

1.1 The Sixth meeting of the First Finance Committee of Sikkim University was held on 23.05.2011 at 1600 hours at Hotel Royal Plaza, Gangtok

1.2. The following members were present.

S.No	Name & Designation	
1.	Prof. Mahendra P. Lama, Vice-Chancellor, Sikkim University, Gangtok	Chairperson
2.	Shri R.D. Sahay Director (Higher Education) Government of India, Ministry of Human Resource Development, Shastri Bhavan, New Delhi – 110 001 (Represented Shri Amit Khare, Joint Secretary (ICC), Department of Higher Education, Ministry of Human Resource Development)	
3.	Shri Arjun Syangden Former Principal Chief Conservator of Forests,	Member
4.	Shri Bidhan Dutta, Director, FCD, FRED, Govt. of Sikkim Gangtok (Represented Principal Secretary, Finance, Revenue & Expenditure Department, Government of Sikkim)	Member
5.	Dr. (Mrs.) Renu Batra, Joint Secretary, University Grants Commission, New Delhi	Member
6.	Shri P V Ravi, Finance Officer Sikkim University, Gangtok	Secretary

1.3 The following members could not attend the meeting due to official exigencies.

1	Shri Naveen Soi, Director (Finance), Ministry of Human Resource Development, Department of Higher Education, New Delhi	Member
---	--	---------------

**MINUTES OF THE SIXTH MEETING OF THE FIRST FINANCE COMMITTEE HELD ON
23rd MAY 2011 AT GANGTOK**

GROUP I –ITEMS WHICH NEEDED ACCEPTANCE

FC:06:01	The Chairperson calls the house to order
-----------------	---

MINUTES:

6.1.1 The Chairperson called the House to order

FC:06:02	Obituary Reference
-----------------	---------------------------

AGENDA NOTE:

[6.2.1 The death of the following eminent personalities and natural disaster affected people of Japan is brought before the house with deep sense of grief.

1. *Shri Arjun Singh, former Union Minister of Human Resource Development and a noted public figure*
2. *Shri Nawang Gombu, World Famous Mountaineer and Member of the First Executive Council of Sikkim University.*
3. *Sri Sathya Sai Baba, Religious leader and philanthropist.*
4. *Shri Ajit Bhattacharya, Noted Journalist and Writer*
5. *Tsunami led deaths in Japan]*

MINUTES:

6.2.1 The House noted with deep sense of grief of the passing away of the personalities/people reported in the agenda and as a mark of respect to the departed souls the House observed two minutes silence.

FC:06:03	Observations of the Vice-Chancellor
-----------------	--

MINUTES:

6.3.1 The Vice-Chancellor has made a detailed presentation reporting the activities of the University since the last meeting of the Finance Committee held on 25.11.2010 and also its future plans before the Committee.

6.3.2 Hon'ble Member Dr.Renu Batra enquired about the no. of students from all over the country and abroad who took up the University Entrance examination for admission held in

7th May and 8th May 2011. To this the Chairperson replied that 1060 candidates have appeared for the entrance examination. The Hon'ble Member further wanted to know whether the University has explored the possibilities of holding its entrance examination in partnership with other Central Universities. To this the Chairperson replied that the academic calendar and the courses offered by other sister universities did not match with those of Sikkim University. Hence, such partnership could not be done. Hon'ble Member Shri R.D.Sahay enquired as to how the University is proposed to establish the Kendriya Vidyalaya to which the Chairperson explained in detail of the efforts taken by him. Hon'ble Member Shri Arjun Syangden appreciated the progress made by the University in various fronts since inception and assured that the Members of the Finance Committee will give all their support for the further growth of the University.

FC:06:04	Confirmation of the Minutes of the last meeting of the Finance Committee held on 25.11.2010
----------	--

MINUTES:

6.4.1 The Committee considered the Minutes of the last meeting of the Finance Committee held on 25.11.2010 which was enclosed as Annexure to the Agenda and confirmed the same.

