



TEZPUR UNIVERSITY
TEZPUR 784 028: ASSAM

MINUTES OF THE FIFTY THIRD MEETING OF THE FINANCE COMMITTEE HELD ON
NOVEMBER 21, 2019 AT 10.00 A.M. AT ASSOCIATION OF INDIAN UNIVERSITIES,
NEW DELHI

The following members were present:

Sl.	Name	Designation
1.	Prof. Vinod Kumar Jain Vice-Chancellor, Tezpur University	Chairman
2.	Prof. Dilip Kumar Saikia Pro Vice-Chancellor, Tezpur University	Member
3.	Dr. Jitendra Kumar Tripathi, JS, UGC (Visitor's Nominee)	Member
4.	Mr. S. K. Ghildiyal, Director (CU-I/II), MHRD [Nominee of JS (CU), MHRD, GoI (Visitor's Nominee)]	Member
5.	Mr. Fazal Mahmood, Dy. Secretary to GoI (IFD), MHRD [Nominee of JS and FA, MHRD, GoI (Visitor's Nominee)]	Member
6.	Mr. Sword Vashum, IAAS (Retd.) Former Addl. Dy. C&AG of India (BoM Nominee)	Member
7.	Prof. Mrinmoy Kumar Sarma, Department of Business Administration, Tezpur University (BoM Nominee)	Member
8.	Dr. Biren Das, Registrar, Tezpur University	Invitee
9.	CMA Dr. B. B. Mishra, Finance Officer, Tezpur University	Ex-officio Secretary

Mr. B. Paul Muktieh, CMD, NEDFi Ltd. (BoM Nominee) and Member, Finance Committee could not attend the meeting due to his prior commitments and was granted leave of absence.

The comments of the JS (CU), MHRD, Dept. of Higher Education, GoI on the agenda items received from the Under Secretary (CU-I), MHRD vide his e-mail dated 11th November 2019; 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. 9-2/2018-IFD, dated 18th November 2019; and the comments of the Under Secretary (CU), UGC with the approval of the JS (CU), UGC received vide letter No. F. 57-8/2016 (CU), dated 15th November 2019 were placed by the Finance Officer and Secretary, Finance Committee, Tezpur University before the Committee and the members noted the comments & put on record.

Professor Vinod Kumar Jain, Vice-Chancellor, Tezpur University and Chairman, Finance Committee welcomed the members present and gave a brief account of the functioning of the University. The Chairman in his opening remarks sought guidance from all the members for all-round development and growth of the University. The Vice-Chancellor assured that the observations of the Ministry and UGC will be strictly followed by the University in true letter and spirit. The Chairman invited the Secretary, Finance Committee to initiate the proceedings as per the agenda items. The Finance Officer presented the agenda accordingly.

FC.53/2019/01	To confirm the Minutes of the 52nd Meeting of the Finance Committee held on 19th September 2019.
NOTE	The minutes of the 52 nd Meeting of the Finance Committee was circulated to all the members vide this office letter No. TU/FIN/FC/2019, dated 26 th September 2019 for perusal and comments, if any. University has not received any comments from any of the members. The copy of the Minutes is placed at Annexure - A. The minutes may be confirmed.
DECISION	Confirmed.
FC.53/2019/02	To report on the Actions Taken on the recommendations of the 52nd Meeting of the Finance Committee held on 19th September 2019.
NOTE	An Action Taken Report on the recommendations of the 52 nd meeting of the Finance Committee is placed at Annexure - B for perusal and necessary review. The Action Taken Report may be considered for approval.
DECISION	Action taken report was noted by the members.




11-11-19

FC.53/2019/03	To consider the approval of the compliance of the Separate Audit Report (SAR) of C&AG on the Accounts of Tezpur University for the financial year 2018-19.
NOTE	<p>The Comptroller and Auditor General of India has conducted the audit of the Accounts of the Tezpur University for the financial year 2018-19 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 The Tezpur University Act, 1993. The Dy. Director (Inspection), Indian Audit and Accounts Department, Office of the Director General of Audit, Central, Kolkata has furnished the Draft Separate Audit Report on the Accounts of the University for the financial year 2018-19 to the University vide letter no. OA(AB)/AR/2018-19/TU/256, dated 25th September 2019. The University has submitted the compliance to the Draft Separate Audit Report issued by C&AG on 01st October 2019.</p> <p>The Separate Audit Report (SAR) on the Audited Accounts of the Tezpur University for the financial year 2018-19 along with its compliance are placed in a separate folder for consideration and adoption.</p>
DECISION	<p>The members perused the e-mail dated 20th November 2019 of Sr. Audit Officer O/o the Director General of Audit, Central, Kolkata regarding final approval of Separate Audit Report (SAR) of Tezpur University for the financial year 2018-19. The compliance of the Separate Audit Report of the Comptroller and Auditor General of India on the Accounts of the University for the financial year 2018-19 was recommended by the Finance Committee to the Board of Management of the University with the following observations for approval:</p> <ul style="list-style-type: none"> (i) Observations contained in the SAR for the year should be complied with. (ii) New Pension Scheme Account viz. Balance Sheet, Income & Expenditure Account, and Receipts & Payments Account should be annexed with the Annual Accounts of the University from the financial year 2019-20. (iii) Internal Audit of the University needs to be strengthened and University should draw an annual programme/ half-yearly programme for conducting Internal Audit Division-wise/Branch-wise/ Deptt-wise for better control of Internal Audit mechanism.



