

Central University of Himachal Pradesh

(Established Under Central Universities Act 2009)



MINUTES

OF

**15th Meeting of the Finance Committee
Held on 24th June, 2016 at 10.30 a. m.**

**Venue: CUHP, Temporary Academic Block,
Shahpur, District Kangra, HP-176206**

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Minutes of 15th the Finance Committee
Held on 24-06-2016 at 10.30 a. m.
Venue: Seminar Hall, TAB Shahpur, Distt. Kangra (HP)

MINUTES

The 15th Meeting of the Finance committee was held on 24th June 2016 at 10.30 a. m. at TAB Shahpur District Kangra (HP)

- The following members were present:
 - Prof. Kuldeep Chand Agnihotri Chairman
Vice Chancellor
 - Prof. Yoginder S. Verma Member
Pro-Vice-Chancellor
 - Shri Syed Shahid Mahdi Member
(Nominee of the Executive Council)
 - Dr. B.S. Gill, Member
(Nominee of the Executive Council)
 - Dr. K Rao Deputy Secretary MHRD Member
(Nominee of the Visitor)
 - Professor H. R. Sharma Secretary
Finance Officer (Additional Charge)
- The Joint Secretary (CU&L), MHRD and Dr. K. P. Singh, Joint Secretary (CU) UGC, Professor N. Satyamurthi (Nominee of EC), Mrs Darshana M Dabral, JS&FA, MHRD (Nominee of the Visitor) could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence. The term of Mrs Asha swarup (Nominee of the Court) has expired.

At the outset, the Vice Chancellor extended a warm welcome to the members for sparing their valuable time to make it convenient to attend the meeting. Thereafter, he asked Professor H. R. Sharma, Finance Officer-cum-Secretary to take up the agenda items for discussion and decision. The Finance officer before taking up the agenda items brought to the notice of Honourable members the comments received from the Under Secretary, Department of Higher Education, Government of India and Deputy Secretary (Finance), Department of Higher Education, Ministry of Human Resource Development on the different Agenda items.

15TH MEETING OF THE FINANCE COMMITTEE TO BE HELD ON 24TH JUNE, 2016

Page | 2

Item No.15.1: Confirmation of the minutes of the 13th meeting of the Finance Committee held on 15.06.2015 (Annexure 15.1A)

The minutes of the 13th meeting of the Finance Committee are placed at Annexure 15.1A for the kind perusal of the Hon'ble members.

The Minutes of the 13th Finance Committee as given in Annexure 15.1A held on 15-06-2016 were confirmed

Item No.15.2: To place before the Finance Committee the Report about the action taken on the decisions of its 13th meeting held on 15.06.2015 (Annexure 15.2A).

The report about the action taken on the decisions of 13th meeting of the Finance Committee held on 15.06.2015 is placed before the Committee as per Annexure – 15.2A for kind perusal of Hon'ble members.

The report about the action taken on the decisions of 13th Finance Committee meeting held on held on 15-06-2016 was noted as per Annexure 15.2A

ITEM(S) FOR REPORTING AND RATIFICATION:

ItemNo.15.3: To report to the Finance Committee the action taken for submission of audited annual accounts together with audit report and the reply of the university for the year 2014-15 to the Government of India, Ministry of Human Resource Development for laying the same before both houses of Parliament(Annexure15.3A).

The Annual Accounts of the university for the year 2014-15 were prepared as per the Revised Common Format of Accounts and on accrual basis and taking into account the component of depreciation at the rates provided in the Income Tax Act, as per the guidelines and instructions issued by the MHRD/University Grants Commission.

The annual accounts so prepared were sent to the CAG for Audit on 26.06.2015. The audit of accounts was conducted by the CAG Audit Party during July 17-31, 2015. As per the instructions issued in this behalf by the Ministry of Human Resource Development, Govt. Of India vide their D.O. letter No. F.19-18/2003-IFD dated 23.5.2008, the audited annual accounts are required to be sent to the Ministry by 1st December every year.

As per sub-section (2) of Section 31 of the Act, a copy of the annual accounts together with the audit report there on is required to be submitted to the Court and the Visitor along with the observations of the

Executive Council. Further, as per sub-section (4) of Section 31 of the Act, a copy of the Annual Accounts together with the Audit Report, as submitted to the Visitor, is also to be submitted to the Central Government, which shall cause to be laid before both the Houses of Parliament.

However, the accounts could not be sent to the MHRD on the scheduled date because of the fact that the audited accounts and the audit report was not received from the CAG by due date despite having pursued the matter in writing and through telephonic talks. The audited accounts and audit reports was received from the CAG on 26.11.2015, which was thereafter made bilingual and got printed together with annotated reply of the University and the fact was placed the before the Hon'ble Vice-Chancellor proposing to permit the University to submit the Audited Annual Accounts and audit report to MHRD and that the Audited Annual Accounts for the financial year 2014-15 shall be reported to the Finance Committee /Executive Council in its next meeting. The Hon'ble Vice-Chancellor has considered the matter and approved the same. Accordingly, the audited accounts and audit report bilingual and with annotated reply of the University was sent to the MHRD.

The matter is therefore placed before the Finance Committee as reporting item for consideration of the audited annual accounts and the audit report together with reply of the University, and ratification of the action taken.

The Finance Committee noted the audited annual accounts together with the audit report and ratified the same

Item No.15.4: To report to the Finance Committee the order to increase the limit of single signatory for signing the Cheques up to Rs. 20.00 lakh of the payments of the University as per Office Order F.No.Bud.2-3/CUHP/2010/1402-1406 dated 09.12.2015 (Annexure-15.4 A)

In supersession of the earlier arrangement, the Hon'ble Vice-Chancellor had authorised signatories as per office order F. No. Bud. 2-3/CUHP/2010/1402-1406 dated 09.12.2015 for issuing of cheques as under:

- (i) All cheques up to amounting Rs.20.00 lakhs (Rupees Twenty lakhs only) shall be issued under the signature of Finance Officer.
- (ii) The cheques exceeding the limit of Rs.20.00 lakhs shall also be countersigned by the Registrar.



15TH MEETING OF THE FINANCE COMMITTEE TO BE HELD ON 24TH JUNE, 2016



Page | 4

However because of some administrative/financial provisions, the Hon'ble Vice-Chancellor ordered the change of the office order F. No. Bud. 2-3/CUHP/2010/402-1406 dated 09.12.2015 to restore the earlier position/arrangement vide office order No. Bud.2-3/CUHP/2010/260-264 dated 07.06.2016 which is as under:

“that all Cheques of the university up to the amount of Rs. 5.00 Lakh (Rupees Five Lakh Only) shall be issued under the signature of Finance Officer and the cheques exceeding the limit of Rs. 5 lakhs (Rs. Five lakhs only) shall be countersigned by the Registrar”

The matter is placed before the Finance Committee for reporting and rectification of the action taken.

The Finance Committee noted the action taken by the Honourable Vice-Chancellor and ratified the same

मदसंख्या15.5:

विश्वविद्यालय अनुदान आयोग (यूजीसी) की अपेक्षानुसार विश्वविद्यालय द्वारा स्नातकोत्तर विद्यार्थियों और अनुसंधान डिग्री शोधार्थियों के लिए प्रारंभिक हिंदी प्रोत्साहन छात्रवृत्ति योजना को वित्त समिति में रिपोर्ट करना (अनुलग्नक 15.5 A)

विश्वविद्यालय अनुदान आयोग (यूजीसी) ने अपने पत्र संख्या मि. स. 16-1/2008 (राजभाषा) दिनांक 01.08.2015 ने यह वांछित किया था कि “जिन विश्वविद्यालय में हिंदी माध्यम से शिक्षा की व्यवस्था नहीं है वहां विशेष अनुदान अथवा विशेष छात्रवृत्ति जैसे वैकल्पिक प्रबंध किया जाए।” इस विषय में विश्वविद्यालय अनुदान आयोग के अध्यक्ष ने निर्णय के अनुसार आयोग के बारहवीं योजना में आबंटित विकास अनुदान का विश्वविद्यालय उपयोग कर सकते हैं।

