

ARUNACHAL UNIVERSITY
RONO HILLS :: ITANAGAR

**MINUTES OF THE 26TH MEETING OF THE FINANCE COMMITTEE
HELD ON 9TH MARCH, 2000 AT 1030 HOURS
IN VICE-CHANCELLOR'S CHAMBER**

The 26th meeting of the Finance Committee was held on March 9, 2000 at 1030 hours in the office chamber of the Vice-Chancellor.

The following were present :

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| 1. Dr. K.K. Dwivedi, Vice-Chancellor | : Chairman |
| 2. Ms. Sangay Lhaden, IAS
Secretary (Education) | : Member |
| 3. Prof. T. Mibang, Dean
Faculty of Social Sciences | : Member |
| 4. Mrs. Uma Dutta, Principal
Govt. College, Bomdila | : Member |
| 5. Shri Joram Begi
Registrar/Finance Officer | : Member-Secretary |

The Chairman welcomed all the members to the very first meeting of this millennium year. The agenda items were then taken up for discussion.

FC:26:1 : To confirm the minutes of the 24th & 25th meeting of the Finance Committee held on 26th October 1999 and 5th November, 1999

The minutes were confirmed.

FC:26:2 : To accept the Action Taken Report on the 24th & 25th meeting of the Finance Committee held on 26th October 1999 and 5th November, 1999

The Committee accepted the Action Taken Report on the 24th & 25th meeting of the Finance Committee held on 26th October 1999 and 5th November 1999 respectively .

FC:26:3 : To consider the Budget Estimate for the financial year 2000-2001

The Committee noted that the Budget Estimate for the financial year 2000-2001 amounting to Rs.13, 30,98,609.00 has been prepared carefully in two parts (i.e. non-plan and plan) on the criteria of minimum essential requirements. The same will be submitted to the State Government for funding, subject to approval by FC and EC.

The Committee perused the budget estimate for the year 2000-2001 and recommended to EC for approval.

FC:26:4 : To consider fixation of a time-limit for clearance of CPF backlog

The Chairman explained that the CPF deduction of an employee is made with effect from the date of appointment, after clearance of probation period. In the absence of a time limit for payment of CPF backlog, the employees do not take sincere efforts to clear the backlog within a minimum time.

The Committee resolved that a maximum of one year time shall be given from the date of issue of clearance of probation period order, failing which such employees will forfeit their university matching contribution. However, those who have not yet cleared their backlog after confirmation, shall be allowed to do so on or before June 30,2000.

The Committee recommended the matter to EC for approval.

FC:26:5 : To consider restricted rate of TA for subject experts and other members in various Committees

The Committee noted that the experts and other members of the Committees, who are being invited for various meetings, some time avail either

their own car or hire full taxi from their place of duty to Arunachal University Campus or venue of meeting. This involves a huge expenditure.

After a long discussion on the matter the Committee opined that the TA payable to the experts and other members, except the members of Executive Council, Finance Committee, Academic Council and Planning Board, shall be restricted to the rate of public transport. However, on exceptional grounds, with the prior approval of Vice Chancellor, availing own car or hire full taxi shall be allowed at a flat rate of Rs.4.00 per kilometer.

The matter shall be placed to EC for approval.

FC:26:6 : To consider approval for spending Rs.14.57 lakh from Revenue for construction of 22-seated Girls' Hostel

The Committee noted that considering the urgent need for more seats in the Women's Hostel, the EC in its 31st meeting held on 30 October, 1999 accorded Administrative Approval and Estimate Sanction to the tune of Rs.14.57 lakh for construction of a 22-seated Women's Hostel. With the grants-in-aid for the year 1999-2000, the University will be able to meet only the committed expenditure like salary, etc. The Committee also noted that due to increase in the strength of women students, construction of the hostel has become absolutely necessary.

The Committee considered the expenditure to the tune of Rs.14.57 lakh to be met from the accumulated revenue and recommended to EC for approval.

FC:26:7 : To consider creation of Group 'B' and 'C' non-teaching posts

The Committee noted the proposal for creation of the following Group 'B' and 'C' non-teaching posts in the Administration branch and bifurcation of the same into two, i.e. Administration and Establishment.

