

RAJIV GANDHI UNIVERSITY
RONO HILLS, ITANAGAR

**MINUTES OF THE 41ST MEETING OF THE FINANCE COMMITTEE HELD
ON 11TH DECEMBER, 2006 AT 1030 HRS**

The 41st meeting of the Finance Committee was held on December 11, 2006 at 1030 hrs in the Council Hall of the University. The following members attended the meeting.

1.	Prof. S.C. Saha, Vice-chancellor	(In Chair)
2.	Prof. Tamo Mibang, Pro Vice-chancellor	Member
3.	Prof. J.C. Soni, Dean, Faculty of Education	Member
4.	Shri Bidol Tayeng, Dy. Secretary, Finance Deptt.	Rep. Secy. Finance
5.	Shri Tomer Ete, Principal, Kamki College, Kamki	Member
6.	Dr. Tai Nyori, Registrar	Spl. Invitee
7.	Shri Stephen Hongray, F.O	Secretary

At the outset, the V.C, welcomed all the members to the 41st FC meet. Then, the agenda items were taken up for discussion.

FC: 41:01: To confirm the Minutes of the 40th Meeting of the Finance Committee held on 22nd May, 2006

The F.C. noted that the minutes of the Meeting were circulated amongst the members of the Committee and no comments have been received so far. Hence, the Finance Committee confirmed the minutes.

FC: 41:02: To accept Action Taken Report (ATR) on the 40th Meeting of the Finance Committee held on 22nd May, 2006

The F.C., after going through the ATR on the 40th meeting of the F.C. held on May 22, 2006, approved the same.

FC: 41:03: To accept the Annual Accounts for the financial year 2005-06

The Committee noted that the Annual Accounts of the University for the financial year 2005-06, comprising of Receipt and Payment Account, Income & Expenditure Account and Balance Sheet compiled by M/s H.K. Sen & Associate, North Lakhimpur.

Finance Committee, after minutely going through the Annual Accounts for the financial year 2005-06 accepted the accounts, and recommended the same to EC for approval.

FC: 41:04: To consider the Budget Estimate for the financial year 2007-08

The F.C. noted that the Budget Estimate of the University for the Financial Year 2007-08, is amounting to Rs. 1,266.50 lakh.

The Finance Committee considered the budget estimate and recommended the same to EC for approval.

F.C. 41:05 AGENDA OF VSAT FACILITY**FC: 41:05(a): To consider creation of a regular post of Technical Assistant**

The F.C. noted that at present University is equipped with numerous computers as a consequence of office automation in various Departments, Branches and Sections. Moreover, the activities of VSAT facility and computer centre are increasing due to the Campus Wide Networking and introduction of numerous IT enabled services. Computer Maintenance Facility and Instrument Maintenance Facility also need attention.

Therefore, one post of Technical Assistant, in the pay scale of Rs.5,500-175-8,000 is required to be created to share the workload in maintenance as well as to administer the website of the University. The yearly financial implication will be Rs. 1.60 lakh, approximately.

The Finance Committee considered the proposal and recommended the same to EC for approval.

FC: 41:05(b): To consider allocation of fund to meet the recurring expenditures for the Campus Wide Network

It was noted by the F.C. that the Campus Wide Network of the University was commissioned in May 2006 after successful completion of Phase-I. The total cost of the project was estimated to be around Rs. 187 lakh. However, as only Rs. 61.50 lakh was made available against the project, it was decided to implement this project in a phased manner. The Phase-I of the project was financed by Dept. of Information Technology, New Delhi with support from ERNET India, New Delhi. Phase-II amounting to Rs. 90 lakhs of this project was also supposed to be financed by Dept. of Information Technology, New Delhi, but funds for Phase-II has not been allotted

As projected by ERNET India, the recurring expenditures for the first year would be Rs. 13 lakhs. In the 51st EC Meeting, Rs. 6.5 lakhs was allocated as recurring expenses for the LAN for 2006-2007. Considering the field activities and the prevailing requirements in maintaining the functioning of the Campus Wide Network since its commissioning, the estimated recurring expenses may be enhanced from Rs. 6.50 lakhs to Rs. 11.55 lakh for 2007-2008.