उपर्युक्त निर्देश के अनुरूप माननीय कुलपति महोदय के अनुमोदन से विश्वविद्यालय द्वारा (i) भाषा से जुड़े अध्ययन कार्यक्रमों / विषयों / पाठ्यक्रमों को छोड़कर स्नातकोत्तर विद्यार्थियों के लिए हिंदी माध्यम में शिक्षा ग्रहण परीक्षा उत्तीर्ण करने; तथा (ii) अनुसंधान डिग्री अध्ययन कार्यक्रम के शोधार्थियों को हिंदी माध्यम में शोध-प्रबंध (थीसिस) प्रस्तुत करने पर एक मुश्त प्रोत्साहन राशि के संबंध में छात्रवृत्ति योजना वित्त वर्ष 2015-16 के दौरान निम्नलिखित वित्तीय प्रावधानों के साथ हिंदी प्रोत्साहन छात्रवृत्ति योजना प्रारंभ की गयी है:

(क) स्नातकोत्तर अध्ययन कार्यक्रम के विद्यार्थियों के लिए :

- (i) हिंदी माध्यम से सभी अपेक्षित क्रेडिटों को अर्जित करने के लिए परीक्षाओं, जिसमें यथाप्रयोज्य मध्यावधि (मिड-टर्म), सत्रांत (एंड-टर्म), आंतरिक मूल्यांकन (इंटरनल एसेसमेंट), प्रैक्टिकल, असाइनमेंट, फिल्डवर्क, टूर रिपोर्ट, डिजिटेशन, मौखिक परीक्षा (वाइवा-वोची), इंटरनशिप आदि से जुड़े सभी अध्ययन कार्य शामिल हैं, को उत्तीर्ण करने वाले विद्यार्थियों को छात्रवृत्ति प्राप्त करने की पात्रता होगी।

- (ii) स्नातकोत्तरविद्यार्थीको स्नातकोत्तरअध्ययनकार्यक्रमपूराकरनेतकयहछात्रवृत्तिमिलेगी, परंतुकिसीभीस्थितिमेंयहदोवर्षोंसेअधिककेलिएनहींदीजाएगी।
- (iii) वैसेस्नातकोत्तरविद्यार्थीजोबीचमेंहीअध्ययनछोड़तेहैंतोविश्वविद्यालयकेनियमानुसारयोजनालागूरहनेकीस्थितिमेंअध्ययनकार्यक्रममेंपुनः नामांकनप्राप्तकरनेपरउसविद्यार्थीकोशेषअवधिकेलिएयहछात्रवृत्तिप्राप्तकरनेकीपात्रताहोगी।
- (iv) स्नातकोत्तरअध्ययनकार्यक्रमोंमेंछात्रवृत्तिकीराशिइसप्रकारहोगी :
- (क) स्नातकोत्तरअध्ययनकार्यक्रमकीसंपूर्णदोवर्षकीअवधिकेलिएमासिक500/- रुपएकेआधारपरकुल12000/- रुपएकीछात्रवृत्तिकीपात्रताहोगी।
- (ख) छः माहकेप्रत्येकसेमेस्टरकेअंतर्गतनिर्धारितक्रेडिटोंकोप्राप्तकरनेकेलिएअपेक्षितपरीक्षाओंकोसफलतापूर्वकहिंदीमाध्यममेंपूर्णकरनेपरकुल3000/(500x6) रुपएकीछात्रवृत्तिकीपात्रताहोगी।यहराशिविद्यार्थीद्वाराप्रथम/द्वितीय/चतुर्थसत्रकेसमापनकेबादनिर्धारितफॉर्ममेंआवेदनपरप्रदानकीजाएगी।
- (ग) एकमुश्तप्रोत्साहनराशि - मासिकछात्रवृत्तिकेअतिरिक्तहिंदीमाध्यमसेसभीक्रेडिटोंकेलिएअपेक्षितअध्ययनकार्यतथासंबंधितसभीपरीक्षाओंकोहिंदीमाध्यमसेबिनाकिसीअंतरालकेदोवर्षोंकीअवधिमें '0' (आउटस्टैंडिंग) श्रेणीसेसफलतापूर्वकउत्तीर्णकरनेपर3000/- रुपएकीएकमुश्तप्रोत्साहनराशिकीभीपात्रताहोगी।

(ख) अनुसंधानडिग्रीअध्ययनकार्यक्रमकेशोधार्थियोंकेलिए :

- (i) अनुसंधानडिग्रीअध्ययनकार्यक्रमकेशोधार्थियोंकोसभीअपेक्षितक्रेडिटोंकोअर्जितकरनेकेलिएसभीअध्ययनकार्यकोहिंदीमाध्यमसेपूराकरनेतथाहिंदीमेंअपनाशोधकार्यकरने/ शोधप्रबंध (थीसिस) प्रस्तुतकरनेऔरपीएचडीकीउपाधिमिलनेपर50,000/- रुपएकीएकमुश्तप्रोत्साहनराशिप्राप्तकरनेकीपात्रताहोगी।

उपर्युक्तमदवित्तसमितिकेसमक्षविचारार्थ, यूजीसीकीअपेक्षानुसारकीगयीअनुवर्तीकार्रवाईकीसंपुष्टिकेलिए प्रस्तुतहै।

वित्त समिति ने योजना को नोट किया एवं इसे रेट्रीफाइड किया ।

Item No.15.6: To report to the Finance committee the payment of remuneration in lieu of translation of the question papers of entrance test as approved by the Hon'ble Vice chancellor.

To help the students with rural background, it has been decided that the question papers of entrance test conducted by the University for admissions to PG and UG programmes of study shall be translated in Hindi also. Since the translation is to be

done immediately, an honorarium of Rs. 25 per question has therefore been approved by the Hon'ble Vice Chancellor.

The matter is placed before the Finance Committee as reporting item for consideration and ratification of the action taken.

The Finance Committee noted the action taken by the Honourable Vice chancellor and ratified the same.

Item No. 15.7: To report to the Finance Committee together with the action taken and decision of its 14th meeting (By Circulation) of Finance Committee (Annexure 15.7 A)

The 14th meeting of Finance Committee was held by circulation. The action taken report is placed before the FC for ratification and reconsideration as an Agenda Item, in view of the directions of the Ministry of Human Resource Development, New Delhi.

The matter is placed before the Finance Committee as reporting item for ratification.

The Finance Committee noted the action and ratified the same.

Item No. 15.8: To report to the FC letter F.No.61-19/2015-Desk (U) dated 3rd March, 2016 received from MHRD regarding Improving Financial Management and Strict Compliance of Rules/Procedures in the Central Universities (Annexure 15.8A).

The letter received from MHRD bearing F.No.61-19/2015-Desk (U) dated 3rd March, 2016 has emphasised that to avoid any violation of provision of acts and statutes and to improve the financial management of Central Universities, the role and involvement of Finance Officer has been highlighted. The ministry has further suggested the all the financial matters should be thrashed out in finance department to avoid any financial irregularity. As per instructions contained in the ibid letter, the Finance Officer shall be responsible for insuring proper utilisation of the funds of the University, proper examination of financial implications of agenda items put before Finance Committee, adhering to the financial limits fixed for recurring and non-recurring expenditure must be adhere to. It has also been mentioned in the letter that the instructions contained in the above mentioned letter may be brought to the notice of all the key functionaries of Central Universities as well as to the Members of Finance Committee and Executive Council of the Central Universities for information and necessary action and also for ensuring monitoring and compliance.

The matter is placed before the Finance Committee as reporting item for ratification.

The Finance Committee noted the letter and action taken by the Honourable Vice chancellor.

ITEMS FOR CONSIDERATION AND APPROVAL

Item No.15.9: To place before the Finance Committee the budget estimates for the year 2016-17 and the revised estimates for the year 2015-16 for approval following letter F. No. 9-2/2014-IFD dated April 5, 2016 from HRD.

The budget estimates for the year 2016-17 and the revised estimates for the year 2015-16 were got approve in the 14th meeting of the FC (By Circulation). However, following letter F. No. 9-2/2014-IFD dated April 5, 2016 from HRD which states that the budget estimates must be discussed and approved in a meeting. In view of the directions of ministry, the Budget Estimates for the year 2016-17 and the revised estimates for the year 2015-16 are placed before the FC for consideration and approval.

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

The Finance Committee approved the budget estimates for the year 2016-17 and the revised estimates for the year 2015-16. During deliberations on the budget estimates Mr. Gill suggested that all payments should be made through cheque and that a committee can be constituted to take decisions on the investment of amount collected under NPS so that the contributors are benefitted.

