


**Minutes of the 62nd Meeting of the Finance Committee of
Assam University held on 11th January 2022 at 11.30 AM
at Assam University, Silchar through Blended Mode (Physical
and Video Conferencing)**

The following were present:

1. Prof. Dilip Chandra Nath - Chairman
Vice-Chancellor, Assam University
2. Prof. Dipendu Das - Member
Dept. of English
Assam University, Silchar (EC Nominee)
3. Dr. P.K. Nath - Permanent Invitee
Registrar, Assam University
4. Dr. Subhadeep Dhar - Ex-officio Secretary
Finance Officer (i/c), Assam University

The following were attended the meeting through Video Conferencing:

5. Prof. Sivasish Biswas - Member
Pro Vice-Chancellor, Assam University, Diphu Campus
6. Dr. Jitendra Kumar Tripathi, Joint Secretary (CU) - Member
University Grants Commission, New Delhi (Visitor's Nominee)
7. Mr. Subhash Chand Sharu, - Member
Director, (CU-I/II)
Department of Higher Education, Ministry of Education, New Delhi
[Nominee of Additional Secretary (CU),
Ministry of Education, GoI (Visitor's Nominee)]
8. Mohammed Rizwan, - Member
Director, (IFD)
Department of Higher Education, Ministry of Education, New Delhi
[Nominee of Joint Secretary and Financial Adviser,
Ministry of Education, GoI (Visitor's Nominee)]
9. Prof. N.K. Shukla - Member
Registrar
University of Allahabad, Uttar Pradesh (EC nominee)


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10. Mr. Bishnu Chakraborty
Consultant (F&A)
NIT Arunachal Pradesh (EC Nominee)

- Member

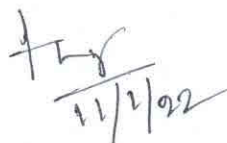
The comments of Additional Secretary (CU), Ministry of Education, Dept. of Higher Education, GoI on the agenda items has been received vide F. No. 9-1/2022-CU-I, dated 10th January 2022 from the Under Secretary to the Govt. of India, Ministry of Education, Dept of Higher Education; the comments received from the Under Secretary to the Govt. of India, IFD, Dept. of Higher Education, Ministry of Education with the approval of JS & FA, Ministry of Education, GoI vide letter F. No. 9-9/2017-IFD.pt, dated 10th January 2022 and the comments of the Joint Secretary (CU), UGC received from the Under Secretary, UGC vide letter No. F. 18-6/2019 (CU)Vol.I, dated 6th January 2022 were presented by the Finance Officer (i/c) & Secretary, Finance Committee, Assam University before the Finance Committee and the members noted the comments & put on record.

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

Item No. FC: 62/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.

Prof. Dilip Chandra Nath, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed Dr. J,K, Tripathi, Joint Secretary (CU), UGC, (Visitor's Nominee), Mr. Subhash Chand Sharu, Director, (CU-I/II), Department of Higher Education, Ministry of Education, New Delhi, [Nominee of Additional Secretary (CU), Ministry of Education, GoI (Visitor's Nominee)], Mohammed Rizwan, Director, (IFD), Ministry of Education, New Delhi, [Nominee of Joint Secretary and Financial Adviser, Ministry of Education, GoI (Visitor's Nominee)] and all the members for attending the meeting.

The Chairman in his opening remarks sought guidance from all the members for all round development and growth of the University. He then requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.


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Item No. FC: 62/02: Confirmation of the Minutes of the 61st meeting of the Finance Committee of the University held on 28th June 2021.

The copy of the Minutes of the 61st meeting of the Finance Committee of the University held on 28th June 2021 was placed in the meeting as an Annexure to the agenda item which was circulated to all the members vide letter No. AUF/686/FC-61/2021-22/248, dtd. 30.06.2021.

University has not received any comments from any of the members. The Minutes may kindly be confirmed.

