

NUJS/FC/M-11/03

4 September 2003

To
All Members of
Finance Committee

Subject: 11th Meeting of the Finance Committee
to be held on 18th September, 2003

Sir,

It is proposed to hold the Eleventh Meeting of the Finance Committee of NUJS on **Thursday, 18th September, 2003 at 11.00 AM** in NUJS Bhavan, Salt Lake, Kolkata – 700 098. You are requested to kindly make it convenient to attend the meeting. Agenda papers for this meeting will be sent to you in due course.

With respectful regards,

Yours faithfully,

Gangotri Chakraborty
(Gangotri Chakraborty)

REGISTRAR

W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

NEW CAMPUS OF NUJS
12, LB-BLOCK, SECTOR III
SALT LAKE, KOLKATA

11th MEETING OF THE FINANCE COMMITTEE
THURSDAY, 18th SEPTEMBER, 2003
AT 11.00 AM

AGENDA ITEMS

- | | | |
|---------------------------|--|-----------|
| <u>Agenda Item No. 1</u> | Confirmation of the Minutes of the Tenth Meeting of the Finance Committee held on 30 th June, 2003. | Page 1 |
| <u>Agenda Item No. 2.</u> | Status of Government Grant | Page 26. |
| <u>Agenda Item No. 3.</u> | Creation of Fund for Centre of Women and Law and Centre of Human Rights and Citizenship Studies | Page 27 |
| <u>Agenda Item No. 4.</u> | Filling of Earth in the Campus | Page 28 |
| <u>Agenda Item No. 5.</u> | Salary and other terms of Appointment of Vice-Chancellor | Page 32 . |
| <u>Agenda Item No. 6.</u> | Any other matter with the permission of the Chair | |

W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

NEW CAMPUS OF NUJS
12, LB-BLOCK, SECTOR III
SALT LAKE, KOLKATA

11th MEETING OF THE FINANCE COMMITTEE
THURSDAY, 18TH SEPTEMBER, 2003

AGENDA NOTES

Agenda Item No. 1

Confirmation of the Minutes of the Tenth Meeting of the Finance Committee held on 30th June, 2003.

Draft Minutes of the Tenth Meeting of the Finance Committee held on 30th June, 2003 are enclosed as ANNEXURE - I for confirmation.

The minutes of the Tenth Meeting of the Finance Committee was deliberated upon by the Committee and confirmed with a direction that current cashflow status of the University should be placed before each Finance Committee

W. B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

NUJS Bhavan
Salt Lake Kolkata

**Minutes of the Tenth Meeting
of the Finance Committee of NUJS
held on 30th June, 2003**

The Tenth Meeting of the Finance Committee was held at the *NUJS BHAVAN*, Salt Lake, Kolkata on 30th June, 2003.

The following members were present : -

1. Hon'ble Mr. Justice Chittatosh Mookerjee
Former Chief Justice of Calcutta High Court
2. Professor N. R. Madhava Menon
Vice-Chancellor, NUJS
3. Mr. U. P. Ganguly
Special Secretary
Deputed by the Judicial Department
Government of West Bengal
4. Mr. Samar Ray
Secretary-cum-Commissioner, Internal Audit
Government of West Bengal
(Permanent invitee to Finance Committee)
5. Professor Gangotri Chakraborty
Professor and Registrar.

Mr. Balai Chandra Ray, Advocate General of West Bengal could not attend the meeting due to important work and also Mr. Samar Ghosh, Secretary, Finance Department Government of West Bengal was unable to attend the meeting.