Item No. 15.10: To place before the Finance Committee the progress of expenditure as on 31.03.2016 under Plan, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects (ANNEXURE 15.10A).

The UGC vide their letter No.57-1/2009(CU) dated 29.5.2012 have desired the University to place a separate agenda item in every Finance Committee on the progress of expenditure, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects.

In compliance of the above, the position with regard to the progress of expenditure as on 31. 03.2016, is placed before the Finance Committee on the desired format, as per Annexure 15.10A.

So far as the Minutes of the Building Committee, Abstract of cost of building and note on progress of building projects are concerned, it is to apprise the Finance Committee that the meeting of the Building Committee has not been



held since the last meeting of the Finance Committee nor there are any construction projects in progress. As such the information in this regard is nil.

The Finance Committee noted the position of expenditure as on 31.03.2016. The Finance Committee noted that the progress of expenditure as given in Annexure 15.10 A. The Committee noted that the slow progress was mainly because the University has yet not been allotted land and, therefore, could not utilize the funds meant for development of infrastructure. The Committee was, however, satisfied with the progress of expenditure under recurring heads. It was further observed that no meetings of Building Committee were held by the University.

Item No.15.11: To place before the Finance Committee the implementation of Research Project sanctioned by the funding agencies after the last meeting of the Finance Committee.

The Research Projects as per following details have been sanctioned by the funding agencies after the last meeting of the Finance Committee. The research project(s) is being implemented in the University as per guidelines of the funding agency:

Sr. No.	Title of the Project	Funding Agency	Duration	Financial outlay (Lakhs)
1.	Coping and Help-Seeking Behaviour of Women Victims of Domestic Violence-A Study in Kangra District of Himachal Pradesh.	ICSSR, New Delhi	18 months	10,00,000.00
2.	Management of biotic stress by using antagonistic isolates of Trichoderma spp. In tomato vegetated temperate agro ecosystems.	UGC, New Delhi	03 years	15,80,000.00
3.	Consultancy Services/Project on "Synthesize of Carbon based Materials for Scientific & Industrial Applications" with TRUSHNA EXIM	TRUSHNA EXIMA Surat, Gujrat	01 year	14,50,000.00
4.	Production of Courseware e-Content Development for Post-Graduate Subjects (e-PG-Pathshala)	UGC, New Delhi		1,05,00,000.00
5.	A- Project Proposal Mycobacterium tuberculosis	UGC, New Delhi	03 years	17,15,500.00
6.	AN EMPIRICAL STUDY ON DYNAMICS OF FOREIGN EXCHANGE MARKET IN INDIA	UGC, New Delhi	03 years	10,44,400.00
7.	Phenomenological Studies on the Role of Neutrinos in Astrophysics and Cosmology	UGC, New Delhi	03 years	11,70,000.00
8.	Consultancy Services for NHPC	NHPC		9,12,000.00

The matter is placed before the Finance Committee for information.

The Finance Committee noted the sanction of research projects by different funding agencies and appreciated the efforts of the faculty in getting these projects.

Item No.15.12: To place before the Finance Committee the Annual Accounts for the financial year 2015-16.

The Annual Accounts of the University for the year 2015-16 have been prepared in terms of the provisions of Statute 7(7) (c). The annual accounts so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the accounts are required to be submitted to the Executive Council for approval. As per the instructions issued in this behalf by the Ministry of Human Resource Development, Govt. of India, issued vide their D.O. letter No.F.19-18/2003-IFD dated 23.5.2008, the annual accounts are required to be prepared and got adopted by the Executive Council by 30th June of the following year before being sent to the audit authorities for commencement of audit.

The annual accounts have been prepared strictly as per the Revised Format of Accounts, guidelines and instructions issued by the Govt. of India, Ministry of Human Resource Development, Department of Higher Education vide their letter No.29-4/2012.IFD dated 17th April, 2015. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Revised Uniform Accounting Standards.

The Annual Accounts for the year 2015-16 are placed before the Finance Committee for consideration and approval. The Finance Committee was informed that the Hon'ble Vice Chancellor has sought the exemption of placing the Annual Accounts 2015-16 before the Executive Council in its meeting held on 19-6-2016 prior to forwarding these to CAG for audit.

The Finance Committee considered and approved the annual accounts for the year 2015-16.

Item No. 15.13: To place before the FC the remuneration for paper setting, evaluation of answer books and conduct of examination for decision

In line with UGC's CBCS guidelines, the university plans to have 50% examination through External system. Since the examiners serving in other institutions would be appointed for Paper setting and evaluation of answer books, it is imperative to give them remuneration for undertaking these activities. Besides it has also been proposed to conduct centralized End Semester examination for which Faculty members will be involved as Centre Superintendent, Deputy Superintendent and Invigilators. Non-teaching staff will also be involved for facilitating the conduct of examination.

15TH MEETING OF THE FINANCE COMMITTEE TO BE HELD ON 24TH JUNE, 2016

Page | 10

Since the teaching and non-teaching staff will be rendering their services in addition to their routine duties, they may be paid some remuneration. Hence, the remuneration for Paper setting, Evaluation and the conduct of End-Semester Examination is proposed as under:

S. No.	Item(s)	Proposed rates	
1	Paper setting for End Semester Examination	Hindi version	English version
		Rs. 1500/- (For paper setting)	Rs. 1500/- (For paper setting)
		Rs. 500/- (For Answer key)	Rs. 500/- (For Answer key)
2	Remuneration for Evaluation/Revaluation of Answer Books	Rs 25/- per Answer Book subject to minimum Rs 500/-	
Conduct of End Semester Examination			
3	Centre Superintendent	Rs 500/- per session	
4	Deputy Superintendent	Rs 475/- per session	
5	Invigilator	Rs 450/- per session	
6	Centre Clerk/Assistant	Rs 350/- per session	
7	Daftari/Waterman/Sweeper/Others	Rs 200/- per session	
	Refreshment	Rs 50/- per head per day	

The matter is placed before the Finance Committee for consideration and decision.

The Finance Committee considered the proposed rates of remuneration and recommended to the Executive Council for approval.

Item No. 15.14: To place for consideration and approval of FC the proposal for the enhancement of the limit of current imprest amount from Rs. 30,000 to Rs. 300,000 (Three lakhs only).

N-4 and N-5 on File No. Bud.1-5 (CUHP)/2010 provides for keeping an amount of Rs. 30,000 as an imprest amount to meet emergent and immediate cash disbursements for carrying out day to activities. However, the experience of actual disbursal during the last five year shows that this amount proves to be grossly inadequate. In the past since the Finance Wing was located in Camp Office, Dharamshala this was being managed as the banks in which the University has kept account was located very near. However, the Finance Department of the University has been shifted to Temporary Academic Block, Shahpur which is at a distance of 30 kms from the location of the Bank branch in which the accounts are held. In view of this, it is proposed that the limit of the imprest amount be increased to Rs. 300,000 (Rs. Three Lakhs only).

The matter is placed before the Finance Committee for information and decision.

The Finance Committee after deliberations approved the enhancement of imprest amount from Rs. 30, 000 (thirty Thousand only) to Rs. 50,000 (Fifty Thousand Only).

The meeting ended with a vote of thanks to the Chair.


(Professor H R Sharma)

11-07-16
Finance Officer (Additional Charge) & Secretary,
Central University of Himachal Pradesh

Countersigned



(Prof. Kuldeep Chand Agnihotri)
Vice-Chancellor - Chairman

CENTRAL UNIVERSITY OF HIMACHAL PRADESH



MINUTES

**13th Meeting of the Finance Committee
held on 15.06.2015**

Venue: Committee Room, TAB Shahpur, Distt. Kangra (HP)

Po Box 21-Dharamshala, District Kangra, Himachal Pradesh - 176215

Phone: +91(1892)229330; Fax: +91(1892)229331; Mobile: +91(0)9418030724

Email: vc.cuhimachal@gmail.com/fo@cuhimachal.ac.in ,website: www.cuhimachal.ac.in

13th Meeting of the Finance Committee

Held on 15.06.2015

Venue: Committee Room, TAB Shahpur, Distt. Kangra (HP)

MINUTES

The 13th Meeting of the Finance Committee of the Central University of Himachal Pradesh was held on 15th June, 2015 at 06:00 PM at TAB Shahpur, Distt. Kangra (HP).

