



# हरियाणा केन्द्रीय विश्वविद्यालय (महेन्द्रगढ़) **CENTRAL UNIVERSITY OF HARYANA** (Mahendergarh)

(संसद अधिनियम 25 (2009) के तहत स्थापित)  
(Established vide Act No. 25 (2009) of Parliament)

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No. CUH/20

दिनांक / Dated: .....

## **MINUTES OF FINANCE COMMITTEE MEETING**

The Thirteenth meeting of Finance Committee of Central University of Haryana was held on **Saturday, 6<sup>th</sup> December 2014 at 10.00 AM** at the transit office of the University. Following members were present:

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| 1. Prof. U.P. Sinha - Vice Chancellor (Acting)   | Chairman |
| 2. Mr. C.P. Ratnakaran, Under Secretary<br>Department of Higher Education, Ministry of<br>Human Resource Development | Member   |
| 3. Prof. Suleman Siddiqui, Former Vice-Chancellor,<br>Osmania University, Nominee EC                                 | Member   |
| 4. Dr. P.C. Patanjali, Former Vice Chancellor,<br>Purvanchal University, Nominee EC                                  | Member   |
| 5. Dr. Shahid Ashraf, Registrar & Professor,<br>Department of Economics, Jamia Millia Islamia                        | Member   |
| 6. Sh. Ashok Kumar Gogia, Finance Officer,<br>CUH  | Member   |

Dr. A.K. Jha, Registrar was also present as special invitee.

Joint Secretary cum Financial Advisor, Department of Higher Education, Ministry of Human Resource Development and Joint Secretary, University Grants Commission could not make it.

At the outset, the Vice Chancellor welcomed the members. Registrar, Dr. A.K. Jha explained the development activities taken up and carried out. Thereafter the agenda items were taken up by the Finance Officer and discussed as under:-

1-1.84	<p><b>Confirmation of Minutes of Twelfth Meeting of Finance Committee:</b> The minutes of the twelfth meeting of the Finance Committee held on the 15<sup>th</sup> May 2014 were confirmed.</p>
1-1.85	<p><b>Implementation of New Fee Structure :</b> New fee structure already approved in 11<sup>th</sup> F.C. Meeting has been implemented from the year 2014-15 and total Academic receipt is Rs. 62.15 lakh till 30.09.2014, while it was Rs. 39.35 lakh in 2013-14. <b>The Committee after discussion approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.86	<p><b>Construction of Buildings of Second Phase:</b> NBCC has been assigned the work of Construction of Academic Blocks under Second Phase of construction for which an amount of Rs. 25 Crore has been released as advance in the month of July 2014 as per the approval of the UGC. <b>The Committee after discussion approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.87	<p><b>Submission of Audited Annual Accounts for the year 2013-14:</b> Annual Accounts for the year 2013-14 which were approved in the 12<sup>th</sup> meeting of Finance Committee have been audited by the Director General Audit (Central) Chandigarh. These Audited Accounts are to be submitted to MHRD for presentation in both the houses of Parliament. <b>(Annexure- III)</b> <b>The Committee after discussion approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.88	<p><b>Release of Annual Increments :</b> 22 No. of Teaching and 28 No. of Non-Teaching staff members have been granted the Annual Increment @ 3% of Basic pay +Grade Pay on completion of six months or more of regular services as on 01.07.2014. <b>(Annexure - IV)</b> <b>Resolution: Noted and approved.</b></p>
1-1.89	<p><b>Providing of Wi-Fi Facilities in the University :</b> Amount of Rs. 3 Crore was sanctioned in the XIIth meeting of Finance Committee for Wi-Fi connection in the Hostel Buildings, Academic Block and Administrative Block for which contract has been awarded to MTNL. MTNL has started the work and Rs. 1.20 Crore as an advance has been released to MTNL as per GFR. <b>The Committee noted and approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.90	<p><b>Providing of Bus Service:</b> University purchased a bus (40 seater) in the month of February 2014 and providing the services to the students and staff of the University on charges of Rs. 5/- up to Mahendergarh and monthly pass for students @ of Rs. 150/-. For</p>

