

CENTRAL UNIVERSITY OF RAJASTHAN



MINUTES

For the

Twenty Second Finance Committee Meeting

Meeting No. : Twenty Second (22nd)
Venue : AIU House, New Delhi
Date : 23.06.2017
Time : 09:15 AM

**MINUTES OF THE 22nd FINANCE COMMITTEE MEETING HELD ON FRIDAY,
23rd JUNE, 2017 AT 09:15 AM**

The Twenty Second meeting of the Finance Committee of the Central University Rajasthan was held on Friday, 23rd June, 2017 at 09:15 AM at AIU House, New Delhi. The following members were present in the meeting:

1. Prof. Arun K Pujari : Chairman
2. Shri Fazal Mahmood (Representative of JS &FA, MHRD) : Member
3. Dr. Jitendra Kumar Tripathi : Member
4. Shri N U Siddiqui : Member
5. Prof. V. P. Gulati : Member
6. Shri D K Aggarwal : Ex-officio Secretary & Finance Officer

The following could not attend the meeting and were granted leave of absence:

1. Sh. S S Sandhu, IAS
Joint Secretary (CU&L), MHRD
2. Prof. R. T. Pardasani

The following has attended the meeting, as special invitee:

1. Shri S K Srivastava, Joint Registrar (Finance)

At the outset, Prof. Arun K Pujari, Vice Chancellor & Chairman of the Finance Committee, welcomed the members of the Finance Committee. During the meeting, the members appreciated the works done by Finance Section of Central University of Rajasthan. At the end of the meeting, Finance Officer offered vote of thanks to all the members of the Finance Committee.

MINUTES FOR THE TWENTY SECOND FINANCE COMMITTEE MEETING

Item No.	Particulars	
22-1.0	Welcome by the Hon'ble Vice Chancellor	
22-2.0	Confirmation of Minutes of the Twenty First Finance Committee Meeting and Action Taken Report	
22-2.1	Confirmation of Minutes of the Twenty First Finance Committee Meeting	
22-2.2	Action Taken Report	
22-3.0	Reporting Items	
22-3.1	Expenditure incurred during the period from 01 st January, 2017 to 31 st March, 2017	
22-3.2	Progress of Expenditure under Plan	
22-3.3	UGC Grant utilization certificate	
22-3.4	Progress of Construction of the building projects	
22-3.5	Letter received from UGC regarding release of Grant under various Heads to Central Universities form Financial Year 2017-18	
22-3.6	To ratify the action taken for opening of the new Bank Accounts with Bank of India, CURAJ Campus Branch	
22-3.7	Minutes of Building & Works Committee, alongwith the abstract cost of Building projects	
22-3.8	Letter received from PHED regarding Separate and dedicated Bisalpur PHED water pipe line for CURAJ	
22-3.9	Letter received from UGC regarding establishment of Kendriya Vidyalaya at CURAJ	
22-3.10 (Table Item No. 22-5.2)	To ratify the action for opening of the new Bank Account with ICICI Bank for collection of fee from students	
22-3.11 (Table Item No. 22-5.1)	To ratify the action for opening of the new Bank Account with Bank of India for collection of fee from students	
22-4.0	Items for Consideration	
22-4.1	To consider the Annual Accounts for the Financial Year 2016-17	
22-4.2	To consider to adopt the General Financial Rules 2017 (GFRs 2017)	
22-4.3	To consider to online transfer facility in SBBJ/SBI A/c No. 61128875838 at Kishangarh	
22-4.4	To consider the Abstract of Cost for construction of Building projects	