1. The following members were present:

1. Prof. Kuldeep Chand Agnihotri Vice Chancellor	Chairman
2. Prof.Yogender S. Verma Pro-Vice-Chancellor	Member
3. Mrs.AshaSwarup (Nominee of the Court)	Member
4. Shri Syed Shahid Mahdi (Nominee of the Executive Council)	Member
5. Prof.N. Satyamurthi (Nominee of the Executive Council)	Member
6. ShriFazalMahmood, Deputy Secretary, MHRD (Nominee of the Visitor)	Member
7. Dr.B.S. Gill, (Nominee of the Executive Council)	Member
8. Shri B.R. Dhiman Finance Officer	Secretary

2. The Joint Secretary (CU&L), MHRD and Dr.K.P. Singh, Joint Secretary (CU) UGC could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence.

At the outset, 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 he has taken over as Vice-Chancellor of the University on April 20, 2015 and prior to that he was Vice-Chairman of Punjab Education Board. He further stated that though he is new to the University but has served as Director Regional Centre of Himachal Pradesh University at Dharamshala for about 10 years. The Vice-Chancellor further interacted with the members and conveyed his special thanks to the members for this meeting of the Finance Committee which he was chairing for the first time and felt that the inconvenience if any caused to any member for attending this meeting is regretted. The Vice-Chancellor also apprised the members in brief about the status of transfer of land to the University.

Thereafter the Vice-Chancellor invited Sh. B.R. Dhiman, Finance Officer-cum-Secretary to take up the agenda items and the following Agenda was taken up for discussion.

Item No.13.1: Confirmation of the minutes of the 12th meeting of the Finance Committee held on 17.01.2015 (Annexure 13.1A)

The minutes of the 12th meeting of the Finance Committee held on 17.01.2015, were confirmed.

Item No.13.2: To place before the Finance Committee the Report about the action taken on the decisions of its 12th meeting held on 17.01.2015 (Annexure 13.2A).

The report about the action taken on the decisions of 12th meeting of the Finance Committee held on 17.01.2015 was noted, as per Annexure 13.2A.

ITEMS FOR CONSIDERATION AND APPROVAL

Item No.13.3: To place before the Finance Committee the progress of expenditure as on 31.03.2015, under Plan, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects. (ANNEXURE 13.3A).

The UGC vide their letter No.57-1/2009(CU) dated 29.5.2012 have desired the University to place a separate agenda item in every Finance Committee on the progress of expenditure, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects.

In compliance of the above communication, the position with regard to progress of expenditure as on 30.09.2014, is placed before the Finance Committee on the desired format, as per **Annexure 13.3A**.

So far as the Minutes of the Building Committee, Abstract of cost of building and note on progress of building projects are concerned, it is to apprise the Finance Committee that the meeting of the Building Committee has not been held since the last meeting of the Finance Committee nor there are any construction projects in progress as yet. As such the information in this regard is nil.

The Finance Committee noted the position of expenditure as on 31.03.2015. The Finance Committee noted that the low progress of expenditure was mainly because the University did not get the land and could not utilize the funds meant for development of infrastructure. The Committee was, however, satisfied with the progress of expenditure under recurring heads. It was further observed that no meetings of Building Committee were held by the University.

Item No.13.4: To place before the Finance Committee the Receipt of 'Start-up-Grant' from the UGC for newly recruited faculty at Assistant Professor level in Science Departments (Annexure-13.4)

The 'Start-up-Grant' as per the following details has been received from the UGC for newly recruited faculty at Assistant Professor level, in Science Departments:

Sr. No.	Name of the faculty member	Name of the Department	Amount approved	Amount received
1.	Dr. Rakesh Kumar, Assistant Professor	Department of Mathematics	Rs.6.00 Lakh	Rs. 6.00 Lakh
2.	Dr.Padmnabh Rai, Assistant Professor	Department of Physics and Astronomical Science	Rs.6.00 Lakh	Rs. 6.00 Lakh

The above 'Start-up-Grant' has been approved to be implemented in the University strictly as per UGC Guidelines / fulfilment of terms and conditions.

The Finance Committee noted the sanction of Start up Grant by the University and desired that the Executive Council may also be apprised of.

Item No.13.5: To place before the Finance Committee the implementation of Research Project sanctioned by the funding agency after the last meeting of the Finance Committee, as per details given below (Annexure 13.5A).

The Research Project as per following details has been sanctioned by the funding agencies after the last meeting of the Finance Committee. The research project(s) is being implemented in the University as per guidelines of the funding agency:

Sr. No.	Title of the project	Funding Agency	Duration	Financial outlay (Lakhs)
1.	Landslide Monitoring of Tira Lines slide zone in Dharamshala Region, District Kangra, Himachal Pradesh: P.I. - Dr. A. K. Mahajan, Professor & Dean of School of Earth and Environmental Sciences	Ministry of Science and Technology, Govt. of India New Delhi.	02 years	Rs. 19.99
2.	Social and Educational Problems of Scheduled Tribes: A Study of Chamba District of Himachal Pradesh: P.I. - Dr. Manoj Kumar Saxena, Associate Professor & Dean of School of Education	Indian Council of Social Science Research New Delhi.	02 years	Rs. 10.00
3.	Genome-wide screening of outer membrane proteins in Mycobacterium avium subsp. Paratuberculosis [MAP] K-10: a repertoire of candidate immunogens for translational medicine : P.I. - Dr.yusufAkhter, Assistant Professor, School of Life Sciences	Science & Engineering Research Board, New Delhi	03 years	Rs. 26.00

The Finance Committee noted the sanction of research projects desired that the Executive Council may also be apprised of.

Item No.13.6: To place before the Finance Committee the proposal for the purchase of one new vehicle in the University.

At present the University is having four staff cars attached to the Vice-Chancellor, Pro-Vice-Chancellor, Registrar and the Finance Officer. One of the vehicle i.e. HP-07/0331 was purchased during March, 2010, which is five years old and has covered more than 1.16 lakh k.m. and thus is not safe for long journeys. At the same time, in view of the location of university activities at different places, there is an urgent need to have a

vehicle in the pool at the headquarters of the University for day to day use by the staff members for attending to their urgent duties.

It is therefore, proposed that a new vehicle may be purchased and the existing vehicle which has covered more than 1,16,000k.m. may be kept in the pool. The expenditure on this account shall be met out of the available development grant for the current financial year for which budgetary provision does exist for the purpose in the Budget Estimates for the year 2015-16. The vehicle of the approved model as per list of Govt. of India shall be purchased.

The Finance Committee considered and recommended to the Executive Council for approval the proposal for purchase new vehicle as replacement of existing vehicle which should be put to condemnation as per rules.

Item No.13.7: To Place before the Finance Committee, the proposal for the creation of the teaching positions for the start of Five New Departments: (Annexure 13.7A).

Sr. No.	Discipline	Teaching Positions			
		Prof.	Assoc. Prof.	Asstt Prof.	Total
1.	School of Social Sciences				
	i) Department of Political Science and International Relations	1	2	4	7
2.	School of Humanities & Languages				
	i) Department of History, Culture and Archaeology	1	2	4	7
	ii) Department of Sanskrit	1	2	4	7
3.	School of Earth & Environmental Sciences				
	i) Department Geology	1	2	4	7
4.	School of Physical & Material Sciences				
	i) Department of Chemistry and Chemical Sciences	1	2	4	7
	TOTAL	5	10	20	35

The University Grants Commission vide their letter No.F.1-1/2013(CU) dated 5th February, 2014 (Annexure 13.7A), has approved to start 5(Five) departments during the XII Plan in addition to 20 (Twenty) Departments already sanction during the XII Plan with 35 teaching positions, (1 Professor, 2 Associate Professor and 4 Assistant Professors) for each Department. The new departments are to be identified by the University with the approval of statutory bodies of the University.

After deliberations at different levels in the University and keeping into consideration the vision of the University and present availability of the infrastructure, it has decided to establish and start the aforementioned Departments for which the matter has been referred to the Academic Council for consideration and approval.