	<p>employees, the fare is Rs. 10/- and monthly pass is issued on the payment of Rs. 250/-.</p> <p><b>The Committee after discussion approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.91	<p><b>Recruitment Process of Teaching and Non-Teaching:</b>  Assigning the work of handling online Recruitment process for Teaching and Non-Teaching staff to M/s Campus labs Pvt. Ltd.. Online applications have been invited and for this Rs. 1,00,000.00 have been paid.</p> <p><b>It was discussed that the due process was observed and austerity measures were adopted in hiring the firm for online applications at the cheapest possible rates. The firm was hired because presently University doesn't have adequate technical staff to develop the software and to complete the process of online application filing.</b></p> <p><b>The Committee after discussion approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.92	<p><b>Submission of Utilization Certificate as on 30.09.2014:</b>  Utilization Certificate for the period from 01.04.2014 to 30.09.2014 has been submitted to UGC as per the guidelines. (Annexure - V )</p> <p><b>Resolution: Approved and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.93	<p><b>To Consider and approve expenses incurred for the period from 01<sup>st</sup> October 2014 to 30<sup>th</sup> November 2014:</b>  The expenses incurred during the period 01<sup>st</sup> October to 30<sup>th</sup> November 2014. (Annexure -VI)</p> <p><b>Approved and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.94	<p><b>To Consider and approve the Value of Assets:</b>  CPWD has released the list of Eight Completed Assets along with their value worth Rs. 244.12 lacs (Annexure -VII). Value of these Assets is to be accounted for in the University Accounts.</p> <p><b>Resolution: Approved and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.95	<p><b>To Consider financial progress report as well as physical report submitted by CPWD up to 31-10-2014.</b>  A copy of Financial progress report as well as physical report and expenditure detail up to 31<sup>st</sup> October 2014 is submitted .  (Annexure –VIII A &amp; B).</p> <p><b>The Committee after discussion approved the same and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.96	<p><b>Up-keeping &amp; Comprehensive maintenance of building and surrounding area constructed in phase –I for one year:</b>  CPWD has submitted estimates for up-keeping and comprehensive maintenance of building and surrounding area constructed in phase-I. The matter is placed before the Finance Committee for Approval. (Annexure- IX).  <b>Since the agenda was disapproved by the Building Committee, the matter was not considered for discussion by the Finance Committee. Therefore, the agenda may be treated as withdrawn.</b></p>

1-1.97	<p><b>To Consider and Approve rent of Pre-Fabricated / Semi-Permanent Staff Quarters :</b></p> <p>University has constructed pre-fabricated quarters (Two Room set and One Room set) which are to be allotted to the employees. The accommodation of these quarters is not as per the entitlement of the employees. Keeping in view the above facts, it is proposed that 50% of the HRA as per the entitlement of the employees till further order, may be deducted from the salary of the employees who are allotted the quarters in addition to Rs. 100/- for water charges and Rs. 200/- as generator charges of one room set, and Rs. 150/- for water charges and Rs. 300/- as generator charges for two room sets and electricity charges as per actual consumption in both the cases.</p> <p><b>After discussion, it was resolved that—</b></p> <ul style="list-style-type: none"> <li>- For allotting the flats, priority shall be given to regular staff in order of seniority.</li> <li>- It was also decided that the employees availing residence facility in any form shall be charged with full HRA as entitled to them.</li> <li>- Full HRA shall be deducted from the beneficiaries as per GFR rules.</li> <li>- If the staff on contract-basis is considered for the facility, in that case also full HRA shall be deducted considering the equivalent pay-scale of the post the employee is holding.</li> <li>- Water Charges shall be charged as per the rates in other sister Universities.</li> <li>- Genset Charges shall be charged @ Rs. 100/- p.m. from all the occupants.</li> </ul> <p><b>The Committee after discussion approved the above and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.98	<p><b>For Information and approval of appointments on Deputation / lien and on short term contract basis:</b></p> <p>One Section officer has been appointed on deputation for a period of six months, who was working as an Assistant in State University. One Assistant Professor has been appointed in Lib. Sc., who was working as Semi-Professional in Kurukshetra University, Kurukshetra. 26 Assistant Professor have been appointed on short term contract basis for one Semester. <b>(Annexure X).</b></p> <p><b>The Vice Chancellor apprised that the appointments were made as per UGC norms only against the posts sanctioned by UGC. The appointments were made to meet the present exigency as in some of the disciplines there was not even a single faculty.</b></p> <p><b>Resolution: Noted and approved and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.99	<p><b>Approval for the purchase of New Printing Machine:</b></p> <p>A new machine is required, which will serve the purpose of all sort of printing work except the degree and marks sheet. Approximate cost of the machine is Rs.50 lakh. <b>(Annexure XI)</b></p> <p><b>The Committee after discussion resolved that some alternative and more economical gadgets may be purchased (like multi-purpose Xerox machine)</b></p>