DETAILED MINUTES

Item No.	Particulars		
22-1.0	Welcome by the Hon'ble Vice Chancellor		
22-2.0	Confirmation of Minutes of the Twenty First Finance Committee Meeting and Action Taken Report		
22-2.1	<p>Confirmation of Minutes of the Twenty First Finance Committee Meeting</p> <p>Copy of the Minutes of the Twenty First Finance Committee Meeting held on 06th March, 2017 is enclosed (Annexure-A, Page No. 12 to 39).</p> <p>Draft Minutes were circulated to all members through e-mail on 21.03.2017 for confirmation/comments. Final minutes have already been circulated to all members. Till date, no comments have been received.</p> <p>The University has received the comments on agenda items of 22nd Finance Committee meeting, from JS&FA, MHRD vide e-mail dated 21st June, 2017 (Annexure –P, Page No. 67 to 70). The comments given by MHRD have been duly considered by members during deliberation on agenda items.</p> <p><u>Resolution of FC: "Finance Committee confirmed the minutes."</u></p>		
22-2.2	Action Taken Report:		
	11-5.1	<i>Protection of Pay of Shri D. K. Aggarwal, Finance Officer</i>	<p>The UGC has directed vide its letter F.45-5/2011 (CU) dated 03.8.2015 addressed to the Finance Officer, in respect of minutes of 15th Finance Committee meeting held on 29.3.2015 that the matter is being examined separately by UGC and decision will be intimated by UGC, till such time, the matter may be kept in abeyance.</p> <p>The University has separately written to UGC for providing decision/clarification vide letters dated 29.6.2015, 24.8.2015, 25.2.2016 and 30.9.2016. The Communication from UGC is still awaited.</p>
	13-4.5	<i>Insurance of fixed assets of the University</i>	<p>The Executive Council in its 17th meeting held on 20th June 2014 approved the Insurance coverage of the assets of the University. A committee for the same has been constituted vide Office Order no. CURAJ/R/F.86 /2017/ 4251 dated 21.02.2017 and the same is under process.</p>
	20-5.3	<i>To take a note on outsourced manpower position of the University</i>	<p>The University noted the advice of the Finance Committee as approved by the Executive Council in its 26th meeting held on 01st December, 2016.</p>

	21-4.1	<i>Draft Annual Budget Plan for the Year 2017-18</i>	The Executive Council in its 28 th meeting held on 23 rd May, 2017 approved the draft Annual Budget Plan for the year 2017-18.
	21-4.2	To consider the letter received from UGC regarding Extension of benefits of 'Retirement Gratuity and Death Gratuity'	The matter placed before the Executive Council in its 28 th meeting held on 23 rd May, 2017. The Executive Council constituted a committee to look into the matter.
	21-4.3	Purchase of vehicle for Vice Chancellor	The Executive Council in its 28 th meeting held on 23 rd May, 2017 approved purchase of vehicle for Vice Chancellor and the same is under process.
	21-4.4	Minutes of Building & Works Committee, alongwith the abstract cost of Building Projects	As no Building & Works Committee meeting held after the 21 st FC meeting. Therefore, the action taken report will be placed after holding the Building & Works Committee meeting.
	<p><i>Resolution of FC:</i> "The Finance Committee noted the action taken report with the following observation:</p> <ol style="list-style-type: none"> 1. The Finance Committee member from UGC informed the committee that the matter related to pay protection/fixation of Shri D. K. Aggarwal has already been examined by the facts finding committee appointed by UGC and report on the same has already been submitted to MHRD for further necessary action. The members also advised that the University may now take-up this matter with the MHRD. 2. The representative of JS&FA of MHRD has informed the committee that in view of recent letter issued by UGC vides ref. no. F.25-4/2007(CU) dated 11th May, 2017 (Annexure-Q, Page No. 71), the matter of extending the benefits of Retirement and Death Gratuity to University employees be kept in abeyance till a final decision on the same is communicated by UGC." 		
22-3.0	Reporting Items		
	22-3.1	<p>Expenditure incurred during the period from 01st January, 2017 to 31st March, 2017</p> <p>The expenses incurred under various expenditure head (Recurring & Non-Recurring) during the period 01st January, 2017 to 31st March, 2017 is prepared and enclosed as Annexure-B (Page No. 40).</p> <p>During the XII Plan, the University has received a sum of Rs. 6500.00 lakhs as Salary grant. Against this, the University has incurred excess expenditure, which has been paid from the Interest earned on grant received under the head Salary & the income generated through internal resources of the University. The final expenditure will be intimated at the time of meeting.</p> <p><i>Resolution of FC:</i> "The Finance Committee noted the contents & expenditure incurred by the University under the various heads. Further, the committee also took a note on the deficit of Rs. 1,95,70,834.37 under the budget head-Salary, which has been met out from various other income of the University added in corpus/capital fund. The Finance Committee also advised the University that the expenditure may be incurred as per the Gol/UGC/MHRD guidelines and provisions contained in GFR."</p>	