The F.C. further noted the bifurcation of the proposed expenditure as shown below:

Sl. No.	Particulars	Allocation (in lakhs)
1.	Maintenance of Active components	4.50
2.	Maintenance of passive components	4.00
3.	Emergency and fault tolerance expenses	2.50
4.	Contingencies (5%)	0.55
Total		11.55

In view of above, Rs. 11.55 lakhs may be allocated for 2007-2008 financial year to meet the recurring expenses for the smooth functioning of the IT enabled services on

our Campus Wide Network. The expenditure will be met from Statutory Grants / Development Fund.

The Finance Committee considered the budget estimate and recommended the same to EC for approval.

FC: 41:05(c): Allocation of funds for extension of Campus Wide LAN to new building blocks.

The meeting noted that the new building blocks are coming up as per the campus development drive of our University. These blocks are required to be connected to the existing Campus Wide LAN for various IT enabled services. As per the present scenario, the following maybe tabulated with various major heads of expenditure.

Sl. No.	Particulars	Allocation (in lakh)
Upgradation at the Core and Zonal location		
1.	Core	16.00
2.	Zonal	02.50
Faculty of Management Block		
1.	Active component	03.00
2.	Passive component	04.00
Basic Science Block		
1.	Active component	03.00
2.	Passive component	04.00
RGU Students Union Block		
1.	Active component	02.00
2.	Passive component	01.00
New Guest House		
1.	Active component	02.50
2.	Passive component	03.00
TOTAL		41.00

As there is no budget allocation from State Govt. during the current financial year, the amount may be spent / met from Development Fund.

Finance Committee considered the proposal subject to availability of fund and recommended the same to EC for approval.

FC: 41:05(d): To consider creation of Central Computing facility for the students

In view of the requirement for students to have access to computers in the Campus, the F.C. noted that a central computing facility with computers for the students to browse internet and use computers for their paper submissions etc. may be made in an alternate space until a new Computer Centre Block is built, with little renovation. As such, an amount of Rs. 7.48 lakh, approximately will be required for procurement of Computers, printers, UPS etc. and electrification, wiring, space renovation etc.

There is no provision kept in the budget / allocation during the current financial year. Accordingly, the expenditure may be met from "Capital Reserve Fund".

The Finance Committee considered the proposal and recommended the same to EC for approval.

FC: 41:06 AGENDA OF CENTRE FOR DISTANCE EDUCATION

FC: 41:06(a) To consider creation of regular post of Director in the rank of Professor

The Committee noted that the Centre for Distance Education started with a temporary Coordinator who was designated as the Director for the functioning of the Centre. In view of the high increase in the number of students enrollment and corresponding increase of duties, there is a need for a full time Director to manage the affairs of the Centre. Therefore, a post of Director for Centre for Distance Education in the rank of Professor in the pay scale of Rs. 16,400- 450- 22400 may be considered for creation. It may be mentioned that the Board of Management for CDE has recommended the creation of such a post. The yearly financial implication will be Rs. 5.00 lakh, approximately.

After deliberations, the Finance Committee considered the proposal subject to the condition that the financial involvement be met from the revenue receipts of Centre for Distance Education (CDE) and recommended the same to EC for approval.

FC: 41:06(b): To consider appointment of two Faculties, one each in English and Education on Contract Basis

(i) In view of the high demand for English course and the need for a language editor, a post of lecturer in English is highly essential. Therefore, creation of a regular post of Lecturer in English, which will be filled up on contract basis initially may be considered. Annual financial implication for a lecturer on contract basis would be Rs. 1,00,000/-, approximately.

(ii) Similarly, there is also a high demand for Education course. It may be mentioned that about 70 % of the learners have opted for Education course. In view of the above, the service of a lecturer in Education course is highly required. Accordingly, creation of a regular post of lecturer in Education, which will be filled up on contract basis initially, may be considered. Annual financial implication for the same would be Rs. 1,00,000/-, approximately.

Finance Committee considered the proposal, subject to the condition that the financial involvement be met from the revenue receipts of Centre for Distance Education (CDE) and recommended the same to EC for approval.

FC: 41:06(c) To consider creation of post of one Superintendent, one Computer Assistant and one LDC

Presently, the Centre has two contractual staff, namely one Steno-III grade and one LDC. However, with the increase in the volume of work with expansion of the programme, the present staff is not able to cope up with the works. Therefore, the following posts may be considered for creation for smooth running of the Centre:

