A.M.
at AIU, New Delhi**

The following were present:

1. Prof. Dilip Chandra Nath - Chairman
Vice-Chancellor, Assam University
2. Prof. Sivasish Biswas - Member
Pro Vice-Chancellor, Assam University Diphu Campus
3. Dr. Jitendra Kumar Tripathi, JS (CU), UGC - Member
(Visitor's Nominee)
4. Mr. S. K. Ghildiyal, Dy. Secretary to GoI (CU-I), MHRD - Member
[Nominee of JS (CU), MHRD, GoI (Visitor's Nominee)]
5. Mr. Fazal Mahmood, Dy. Secretary to GoI (IFD), MHRD - Member
[Nominee of JS and FA, MHRD, GoI (Visitor's Nominee)]
6. Mr. Bishnu Chakraborty - Member
Finance Officer, K.K. Handique State Open University,
Guwahati (EC Nominee)
7. Dr. Bijoy Kr. Mohapatra, Former Registrar, - Member
Shri Lal Bahadur Shastri Rashtriya Sanskrit Vidyapeeth
(EC Nominee)
8. Prof. Nagendra Pandey - Member
Dean, School of Earth Sciences, Assam University, Silchar
(EC Nominee)
9. Dr. Sanjib Bhattacharjee - Permanent Invitee
Registrar, Assam University
10. CMA Dr. B. B. Mishra - Ex-officio Secretary
Finance Officer, Assam University

The following comments on the agenda items of the 51st meeting of the Finance Committee of Assam University received are as under:

- (i) The comments of JS (CU), MHRD, Dept. of Higher Education, GoI received from Under Secretary (CU-I), MHRD vide his e-mail dated Sept. 06, 2018;


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- (ii) The comments received from the Under Secretary to the Govt. of India, IFD, Dept. of Higher Education, MHRD with the approval of JS & FA, MHRD, GoI vide letter F. No. 9-9/2017-IFD, dated 6th September 2018; and
- (iii) The comments received from the Under Secretary, UGC, New Delhi with the approval of Joint Secretary (CU), UGC vide letter F. No. 56-8/2013 (CU), dated 11th September 2018.

The above comments on the agenda items were placed by the Secretary, Finance Committee, Assam University before the Finance Committee and the members noted the comments & put on record.

The Vice-Chancellor assured that the observations of the MHRD and UGC will be strictly followed by the University in true letter and spirit.


Item No. FC: 51/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.

Prof. Dilip Chandra Nath, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed all the members for attending the meeting with full attendance. The Chairman in his opening remarks sought guidance from all the members for all round development and growth of the University. The Chairman requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.

Item No. FC: 51/02: Confirmation of the Minutes of the 50th meeting of the Finance Committee of the University held on June 26, 2018.

The copy of the Minutes of the 50th meeting of the Finance Committee of the University held on June 26, 2018 was circulated to all the members vide letter No. AUF/686/FC-50/2018-19/1058, dated 2nd July 2018.

In response to the Minutes circulated, Under Secretary to Govt. of India, MHRD, Integrated Finance Division, New Delhi in their letter vide F.No. 9-9/2017-IFD, dtd. 13th July, 2018 with the approval of JS&FA, MHRD intimated that:


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The minutes have been gone through. In respect of Agenda item No. 50/05, our comments/addendum may be further added, as under:

"Further, the FC emphasized the fact that henceforth, since no grant would be released to the University under OH-35 for Civil Works/Construction projects and now the funding for major Infrastructure projects will be only project based through HEFA".

Considering the above revision/ addendum as suggested by the Integrated Finance Division, MHRD, the Minutes may kindly be confirmed.

Resolution: The minutes of the 50th meeting of the Finance Committee of the University held on June 26, 2018 were confirmed with an addendum in respect of minutes against agenda item No. 50/05 as suggested by the IFD, MHRD that:

"Further, the FC emphasized the fact that henceforth, since no grant would be released to the University under OH-35 for Civil Works/Construction Projects and now the funding for major Infrastructure Projects will be only project based through HEFA".

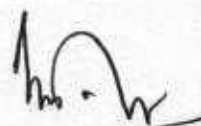
Item No. FC: 51/03: Action Taken Report of the 50th Meeting of the Finance Committee of the University.

Action Taken Report on the 50th meeting of the Finance Committee of the University held on June 26, 2018 was placed as Annexure to the agenda item in the meeting for information and necessary review.

Resolution: Action Taken Report on the 50th meeting of the Finance Committee of the University held on June 26, 2018 were perused and noted by the members of the Finance Committee.

Item No. FC: 51/04: Recommendation for approval of the Minutes of the 94th meeting of the Building Committee of Assam University held on 21st August, 2018.