FC:06:05	Action Taken Report on the Minutes of the last meeting of Finance Committee held on 25.11.2010
----------	---

MINUTES:

6.5.1 The Committee considered the Action Taken Report on the Minutes of the meeting of the Finance Committee held on 25.11.2010 and approved the same. While approving the Hon'ble members made the following remarks.

6.5.2 Hon'ble Member Shri Datta observed as regards acquisition of land at Yangang and procurement of land at Gangtok the University could not make much of progress. If the Government of Sikkim has provided the land at Yangang to the University in time, by this time Sikkim University would have established itself as one of the best University in the country.

6.5.3 Hon'ble Member Shri R D Sahay observed that for future the Agenda and the Action Taken Report be e-mailed to the Members at least 7 days in advance to the next meeting so that the members can come prepared for the discussion after going through the above two documents. He had further observed that it is proposed that Secretary to Ministry of Human Resource Development is likely to visit Sikkim shortly to discuss the issue of land at Yangang with the Hon'ble Chief Minister. He had mentioned that the land issue could have been sorted out merely by political will.

6.5.4 Hon'ble Member Shri RD Sahay observed that the Chairperson can write to the Vice Chancellors of new Central Universities on collaboration and exchange of interaction. In fact the new Central varsities would profit out of the experiences and achievements of Sikkim University. While these universities are younger, Sikkim University is academically active and vibrant.

6.5.5 Hon'ble Member Shri Arjun Syangden observed the chairperson may even consider that the presentation made by him today can be made before the Hon'ble Chief Minister/Members of Legislative Assembly/Member of Parliament to highlight how much the University has achieved in these short span of three and half years and contributed to the welfare of the state of Sikkim.

6.5.6 Hon'ble Member Dr.Renu Batra cautioned that the University should institute proper mechanism for after sales service as regards valuable lab equipments are concerned. She had apprehended once the warranty is over many of the supplying firms may not turn up for servicing. She had also advised that the University also can go slow in the procurement of scientific equipments. She had also enquired as to how the affiliation of colleges is being done by the University. The Chairperson replied that the University is duly following the affiliation norms prescribed by the UGC besides its own ordinance on the subject.

6.5.7 Hon'ble Member Shri RD Sahay emphasized that the University should strictly follow the inspection procedure in the case of affiliated colleges.

FC:06:06

Consideration of Annual Accounts for the Year 2010-11

MINUTES:

6.6.1 The Committee considered the Annual Accounts for the Year 2010-11 submitted before it and approved the same. The House also suggested that once the second Executive Council is constituted the accounts may be placed before it for ratification. Following further observations have also been made.

6.6.2 Hon'ble Member Dr.Renu Batra has suggested that along with the accounts the University may also submit a brief "Accounts at a Glance" for the benefit of the members of the House as the members may not have adequate time to go through the entire accounts.

6.6.3 Hon'ble Member Shri RD Sahay suggested that the University should immediately form an Investment Committee for advising on investing of surplus funds etc. he had mentioned that this practice is being followed in all other Universities. Regarding huge outstanding under other advances, the Hon'ble Member wanted to know what action the University is taking for timely settlement of advances. The Secretary explained that the accounts are normally required to be settled within 15 days after completion of the event and in case of delay a fine of Rs.100/- per week is being levied on the incumbent concerned who has drawn the advance. The Hon'ble members suggested that the University may liquidate the advances in a time bound manner and also keep them current to the extent possible.

FC:06:07

Consideration of Internal Audit Report for the Year 2010-11

MINUTES:

6.7.1 The House considered the Internal Audit Report for the Year 2010-11 and the compliance report thereon submitted and noted the same. It had instructed that the University may look into all the objections and initiate immediate steps to rectify them. The Secretary also explained to the House of the important observations made by the internal audit in its report and the action which is being taken by the University for settlement of these objections.

