

**झारखण्ड केन्द्रीय विश्वविद्यालय**

**CENTRAL UNIVERSITY OF JHARKHAND**

(Established by an Act of Parliament of India in 2009)



**THE MINUTES OF  
THE 15<sup>TH</sup> MEETING OF THE FINANCE  
COMMITTEE HELD ON  
06<sup>th</sup> NOVEMBER, 2017  
AT AIU, NEW DELHI**

**The minutes of the 15<sup>th</sup> meeting of  
the Finance Committee of Central University of Jharkhand  
held on 6<sup>th</sup> November, 2017 at AIU, New Delhi.**

The 15<sup>th</sup> meeting of the Finance Committee of the Central University of Jharkhand was held on 6<sup>th</sup> November, 2017 at 5 p.m. at Association of Indian Universities, New Delhi.

The following members were present:

- |  |                         |
|--|-------------------------|
| 1. <b>Prof. Nand Kumar Yadav 'Indu'</b><br>(Vice-Chancellor)   | Chairman                |
| 2. <b>Prof. (Dr.) Om Prakash Agrawal</b><br>(Member of Executive Council)  | Member                  |
| 3. <b>Prof. Ashok Kumar Saha</b><br>(EC Nominee)   | Member                  |
| 4. <b>Dr. S. Parabrahmaiah</b><br>(EC Nominee)   | Member                  |
| 5. <b>Dr. Jitendra Kumar Tripathi</b> , Joint<br>Secretary (CU), UGC (Visitor Nominee)   | Member                  |
| 6. <b>Shri Fazal Mahmood</b> , Dy. Secretary (Fin.),<br>(HE), MHRD (Nominated by Ms. Darshana M Dabral,<br>Joint Secretary & Financial Adviser (IFD), MHRD, Visitor Nominee) | Member                  |
| 7. <b>Dr. Ashoke Kumar Sarkar</b><br>Finance Officer (I/c)   | Non-member<br>Secretary |

Additional Secretary (CU & L) MHRD could not attend the meeting.

The Vice-Chancellor extended a warm welcome to the members for sparing their valuable time to make it convenient to attend the meeting. He stated that the purpose to hold the meeting at New Delhi was to have the presence of the members stationed at New Delhi so that the University could benefit from their rich expertise, ideas and deliberations.

Thereafter, the Vice-Chancellor invited Dr. Ashoke Kumar Sarkar, Finance Officer I/c-cum-Secretary to take up the agenda items and before the following Agenda was taken up for discussion, the comments received from MHRD vide letter no. F.No.9-16/2017-IFD dated 1<sup>st</sup> November, 2017 have been placed before the members for consideration and guidance and accordingly the resolutions were made.

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Shri Fazal Mahmood, representative of Joint Secretary & Financial Advisor (IFD), MHRD raised serious concern about non-receipt of hard copy of agenda items and advised that hard copy of agenda items be provided to the members before 15 days of the meeting so that members could get time and opportunity to scrutinize and give their comments on financial matters.

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**FC: 2017/15/01: Confirmation of Minutes of 14<sup>th</sup> Meeting of the Finance Committee.**

The Minutes of the 14<sup>th</sup> meeting of the Finance Committee held on 14<sup>th</sup> July, 2017 had already been circulated to the members of the Finance Committee and no comments have been received.

The minutes of the 14<sup>th</sup> meeting of the Finance Committee placed as **Annexure- I** for confirmation please.