The recommendations of the Building Committee of Assam University in its 94th meeting held on 21st August, 2018 were placed as Annexure to the agenda item in the meeting for kind recommendation to the Executive Council of the University for approval.


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Moreover, necessary specific recommendations may kindly be accorded to the Executive Council of the University for approval of the followings:

i) Award of the work of Pharmaceutical Science Building to CPWD:

a) UGC in Letter No. F.18-3/2017(CU), dtd. 28.03.2018 communicated the approval for one time allocation of Rs. 900.00 lakh for C/o Pharmaceutical Science Building to be utilized up to 31.03.2019.

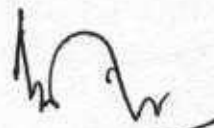
Considering the above allocation, the Building Committee in its 94th meeting held on 21st August, 2018 recommended for approval of Construction for Phase I of Pharmaceutical Science Building with an estimated cost of Rs. 8,99,28,300/- to be awarded to CPWD on deposit work basis. The Abstract Cost Estimate & Rate Conformity Certificate were placed as Annexure to the agenda item in the meeting for kind perusal of the members of the Finance Committee and consideration for recommendation to the Executive Council for approval.

b) The Building Committee in its 94th meeting held on 21st August, 2018 also recommended for approval of Construction for Phase II of Pharmaceutical Science Building with an estimated cost of Rs. 25,76,51,600/- to be awarded to CPWD on deposit work basis to be financed by Higher Education Financing Agency (HEFA). The Abstract Cost Estimate & Rate Conformity Certificate were placed as Annexure to the agenda item in the meeting for kind perusal of the members of the Finance Committee and consideration for recommendation to the Executive Council for approval.

ii) Approval of the proposal for Higher Education Financing Agency (HEFA):

The Building Committee in its 94th meeting held on 21st August, 2018 has also recommended for approval of Rs. 91.17 Crores to the Assam University under Higher Education Funding Agency (HEFA) under the Capital Head for New Construction Activities; Campus Development, Other Infrastructure, Procurement of Equipment, Furniture & Fixtures, Books & Journals, etc. for the period from 2018-19 to 2020-21. A detailed proposal of SFC Memorandum for funding of Rs. 91.17 Crores to Assam University under HEFA for the period from 2018-19 to 2020-21 was placed in a separate folder in the meeting for consideration and recommendation to the Executive Council for approval.

Resolution: The Finance Committee after detail deliberations, recommended the recommendations of the 94th meeting of the Building Committee of Assam University held on 21st August, 2018 to the Executive Council for approval.


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Item No. FC: 51/05: Approval of Fee Structure for Certificate Course in Communicative Karbi (Self Financing) at Diphu Campus.

The Certificate Course in Karbi Language (Self Financing) at Diphu Campus as recommended by the concerned School Board has been approved by the Academic Council in its 81th meeting held on 5th May, 2018 vide Resolution No. AC:81:05-18:40, which was subsequently approved by the Executive Council of the University in its 119th meeting held on 5th June, 2018 vide Resolution No. EC:119:05-18:31.

Karbi Anglong is a cluster of two hill districts of Assam governed by the Karbi Anglong Autonomous Council (KAAC) formed in 1952 as per the provision of the 6th Schedule of Indian Constitution. It is predominantly inhabited by Karbi people, who are categorized as ST (Hills) in Assam. They have a long demand for Statehood since 1952, and the movement became violent with insurgency. Assam University, Diphu Campus was set up as a result of the Agreement between local leaders and the Government. Now Diphu Campus has ten academic Departments and a Research Centre.

In order to promote the local language "Karbi", a Certificate Course is envisaged in Communicative Karbi. The basic intention is to make learners be able to speak and read Karbi. The Course would be beneficial to both Karbis and Non-Karbis, and by creating a common mode of communication in the local language and it would serve as a bridge for cultural assimilation. It will also facilitate the non-Karbi government officials who are employed in the two districts to communicate with the local people and thereby help in rendering the benefits of Government policies and programmes.

The Fee Structure along with the expected Income & Expenditure for running the Six Month's Certificate Course (Self Financing), which will be operated in the Department of English within the existing infrastructure are as detailed below:

Sl. No.	Particulars of Fees	Amount (in Rs.)
1.	Admission Fees	100/-
2.	Identity Card	75/-
3.	Assam University Registration Fee (only for non-AUS students)	300/-
4.	University Development Fund	500/-
5.	Basic Health Service Fee	200/-
6.	Course Fee	2,700/-
7.	Students' Aid Fund	50/-
Total		3,925/- or 3,625/- (for AUS registered students)


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In addition, Examination fees will be charged at the time of filling up the Examination Form @ Rs. 800/- per student.

Expected Revenue:

Intake capacity being 60, expected admissions in 2018-19 is 50.