FC:06:08	Opening of Central School [Kendriya Vidyalaya]
----------	--

MINUTES:

6.8.1 The Committee considered the agenda item. Hon'ble Member Dr.Renu Batra advised the University that it would be appropriate if the Kendriya Vidyalaya is situated in the University's own campus at Yangang next year. Hon'ble Member Shri RD Sahay also observed what is the need to start the Vidyalaya in Gangtok in a rented building this year when Gangtok is a transit location. He had mentioned that it would be difficult to shift the school to Yangang once it started at Gangtok.

6.8.2 The Chairperson noted the observations and suggestions of the Hon'ble members and said that the same would be followed. He had further mentioned that all the facilities like central school, CGHS etc have been planned by the University not only for itself and also for overall benefit of the people of Yangang.

FC:06:09	Budget Vs Actuals for the Year 2010-11 and Budget Estimates for the Year 2011-12
----------	--

MINUTES:

6.9.1 The House considered the Budget Proposals placed before it including the re-appropriation proposed. Hon'ble Member Dr.Renu Batra mentioned as to how the University would be meeting the allocation targets for the XI Plan period in the absence of land. The Chairperson enquired as to whether it would be possible to put the unspent allocation of the University at the end of the Plan period to Central Pool of non-lapsable funds. To this Hon'ble Member Dr.Renu Batra mentioned that as per the extant orders no such thing would be possible and whatever is the unspent amount the same would lapse at the end of the Plan Period. It can be considered that in view of peculiar position obtained for the University due to non allocation of land, the entire Grant for XII Plan may be provided under General Development Grant. Dr.Renu Batra had further observed that without the permission of UGC the University cannot exceed the expenditure over the allocation made for each head of account. She had advised that the University should immediately write to UGC for re-allocation of funds based on the requirements projected by the University. On this Hon'ble Member Shri RD Sahay has suggested that the University may conduct an

introspection of which expenditure can wait for next plan and which expenditure cannot wait and accordingly make the re-allocation proposals to the UGC.

6.9.2 On the Budget estimates Hon'ble Member Shri RD Sahay suggested that the University may peg its proposed expenditure on fencing at Yangang to Rs.8 Crore and put a sum of Rs.2 Crore under construction of buildings at Yangang.

6.9.3 Hon'ble Member Dr.Renu Batra has observed that the allocation made by the University under Advertisement seems to be higher as it exceeds more than Rs. One crore. To this the Chairperson explained that being a new University it is necessary for it to bring out the advertisements in all leading news papers in the country and the charges for advertising by some of the national news papers like Times of India are really high. Hon'ble Member Dr.Renu Batra advised that as regards non-plan expenditure is concerned the University should maintain the ration of 60:40 between salary and non-salary components.

6.9.4 She had also observed that the University may also closely monitor the establishment expenses for control purposes and follow the norms prescribed by the UGC for teaching and non-teaching staff recruitment and deployment. The Chairperson agreed to this.

6.9.5 With the above observations/suggestions/modifications the Committee had approved the Budget Estimates for 2011-12 and the re-appropriation proposals.

FC:06:10	Position of Unspent Balances as at 01.05.2011
----------	---

MINUTES:

6.10.1 The Committee considered the Statement showing the position of Unspent Balances as on 01.05.2011 and approved the same.

FC:06:11	Initiation Fixation of Pay in the case of Assistant Executives/Junior Executives recruited on contract
----------	--

MINUTES:

6.11.1 The agenda item was withdrawn.

FC:06:12

Procurement of Land at Gangtok

MINUTES:

6.12.1 The Committee considered the agenda item in detail and the Hon'ble Member Shri RD Sahay suggested that University may send the self-contained reference to the Ministry in the lines it is reported in the Agenda for consideration and approval. The Chairperson agreed to comply with it immediately.

6.12.2 The committee accordingly recommended the same for submission to the Ministry of Human Resource Development for approval.