<i>Sl no</i>	<i>No. and designation of existing posts</i>	<i>No. and designation of proposed post</i>	<i>Scale of pay</i>
1	Section Officer (Adm.) : 1no.	Section Officer (Estt.) : 1 no.	Rs.6500-200--- 10500
2.	Superintendent (Adm.) : 1 no.	Supdt. (Estt.) : 1 Supdt. (Adm./Conf.) :1	Rs.5500-175-9000
3	Assistant (Adm) : 2 nos.	Asst. (SYA) : 1 no. Asst. (Estt.) : 1 no.	Rs. 4500-125- 7000

To minimize the heavy workload in the Administration Branch of the University, such as Establishment of teaching staff, Establishment of Group 'A' , 'B', 'C' and 'D', Establishment of Security Personnel, Telephone, meetings (EC, PB) and other Committee meetings, the Committee considered the bifurcation of the branch into two, i.e., Administration and Establishment.

After a long discussion on the matter, the Committee considered creation of the following Group "C" posts only and recommended to EC for approval.

<i>Sl. No.</i>	<i>No. and designation of posts</i>	<i>Scale of pay</i>
1.	Superintendent . (Estt.) : 1 no.	Rs.5500-175-9000/-
2.	Assistant (Estt.) : 1 no.	4500-125-7000/-

FC:26:8 : *To consider enhancement of pay scales of Stenographer Grade I, II and III.*

The Committee noted that the State Government, vide their order Estt.(A)-11/97, dated, January 25, 2000, enhanced the scales of pay of Stenographers and re-designated the posts w.e.f. 1.1.2000 as follows:

<i>Existing Designation</i>	<i>Existing Scale of pay</i>	<i>Re-designation</i>	<i>Re-designated scale of pay</i>
Steno Gr.I	Rs.6500-200-10500/-	Private Secretary	Rs.7500-250-12000
Steno Gr.II	Rs.4500-125-7000/-	Sr. Personal Asst.	Rs.5000-150-8000
Steno Gr.III	Rs.4000-100-6000/-	Personal Asst.	Rs.4500-125-7000

As the University is following the pay scales of the State Government, the Committee accepted the above subject to the condition that the scales will be rolled back as and when the Government cancels the order No. Estt(A)-11/97, dated 25.1.2000, and recommended to Executive Council for approval.

FC:26:9 : *To consider continuation of the post of Contingency paid staff for 2000-2001*

The Committee noted that the University is required to entertain 18 numbers of contingency paid staff of various categories as mentioned below for the year 2000-2001 with an expenditure of Rs.2,54,448/- :

Sl. No.	Categories Posts	of Number of posts	Monthly wages	Period	Total for 12 months
1.	Skilled	2	Rs.1338/-	12 months	Rs.32,112/-
2.	Semi-skilled	8	Rs.1248/-	-do-	Rs.1,19,808/-
3.	Un-skilled	8	Rs.1,068/-	-do	Rs.1,02,528/-
Grand Total					Rs.2,54,448/-

The Committee considered the above and recommended to Executive Council for approval.

FC:26:10 : To consider House Rent Allowance in lieu of accommodation to the employees of Arunachal University

The matter was discussed in detail. The Finance Committee felt that since the University is following the State Government rules for all other purposes, payment of HRA may be discouraged. However, it was suggested to work out the actual financial implications for payment of HRA at the rate of 15% as well as fixing slabs according to pay scales. It was also suggested to place the matter to EC for a decision.

FC:26:11 : To consider investment out of accumulated Revenue

(a) Reserve Fund

The Committee noted that as per the decision of the Executive Council in its 22nd meeting held on 17.3.1997, a Reserve Fund was to be created out of the University Revenue by setting aside 15% of the accumulated Revenue since inception and in all subsequent years. But, may be due to administrative reasons it could not be created.

The Committee considered creation of a Reserve Fund with an initial deposit of Rs.18, 26,000/- out of the accumulated Revenue up to 31.3.1999 and recommended to EC for approval.

(b) Gratuity

It is noted that in the last financial year, the University created a Gratuity Fund with an initial deposit of Rs.6.00 lakh. Out of which, more than Rs.1.25 lakh has been paid to two officials who left the University. Since inception of the University, the State Government has not ear-marked any fund