22-3.2	<p>Progress of Expenditure under Plan</p> <p>As directed by UGC vide their letter dated 29th May 2012, details of progress of expenditure upto 31st March, 2017 in prescribed format is enclosed as Annexure-C (Page No. 41).</p> <p><i>Resolution of FC: "The Finance Committee noted the contents."</i></p>
22-3.3	<p>UGC Grant utilization Certificate</p> <p>Provisional and unaudited Utilization Certificate upto 31st March, 2017 has been submitted to UGC vide letter no. CURAJ/FO/17-18/F.1/01 dated 01.05.2017, enclosed as Annexure-D (Page No. 42 to 44).</p> <p><i>Resolution of FC: "The Finance Committee noted the contents."</i></p>
22-3.4	<p>Progress of Construction of the building projects</p> <p>As directed by UGC vide their letter dated 29th May 2012, the status of building projects in prescribed format for the period upto 30th April, 2017 is enclosed as Annexure-E (Page No. 45 to 46).</p> <p><i>Resolution of FC: "The Finance Committee noted the contents."</i></p>
22-3.5	<p>Letter received from UGC regarding release of Grant under various Heads to Central Universities from Financial Year 2017-18</p> <p>The University has received a letter no. F.No.1-3/2017(CU) dated 12th May, 2017 [Annexure-F (Page No. 47 to 48)] by which the UGC has conveyed that from the financial year 2017-18, Plan-Non-Plan classification of the Budget has been discontinued. Further, the UGC has also informed that from the year 2017-18, the grant will be released under three heads i.e. Salary, Recurring and Capital Assets.</p> <p><i>Resolution of FC: "The Finance Committee noted the contents."</i></p>
22-3.6	<p>To ratify the action taken for opening of the new Bank Accounts with Bank of India, CURAJ Campus Branch</p> <p>The University has received a letter no. F.No.1-3/2017(CU) dated 12th May, 2017 [Annexure-F (Page No. 47 to 48)] by which the UGC has conveyed that from the financial year 2017-18, Plan-Non-Plan classification of the Budget has been discontinued. Further, the UGC has informed that from the year 2017-18, the grant will be released under three heads i.e. Salary, Recurring and Capital Assets. The UGC has also asked to provide separate Account number as per mandate form provided by UGC for releasing the grant for the financial year 2017-18 under three heads i.e. Salary Account (36), Recurring Grant Account (31), Capital Assets Account (35).</p> <p>Accordingly, the University has opened the following three separate saving bank accounts with Bank of India, CURAJ Branch and communicated to UGC vide letter</p>