FC.53/2019/04	To consider approval for creating Department Development Fund by way of collecting Development Fund Fee from students for creation of Capital Assets for quality teaching and research activities of the departments.
NOTE	<p>A policy decision was taken by MHRD/ UGC to provide funds for construction activities to the Universities in the form of HEFA loans. Some funds have also been released to the Universities for creation of Capital Assets in the form of Campus Development, Books & Journals, Equipment/ Laboratories and Furniture & Fixtures etc.</p> <p>The University does have a reasonable IRG in the form of fees collected from students and earnings from other sources. However, the entire IRG is used to cover the Non-Salary recurring expenses of the University. Hence, it is completely dependent on the UGC grants for Creation of Capital Assets.</p> <p>Maintaining the facilities at the level required for the desired quality of teaching-learning process and research activities, departments need substantial investments on a regular basis. The limited amount of funds received from UGC have been found to be very inadequate. As a result, the academic activities in the University are getting affected.</p> <p>Considering the above, it is proposed to create a Department Development Fund by way of collecting Development Fund Fee from students, specially, for creation of facilities (capital assets) in the departments for quality teaching-learning and research activities.</p> <p>The Committee may like to consider the proposal for approval.</p>
DECISION	<p>After detailed discussion on the proposal and considering the clarification made by the University that the proposal was approved by the Academic Council in its 37th meeting held on 15th November 2019 vide Resolution No. AC.37/2019/3/2.5, the Finance Committee approved to create a Department Development Fund by way of collecting Development Fund Fee from students, especially for creation of facilities (capital assets) in the departments for quality teaching-learning and research activities.</p> <p>Further, the Committee opined that the University should formulate a guideline to utilize the said fund and subject to adhering to the provisions of GFRs and CVC guidelines.</p>



92-11-2019

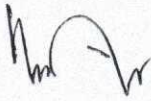
FC.53/2019/05	To consider the approval of Revised Budget Estimates for the F.Y. 2019-20 and Budget Estimates for the F.Y. 2020-21 for Salary, Recurring and Creation of Capital Assets of Tezpur University.
NOTE	<p>The Revised Budget Estimates for the financial year 2019-20 and Budget Estimates for the Financial Year 2020-21 (under the head Salary & Recurring) of the University as required by the UGC in the prescribed format have since been submitted to UGC vide letter no. TU/FIN/BE-RE/2019-20/113, dated 15th October 2019.</p> <p>The said Revised Budget Estimates for the financial year 2019-20 and Budget Estimates for the Financial Year 2020-21 (under the head Salary & Recurring) of the University is placed at Annexure - C along with detailed Budget Estimates including Creation of Capital Assets in a separate folder for information and approval of the Committee.</p>
DECISION	The members perused and approved the Revised Budget Estimates under the head Salary of Rs. 7485.57 lac & Recurring of Rs. 5424.30 lac for the year 2019-20 and Budget Estimates under the head Salary of Rs. 7630.50 lac, Recurring of Rs. 4210.50 lac and creation of Capital Assets of Rs. 1300.00 lac for the year 2020-21 of the University subject to availability of fund with UGC.
FC.53/2019/06	To consider approving the provision for Professional Development Grant as per AICTE Regulations for teachers in the Departments under School of Engineering and the Department of Business Administration under School of Management Sciences.
NOTE	<p>As per UGC guidelines, the University is required to follow the AICTE Regulations for the programmes as well as for recruitment and services of the teachers in the Engineering and Business-Administration departments. Vide Gazette of India notification no. 82 dt. March 1, 2019, AICTE (F. No. 61-1/IRFD/7th CPC/2016-17 of AICTE) has released its latest AICTE Regulations 2019 (Copy at Annexure - D on Pay Scales, Service Conditions and Minimum Qualifications for Appointment of Teachers and Other Academic Staff. The Board of Management of Tezpur University has adopted the said regulations in its meeting held on 11th November 2019.</p> <p>Under the Clause 2.18 of the said Regulations, it stipulates that all the teachers (running AICTE approved programmes) may be given a grant up to Rs. 75,000/- per year on reimbursement basis, which may be permitted to be accumulated up to 3 years, towards acquiring membership of Professional Societies, and participating in national/ international conferences/ workshops etc.</p>