**Resolution: FC: 2017/15/01**

**The Finance Committee confirmed the minutes of 14<sup>th</sup> Meeting of the Finance Committee.**

**FC: 2017/15/02: Action taken on minutes of the 14<sup>th</sup> meeting of the Finance Committee.**

No.	Subject	Action taken
1.	Confirmation of Minutes of 13 <sup>th</sup> Meeting of the FC.	Confirmed & Noted
2.	Action taken on minutes of the 13 <sup>th</sup> meeting of the FC.	Noted & action already taken
3.	Confirmation of Minutes of 11 <sup>th</sup> meeting of the F.C.	Confirmed & Noted
4.	Action taken on 11 <sup>th</sup> minutes and matters arising	Noted & action already taken
5.	Confirmation of 12 <sup>th</sup> (Emergent) meeting of the Finance Committee held on 18 <sup>th</sup> September, 2015	Confirmed & Noted
6.	Action taken on 12 <sup>th</sup> (Emergent) meeting of minutes and matters arising	Noted & action already taken
7.	To consider to approve the Annual Accounts for the FY 2016-17 of the Central University of Jharkhand.	Noted & Recommended to EC & EC approved the same.
8.	To consider to setting up the Corpus Fund in this University.	Deferred.
9.	To consider the retention of internal receipts and interest earned by the CUJ under Plan grant sanctioned by UGC as additional grant.	Deferred.
10.	To consider the minutes of the 16 <sup>th</sup> , 17 <sup>th</sup> and Emergent meeting (held on 01.09.2014) of the Building Committee	Deferred and placed in this meeting.
11.	To consider the D.O. No. 24-2/2016-TS.I dated 22.9.2016 regarding Establishing the Higher Education Financing Agency.	Noted.
12.	To consider the adoption of General Financial Rules, 2017.	Noted.
13.	To consider the status of expenditure position under plan schemes and unspent balance	Noted.

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	position upto 31.03.2017	
14.	To consider the budget for the FY 2017-2018.	Noted.
15.	To consider the ratification of the order of the Vice Chancellor	Noted.
16.	The Annual Account for the FY 2015-16 along with SAR.	Considered and Recorded.
17.	The Transaction Audit Report & reply of the University on the Report.	Noted & Action under process
18.	Details of the Investment by the University as Fixed Deposit.	Noted and Investment Policy is under process.
19.	To consider and approve the extension of working hours of Library and payment of remuneration to the Library staff working in the extended hours.	Considered as per Gol norms
20.	To consider the refund of the fee submitted by the Faculties of the University for pursuing the Ph.D. on part time basis.	Considered
21.	To consider the creation of additional posts of teachers in the University.	Considered
22.	To consider the Creation of new non-teaching posts in the University	Considered
23.	To consider and advice on admissibility of telephone bills to staff of the University.	Considered as per Gol norms

**Resolution: FC: 2017/15/02**

The Finance Committee while considering the Action Taken Report of the 14<sup>th</sup> meeting of the Finance Committee held on 14.07.2017 emphatically stated that confirmation of minutes of previous Finance Committees viz. 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> are being confirmed subject to the condition that the minutes and the resultant action to be taken on the minutes are strictly in accordance with General Financial Rules 2017, Central Vigilance Commission guidelines, other instructions issued by University Grants Commission and Department of Expenditure, Ministry of Finance issued from time to time.

While noting the Action Taken Report the Finance Committee advised that Action Taken Report should be self explanatory.

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**FC: 2017/15/03: To consider the minutes of the 18<sup>th</sup> meeting of the Building Committee**

The meeting of 18<sup>th</sup> Building Committee is held on 31.07.2017 at Ranchi. The minutes of the 18<sup>th</sup> meeting of the Building Committee is placed at **Annexure II**.

**The matter is placed before the Committee for consideration.**

**Resolution: FC: 2017/15/03**

The Finance Committee suggested that the University may get the approval of Master Plan of the university from the Local body, which is essential for proper plan of buildings, conservation of land and eco balance. FC suggested that recommendations of the Building Committee may be obtained for the Master Plan of the University, and a PMC agency for monitoring the quality and progress of buildings besides for check measuring the BOQs. A separate agenda item is required to be placed in the future FC meetings on these with the recommendations of the Building Committee. The agenda item should be specific and clear, indicating the financial implications, source of budget etc. Therefore, Finance Committee did not recommend the proposal.

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**FC: 2017/15/04: The Letter received from SP, CBI, ACB regarding release of payments to the Contractors/ Architects in accordance with the findings of CBI investigation**

In his letter no. 4268/2/03/A/2014-R dated 17.08.2017 regarding release of payments to the Contractors/ Architects the SP, CBI, ACB advised that University may take its own decision for release of payments to the Contractors/ Architects in accordance with the findings of CBI investigation, which is placed before the committee as Annexure-III

**The matter is placed before the Finance Committee for perusal and advice.**

**Resolution: FC: 2017/15/04**

The Finance Committee after detailed deliberations resolved that the University should explore the possibility of taking over of the completed buildings, where there is no dispute or no CBI case is pending after following the due procedure of checking of measurements, quality check, physical verification of assets and quality checks through an Empowered Committee. This committee may comprise of Finance Officer, Executive Engineer One member of E.C. and one Civil Engineering Expert from IIT Roorkee/ Kharagpur.