- Category 1 (University registered Students) : Total fees collected per student already having Assam University Registration: Rs. 3,625/- + Rs. 800/- = Rs.4,425/-
- Category 2 (University non-registered Students): Total fees collected per student not having Assam University Registration: Rs. 3,925/- + Rs. 800/- = Rs.4,725/-
- Revenue earning against Admission of 50 students of Category 1: Rs. 4,425/- x 50 = Rs. 2,21,250/-
- Revenue earning against Admission of 50 students of Category 2 : Rs.4,725/- x 50 = Rs. 2,36,250/-
- Number of Classes : 90 in one Semester of 6 months.

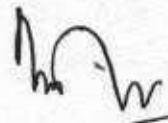
Expected Expenditure per Semester:

Sl. No.	Particulars of Expenditure	Amount (in Rs.)
A	Teaching 90 classes @ Rs.1,000/- per class to the Teachers	90,000/-
B	Invigilators' Remuneration @ Rs.200/- : 2 Written Papers x 2 Invigilators	800/-
C	Examination/Evaluation: @ Rs.50/- : 2 Oral Papers & 2 Written Papers = 50 (students) x 4 x 50	10,000/-
D	Co-ordinators' Remuneration @ Rs.2,500/- : 02 Co-ordinators x Rs.2,500/-	5,000/-
E	Miscellaneous: Stationery, Photocopying, etc.	20,000/-
TOTAL		1,25,800/-

Total Expected Revenue & Expenditure per Semester

1	Revenue earning against Admission of 50 students	Rs.2,21,250/- or Rs.2,36,250/-
2	Revenue from Course Fee (Rs. 2,700/- per student x 50)	Rs. 1,35,000/-
3	Expenditure expected	Rs. 1,25,800/-

The Regulation on Certificate Course in Communicative Karbi (Self Financing), 2018 with Fee Structure, approved by the Academic Council and the Executive Council were placed as Annexure to the agenda in the meeting for ready reference.


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The Finance Committee may kindly be considered for approval of the Fee Structure for the Certificate Course in Communicative Karbi (Self Financing) and the Budget for each Semester under Self Financing Mode.

Resolution: The Finance Committee after detail deliberations recommended the Fee Structure for the Certificate Course in Communicative Karbi (Self Financing) and the Budget for each Semester under Self Financing Mode to the Executive Council for approval with the following observations:

- (i) The expenditure on teaching classes should be @ Rs.600/- per class instead of Rs. 1,000/- per class to the Teachers;
- (ii) There should be engagement of 01 (one) Coordinator for running the Certificate Course in Communicative Karbi instead of 02 (two) Co-ordinators and the remuneration should be @ Rs.2,000/- per semester instead of Rs. 2,500/- per semester to the Coordinator.


Item No. FC: 51/06: Approval for payment of remuneration to the D.Litt. and D.Sc. Evaluators.

The Academic Council in its 81st meeting held on 5th May 2018 vide Resolution No. AC:81:05-18:50 recommended the draft evaluation format prepared as per Assam University Ordinance on D.Litt./D.Sc. 2008 for award of D. Litt. Degree in Assam University to the Executive Council for approval. The Academic Council also proposed for payment of remuneration to the D.Litt. and D.Sc. Evaluators @ Rs. 3,000/- per Scholar.

The copy of the relevant portion of the resolution of the 81st Academic Council meeting was placed as Annexure to the agenda in the meeting for consideration and recommendation to the Executive Council of the University for approval.

The proposal was placed before the 49th Meeting of the Finance Committee of Assam University held on 31st May 2018 and the Finance Committee vide Resolution No FC:49/05 resolved that "a comparative statement with supporting documents showing the details of such remunerations to the D.Litt. and D.Sc. Evaluators being followed in BHU, JNU, AMU and UoH may be placed before the Finance Committee for necessary consideration".

The University has collected Fee Structure vis-à-vis Remuneration pattern for D. Litt./ D Sc. Examinations from Benaras Hindu University (BHU) and Aligarh Muslim University


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(AMU). The University of Hyderabad (UoH) has intimated that their University of Hyderabad does not award D. Litt./ D Sc. Degree. Jawaharlal Nehru University (JNU) has not responded to the University letter for providing the information. The copies of the above documents were placed as Annexure to the agenda in the meeting for ready reference.

A tabular Examination Fee Structure vis-à-vis Remuneration pattern are placed below for reference:


Name of the University	Details of Fee Structure			Remarks
	Exam. Fee for D. Litt./ D Sc. (in Rs.)	Remuneration to Examiners for D. Litt./ D Sc.		
		Indian (in Rs.)	Foreign	
BHU	10,000/-	800/-*	--	*Rs. 800/- Is being paid to the Evaluators as confirmed by COE, BHU over Telephone.
AMU	Not mentioned	1,000/-	USD 100	
UoH	University does not have D. Litt./ D Sc. Degree.			
JNU	Not responded to our communications.			