	<b>so that its operation doesn't require any technical staff.</b>
<b>1-1.100</b>	<p><b>Approval to appoint Two Retd. Sr. Engineers as Consultant:</b>  As on today this University does not have any Senior technical person to look after the Civil as well as electrical works. For the monitoring and guidance two senior Retd. Engineers may be allowed to appoint as consultants till the regular employees are appointed. Payment of Rs. 5000/- per visit and Taxi/Car Charges will be paid as and when their services are required. Such services have already been approved in C.U. Rajsthan. <b>(Annexure XII)</b></p> <p><b>The Committee after discussion deferred the agenda for the next meeting.</b></p>
<b>1-1.101</b>	<p><b>To Provide practical and industry oriented training to Mass Communication students. A well equipped mini studio is essential to meet industry expectations:</b>  The matter has been recommended by the Academic Council vide resolution No.12 in the 15<sup>th</sup> Meeting of Academic Council. The tentative cost is Rs. 21.54 lacs <b>(Annexure XIII)</b></p> <p><b>The Committee after discussion approved the amount for the establishment of well-equipped laboratory for the department of Journalism and Mass Communication as per the requirements of syllabi in consultation with the subject experts from IIMC, New Delhi and Jamia Millia Islamia University, New Delhi.</b></p> <p><b>The committee suggested that a One-Day Workshop may be organized involving the experts from media houses and academia to discuss the syllabi and the requirements for the discipline.</b></p>
<b>1-1.102</b>	<p><b>To Consider and approve the proposal to create 5 Smart Class rooms:</b>  Proposal to create to 5 Smart Classrooms – one each in three floors of the Academic Block and two floors of Administrative Block with E Classroom solution &amp; to create special smart classroom for the department of Computer Science and Department of Journalism and Mass Communication have been considered by the Academic Council vide resolution no.13 in its 15<sup>th</sup> Meeting. The tentative cost is Rs.60 lacs to create these classrooms. <b>(Annexure XIV)</b></p> <p><b>The Committee after discussion approved the amount of Rs. 30 lacs for the establishment of two smart classrooms.</b></p>
<b>1-1.103</b>	<p><b>To Consider and approve the proposal to create labs. in Different Departments:</b>  The Proposal to create labs. in the Departments of Chemistry, Physics, Mathematics, Computer Science, Psychology ,Geography and Environmental Science have been considered by the Academic Council vide resolution no.14 in its 15<sup>th</sup> Meeting. The tentative cost is Rs.40 lacs to create these labs. <b>(Annexure XV)</b></p> <p><b>The Committee after discussion approved the proposal to purchase the necessary equipments for Physics, Chemistry, Mathematics, Computer Science, Psychology ,Geography and Environmental Science with special focus on the creation of basic infrastructure and equipments for Science labs.</b></p>
<b>Any other item with the permission of the Chair</b>	

1-1.104	<p>To Consider and approve the proposal to provide the honorarium of Rs. 500/- and Rs. 250/- to Hostel Warden and Asstt. Hostel Warden respectively, w.e.f. 1<sup>st</sup> Jan. 2015.</p> <p><b>Resolution: Noted and approved and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.105	<p>To Consider and approve the proposal to continue the services of Internal Audit Officer/Audit Consultant till the appointment is made on deputation (as sanctioned).</p> <p><b>Resolution: Approved and recommended to refer the same to the Executive Council for approval.</b></p>
1-1.106	<p>To Consider and approve the proposal to appoint a Yoga Instructor against a sanctioned vacant post to run the Yoga Classes in the University Campus.</p> <p><b>Resolution: Approved to appoint the Instructor for two hours on the honorarium of Rs. 5000/- till the post is sanctioned by UGC.</b></p>
1-1.106	<p>To Consider and approve the proposal for the revised remuneration for examination related duties.</p> <p><b>Resolution: After discussion and comparative analysis of the structure of honorarium in DU, Jamia and JNU, the Committee approved the rates as per annexure enclosed.</b></p>
<p><b>As no other matter was brought before the committee then the meeting ended with a vote of thanks to the Chair.</b></p>	

Ashok Kumar Gogia  
(Finance Officer)

Prof. U.P. Sinha  
(Vice-Chancellor Act.)