GROUP II - ITEMS WHICH WERE REPORTED FOR INFORMATION

FC:06:13	Introduction of New Pension Scheme
-----------------	---

MINUTES:

6.13.1 The House noted the action taken by the University on the introduction of the New Pension Scheme to its employees recruited on regular basis. Hon'ble Member Shri RD Sahay suggested to the Secretary to the Committee that the University may write to Shri SK Singh, Finance Officer of Dr.Ambedkar University, Lucknow for further guidance in the matter as Shri Singh had done lot of ground work on this issue.

6.13.2 The Secretary agreed to comply with the suggestion made by the Hon'ble Member.

C:06:14	Preparation of working Manuals
----------------	---------------------------------------

MINUTES:

6.14.1 The Committee considered the efforts of the University in institutionalizing the various norms/rules/procedures in the form of Working Manuals and placed on record its appreciation for that. The Committee complimented all the members of staff involved in preparation of these manuals. It was informed to the Committee by the Chairperson that this is the first draft of all the Manuals and the same are submitted before the Committee for its consideration and guidance.

6.14.2 The Committee generally had gone through the Manuals and approved the same that the same should be in conformity with the various rules/orders of Government of India and University Grants Commission.

6.14.3 Hon'ble Member Dr. Renu Batra desired to have a soft copy of the Manuals for further studies to which the Chairperson readily agreed to.

C:06:15	Report on Affiliated colleges
----------------	--------------------------------------

MINUTES:

6.15.1 The Committee considered the Report of the Affiliated Colleges prepared by the University and also the letter of appreciation to it received from the Additional Secretary, Ministry of Human Resource Development and noted it.

C:06:16	Progress Report on setting up of Scientific Laboratories
---------	---

MINUTES:

6.16.1 The Committee considered the Report on setting up of Scientific Laboratories and placed on record its appreciation for the progress made and for the procedures followed.

C:06:17	Status Report on Library
---------	---------------------------------

MINUTES:

6.17.1 The Committee considered the Status Report on Library and noted the same.

C:06:18	Visit of National Commission for Scheduled Tribes to Sikkim University
---------	---

MINUTES:

6.18.1 The Committee considered the Agenda Item and noted the same.

C:06:19	Any other item
---------	-----------------------

MINUTES:

6.19.1 The Hon'ble Chairperson mentioned to the House about the decisions of the Executive Council on the following.

- 1. Acquisition of a piece of land at Siliguri for transit office etc**
- 2. Procurement of a flat at New Delhi for Guest House/Liaison Office purpose**

6.19.2 The Chairperson explained the efforts initiated by him for the above in details to the Members of the Committee.

6.19.3 Hon'ble Member Shri RD Sahay said that it may not be appropriate for the University have an offshore office at Gangtok and also at Siliguri and such efforts would dilute the acquisition of land at Gangtok which is more important for the University. To this the Chairperson replied that for getting the land at Siliguri the University may not be required to pay any money as he had approached the Government of West Bengal for allotting the land

at Siliguri free of cost. More so, it may also take some time to materialize. In the circumstances he felt that getting a piece of land free of cost in Siliguri may not dilute the efforts of the University in getting land at Gangtok. Hon'ble Member Dr.Renu Batra mentioned that while getting the land at Siliguri the University should look for that the land is not situated far away from the Airport which otherwise would vitiate the purpose for it is acquired. The Chairperson noted that the suggestion of the Hon'ble Member would be duly considered.

6.19.4 As regards purchasing a flat at New Delhi, Hon'ble Member Shri RD Sahay mentioned that there are enough institutions like ICSSR etc in New Delhi etc which can be approached by the University for a tie-up to get the regular guest house accommodation for the University Staff Members who visit Delhi rather than going in for purchasing an exclusive flat. The Hon'ble Member advised the Chairperson to rethink about the decision. The Chairperson assured that the University would definitely consider the suggestions made by the Hon'ble Member.

6.19.5 As there being no other item the meeting ended with thanks to the Chair.

**Sd/-
(P.V. Ravi)
Finance Officer
Ex-Officio Secretary, Finance Committee**