The proposal recommended by the Academic Council for D. Litt./ D Sc. of Assam University are as follows:

Fee Structure of D. Litt./ D Sc. Degree in Assam University		
Existing Examination Fee for D. Litt./ D Sc. Degree in AUS (in Rs.)	Proposed Remuneration to Examiner	
	Indian (in Rs.)	Foreign
15,000/-	3,000/-	USD 100

The proposal is placed before the Finance Committee for consideration and approval of the proposed remuneration to the Examiners for D. Litt./ D Sc. Programme of AUS.

Resolution: The Finance Committee recommended the recommendations of the Academic Council for the proposed remuneration @ Rs. 3,000/- for Indian Examiner and @ USD 100 for Foreign Examiner for D.Litt./D.Sc Degree evaluation to the Executive Council for approval.


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Item No. FC: 51/07: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

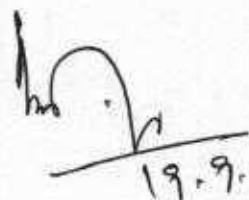
As advised by the IFD, MHRD & UGC, the details of the pending Transaction Audit Paras are given below for kind information of the members.

Financial Year	No. of O/S Paras till 50 th FC meeting	No. of Settled/dropped Paras	No. of O/S Paras as on 27.08.2018	Remarks
2012-13	01	0	01	Updated replies along with necessary documents have already been submitted to C&AG office against maximum pending Audit Paras.
2013-14	02	0	02	
2014-15	01	01	Nil	
2015-16	26	02	24	
2016-17	08	0	08	

The details of the Transaction Audit Paras up to the year 2016-17 with up to date Action Taken (with small description of the Audit Paras) to settle/liquidate the pending paras were placed as Annexure to the agenda in the meeting for review by the members of Finance Committee.

Resolution: The members discussed the C&AG Inspection Audit Paras and the compliances of the University in detail and resolved/suggested the following:

- (i) The University should comply with the suggestions/instructions of the Audit and efforts should be made to settle/drop the Audit Paras on priority basis.
- (ii) University should take necessary action as per rules and in case of proven act of gross irregularities, University should fix both administrative and financial responsibilities against the officials concerned and necessary disciplinary actions should be initiated by the University & affect recoveries forthwith, wherever necessary and the compliances should be submitted to C&AG under intimation to UGC/MHRD.
- (iii) Disciplinary action also to be initiated against officers responsible for the serious lapses in furnishing remedial/corrective ATNs on Audit Paras. A system of fixing responsibility for serious lapses be put in place by the University.
- (iv) The constituted Standing Audit Committee (SAC) should review all pending Audit Paras and settle the Audit Paras urgently in a time bound manner.


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Item No. FC: 51/08: Utilization of Funds - An overview of the financial position of the University and unspent balance as on 31st July 2018.

The Utilization of Funds head-wise showing an overview of the financial position of the University and unspent balances as on 1st August, 2018 were placed as Annexure to the agenda in the meeting for perusal of the Committee.

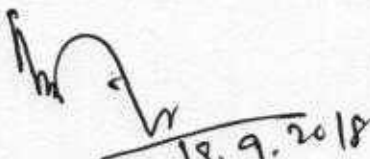
Resolution: The Finance Committee perused and noted the financial position as on 31.07.2018 of the University and unspent balance as on 01.08.2018.

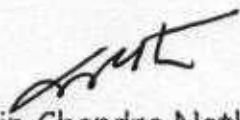
Item No. FC: 51/09: Review of progress of the ongoing construction activities of the University.

UGC in the letter F. No. 1-1/2012 (CU), dated 25th August 2015 intimated that a separate agenda item on progress of building projects in the prescribed format of the UGC should be placed in the meeting of Finance Committee for necessary review of the overall progress of the developmental activities in the University. The statement of progress of ongoing building projects was placed as Annexure to the agenda in the meeting for necessary review.

Resolution: The Committee expressed their deep concern over the construction works in the University which have already started but not yet finished. The Committee suggested for strict follow-up action to complete these construction works on a priority basis. It is also resolved that, if these construction works are delayed due to lack in efforts of the construction agencies, the matter may immediately be communicated to the higher authorities of such construction agencies with an intimation to the Ministry for taking necessary action in this regard.

The meeting ended with vote of thanks to the Chair.


(CMA Dr. B.B. Mishra)
Ex-Officio-Secretary
Finance Committee
Assam University, Silchar


(Prof. Dilip Chandra Nath)
Chairman
Finance Committee
Assam University, Silchar

वित्त अधिकारी
Finance Officer
असम विश्वविद्यालय, सिलचर
Assam University, Silchar

कुलपति
Vice-Chancellor
असम विश्वविद्यालय, सिलचर
Assam University, Silchar