Resolution: Subject to strict compliance of the relevant Statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission, the Minutes of the 61st meeting of the Finance Committee of the University held on 28th June 2021 were confirmed.

Item No. FC: 62/03: Action Taken Report of the 61st meeting of the Finance Committee of the University held on 28th June 2021.

Action Taken Report on the 61st meeting of the Finance Committee of the University held on 28th June 2021 was placed in the meeting as an Annexure to the agenda item for information and necessary review.

Resolution: The Action Taken Report has been reviewed by the members and after necessary review it has been resolved that the action taken in respect of Agenda Item No. FC:61/10 is not recommended and suggested that the University should wait for the reply of UGC. Rest of the items under Action Taken Report of the 61st meeting of the Finance Committee of the University held on 28th June 2021 were perused and noted by the members of the Finance Committee.

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Item No. FC: 62/04: Recommendation for approval of compliances of the Separate Audit Report of the Comptroller and Auditor General of India on the Accounts of the Assam University for the financial year 2020-21.

On the recommendation of the 61st meeting of the Finance Committee held on 28th June 2021 vide resolution No. FC:61/04, the 143rd meeting of the Executive Council held on 29th June 2021 vide resolution No. EC:143:06-21:19 approved the Annual Accounts of Assam University for the financial year 2020-21. The approved Annual Accounts of Assam University for the financial year 2020-21 was sent to C&AG vide letter No. AUF/715/2020-21/247, dtd. 29.06.2021.

The Comptroller and Auditor General of India has conducted the audit of the Accounts of the Assam University for the financial year 2020-21 from 06.09.2021 to 24.09.2021 under Section 19(2) of the Comptroller and Auditor General's (Duties, Powers and Conditions of Service) Act, 1971 read with Section 31(1) of Assam University Act, 1989.

The Dy. Director (Inspection), Indian Audit and Accounts Department, Office of the Director General of Audit, Central, Kolkata has communicated the Draft Separate Audit Report (DSAR) on the Accounts of the University for the financial year 2020-21 to the University vide letter No. OA(AB)/AR/2020-21/AU/323, dtd. 03.11.2021 received on 16.11.2021. The University has submitted the reply to the Draft Separate Audit Report vide letter No. AUF/715/2020-21/913, dtd. 22.11.2021 to the office of the Director General of Audit, Central, Kolkata.

The office of the Director General of Audit, Central, Kolkata has communicated the Separate Audit Report (SAR) on the Audited Accounts of the Assam University for the financial year 2020-21 vide No. OA II (AB)/AR/2020-21/AU/454, dtd. 23.12.2021 was placed in the meeting as an Annexure to the agenda item and the Management Letter vide No. OA-II (AB)/AR/2020-21/AU/455, dtd. 23.12.2021 was placed in the meeting as an Annexure to the agenda item for consideration and adoption.

The compliance/reply to the Management Letter and Separate Audit Report (SAR) of the C&AG on the Accounts of the Assam University for the year 2020-21 has been sent by the University to the office of the Director General of Audit, Central, Kolkata vide letter No. AUF/715/2020-21/1174, dtd. 29.12.2021 was placed in the meeting as an Annexure to the agenda item for approval.

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Further, bilingual copy of audited Annual Accounts along with SAR for the financial year 2020-21 of Assam University was placed in the meeting for perusal of the members.

Resolution: It was resolved in the meeting that the observations/instructions/suggestions of Audit should be complied by the University.

Finance Committee was of the opinion that long pending paras should be resolved on priority basis and to minimize the number of audit paras.

Audit observation relating to physical verification of Fixed Assets and Inventories has also been discussed in the meeting. After discussion it has been resolved that the physical verification of Fixed Assets and Inventories should be completed by the University on priority basis within this financial year.

The members discussed the Separate Audit Report (SAR) of the C&AG in detail and recommended to the Executive Council for adoption of the Audited Annual Accounts of the University for the year 2020-21 & Audit Report of C&AG for the year 2020-21.