At the same time, the teaching posts as approved by the UGC are required to be created in the University. The power for the creation of posts is vested in the

Executive Council vide Statutes 12(2)(iv) of the First Statutes of the University and all such proposal relating to creation of posts are to be examined by the Finance Committee before they are considered by the Executive Council Statutes 17 (6).

The Finance Committee considered and recommended to the Executive Council for approval the creation of the above posts.

Item No.13.8: To place before the Finance Committee the Annual Accounts for the financial year 2014-15 (Annexure 13.8A).

The Annual Accounts of the university for the year 2014-15 have been prepared in terms of the provisions of Statute 7(7)(c). The annual accounts so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the accounts are required to be submitted to the Executive Council for approval. As per the instructions issued in this behalf by the Ministry of Human Resource Development, Govt. of India, issued vide their D.O. letter No.F.19-18/2003-IFD dated 23.5.2008, the annual accounts are required to be prepared and got adopted by the Executive Council by 30th June of the following year before being sent to the audit authorities for commencement of audit.

The annual accounts have been prepared strictly as per the Revised Format of Accounts, guidelines and instructions issued by the Govt. Of India, Ministry of Human Resource Development, Department of Higher Education vide their letter No.29-4/2012.IFD dated 17th April, 2015. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Revised Uniform Accounting Standards.

The Finance Committee considered the annual accounts for the year 2014-15 and recommended to the Executive Council for approval for further submission of the same to the auditing agency.

Item No. 13.1(T) To place before the Finance Committee the proposal for fixation of rates of remuneration for Teaching/Academic and Administrative Staff for:

- (i) Result verification and Grade Card checking and**
- (ii) Verification of application forms, etc. for conduct of FEAT/TREAT examinations.**

The University is presently hard-pressed for ministerial staff. As a result a great difficulty is experienced in preparation and verification of results and grade card checking in the Office of Controller of Examination. In the absence of barest minimum staff it becomes difficult to prepare the results of the students in time as also to ensure correctness of Grade Cards, etc. Similarly, in the absence of office staff, the faculty of the

University is also have to be deployed by the Controller of Examination for checking of application forms, hall tickets, preparation of result of FEAT/TREAT examinations. Therefore, a necessity has been felt to provide remuneration for the staff so deputed on these extra duties. Such a remuneration shall be payable to the concerned staff till sufficient staff is not recruited and posted in the office of Controller of Examination. The rates so proposed are given at Annexure 13.1(T).

The Finance Committee considered and recommended to the Executive Council for approval the proposal for payment of remuneration on the rates as per Annexure 13.1(T), with the stipulation that the remuneration shall be payable to the concerned staff till sufficient staff is recruited and posted in the office of the Controller of Examination.

Item No. 13.2(T): To place before the Finance Committee the proposal for rationalizing the fee structure of CUHP and consequent amendment in Schedule-1 of Ordinance 32 “Fees and other charges payable by students of the university.

It is experienced during previous five years that except professional and M.Sc. programmes of study, the seats in other programmes of study remain vacant. Reasonable good number of students does apply for these programmes such as MA in Hindi, Education, Economics, Journalism, New Media and Library Science but do not take admission. The main reason identified is comparatively high fee structure. Hence, it is proposed that the university may rationalise the fee structure of programmes in which less students take admission. The fee structure for RD Programmes of Study will remain as such and will appear as SCHEDULE – Ia of Ordinance 32. The proposed amendment in fee structure for PG , UG and Certificate Programmes of Study is given at Annexure 13.2(T). Since it also entails consequential amendment in Schedule 1 of Ordinance 32, the matter will be considered by the Academic Council.

The Finance Committee considered and recommended to the Executive Council for approval the rationalization of fee structure as per Annexure 13.2(T).

The meeting ended with a vote of thanks to the Chair.

(B.R. Dhiman)

Countersigned

(Prof. Kuldeep Chand Agnihotri)
Vice-Chancellor - Chairman

Rates of remuneration to the faculty members for Result verification and Grade Card verification

Result preparation/verification (Semester End): One course (POS)	Rs. 10/- per student.
Grade Card preparation/verification : One course (POS) mark sheet	Rs. 6/- per mark sheet.

(i) Rates of remuneration Verification of application forms, etc. for conduct of FEAT/TREAT examinations.

Sr. No.	Particular	Academic Staff	Administrative Staff
1.	Entry of Application form	---	Rs. 5/- per application form
2.	Verification of application form & entry	Rs. 5/- per application form	-----
3.	Verification of Hall Ticket	Rs. 1/- per hall Ticket	-----
4.	Result preparation (One POS)	Rs. 100 Per result / POS per person	Rs. 50/- Per POS

HEADS OF FEES/FUNDS	EXISTING PG Programmes 80 credits	Proposed Fee			
		MBA/MBA (TT)/MSc/MS W/BSc.Hons School in Physics	MA/MLIS	UG Programmes of Study	Certificate
One Time					
Alumni Registration Fee	100	100	100	10	0
Security Deposit / Caution Money (Refundable)	4000	3000	1000	500	500
University Registration/Enrolment Fee	500	500	500	100	100
Per Semester					
Examination Fee	1000	600	500	200	150
Subject Association Fund	200	200	50	0	0
Teaching Learning Resource Fund	400	400	50	20	20
Tuition Fee	2000	2400	1000	500	100
Admission Fees	500	500	100	100	50
Campus Development & Beautification Fund	100	100	20	10	10
Convocation Fee	50	50	50	50	0
Cultural Activities Fund	50	50	20	20	20
Development Fund	500	500	50	50	10
Electricity & Water Fee	100	100	100	100	20
Foundation Day Celebration Fee	50	50	30	50	20
Games & Sports Fund	50	50	50	50	20
ICT Lab Fee	100	100	10	10	10
Language/Practical Lab Fee	100	200	100	100	10
Library Fee	200	100	20	20	10
Magazine Fee	50	50	50	50	20
Medical Fees	50	50	50	50	10
Non Residential Student Centre	50	0	0	0	0
Students Welfare Fund	50	100	50	50	20
Total Per Semester	5600	5600	2300	1430	500

NOTE:

^The Fees payable by the students is fixed by the Executive Council on the recommendation of the Academic Council and is notified in the Admission Brochure / Prospectus issued by the University from time to time.

1. An additional fee towards Professional Development Fund shall be chargeable as under:
 - a. Rs.4000/- per semester from the students admitted to MBA/MBA (TT)/MSW/MSc/BSc Hons School
 - b. Rs.1000/- per semester from the students admitted to all other PG Programme of Studies.
2. Tuition fee for offering audit course and 'I' grade will be Rs. 100/- per credit
3. For 'F', 'I' and audit course, examination fee will be Rs.100/- per credit.

NOTE: For any Programme of Study in Sanskrit no tuition and admission fee shall be charged

Annexure 15.2 A

Action Taken Report (ATR) on the decisions of the 13th meeting of the Finance Committee held on 15.06.2015

Item No.	Item	Decision Taken	Action Taken
15.1	Confirmation of the minutes of the 12 th meeting of the Finance Committee held on 17.01.2015.	The Minutes of the 12 th meeting of the Finance Committee held on 17.01.2015, were confirmed	No action
15.2	To place before the Finance Committee the Report about the action taken on the decisions of its 12 th meeting held on 17.01.2015.	The report about the action taken on the decisions of 12 th meeting of the Finance Committee held on 17.01.2015 was noted, as per Annexure 13.2A.	No action
15.3	<p>To place before the Finance Committee the progress of expenditure as on 31.03.2015, under Plan, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects. (ANNEXURE 13.3A).</p> <p>The UGC vide their letter No.57-1/2009(CU) dated 29.5.2012 have desired the University to place a separate agenda item in every Finance Committee on the progress of expenditure, Minutes of the Building Committee along with the Abstract of cost of building projects and a note on progress of overall construction of the building projects.</p> <p>In compliance of the above communication, the position with regard to progress of expenditure as on 30.09.2014, is placed before the Finance Committee on the desired format, as per Annexure 13.3A.</p> <p>So far as the Minutes of the Building Committee, Abstract of cost of building and note on progress of building projects are concerned, it is to apprise the Finance Committee that the meeting of the Building Committee has not been held since the last meeting of the Finance Committee nor there are any construction projects in progress as yet. As such the information in this regard is nil.</p>	<p>The Finance Committee noted the position of expenditure as on 31.03.2015. The Finance Committee noted that the low progress of expenditure was mainly because the University did not get the land and could not utilize the funds meant for development of infrastructure. The Committee was, however, satisfied with the progress of expenditure under recurring heads. It was further observed that no meetings of Building Committee were held by the University.</p>	No action