	no. CURAJ/FO/17-18/F.1/09 dated 24.05.2017 [Annexure-G (Page No. 49 to 50)] as per their mandate form:								
	<table border="1"> <thead> <tr> <th>Name of Account</th> <th>Account No.</th> </tr> </thead> <tbody> <tr> <td>CURAJ Salary Grant Account</td> <td>666710110005228</td> </tr> <tr> <td>CURAJ Recurring Grant Account</td> <td>666710110005226</td> </tr> <tr> <td>CURAJ Capital Assets Account</td> <td>666710110005227</td> </tr> </tbody> </table> <p><i>Resolution of FC:</i> "The Finance Committee noted the contents and recommended to Executive Council for ratification."</p>	Name of Account	Account No.	CURAJ Salary Grant Account	666710110005228	CURAJ Recurring Grant Account	666710110005226	CURAJ Capital Assets Account	666710110005227
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CURAJ Salary Grant Account	666710110005228								
CURAJ Recurring Grant Account	666710110005226								
CURAJ Capital Assets Account	666710110005227								
22-3.7	<p>Minutes of Building & Works Committee, alongwith the abstract cost of Building projects</p> <p>During the reporting period i.e. from Twenty First Finance committee meeting held on 06th March, 2017 to till date, no Building & Works Committee meeting is held. Therefore no minutes of Building & Works Committee have been placed. However, the items for consideration for Abstract of Cost is placed at vide item no. 22-4.4.</p> <p><i>Resolution of FC:</i> "The Finance Committee noted the contents."</p>								
22-3.8	<p>Letter received from PHED regarding Separate and dedicated Bisalpur PHED water pipe line for CURAJ</p> <p>The University has received a letter no. एफ अंके () किशनगढ़ / 2017-18/1490-94 dated 05.05.2017 [Annexure-H (Page No. 51)] from PHED by which the PHED has informed that as per their Departmental guidelines, the cost of dedicated water pipeline will completely be borne by the concerned. PHED has also informed that a separate water distribution is to be provided to the Central University of Rajasthan. The estimated cost for the same would be Rs. 25.08 Crores.</p> <p>In this regard, the University has already requested the UGC vide its letter no. CURAJ/VCS/KV/2017-18/29 dated 02.06.2017 [Annexure-I (Page No. 52 to 53)] to release an additional fund of Rs. 25.08 Crores so that the work of dedicated water pipeline to CURAJ may be got carried out through PHED, as a deposit work.</p> <p><i>Resolution of FC:</i> "The Finance Committee noted the contents and advised the University to send a separate detailed proposal mentioning all its necessity including the fund requirement, to UGC and MHRD for their consideration and recommended the same to Executive Council for approval."</p>								
22-3.9	<p>Letter received from UGC regarding establishment of Kendriya Vidyalaya at CURAJ</p> <p>The University has received a letter no. D.O. F.79-11/2015 (CU) dated 05th April, 2017 [Annexure-J (Page No. 54)] through which the UGC has informed its in principle approval for opening of a Kendriya Vidyalaya at Central University of Rajasthan.</p> <p>As per MoU signed between Central University & Kendriya Vidyalaya Sangathan,</p>								

		<p>the sponsor i.e. Central University of Rajasthan will be responsible to provide:</p> <ol style="list-style-type: none"> 1. Permanent Vidyalaya building as per the specifications of the KVS 2. 100% staff quarters to all the staff of the Kendriya Vidyalaya 3. All recurring & non-recurring expenditure <p>In this regard, the University has already requested the UGC vide its letter no. DO No. CURAJ/VCS/UGC/KV/2017-18/028 dated 02.06.2017 [Annexure-K (Page No. 55)] for allotment of additional fund requirement of Rs. 36.00 Crores over and above the normal budget allocation of 2017-18, to meet out the Capital, Recurring & Salary expenditure.</p> <p><u>Resolution of FC:</u> "The Committee noted that the UGC has accorded its in-principal approval for opening of Kendriya Vidyalaya. UGC representative has also informed that the fund will be released only after allocation/receiving of the same from MHRD. It is resolved that construction work of Kendriya Vidyalaya building be taken up after the financial sanction is received from UGC. It is informed to the committee that based on UGC approval, Kendriya Vidyalaya has started functioning from 2017-18 and for this purpose, temporary space has been made available by the University. The Finance Committee accordingly recommended the same to Executive Council for approval."</p>
	<p>22-3.10 (Table Item No. 22-5.1)</p>	<p>To ratify the action for opening of the new Bank Account with ICICI Bank for collection of fee from students</p> <p>The new Academic Session is going to be started from July 2017. As per existing practice, the University is receiving the fees through the challan issued by Finance & Accounts Section.</p> <p>As per various directives of UGC & Gol, now University requires to adopt cashless fees deposit system. For this, a fee deposit utility along with gateway services is required. Recently, University has obtained 05 nos. POS machines form ICICI Bank for making cashless receipts. In this connection, ICICI bank has given its proposal for providing such utility along with payment gateway services and rates for online transaction charges.</p> <p>Keeping in view to accept the fee through online i.e. via NEFT/RTGS, Debit/Credit Card and Net Banking etc. and for the proper Accounting of the fee deposited by the students, there is a need to open the separate Bank Accounts. Therefore, a new bank account in the name of "Central University of Rajasthan Fees A/c" have been opened with the ICICI Bank which will be operated jointly by the same authorities, as of University main Accounts No. 666110210000002 with Bank of India.</p> <p><u>Resolution of FC:</u>"The Finance Committee noted the contents and recommended to Executive Council for ratification."</p>
	<p>22-3.11 (Table Item No. 22-5.2)</p>	<p>To ratify the action for opening of the new Bank Account with Bank of India for collection of fee from students</p> <p>The admission process of the new students is going to be started w.e.f. 23rd June,</p>