Further, the Finance Committee recommended the compliances of the SAR and Management Letter of the C&AG on the Accounts of the Assam University for the year 2020-21 to the Executive Council for approval.

Item No. FC: 62/05: Recommendation for approval of the Revised Budget Estimates for the financial year 2021-22 under the head Salary and Recurring of Assam University.

The Revised Budget Estimates for the financial year 2021-22 under the head Salary and Recurring of the University as required by the UGC in the prescribed format have since been submitted to UGC vide letter No. AUF/C&A/831/2012/Vol-V/883, dtd. 16.11.2021 which was placed in the meeting as an Annexure to the agenda item for information and recommendation to the Executive Council for approval.

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Resolution: The Revised Budget Estimates for the financial year 2021-22 under the head Salary and Recurring of Assam University have been recommended to the Executive Council of the University for approval subject to the condition that the estimates are based on the realistic assessment of requirement of funds for the University and also subject to availability of funds from the Govt. of India.

Item No. FC: 62/06: Proposal for introduction of Online Post Graduate Diploma in Data Science in Self financing mode by the Department of Statistics, Assam University, Silchar.

Department of Statistics, Assam University, Silchar has proposed to start an Online Post Graduate Diploma in Data Science in Self financing mode. The matter has been placed in the 88th meeting of the Academic Council of the University held on 20th July 2021 and the Council approved the same in principle.

Professional with proper training in Data Science is in huge demand and shall be a lucrative profession in near future. Many Universities/Institutes in India are offering courses on Data Science at different levels and each of the courses are in huge demand even on being highly priced.

The course shall run with a batch size of 40 participants. The fees collected from the participants will be the only source of income for running the course. For the course, a total fee of Rs. 40,000/- shall be charged from each selected participants which will be paid two equal installments. PG students of the university, Alumni of the university belonging to EWS category shall get a reduction of Rs.10,000/- in their course fee. The examination fee charged for end-semester examination is included in the aforementioned fee. It is pertinent to mention here that 12% of the total collection of the programme shall go to the University fund forming a part of the Internal Revenue Generation (IRG) for the particular financial year.

The detail proposal for One Year Online Post Graduate Diploma in Data Science in Self financing mode was placed in the meeting as an Annexure to the agenda item for

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necessary review by the members. The proposed fee structure for running the course is given below:

Collection				Expenditure			
No. of selected applicants		Fes per individual	Amount (in Rs.)	Heads of expenditure	No. of units or No. of students	Rate	Amount (in Rs.)
PG students of the university, Alumni of the university belonging to EWS category	10	30,000*	3,00,000	Lectures by Internal Resource Persons	100	1500	1,50,000
Others	30	40,000*	12,00,000	By Visiting Faculty	150	2000	3,00,000
				Project Supervision	40	4000	1,60,000
				University share	12% of total collection		1,80,000
				Printing & stationery			1,34,000
				Books and Journals			2,00,000
				Coordinator's remuneration	8% of total collection		1,20,000
				Deputy Coordinator's remuneration	6% of total collection		90,000
				Exam evaluation	40 students x 2 semesters x 4 papers	50	16,000
				Miscellaneous including exam expenditure, Office maintenance, remuneration to Exam staff etc.			1,50,000
		Total	15,00,000			Total	15,00,000

* Includes examination fees

Being an add-on course and also self-financing, remuneration is proposed to be provided to the officials of the Examination Branch (upto Grade-III) who shall actively participate in the process of compilation of the result of the students of the programme as per University rules from the Miscellaneous expenditure not exceeding 1% of the total fee collection.

The proposed fee structure along with tentative expenditure heads is submitted to the Finance Committee for consideration and recommendation to the Executive Council of the University for approval.