<p>13.5</p>	<p>To place before the Finance Committee the implementation of Research Project sanctioned by the funding agency after the last meeting of the Finance Committee, as per details given below (Annexure 13.5A).</p> <p>The Research Project as per following details has been sanctioned by the funding agencies after the last meeting of the Finance Committee. The research project(s) is being implemented in the University as per guidelines of the funding agency:</p> <table border="1" data-bbox="342 363 1288 526"> <thead> <tr> <th>Sr. No.</th> <th>Title of the project</th> <th>Funding Agency</th> <th>Duration</th> <th>Financial outlay (Lakhs)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sr. No.	Title of the project	Funding Agency	Duration	Financial outlay (Lakhs)	1.					2.					3.					<p>The Finance Committee noted the sanction of research projects desired that the Executive Council may also be apprised of.</p>	<p>The Minutes of the 13th Meeting/ recommendations of the Finance Committee were placed before the Executive Council in its 19th Meeting vide Item No. 19. 1 [T] and Executive Council considered and approved the recommendations of the Finance Committee.</p>
Sr. No.	Title of the project	Funding Agency	Duration	Financial outlay (Lakhs)																			
1.																							
2.																							
3.																							

<p>13.8</p>	<p>To place before the Finance Committee the Annual Accounts for the financial year 2014-15 (Annexure 13.8A).</p> <p>The Annual Accounts of the university for the year 2014-15 have been prepared in terms of the provisions of Statute 7(7)(c). The annual accounts so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the accounts are required to be submitted to the Executive Council for approval. As per the instructions issued in this behalf by the Ministry of Human Resource Development, Govt. of India, issued vide their D.O. letter No.F.19-18/2003-IFD dated 23.5.2008, the annual accounts are required to be prepared and got adopted by the Executive Council by 30th June of the following year before being sent to the audit authorities for commencement of audit.</p> <p>The annual accounts have been prepared strictly as per the Revised Format of Accounts, guidelines and instructions issued by the Govt. Of India, Ministry of Human Resource Development, Department of Higher Education vide their letter No.29-4/2012.IFD dated 17th April, 2015. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Revised Uniform Accounting Standards.</p>	<p>The Finance Committee considered the annual accounts for the year 2014-15 and recommended to the Executive Council for approval for further submission of the same to the auditing agency.</p>	<p>The Minutes of the 13th Meeting/ recommendations of the Finance Committee were placed before the Executive Council in its 19th Meeting vide Item No. 19. 1 [T] and Executive Council considered and approved the recommendations of the Finance Committee. The Annual Accounts for the financial year 2014-15 further sent to the Office of the Director General of Audit (Central) Chandigarh and audited by them, thereafter together with Audit Report and reply of the University there to submitted in MHRD for onwards transmission of one copy of the said Accounts to the Hon'ble</p>
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			Visitor in terms of Section 31 (2) Central University Act 2009 and to be laid before both Houses of Parliament in terms of 31 (4) of the Central University Act 2009.
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13.1 (T)	<p>To place before the Finance Committee the proposal for fixation of rates of remuneration for Teaching/Academic and Administrative Staff for:</p> <p>(iii) Result verification and Grade Card checking and (iv) Verification of application forms, etc. for conduct of FEAT/TREAT examinations.</p> <p>The University is presently hard-pressed for ministerial staff. As a result a great difficulty is experienced in preparation and verification of results and grade card checking in the Office of Controller of Examination. In the absence of barest minimum staff it becomes difficult to prepare the results of the students in time as also to ensure correctness of Grade Cards, etc. Similarly, in the absence of office staff, the faculty of the University is also have to be deployed by the Controller of Examination for checking of application forms, hall tickets, preparation of result of FEAT/TREAT examinations. Therefore, a necessity has been felt to provide remuneration for the staff so deputed on these extra duties. Such a remuneration shall be payable to the concerned staff till sufficient staff is not recruited and posted in the office of Controller of Examination. The rates so proposed are given at Annexure 13.1(T).</p>	The Finance Committee considered and recommended to the Executive Council for approval the proposal for payment of remuneration on the rates as per Annexure 13.1(T), with the stipulation that the remuneration shall be payable to the concerned staff till sufficient staff is recruited and posted in the office of the Controller of Examination.	The minutes of the Finance Committee were placed before the Executive Council for approval. The Executive Council considered the remuneration rates and approved the same. These rates have been notified by the Registrar's Notification F. No. 1-6/CUHP/GA/2010/Vol. III/4475-80 dated 4-9-2015
13.2 (T)	<p>To place before the Finance Committee the proposal for rationalizing the fee structure of CUHP and consequent amendment in Schedule-1 of Ordinance 32 "Fees and other charges payable by students of the university.</p> <p>It is experienced during previous five years that except professional and M. Sc programmes of study, the seats in other programmes of study remain vacant. Reasonable good number of students does apply for these programmes such as MA in Hindi, Education, Economics, Journalism, New Media and Library Science but do not take admission. The main reason</p>	The Finance Committee considered and recommended to the Executive Council for approval the rationalization of fee structure as per Annexure 13.2(T).	The minutes of the Finance Committee were placed before the Executive Council for approval. The Executive Council

	<p>identified is comparatively high fee structure. Hence, it is proposed that the university may rationalise the fee structure of programmes in which less students take admission. The fee structure for RD Programmes of Study will remain as such and will appear as SCHEDULE – Ia of Ordinance 32. The proposed amendment in fee structure for PG , UG and Certificate Programmes of Study is given at Annexure 13.2(T). Since it also entails consequential amendment in Schedule 1 of Ordinance 32, the matter will be considered by the Academic Council.</p>		<p>considered the rates of revised fee and approved the same. These rates have been notified by the Registrar's Notification F. No. 3-3/CUHP/GA/2010/297 2-79</p>
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हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय
Central University of Himachal Pradesh

पोस्ट बॉक्स नं.- 21, धर्मशाला, जिला - कांगड़ा, हिमाचल प्रदेश - 176 215
PO Box: 21, DHARAMSHALA, DISTRICT KANGRA, HIMACHAL PRADESH -
176215
PHONE NO.01892-229330, 229573, FAX NO.01892-229331
Web site: www.cuhimachal.ac.in

File No. Bud. 2-3/CUHP/2010/1402-1406

Dated: 09.12.2015

OFFICE ORDER

In supersession of the office order No. Bud. 2-3/CUHP/2010/191-195 dated 08.04.2011 it is hereby ordered that:

- (i) All cheques of the University upto the Amount Rs.20.00 lakhs (Rupees Twenty lakhs only) shall be issued under the signature of Shri B. R. Dhiman, Finance Officer.
- (ii) The cheques exceeding the limit of Rs.20.00 lakhs shall also be countersigned by the Registrar.

Thus the banks with whom the University is having accounts, shall accept the cheques accordingly i. e. (i) upto Rs.20.00 lakhs under the signature of Shri. B. R. Dhiman, Finance Officer and (ii) beyond Rs. 20.00 lakhs under the joint signatures of Finance Officer and Registrar.

Vice-Chancellor

Central University of Himachal Pradesh

Copy of above is forwarded to:

1. The Manager, Canara Bank Kotwali Bazar, Dharamshala, Distt. Kangra (HP).
2. The Manager, Punjab National Bank, Kotwali Bazar, Dharamshala, Distt. Kangra (HP).
3. The Registrar, CUHP, Dharamshala, Kangra (HP).
4. The Finance Officer, CUHP, Dharamshala, Kangra (HP).
5. PS to Vice-Chancellor, CUHP for kind information of the Hon'ble Vice-Chancellor please.

Vice-Chancellor

Central University of Himachal Pradesh

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हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय
Central University of Himachal Pradesh

पोस्ट बॉक्स नं.- 21, धर्मशाला, जिला - कांगड़ा, हिमाचल प्रदेश - 176 215
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Web site: www.cuhimachal.ac.in

File No. Bud. 2-3/CUHP/2010/260-64

Dated: 07.06.2016

OFFICE ORDER

In supersession to this office order No. Bud. 2-3/CUHP/2010/1402-1406 dated 09.12. 2015, it is hereby ordered that:-

- (i) All the cheques of the university exchequer upto the amount of Rs. 5.00 Lacs(Rupees Five Lacs only) shall be issued under the signature of Finance Officer of university.
- (ii) The cheques exceeding the limit of Rs. Rs. 5.00 Lacs(Rupees Five Lacs only) shall also be countersigned by the Registrar of university.