		<p>2017. To ease the admission process, it has been decided to go for online counseling and accordingly one utility for the purpose has been outsourced. For confirmation of admission after the allotment, students required to deposit the fee, through online transfer.</p> <p>As per direction of UGC & GoI, now University also requires to adopt cashless fees deposit system. For accepting the online fee of the new students, there is a need to open the separate Bank Accounts.</p> <p>Accordingly, a new bank account no. 666710110005244 in the name of "CURAJ Fees Account" have been opened on 14.06.2017 with the Bank of India which will be operated jointly by the same authorities, as of University main Accounts No. 666110210000002 with Bank of India.</p> <p><i>Resolution of FC: "The Finance Committee noted the contents and recommended to Executive Council for ratification."</i></p>
22-4.0	Items for consideration	
22-4.1	To consider the Annual Accounts for the Financial Year 2016-17	<p>Books of Accounts for the Financial Year 2016-17 have been closed and finalized. The Annual Accounts for the Financial Year 2016-17 has been prepared as per revised format provided by MHRD vide its letter No. 29-4/2012-IFD dated 17th April 2015. The same has been checked & verified by the Chartered Accountant firm M/s C M Agarwal & Co. The Annual Accounts for the Financial year 2016-17 are placed before the Finance Committee for consideration as per the Central Universities Act, 2009, Section 31 and Para 17 of the Statute (Annexure-L).</p> <p><i>Resolution of FC: "During the meeting, the Finance Officer informed that as per requirement of new format of Accounts, the Separate Accounts for University, School of Education, DDDUKK, Sponsored project and NPS has been prepared. The members of Finance Committee appreciated the quality of Annual Accounts of the University presented before the committee. The Finance Committee considered the University accounts and recommended to the Executive Council for approval of the Annual Accounts for the year 2016-17 and for its onward submission to Office of the Principal Director of Audit (Central), Branch office Rajasthan, Jaipur for conducting Audit. The Vice Chancellor is also authorized to make corrections based on the remarks of the Audit or otherwise."</i></p>
22-4.2	To consider to adopt the General Financial Rules 2017 (GFRs 2017)	<p>The University has received a letter no. F. 13-2/2017(CU) dated 22nd May, 2017 [Annexure-M (Page No. 56)] from University Grant Commission, regarding adoption of General Financial Rules, 2017.</p> <p>In the said letter, it is mentioned that "The Govt. of India, Ministry of Finance, Deptt. Of expenditure has formulated General financial Rules, 2017 by replacing GFR, 2005 vide O.M. No. 14(3)/2015-EII(A) dated 08.03.2017. The provisions of GFRs, 2017 are also applicable to Autonomous Bodies."</p>