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Resolution: Subject to strict adherence of UGC (Online Courses or Programmes) Regulations, 2018 and no financial liability on the part of UGC, the proposal for introduction of Online Post Graduate Diploma in Data Science in Self financing mode by the Department of Statistics, Assam University, Silchar has been recommended to the Executive Council of the University for approval.

Item No. FC: 62/07: Condonation of one day gap of Sri Manoj Kumar De as Deputy Registrar in Assam University, Silchar.

Sri Manoj Kumar De joined in Assam University to the post of Deputy Registrar on 10/09/2014. Before that, he served as Deputy Registrar in Nagaland University and applied through proper channel in Assam University. He was released from Nagaland University on 08/09/2014 without granting him any joining time. Hence, there is a gap of one day between the release from Nagaland University and joining in Assam University. As per DOPT OM No. 19011/03/2013-Estt., dtd. 17/11/2014 (copy was placed in the meeting as an Annexure to the agenda item), it is the duty of the releasing organization to grant the joining time for counting the past service of the incumbent on transferring his past service. The matter was taken up with Nagaland University but they declined to do so as the matter has already been closed by them.

Under the circumstances, the matter is placed before the Finance Committee for according approval to count past service of Sri Manoj Kumar De by granting one day joining time by Assam University to regularize the one day gap between the service of Nagaland University and Assam University.

Resolution: The matter has been discussed in the meeting and after detailed discussion Finance Committee suggested the University to forward the matter to UGC for taking up the matter with Nagaland University.

Item No. FC: 62/08: a) Recommendation for approval of the Minutes of the 101st meeting of the Building Committee of Assam University held on 30th July 2021.

b) Recommendation for approval of the Minutes of the 102nd meeting of the Building Committee of Assam University held on 21st December 2021.

The minutes of the 101st meeting of the Building Committee of Assam University held on 30th July, 2021 and the minutes of the 102nd meeting of the Building Committee of Assam University held on 21st December 2021 were placed in the meeting as annexure to the agenda item for recommendation to the Executive Council of the University for approval.

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Resolution: The proposals in the 101st meeting of the Building Committee of Assam University held on 30th July 2021 and 102nd meeting of the Building Committee of Assam University held on 21st December 2021 were discussed in detail. The proposals for repair and renovation have been discussed in the meeting and recommended subject to the condition that University may take up only those projects for which funds are available and no additional funds will be provided by UGC/MoE for construction projects.

Subject to strict compliance of above conditions, the minutes of the 101st meeting of the Building Committee of Assam University held on 30th July 2021 and 102nd meeting of the Building Committee of Assam University held on 21st December 2021 were recommended to the Executive Council of the University for approval.

It has also been clarified by the MoE representatives in the meeting that Rs. 6.00 crore which has already been received by the University under Capital Assets (OH-35) for 2021-22 under EWS implementation is the 1st installment against the allocated amount of Rs. 31.35 crore for buildings under EWS approved by the MoE vide letter no9-1/2020-CU-I dated 30.04.2020 and as instructed in the Department of Expenditure, Ministry of Finance OM No. 13(04)/PFC-II/2016 dated 07.09.2020. The Finance Committee directed the University to ensure utilization of 1st installment of fund under EWS Building within 31st March 2022 on the basis of approval already accorded by the Ministry of Education.

The Finance Committee directed that the University may take up the matter with UGC/MoE for further necessary action in this regard.

Item No. FC: 62/09: Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

Ministry of Education, Govt. of India vide letter F. No. 13-110/220-CU-Cdn, dated 22nd December 2020 communicated a Note dated 17.12.2020 of Secretary (Higher Education), Ministry of Education with a direction to include complete details and status of audit paras as Standing Agenda items in every meeting of the Finance Committee.

The pending Audit Paras upto 2019-20 are furnished for kind information of the members.