It was also resolved that payments to the contractors may be released after following the above procedure & as per the terms of Contract Agreement. "Finance Committee, however, reiterated that due and eligible payment may be released after the verification of the work done and as per the valid contract and strictly as per the relevant provisions of GFRs and related CVC guidelines".

The Finance Committee after considering the Legal opinion dt.27-10-2017 and CBI letter dt.29-11-2016/9-12-2016 and 17-8-2017, opined that payments to the contractors may be released after due procedures, as stated above.

Regarding the releasing of payments to the contractors, whose cases are under CBI, their cases may be dealt with as suggested in the Legal Opinion dt.27-10-2017. It should be ensured that, under any circumstances there should not be any overpayments to the Contractors "and Finance Committee also re-iterated the fact that while releasing any such payment, the University should re-check and ensure that pending eligible payments are released after carrying out necessary due diligence including due verification of work done as per the valid contract and after completion of all codal formalities and also strictly in accordance with the relevant provisions of GFRs and related CVC guidelines."

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**FC: 2017/15/05: The Annual Accounts for the FY 2016-17 along with SAR**

An Audit Team from the office of the Principal Director of Audit (Central), Lucknow, Unit Jharkhand, Ranchi has taken up the financial audit for the Financial Year 2016-17 of the University w.e.f. 14-08-2017 to 30-08-2017.

The Principal Director of Audit (Central) Lucknow, Branch Office, Ranchi, Jharkhand has submitted SAR (Separate Audit Report) for the FY 2016-17 vide letter no. **PDAC/LKO/SAR-CUJ/2016-17/181 dated 17.10.2017**, which is placed as **Annexure – IV**

**The matter is placed before the Finance Committee for perusal and advice.**

**Resolution: FC: 2017/15/05**

**The Finance Committee shown serious concern that the objections raised by the audit were not complied by the University and suggested that efforts should be made to rectify these errors and these paras should not be repeated in future. The Finance Committee advised to convert Current Account of the University into Saving A/c. The Committee also advised for Physical verification of University assets.**

**It is also suggested by the Finance Committee that a separate agenda item on the status of transaction audit report viz. no. of paras raised, no. of observations noted and no. of outstanding paras with reasons thereof should be incorporated.**

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**FC: 2017/15/06: To open an account in the name of Controller of Examinations with seed money of Rs. 5.00 lakh.**

The office of Controller of Examinations dealt with all the matters pertaining to items of Academic and Examination. Conduct of the meeting of disciplinary cum Grievance Committee for Students, conduct Dean's Committee meeting, preparation of Academic Calendar, Conduct of University Convocation, Processing of Project Reports of M.Phil, M.Tech. and Ph.D. Students Issuance of official transcripts to the Students, printing of prospectus and submissions of forms every year for admission to all programme.

For smooth functioning of above work some financial power along with some advance money is required to be kept with Controller of Examinations. To serve the above purpose an account in the name of the Controller of Examinations with joint signature of Finance Officer/ DDOs may be opened along with seed money of Rs. 5.00 lakh is considered for approval.

The above said account and seed money shall be used for expenses on work related with Controller of Examinations in the following manner:

1. Passing & payment of Bills of remuneration, TA, DA, other Conveyance/ allowances, Honorarium to external examiner/ moderator/ Evaluator/ Paper setters.
2. Passing & payment of Bills of remuneration, TA, DA, other Conveyance/ allowances, and Honorarium to members of the different committees related with work of the office of the Controller of Examinations.
3. Passing & payment of Expenditure on arrangement for the work for dispatching of all examinations & academic material as well as work related with office of the Controller of Examinations.
4. Sanctioning, Passing & payment of contingent expenditure to the departments, Centres & Evaluation Centres to conduct theory & practical examinations.
5. Passing & payment of conveyance bills, postal reimbursement bills and such other remuneration matters related with the work of the office of the Controller of Examinations.
6. Passing & payment of bills of expenditure incurred during the work of tabulation/ evaluation etc.
7. Passing & payment of DA/TA & other remuneration bills of the staff deputed for the works of the office of the Controller of Examinations as per rules.
8. Contingency Expenses for the work related with office of the Controller of Examinations.
9. Any other expenses related with the work of the office of the Controller of Examinations contingency.

Details of expenditure (Utilization Certificate) shall be submitted to the Finance Officer for recoupment on quarterly basis or on 75% of the expenditure incurred from the account whichever is earlier.