MINUTES OF THE TENTH MEETING OF THE FINANCE COMMITTEE
HELD ON 30TH JUNE 2003

Sr. No.	Agenda Items	Resolution	Actions Taken/ Remarks
1	Confirmation of the Minutes of the Ninth Meeting of the Finance Committee	The Committee deliberated upon the minutes of the 9 th meeting of the Finance Committee held on 31 st January, 2003 and approved the same.	
2	Air-conditioning of the Reading Room Area of the NUJS Library	<p>It was decided in the 12th Meeting of the Executive Council held on 29.3.2003 that only the Reading Room area of NUJS Library would be air-conditioned. The Council had also examined the report submitted by M/s. Gosh, Bose and Associates, PMC, regarding the award of contract and noted that M/s. Voltas was not considered on account of having "out dated" technology while the next higher offer of M/s. Blue Star Ltd. was considered. The Council had further noted that M/s. Voltas had expressed their reservation regarding certain procedural aspects of the tendering process and had also justified their technology.</p> <p>The Council while approving air-conditioning of the library at a cost of Rs. 35 lakhs directed that the University may seek opinion of an independent expert upon the technical aspects put forth by two firms viz. M/s. Voltas Ltd., and M/s. Blue Star Ltd. If M/s. Voltas Ltd. was found to be technically sound for work specified, then they may be awarded the contract for being the lowest bidder, if not M/s. Blue Star Ltd. be given the contract on technical advice, Council requested Mr. Jawahar Sircar to assist in the matter.</p> <p>Two independent experts had given their opinion one from Jadavpur University and the other from Chief Engineer (Electrical) PWD. The former preferred M/s. Blue Star and the latter M/s. Voltas.</p> <p>The Finance Committee met informally to assess the opinion of the two experts. There were points put forth in favour of both M/s. Voltas and M/s. Blue Star. In view of the contradictions it was decided that fresh tender be invited. (A detailed discussion note was placed at the meeting.)</p>	

		<p>The PMC was directed accordingly. They invited fresh tender and evaluated the same. Their recommendation/report was also placed and discussed at the meeting.</p> <p><u>RESOLUTION</u></p> <p>Vice-Chancellor informed the members that thirty-four fans had been put in the library and no pressing need for air-conditioning was being felt. He further stated that in view of the financial constraints and the huge recurring expenditure of electricity bills estimated to be Rs. 50,000/- to 60,000/- per month, the Air-conditioning could be delayed.</p> <p>The Finance Committee forwarded the matter to the Executive Council with a recommendation to defer the matter</p>	
3	Installation of a lift at NUJS Bhavan	<p>The 12th Executive Council had approved the installation of one lift at NUJS Bhavan but felt that the estimate was on the higher side. The Council authorised the University to proceed with tender etc. but directed that clear specification regarding capacity of the lift and required technology be given in the tender documents. The Council directed that the matter be routed through the Finance Committee for consideration.</p> <p>The PMC prepared the draft NIT and the tender documents and also gave explanations and justifications of their estimate. Members of the Finance Committee examined the papers informally and approved them. The PMC thereafter invited the tenders. Their report was placed before the Committee.</p> <p><u>RESOLUTION</u></p> <p>After deliberating over the tender report, the Committee noted that the project Management Consultants had observed that "before finalization of tender it would be desirable that some of the lifts installed in important buildings by M/s. I. B. Ghosh and M/s. Kone and be inspected to verify their performance". Finance Committee advised that such inspection be undertaken and the inspection reports be placed before the Executive Council and forwarded the matter to the Executive Council for award of the Contract.</p>	
4	Library Furniture	<p>The 12th Meeting of the Executive Council had directed that the matter should be routed through the Finance Committee and directed that open tenders be called for procuring library furniture and tender reports be placed before the Executive Council for approval.</p>	

		<p>Tenders were invited by public notification in the newspaper on 26.04.2003. Eight tenders were received in response. Three firms had submitted tenders valid in all respect. One firm, which furnished the earnest money, did not furnish the turnover details and others did not furnish the earnest money and put forth various conditions.</p> <p>The members of the Finance Committee considered the matter informally. They approved M/S. D. H. Industries's quote for supply of reading room chairs and tables and M/S. Associated steel for chairs (their bid for chairs being at par with M/S. D. H. Industries) for being the lowest bidder. Regarding library racks, the members recalled that that samples provided by other firms were not up to the mark and the Executive Council had been of the opinion that book racks should be procured from Godrej. The University has been using racks manufactured by Godrej. Moreover, Godrej enjoyed "product preferred status" with the Govt. of W. B. and there would not be any bar in giving the contract to Godrej. Further law books being very heavy, sturdy, well-aligned racks were necessary and recommended that contract for supply of library racks might be given to Godrej.</p> <p><u>RESOLUTION</u></p> <p>The Registrar informed the Committee that another one hundred students had been admitted and the academic activities had already begun. There was acute shortage of seating facility in the library and as such work orders had been issued to the respective firms to meet the students' demand in the library.</p> <p>The Finance Committee noted the action taken and forwarded the matter to the Executive Council for approval.</p> <p>The Executive Council in its 12th Meeting approved the proposal to purchase the EPABX but recommended that opinion of an independent expert be sought regarding the technology and requested Mr. Jawahar Sircar to help in the matter. Further, the Council directed that the matter be placed before the Finance Committee after obtaining expert opinion.</p> <p>Accordingly, The Registrar wrote to Mr. Jawahar Sircar requesting him to kindly recommend an expert. Mr. Sircar responded by recommending the name of Mr. Sujit Nath, Additional Chief Engineer (Electrical), Govt of West Bengal, Writer's Building. University immediately contacted Mr. S. Nath and sought his opinion in the matter. Mr. Nath sent a list of specifications as mandatory feature for any EPABX. There was no indication regarding cost. The University requested Mr. Nath to indicate the cost that might be involved. Mr. Nath opined that there may not be any cost variations due to his suggestions.</p>	
--	--	---	--