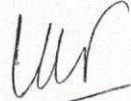


	<p>Over the years, the departments in Engineering and the Department of Business Administration in Tezpur University have been suffering for not having the provision for Professional Development Allowance (PDA) for the teachers. It has always been difficult to attract and retain the best of talents without this provision. Now that AICTE has incorporated Professional Development Grant in its regulations, having this provision has become even more necessary for the University.</p> <p>Considering the above, the Committee may like to consider approval of making provision for the Professional Development Grant as provided in the AICTE Regulations 2019, to the teachers of the Departments under School of Engineering and the Department of Business Administration under School of Management Sciences of Tezpur University out of the IRG of the University/Grants-in Aid (Recurring).</p>																		
DECISION	<p>After detailed discussion, the Committee viewed that the practice being followed in similarly placed CUs viz. UoH, JNU, AMU and BHU may also be studied/ examined & proposal may be formulated accordingly and referred to UGC for their prior approval.</p>																		
FC.53/2019/07	<p>To review the details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.</p>																		
NOTE	<p>As advised by the IFD, MHRD & UGC, the details of the pending Transaction Audit Paras are given below for kind information of the members.</p> <table border="1"> <thead> <tr> <th>Financial Year</th> <th>No. of O/S Paras till 52nd FC meeting</th> <th>No. of Settled/ dropped Paras</th> <th>No. of O/S Paras as on 31.10.2019</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>2015-16</td> <td>01</td> <td>0</td> <td>01</td> <td rowspan="3">Reply/clarification to the outstanding paras have already been furnished to audit for review/ settlement and the matter will be taken up with audit during their next inspection.</td> </tr> <tr> <td>2016-17</td> <td>10</td> <td>0</td> <td>10</td> </tr> <tr> <td>2017-18</td> <td>14</td> <td>0</td> <td>14</td> </tr> </tbody> </table>	Financial Year	No. of O/S Paras till 52 nd FC meeting	No. of Settled/ dropped Paras	No. of O/S Paras as on 31.10.2019	Remarks	2015-16	01	0	01	Reply/clarification to the outstanding paras have already been furnished to audit for review/ settlement and the matter will be taken up with audit during their next inspection.	2016-17	10	0	10	2017-18	14	0	14
Financial Year	No. of O/S Paras till 52 nd FC meeting	No. of Settled/ dropped Paras	No. of O/S Paras as on 31.10.2019	Remarks															
2015-16	01	0	01	Reply/clarification to the outstanding paras have already been furnished to audit for review/ settlement and the matter will be taken up with audit during their next inspection.															
2016-17	10	0	10																
2017-18	14	0	14																

	The details of the Transaction Audit Paras up to the financial year 2017-18 with up-to-date Action Taken (with description of the Audit Paras) to settle/liquidate the pending paras are placed at Annexure - E for review by the members of the Finance Committee.
DECISION	After threadbare discussion, the Committee suggested that: 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 constituted Standing Audit Committee (SAC) should review all pending Audit Paras and take appropriate action in a time bound manner. The ATNs on the pending paras should be placed before the next Finance Committee meeting.
FC.53/2019/08	To report to the Committee on the Utilization of funds under Recurring, Salary and Creation of Capital Assets as on 31.10.2019.
NOTE	The Utilization of Funds head-wise showing an overview of the financial position of the University under Recurring, Salary and Creation of Capital Assets as on 31.10.2019 are placed at Annexure - F for perusal of the Committee.
DECISION	The status of utilization of funds was discussed and noted.
FC.53/2019/09	To report the Progress of the Overall Construction of the Building Projects as on 31.10.2019.
NOTE	The UGC vide letter No.F.57-1/2009 (CU) dated 29/05/2012 and F. No. 1-1/2012(CU) dated 25.08.2015 issued guidelines to all Central Universities to present in each meeting of the Finance Committee the progress of the Building Projects undertaken as on date in the prescribed format. The progress of the Building Projects taken up under different schemes are placed at Annexure - G for necessary review.
DECISION	The status of the construction activities was discussed and noted.

The meeting ended with vote of thanks to and from the Chair.


(CMA Dr. B.B. Mishra)
Secretary
Finance Committee
Tezpur University


(Prof. Vinod Kumar Jain)
Chairman
Finance Committee
Tezpur University