**The matter is placed before the Finance Committee for Consideration and approval.**

**Resolution: FC: 2017/15/06**

**The Finance Committee didn't support the proposal.**

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**FC: 2017/15/07: To open an account in the name of Head/ Coordinator of Centres**

The office of the Head/ Coordinator of different centres deal with different types of matters related with students, exam and others.

For smooth functioning of above works some financial expenditures required to be incurred by Heads/ Coordinators of different centres. Usually advance are drawn by the Heads/ Coordinators by issue of cheques by Finance section and taken to their personal bank account. The Heads/ Coordinators find it difficult to maintain the advance properly and has requested to consider opening of bank account in the name of Heads/ Coordinators for smooth settlement of advance drawn by them.

**The matter is placed before the Finance Committee for Consideration and approval.**

**Resolution: FC: 2017/15/07**

**The Finance Committee didn't support the proposal.**

NCha



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**FC: 2017/15/08: Payment of remuneration to the external paper setters and remuneration for external & internal examiners (Guest Faculty/Visiting Fellow/Contractual Teachers) to evaluate answer scripts.**

As per Statute 12(2)(xiv) of the Central Universities Act 2009, it is the power and function of the Executive Council to appoint examiners and moderators and if necessary, to remove them, and to fix their fees, emoluments and travelling and other allowances, after consulting the Academic Council.

Since there is a financial implication the matter is placed before the Finance Committee for fixing the remuneration/fees/emoluments and travelling & other allowances to the paper setter, Examiner & Moderator (external & internal both) as detailed below:

SI No.	Purpose/Item/Particulars (Except Ph.D/M.Phil Programme)	Fees/Remuneration	Travelling & other allowance (DA)
1.	Setting up the question paper by External Paper Setter	3000/- per paper	As per GoI/UGC Rules
2.	Moderation of the question paper by External moderators	3000/- per paper	As per GoI/UGC Rules
3.	Evaluation of the Answer Script by External Examiner	Rs. 15/- each paper with a minimum of Rs. 500/-	As per GoI/UGC Rules
4.	Evaluation of the Answer Script by Internal Examiner (Guest Faculty/Visiting Fellow/ Contractual Teachers))	Rs. 10/- each paper with a minimum of Rs. 200/-	N/A


The payment of above TA/Honorarium etc. shall be met from the grant sanctioned by the UGC for the Exam purposes.

**The matter is placed before the Finance Committee for Consideration and approval.**

**Resolution: FC: 2017/15/08**

The Finance Committee advised that the agenda related with academics should first be scrutinized by the Academic Council based upon the prevalent practice in other Central Universities.

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**FC: 2017/15/09: Fee for Final Degree Certificate for all Programmes & other Certificates.**

As per Statute 14 (d), it is the power and function of the Academic Council to frame such Regulations and Rules consistent with the Statutes and the Ordinances regarding the academic functioning of the University, discipline, residence, admissions, award of fellowship & studentship, fees, concessions, corporate life and attendance.

Since there is a financial implication, the matter is placed before the Finance Committee for approval of the fees for Final Degree Certificate for Ph.D/M.Phil Programme as per following:

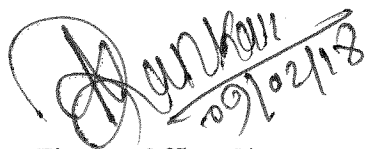
SI No.	Purpose/Item/Particulars	Fees
		Rs. 2500/- for each original Certificate
1.	Fees for Final Degree Certificate for Ph.D/M.Phil Programme	Rs. 1500/- for each duplicate certificate
2.	Fees for transcripts for admission into foreign University	Rs. 1500/- per certificate Additional Rs. 100/- for each extra set
3.	Translated Certificates for foreign country	Rs. 5000/- per certificate
4.	Fees for Final Degree Certificate other than Ph.D/M.Phil Programme	Rs. 1500/- per certificate Rs. 1000/- for duplicate certificate

The matter is placed before the Finance Committee for Consideration and approval.

**Resolution: FC: 2017/15/09**

The Finance Committee advised that the agenda related with academics should first be scrutinized by the Academic Council based upon the prevalent practice in other Central Universities.

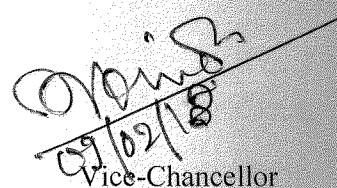
The meeting concluded with a vote of thanks to the chair.

  
09/02/18

Finance Officer I/c

Non-member Secretary

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09/02/18

Vice-Chancellor

Chairman



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