The Office Order No. Bud. 2-3/CUHP/2010/191-195 dated 08.04.2011 stands modified/superseded/amended to the extent indicated above.


Vice- Chancellor
Central University of Himachal Pradesh
Dharamshala, Distt. Kangra, HP-176215

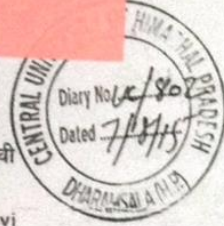
Copy of above is forwarded to:-

1. The Manager, Canara Bank, Kotwali Bazar, Dharamshala, Distt. Kangra (HP).
2. The Manager, Punjab National Bank, Kotwali Bazar, Dharamshala, Distt. Kangra (HP).
3. The Registrar, CUHP, Dharamshala, Kangra (HP).
4. The Finance Officer, CUHP, Dharamshala, Kangra (HP).
5. PS to Vice-Chancellor, CUHP for kind information of the Hon'ble Vice-Chancellor please.

Vice- Chancellor
Central University of Himachal Pradesh


सत्यमेव जयते


सत्यमेव जयते


Diary No. 16/802
Dated 7/8/15
CENTRAL UNIT
DHARMSHALA (H.P.)

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
बहादुर शाह जफ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष Phone: कार्यालय Off: 011-23238865
फैक्स Fax: 011-23210548, e-mail: urmila.ugc@nic.in

डॉ. (श्रीमती) उर्मिला देवी
संयुक्त सचिव
Dr. (Mrs.) Urmila Devi
Joint Secretary

मि०सं० 16-1/2008 (राजभाषा) जुलाई, 2015

अनुस्मारक-I

कुलपति,
सेन्ट्रल युनिवर्सिटी ऑफ हिमाचल प्रदेश
पी०ओ० बाक्स नं० 21, धर्मशाला,
जिला-कांगड़ा, हिमाचल प्रदेश-176 215

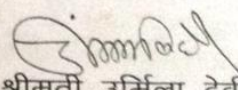
विषय: विश्वविद्यालयों में हिन्दी माध्यम से शिक्षा प्रदान करने के संबंध में।


महोदय/महोदया,

उपरोक्त विषय पर कार्यालय संमसंख्यक पत्र दिनांक 4 अप्रैल 2014 का अवलोकन करने की कृपा करें जिसमें मानव संसाधन विकास मंत्रालय की हिन्दी सलाहकार समिति की दिनांक 21.01.2013 को सम्पन्न बैठक के निर्णय अनुसार "जिन विश्वविद्यालयों में हिन्दी माध्यम से शिक्षा की व्यवस्था नहीं है वहां विशेष अनुदान अथवा विशेष छात्रवृत्ति जैसे वैकल्पिक प्रबंध किये जाएं।"

इस विषय में विश्वविद्यालय अनुदान आयोग के अद्यतन निर्णय के अनुसार आयोग के बारहवीं योजना में आवंटित विकास अनुदान का विश्वविद्यालय उपयोग कर सकते हैं।

पुनः अनुरोध है कि विश्वविद्यालय उपरोक्त विषय पर अनुवर्ती कार्यवाही की रिपोर्ट की पेपर प्रति तथा ई-मेल rajbhasha.ugc@gmail.com आयोग को दिनांक 25 अगस्त 2015 तक प्रेषित करने की कृपा करें। जिससे आयोग यथासमय मंत्रालय को आपकी की गई कार्यवाही की सूचना मानव संसाधन विकास मंत्रालय को प्रेषित कर सके।

भवदीया,

(डॉ० श्रीमती उर्मिला देवी)
संयुक्त सचिव(राजभाषा)


1953-2013



हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय

Central University of Himachal Pradesh

पोस्ट बॉक्स नं.- 21, धर्मशाला, जिला - कांगड़ा, हिमाचल प्रदेश - 176 215
PO Box: 21, DHARAMSHALA, DISTRICT KANGRA, HIMACHAL PRADESH - 176215

फा.सं. : 4-6/2/हि.प्र.के.वि./2011/443-41

दिनांक: 02 सितम्बर, 2015

कार्यालय आदेश

माननीय कुलपति महोदय के अनुमोदन से हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय में जुड़े अध्ययन कार्यक्रमों / विषयों / पाठ्यक्रमों को छोड़कर स्नातकोत्तर विद्यार्थियों और शोधार्थियों के लिए हिंदी प्रोत्साहन छात्रवृत्ति योजना अगस्त, 2015 से लागू की जाती है।
2. हिंदी प्रोत्साहन छात्रवृत्ति योजना के प्रावधान तथा विस्तृत विवरण एवं आवेदन फॉर्म कार्यालय आदेश के साथ संलग्न हैं।

[ब्रिग. जगदीश चंद रांगड़ा, वाईएसएम (सेनि.)]

कुलसचिव

पृष्ठांकन सं. : समसंख्या

दिनांक: 02 सितम्बर, 2015

प्रति : कृपया सूचनार्थ / अनुवर्ती कार्रवाई हेतु -

1. प्रति-कुलपति, हि.प्र.के.वि., टैब, शाहपुर।
2. संयुक्त सचिव (केन्द्रीय विश्वविद्यालय), मानव संसाधन विकास मंत्रालय, भारत सरकार, शास्त्री भवन, नई दिल्ली - 110001
3. श्रीमती उर्मिला देवी, संयुक्त सचिव (राजभाषा), विश्वविद्यालय अनुदान आयोग, बहादुरशाह जफर मार्ग, नई दिल्ली - 110002
4. विश्वविद्यालय के सभी स्कूलों के अधिष्ठाता, हि.प्र.के.वि., टैब, शाहपुर।
5. वित्त अधिकारी, हि.प्र.के.वि., धर्मशाला- कृपया सूचनार्थ एवं वित्त समिति की अगली बैठक में समिति की सूचना / स्वीकृति के संबंध में अनुवर्ती कार्रवाई हेतु।
6. विश्वविद्यालय के सभी विभागों / केन्द्रों के विभागाध्यक्ष / निदेशक, हि.प्र.के.वि., टैब, शाहपुर।
7. विश्वविद्यालय के अन्य सभी प्रोफेसर / एसोसिएट प्रोफेसर / सहायक प्रोफेसर, हि.प्र.के.वि., टैब, शाहपुर।
8. आंतरिक लेखा परीक्षा अधिकारी, हि.प्र.के.वि., कैंप कार्यालय, धर्मशाला।
9. सहायक कुलसचिव, हि.प्र.के.वि., धर्मशाला - कृपया सूचनार्थ एवं शैक्षणिक परिषद तथा कार्यकारिणी परिषद की अगली बैठक में सूचना / स्वीकृति के संबंध में अनुवर्ती कार्रवाई हेतु।
10. कुलपति के निजी सचिव - कृपया माननीय कुलपति महोदय के सूचनार्थ।
11. नोटिस बोर्ड टैब, शाहपुर / कैंप कार्यालय, धर्मशाला।

कुलसचिव

Annexure No. 15.7 A

Action Taken Report (ATR) on the decisions of the 14th meeting of the Finance Committee (By Circulation)		
<p>The budget estimates for the year 2016-17 and Revised Estimates for the year 2015-16 have been prepared were prepared by the Finance Officer in terms of the provision Statute 7(7)© contained in the second schedule of the Central Universities Act 2009 under the guidance and supervision of Vice Chancellor. The budget estimates thus prepared were placed before the 14th Meeting of the Finance Committee (By Circulation) for consideration and comments in terms of statute 17(7) and thereafter to be submitted to the Executive Council for approval.</p>	<p>The Finance Committee considered the budget estimates and recommended to the Executive Council for approval.</p>	<p>Following letter F. No. 9-2/2014-IFD dated April 5, 2016 from MHRD, that these estimates should be discussed in the meeting, the budget estimates for the year 2016-17 and revised budget estimated for 2015-16 are being placed before the 15th meeting of the finance council for consideration and recommendation to the Executive Council for approval.</p>

F. No. 61-19/2015-Desk (U)
Government of India
Ministry of Human Resource Development
Department of Higher Education
(Central Universities Bureau)

New Delhi, the 3rd March, 2016.