		<p>The University has already implemented the same w.e.f. 18.05.2017. However, after approving/adoption of the same by Finance Committee and Executive Council, the necessary amendment in the ordinance/guidelines will be made.</p> <p><i>Resolution of FC: "The Committee considered the same and advised to adopt the GFR 2017 with necessary amendment in the ordinance/guidelines. With this, the same is recommended to Executive Council for approval."</i></p>
	22-4.3	<p>To consider to online transfer facility in SBBJ/SBI A/c No. 61128875838 at Kishangarh</p> <p>The University has a saving bank account no. 61128875838 with SBBJ/ now State Bank of India at Kishangarh. The University requires to deposit the bills in respect of Telephone, Water, Electricity TDS deposit etc. on every month. For this, the University Staff is required to visit to Kishangarh to deposit all such type of bills/amount. Therefore to facilitate the cashless transactions, it is proposed that the University may be allowed to have a facility of online net banking upto the limit of Rs. 0.50 lakhs on each occasion to facilitate all such payments/deposit. For proper control & monitoring of payment, it is proposed that this online banking facility will be operated jointly by Joint Registrar (Finance)/Deputy Registrar (Finance) and Section Officer (F&A).</p> <p><i>Resolution of FC: "The Committee considered the same and advised to take extra pre-cautions at the time of such transaction. With this, the same is recommended to Executive Council for approval."</i></p>
	22-4.4	<p>To consider the Abstract of Cost for construction of Building projects</p> <p>The Abstract of Cost for construction of Building and other projects are placed as under:</p>
	22-4.4.1	<p>To consider the Abstract of Cost for construction of Type II & III Staff Quarters</p> <p>During the 21st Finance Committee meeting discussion on item no. 21-4.4, the Finance Committee members observed that the Abstract of Cost of Building projects is not in the proforma, as prescribed by the UGC. Accordingly, the Abstract of Cost for building projects (Type II & III staff quarters) have been prepared on the prescribed proforma and circulated among all the members of Building & Works Committee for consideration.</p> <p>The members resolved that "Building & Works Committee approved the proposal with the Abstract of Cost amounting to Rs. 17,00,69,865/- and the location of the Type II & III Staff Quarters in Master Plan. The committee recommended to carefully review the internal design before the tender process to ensure there are no wasteful spaces or extravagant specifications. The detail agenda item and minutes of the Building & Works Committee is enclosed as</p>

			<p>Annexure-N (Page No. 57 to 60). The Committee recommends to placing it before the FC and EC for approval.</p> <p><i>Resolution of FC:</i> "In the absence of specific grant for the purpose, the Finance Committee accorded in-principle approval on the matter. However, for the purpose, the University is to seek allocation/sanction of fund from UGC. On availability of funds, the matter be placed for detailed consideration. The Finance Committee suggested that in future, matter of this nature should be placed in regular B&WC meeting for thorough examination and discussion. With this, the same is recommended to Executive Council for approval."</p>
		22-4.4.2	<p>To consider the Abstract of Cost for Work of design, supply, installation, commissioning and 5 year warranty maintenance of 100 KWP Solar Grid connected Roof –Top Plant on roof top of SP-3 & 4</p> <p>The items was placed before the 19th Finance Committee meeting vide item no. 19-4.6.2 held on 25.06.2016 and the following was resolved :</p> <p>"The Finance Committee noted the comments of MHRD and in principally agreed for the said work and accordingly advise to take up the work after ensuring the availability of fund. However, the work should be executed through proper tender process and recommended the same to Executive Council for approval."</p> <p>The same was approved by the Executive Council in its 23rd meeting held on 27th June, 2016.</p> <p>Now, the Abstract of Cost for work of design, supply, installation, commissioning and 5 year warranty maintenance of 100 KWP Solar Grid connected Roof –Top Plant on roof top of SP-3 & 4 have been prepared on the prescribed proforma and circulated among all the members of Building & Works Committee for consideration.</p> <p>The detail agenda item and minutes of the Building & Works Committee is enclosed as Annexure-O (Page No. 61 to 66). The Committee recommends to placing it before the FC and EC for approval.</p> <p><i>Resolution of FC:</i> "In the absence of specific grant for the purpose, the Finance Committee accorded in-principle approval on the matter. However, for the purpose, the University is to seek allocation/sanction of fund from UGC. On availability of funds, the matter be placed for detailed consideration. The Finance Committee suggested that in future, matter of this nature should be placed in regular B&WC meeting for thorough examination and discussion. With this, the same is recommended to Executive Council for approval."</p>
