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**ARUNACHAL UNIVERSITY
RONO HILLS: ITANAGAR**

MINUTES OF THE 36TH MEETING OF THE FINANCE COMMITTEE

The 36th meeting of the Finance Committee was held on 4th November 2004 at 1030 Hrs. in the office chamber of the Vice-Chancellor. The following members attended the meeting.

1. ✓ Prof. Atul Sarma, Vice-Chancellor : Chairman
2. Prof. Tamo Mibang, PVC : Member
3. Prof. R.S. Yadava, Dean, F.L.& Env't.Sc.: Member
4. Mrs. Uma Dutta, Principal, DNGC : Member
5. Shri C.S. Jeinow, Dy. Secy. (Fin.) : Rep. Secy. (Fin.)
6. Dr. T. Nyori, F.O/Registrar : Member Secretary

The Secy. (Edn.) or his representative could not attend the meeting.

At the outset, the Chairman welcomed all the members and the agenda items were taken up for discussion.

FC:36:01 To confirm the Minutes of the 35th meeting of the Finance Committee held on 4th August 2004.

The Committee noted that the minutes of the meeting were circulated amongst the members of the committee and no comments have been received so far.

Therefore, the Committee confirmed the minutes of the 35th meeting of the F.C.

6/12/04

FC:36:02 To Accept the Action Taken Report (ATR) on the 35th meeting of Finance Committee held on 4th August 2004.

While approving the Action Taken Report, the Committee made the following suggestions against the items below

Item No. 35:7: To ratify the action taken by the University authority on the enhancement of OTA for 100 hrs. against 48 hrs. for Examination Branch:

Comment - The Clarifications from the CoE should be put up to next E.C -

Item No.35:19: To Consider creation of Core Faculty for Mass Communication and teaching of Mathematics.

Comment - Instead of 'Action Taken' it should be 'Under Process'.

Item No. 35:20: To consider creation of 3(three) Nos. of Lecturer's post for the Dept. of Anthropology

Comment - 'Action is being taken' should be inserted -

FC:36:03 To Consider enhancement of annual recurring grant for laboratory chemicals and glassware from existing Rs. 1.00 lakh to Rs. 3.00 lakhs.

The F.C. noted that since the inception of the Dept. of Zoology, they are getting an annual grant of Rs. 1.00 lakh for the purchase of laboratory consumables. During the last few years the prices of the chemicals and glasswares have increased manifold and intake capacity of the Dept. has also increased from 12 to 15 students. To meeting all these expenditures, the Dept. has proposed to increase the allocation from Rs. 1.00 lakh to Rs. 3.00 lakhs from the next financial year.

The Committee, after thorough discussion on the proposal and also considering the exact number of students in the Dept. and the financial position of the University, considered the enhancement of the annual grant from Rs. 1.00 lakh to Rs. 2.00 lakh from the next financial year. The F.C. also recommended to E.C for approval.

FC:36:04 To Consider enhancement of imprest money in respect of Zoology Dept. to meet the expenditure for maintenance of live animals

The Committee noted that the Dept. of Zoology has to maintain a colony of live animals mainly for students' routine practical as well as for research. At present, the Dept. has got 80(eighty) live mammals (laboratory albino rats) and 200 different species of fishes, etc. Towards the purchase of food, medicines, collection of live species etc, the Dept is not getting any separate grant. The Dept. has been managing these expenses from the imprest money of the Dept. Hence the Dept. has proposed the enhancement of its imprest from Rs. 2000/- to Rs. 3000/-

After going thorough the proposal from the Dept., the F.C. felt that the imprest of department can be recouped as and when they require and this may be communicated to the Dept. of Zoology. Considering the frequent recoupment facility, there is no need for the enhancement of imprest at this stage.

FC:36:05 To Consider appointment of a full time animal caretaker with requisite qualifications for maintaining the live animals.

The F.C. noted that there is no regular animal caretaker in the Zoology Dept. for looking after the live animals. However, a part-time animal caretaker has been managed from the contingency staff on payment of Rs. 300/-per month from Bio-diversity project. Now the Dept. requires a regular caretaker with adequate knowledge on laboratory animal maintenance.

After examining the proposal, the F.C. suggested that the Dept. should impart training on laboratory animal maintenance to the departmental staff and the administration should not transfer such staff from the Dept.

The meeting also decided that those staff who is having specific skill suitable for a particular branch/dept. should not be transferred from where his skills are required.