To,
The Chairman,
University Grants Commission,
Bahadur Shah Zafar Marg,
New Delhi – 110002.

Sub: Improving financial management and strict compliance of rules/procedures in the Central Universities – regarding.

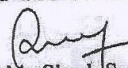
Of late, it has been observed by this Ministry that sometimes the agenda items involving financial implications are placed directly before the Executive Council (EC) without proper scrutiny by the Finance Committee (FC). In certain cases, the decisions taken by EC without proper scrutiny of the FC conflict with the rules/regulations/instructions of the University Grant Commission (UGC)/ Ministry of Human Resource Development (MHRD)/Department of Personnel & Training (DoPT)/ Ministry of Finance (MoF), which result in serious complications and disparities among universities. As per the existing Statutes of the Central Universities, certain financial and administrative powers vest with the FC of the Central Universities. Any violation of provisions of the Act/Statutes of the University is a serious lapse which entails fixation of responsibility on the delinquent official(s) and disciplinary proceedings.

2. In order to avoid such circumstances and to further improve the financial management of the Central Universities, following points are required to be observed scrupulously:

- (i) All the provisions in the Act/ Statutes of the University should be strictly followed in letter and spirit and decisions so arrived at should be taken in a transparent manner after approval of the competent statutory bodies. The Registrar of the University, being the ex-officio Secretary of the EC, must ensure that no such agenda item, which has financial implication, is put before the EC without the explicit approval of the FC. The Registrar will be responsible for any lapse in this regard.
- (ii) The Finance Officer (FO), being the ex-officio Secretary of the FC, is responsible for ensuring proper utilisation of the funds of the university under his supervision and ensure that no unauthorised or illegal expenditure is incurred by the University. FO must also try to ensure that meetings of FC are convened at regular frequency as per the Acts/ Statutes of the Central University. The FO will be responsible for any lapse in this regard.
- (iii) All agenda items involving financial implications, before placing in the FC meetings, must be properly examined by the office.
- (iv) It should also be ensured that the financial limits fixed for recurring and non-recurring expenditure for the year are not exceeded and that all funds are utilised for the purposes for which they are granted / sanctioned. Strict compliance of the provisions of GFR, 2005 in general and Rule 21 of GFR, 2005 in particular, must be adhered to ensure financial propriety while incurring expenditure.

Contd.....2/-

- (v) In administrative matters like career advancement scheme, promotion policies, fixation of pay/grade pay, allowances, increments, upgradation/revision of pay scales/allowances etc., decision must be taken in strict conformity with the rules/ regulations/ instructions of Government of India/UGC, failing which strict disciplinary action will be taken against the responsible officials. The same should be ensured by the FO and the Registrar of the University.
- (vi) If any decision(s) taken in financial matters is found to be contrary to the advice or the rules/regulations/instructions of the UGC/Govt. of India, the amount involved in such decision(s) will be deducted from the entitlement of the university and the same may be recovered from the salary of the official(s) responsible for such decision(s).
- (vii) Finance Officer, being responsible to ensure proper utilization of funds, should not release funds on such decisions of EC/FC which are not in accordance with the extant rules/regulations/instructions, and which might have been inadvertently taken due to the reasons that relevant rules/regulations/instructions were not brought to their notice before taking such decisions, or otherwise. The FO may bring the relevant rules/regulations/instructions to the notice of EC/FC, and seek clarification from UGC or MHRD, if required..
- (viii) While formulating any Ordinance pertaining to either service matters or financial matters which are not consistent with the existing rules/regulations/instructions of UGC/Government of India, it must be referred to UGC for prior approval/consent before it is brought to the EC or the Academic Council.
- (ix) It is mandatory for all the universities to conduct internal audits of their accounts in a time bound manner.
- (x) Every important decision taken in the FC/EC should be highlighted in the minutes and communicated in the covering letter itself so as to stand out in the voluminous documents.
3. It is also emphasized that all agenda items should be prepared by the Central Universities well in advance and sent to the MHRD (CU Bureau & Finance (IFD) Bureau) and the UGC at least two weeks before the meeting so that proper scrutiny of agenda items along with the observations of the regulator as well as the Ministry are put on record. The last minute addition to agenda items as table items, therefore, should be avoided unless they are of extreme and urgent nature, which should be clearly mentioned in the agenda as well as the minutes.
4. It would be appropriate for the UGC to send their officers in all the meetings of statutory bodies, wherever UGC's representation is required under the respective statutes, so that financial or procedural propriety is maintained in the said meetings.
5. As the Hon'ble Supreme Court has time and again emphasised the need for the proper utilization of Public funds/Tax payer's money, the Vice Chancellors, being the Head of the Universities, must exercise utmost watchfulness in the financial and administrative management of the University.
6. It is requested that the above instructions may be brought to the notice of all the key functionaries of Central Universities as well as to the Members of Finance Committee and Executive Council of the Central Universities for information and necessary action and also for ensuring monitoring and compliance.


(Sukhbir Singh Sandhu)

Joint Secretary to the Govt. of India
Tel: 011-23381097

Dispatch No. 18005/2016

Speed Post

F.No.9-2/2014-IFD
Government of India
Ministry of Human Resource Development
(Department of Higher Education)
IFD Section



Shastri Bhawan, New Delhi
Dated 5th April, 2016

✓
Shri B.R. Dhiman
Finance Officer
Central University of Himachal Pradesh
PO Box : 21, Dharamshala, District Kangra,
Himachal Pradesh - 176215

Subject: 14th Meeting of the Finance Committee – Minutes thereof.

Sir,

Please refer to your letter No.Bud.5-3(14th)/CUHP/2010/140-149 dated 31st March, 2016 enclosing therewith the Minutes of the 14th Meeting of the Finance committee of the Central University of Himachal Pradesh (By Circulation) convened on 23.03.2016.

2. In this regard, it is stated that the agenda items like Budget Estimates / Revised Estimates etc. should not be decided by circulation of papers only, as these are very important issues. Therefore, it is advised to discuss the issue in the next meeting of the Finance Committee, as a separate agenda item.
3. This issues with the approval of JS&FA, MHRD.

Yours faithfully,

(Fazal Mahmood)

Deputy Secretary to the Govt. of India

Copy for information to :

1. Shri Sukhbir Singh Sandhu, Joint Secretary (CU&L), Department of Higher Education, New Delhi.
2. Shri K.P. Singh, Joint Secretary (CU), UGC, Bahadur Shah Zafar Marg, New Delhi.
3. Vice Chancellor, Central University of Himachal Pradesh, Central University of Himachal Pradesh, PO Box : 21, Dharamshala, District Kangra, Himachal Pradesh - 176215

Handwritten notes:
Mrs. Ran
To put up
4/11/16
11/4

Annexure- 15.10 A

Status of Expenditure Position Under Plan Schemes and Unspent Balance Positions as on 31-03-2016

(Rs. In Lakhs)

Scheme	Revised XII Allocation	Opening balance as on 1-04-2012 out of XI Plan releases	Grant received during XII Plan	Interest earned on the grant received	Academic receipt/Fee/Other receipts as On 31-03-2016	Total funds available with the University as on 1-04-2016	Expenditure incurred during XI Plan against XI plan releases	Expenditure incurred against the XII plan releases and unspent balance of XI plan releases	% of utilisation	Unspent balances as on 01-04-2016
1	2	3	4	5	6	7	8	9	10	11
XII Plan General Development Assistance (including Merged Scheme and Fellowship Scheme, which is now part of XII Plan GDA	23450	1937.89	8273.76	1157.49	327.40	11696.54	862.11	6134.69	52.45	5561.85
Additional Grant (if any please specify (XII Plan)			25.00							
i. Establish of Chair for Tribal Studies			500.00							
ii. Establishment of School of Education			140.00							
iii. Establishment of Deen Dayal Upadhyay Kaushal Kendra			665.00			665.00		6.53		658.47
Total										
Grand Total	23450.00	1937.89	8939.76	1157.49	327.40	12362.54	862.11	6141.22	49.67	6221.32