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Financial Year	No. of O/S Paras year-wise	No. of Paras dropped/deleted/settled	No. of O/S Paras as on 20.12.2021	Remarks
2012-13	01	00	01	The compliances to the outstanding Audit paras upto 20.12.2021 have been prepared on the basis of the resolutions taken in the meeting of the Standing Audit Committee of the University held 20.12.2021. ** Regarding outstanding Audit Paras of 2019-20, Reply/compliances have been forwarded to office of C&AG for dropping the paras vide letter No.AUF/715/2019-20/198, dtd. 04/06/2021 (copy placed in the meeting as an annexure to the agenda item). Response is awaited.
2013-14	02	01	01	
2014-15	01	00	01	
2015-16	19	08	11	
2016-17	04	00	04	
2017-18	20	10	10	
2018-19	14	01	13	
2019-20	13	00**	13	
Total			54	

The details of the Transaction Audit Paras up to the financial year 2019-20 with up-to-date Action Taken (with small description of the Audit Paras) to settle/liquidate the pending paras was placed in the meeting as an annexure to the agenda item for review by the members of the Finance Committee.

Resolution: The Finance Officer clarified the details of the Transaction Audit Paras up to the financial year 2019-20 along with a Status Report showing the up-to-date Action Taken. The reason for non-settlement long pending audit paras have also been clarified by the Finance Officer and assured that the efforts are being made to settle the paras on priority basis and action in this regard has already been initiated.

The members discussed the C&AG Inspection Audit Paras up to the financial year 2019-20 and the compliances of the University in the light of relevant provisions of GFRs, 2017 and related Govt. of India instructions 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) The compliances to the Outstanding Audit Paras may be taken up with the

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C&AG for early settlement/liquidation of the same.

(iii)The constituted Standing Audit Committee (SAC) should review all pending Audit Paras and settle the Audit Paras urgently in a time bound manner.

After threadbare discussion on the above mentioned audit paras, the Finance Committee instructed the University to take necessary steps to settle/liquidate the outstanding audit paras at the earliest.

Item No. FC: 62/10: Details of Public Grievances pending in the University.

Ministry of Education, Govt. of India vide letter F. No. 13-110/220-CU-Cdn, dated 22nd December 2020 communicated a Note dated 17.12.2020 of Secretary (Higher Education), Ministry of Education with a direction to include Public Grievances pending in the Institutes as Standing Agenda items in every meeting of the Finance Committee.

In this regard, this is for information of all members of the Finance Committee that there are NO Public Grievances pending in the University.

Resolution: The Finance Committee noted the same.

Item No. FC: 62/11:Details of Parliamentary Assurances pending in the University.

Ministry of Education, Govt. of India vide letter F. No. 13-110/220-CU-Cdn, dated 22nd December 2020 communicated a Note dated 17.12.2020 of Secretary (Higher Education), Ministry of Education with a direction to include Parliamentary Assurances pending in the Institutes as Standing Agenda items in every meeting of the Finance Committee.

In this regard, this is for information of all members of the Finance Committee that there are NO Parliamentary Assurances pending in the University.

Resolution: The Finance Committee noted the same.

Item No. FC: 62/12: Utilization of Funds - An overview of the financial position of the University up to 30.11.2021 and unspent balance as on 01.12.2021.

The Utilization of Funds head-wise showing an overview of the financial position of the University up to 30.11.2021 and unspent balances as on 01.12.2021 were placed in the meeting as an Annexure to the agenda item for perusal of the Committee.

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The Utilization of Funds under EWS upto 30.11.2021 was placed in the meeting as an Annexure to the agenda item for perusal of the Committee.

Sanction under Salary and Recurring head under EWS was valid for 2019-20 and 2020-21. Permission to utilize the unspent balance as on 01.04.2021 under EWS Salary and Recurring head for the financial year 2021-22 is proposed for recommendation to the Executive Council for approval.

Resolution: The Finance Committee perused & noted the Utilization of Funds head-wise showing an overview of the financial position of the University up to 30.11.2021 and unspent balance as on 01.12.2021 and the Utilization of Funds under EWS under Salary head and Recurring head upto 30.11.2021 subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission and UGC instructions thereof.

Regarding permission to utilize the unspent balance as on 01.04.2021 under EWS Salary and Recurring head for the financial year 2021-22, the Finance Committee suggested the University to send a letter to the UGC for necessary approval to utilize the said grants during 2021-22.

Item No. FC: 62/13: 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 in the meeting as an Annexure to the agenda item for necessary review.

Resolution: Progress of the ongoing construction projects of the University has been reviewed by the members and noted the same. Further, Finance Committee suggested the University to pursue vigorously with the UGC for extension of time to utilize the funds sanctioned during 2017-18 regarding construction of building for Pharmaceutical Science and if time period for fund utilization is extended by UGC, the project should be completed by 31st May 2022.

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Item No. FC: 62/14: Progress of infrastructure project funded through HEFA.

Ministry of Education, Govt. of India, Department of Higher Education, CU Bureau vide letter F. No. 4-7/2020-CU

.VII, dtd. 11.09.2020 forwarded a copy of the minutes of the meeting (through video conference) under the chairmanship of JS (CU & IISER) on 27.08.2020 to review the progress/issues of HEFA funded infrastructure project of 6 Central Universities (CUs) including Assam University.

In the said minutes, it has been directed by the Chairman that, Progress of infrastructure project funded through HEFA should be an Agenda point of every Finance Committee meeting.

In view of above, the Status of proposals funded through HEFA in respect of Assam University was placed in the meeting as an Annexure to the agenda item for perusal and necessary review.

Resolution: Progress of infrastructure project funded through HEFA was reviewed in the meeting and the members noted the same. Further, the Finance Committee directed the University to monitor the slow progress of the projects by the Project Monitoring Committee.

The Finance Committee also directed the University to take follow up action for approval of projects under HEFA from the MoE for the projects viz. Construction of 100 Bedded Girls' Hostel (G+2) and Construction of Laboratory Building in Assam University Diphu Campus.

Item No. FC: 62/15: Progress of infrastructure project funded under 12th Plan period/Annual Plan (2017-18).

Ministry of Education, Govt. of India, Department of Higher Education, CU Bureau vide letter F. No. 4-12/2020-CU.VII, dtd. 31.08.2021 forwarded a copy of the minutes of the meeting (through video conference) held under the chairmanship of Additional Secretary (CU) on 20.08.2021 to review the progress of infrastructure project of Central Universities (CUs) funded under 12th Plan period and Annual allocation 2017-18.

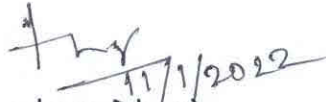
In the said minutes, it has been directed by the Chairman that, progress of infrastructure project funded under 12th Plan period/Annual Plan (2017-18), should be an Agenda point of every Finance Committee meeting till the completion of the Projects.

In view of above, the progress of infrastructure project funded under 12th plan period/Annual Plan (2017-18) in respect of Assam University was placed in the meeting as an Annexure to the agenda item for perusal and necessary review.

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Resolution: Progress of infrastructure project funded under 12th Plan period/Annual Plan (2017-18) has been discussed in the meeting. After detailed discussion it has been resolved that the University has to obtain the approval from UGC/MoE for extension of time for utilization of funds under One time Special Grant sanctioned during 2017-18 for construction of building for Pharmaceutical Science upto 30.05.2022 as the construction agency CPWD has sought time upto 31.05.2022 for completing the project.

The meeting ended with vote of thanks to the Chair.


(Dr. Subhadeep Dhar)
Finance Officer (i/c) &
Ex-Officio-Secretary
Finance Committee
Assam University, Silchar


(Prof. Dilip Chandra Nath)
Vice-Chancellor &
Chairman
Finance Committee
Assam University, Silchar