FC:36:06 To Consider enhancement of the rate of Tabulation on the basis of entries.

The 15th meeting of the Examination Committee held on 6th September 2004 noted that the rate of tabulation for all undergraduate classes, irrespective of the number of entries, are same i.e. Rs. 4/- per student. Hence, the Examination Branch has put up the following proposal for revision of the rates.

<i>Sl.No.</i>	<i>Examination (U.G)</i>	<i>Existing Rate</i>	<i>Proposed Rate</i>
01.	First Year	Rs. 4/-	Rs.4/-
02.	Second Year	Rs. 4/-	Rs. 5/-
03.	Third Year (Pass)	Rs. 4/-	Rs. 5/-
04.	Third Year (Hons.)	Rs. 4/-	Rs. 6/-

The F.C., after thorough discussion, considered the proposal and recommended to E.C. for approval.

FC:36:07 To Consider fee structure of supplementary examinations of Homeopathic Medical College

The F.C. noted the resolution of the Examination Committee on the fee structure for the supplementary examination of Homeopathic Medical College that the normal examination fee of Rs. 150/- per paper should be charged in the case of supplementary examination also.

The Committee considered the proposal and recommended to E.C. for approval.

FC:36:08 To consider enhancement of Remuneration of Centre Superintendent and Dy. Superintendent.

The F.C. examined the representations received from some of the Examination centres of Under Graduate Courses for the enhancement of remuneration/honorarium to the Centre Superintendent and Deputy Centre Superintendent. The workload of these officers is much more and duration of

examination is almost one month. Hence the Examination Branch has proposed the following enhancement in their remuneration/honorarium.

<i>Sl.No.</i>	<i>Name of Officers</i>	<i>Existing Rate</i>	<i>Proposed Rate</i>
01.	Centre Superintendent	Rs. 1500/-	Rs. 2000/-
02.	Deputy Centre Superintendent	Rs. 1000/-	Rs. 1500/-

Considering the reasonableness of the proposal, the F.C. considered the enhancement and recommended to E.C. for approval.

FC:36:9 To Accept the Annual Account for the Financial Year 2003-2004

The Annual Account comprising of Receipt and Payment Accounts, Income and Expenditure Account and Balance Sheet compiled by M/s H.K. Sen & Associates, North Lakhimpur has been examined by the F.C.

The F.C. considered the Annual Account and recommended to E.C. for approval.

FC:36:10 To consider Budget Estimate for the Financial Year 2005-06

The F.C. has carefully gone through the budget estimate for the financial year 2005-06 amounting to Rs. 1317.20 lakhs (Non Plan Rs. 951.70 lakhs and plan Rs. 365.50 lakhs).

The F.C. accepted the budget estimate and recommended to E.C. for approval.

FC:36:11 To Consider transfer of fund from Revenue A/c to Welfare Account for granting of House Building advance to the employees.

The F.C. noted the representations from the University employees for house building advances. Due to non-allocation of funds from the Govt. against the head, the University could not consider such applications.

It was also noted that as per the decision of 29th E.C., the University has created a Staff Welfare Account with Vijaya Bank, A.U Branch with an initial deposit of Rs. 10 lakhs for providing interest bearing advances such as Motor car, Scooter, Computer etc. and the fund is not sufficient to meet the demand of house building advance of the employees. As such the University proposed for transfer of Rs; 30 lakhs from the Revenue Account to the Welfare Account for granting house building advance to the employees.

After an elaborate discussion on the topic, the F.C. suggested the following.

- (a) As suggested by the Deputy Secretary (Finance), the University may directly approach the state govt. for House Building Advance of its employees.
- (b) The University may submit a proposal to the State Govt. for a revolving House Building fund.
- (c) Analogies on House Building Advance from the neighboring University should be collected and examined properly.
- (d) Some amount may be transferred from Revenue Account to Welfare Account and Development Account subject to availability of fund.

FC:36:12 To consider estimate for Re-carpeting of all Internal Roads of Arunachal University at Rono Hills

The F.C. examined the estimate submitted by the Engineering Wing for re-carpeting of all Internal Roads of A.U at an estimated cost of Rs. 27.63 lakhs. from the state govt. grants.

Considering the imminent Convocation of the University in January – February 2005, the F.C. accepted to carry out the proposal in phases and recommended to E.C. for approval.