5 Installation of EPABX

		<p>In the absence of any clear indication regarding financial involvement, it was decided that fresh tenders be called. The NIT and Tenders Papers were to be prepared in consultation with the Chief Engineer's (Electrical) office with clear indications of the technical specifications required.</p> <p>The Chief Engineer (Electrical) was contacted who advised that the firms already contacted may be called for a fresh discussion as per guidelines already provided by him and fresh quotations may be put up for consideration of the Finance Committee.</p> <p><u>RESOLUTION</u></p> <p>Under the circumstances discussion with the firms have been carried out and the report was discussed in the meeting. The Committee noted that M/s. Tascent Telecom is the lowest bidder and the Committee forwarded the matter to the Executive Council with a recommendation that the contract be awarded to M/s. Tascent Telecom.</p> <p>The Executive Council in its 12th Meeting directed that the Infrastructure Development Committee should visit the Department of Information Technology of Government of West Bengal once again for finalizing the process of I. T. Infrastructure installation in the University. The Hon'ble law minister was requested to help in this regard.</p> <p>As per the advise of the Hon'ble Minister for Law and Justice, the members met Mr. D. P. Patra, I.T. Secretary, Ms. Nandini Chakraborty, Joint Secretary and Mr. Sumit Mutsuddi, Executive Director (T & BD) WEBEL. Mr. Patra directed Mr. Mutsuddi to help NUJS in identification of their need/requirement. M/S.WEBEL nominated Mr. Sumit Bhattacharya, who visited the site. A report was sent by M/S. WEBEL indicating the specifications that would suit the requirement of the University, which had no indication of the finance involved. On a Special request by NUJS unofficial rates of about 86.42 lakhs was put forward.</p> <p>The members, after going through all details informally, unanimously recommended for a Global Tender. They further recommended that M/S. WEBEL and Mr. C. L. M. Reddy, Technical Director, National Informatics Centre, [A-Block, CGO Complex, Lodhi Road, New Delhi - 110 003] may be contacted.</p> <p><u>RESOLUTION</u></p> <p>The Infrastructure Development Committee had contacted both Mr. C. L. M. Reddy and Mr. U. P. Ganguly and also contacted Dr. Subir Roy, Senior Technical Director, NIC through Mr U. P. Ganguly. However the response was yet to be received.</p> <p>The Committee forwarded the matter to the Executive Council.</p>	
6	IT Infrastructure at NUJS Bhavan		

7 Campus Maintenance Services

University is required to make arrangements for maintenance of campus. The total area that needs maintenance is as follows:

Men's Hostel	→	7950 sq. mtrs
Ladies Hostel	→	4217 sq. mtrs
NUJS Bhavan	→	15668 sq. mtrs
Total Area	→	27,845 sq. mtrs

Actual area of maintenance : Total Area (-) 20 % = 22,276 sq. mtrs

Maintenance includes:

House Keeping ⇨ sweeping, mopping, dusting, cleaning, polishing etc.

Security ⇨ Patrolling of armed and unarmed security guards
checking of visitors, manning gates.

Pest Control ⇨ Control of insects and rodents through spraying and fumigation.

Civil, electrical and electronic maintenance
(this is not out sourced. Technical Assistants with the help of helpers do this work)

The present contract has been extended from 31.03.2003 to 31.07.2003.

The notice inviting tender for House Keeping, Pest control and Security was published on 11.03.2003 and sold through the Corporation Bank, National University of Juridical Sciences Branch at Rs. 1000.00 (Rupees one thousand) only each. The last date for receipt and opening of duly completed tenders was 20.03.2003. The response received for each of the above services is as follows:

A. Security Services

i) Number of Tender Received : 10 Number of Valid and Complete
Tenders with Tax Registration : 04
Number of invalid tenders
(No Minimum wage adherence) : 06

ii) Estimated requirements of guards : Gunmen - 2
Non-Gunmen - 8

iii) Tender Report:

Sl. No	Name of the Firms	Rate / pm		Ex-Service personnel deployment
		Gunmen	Non-Gunmen	
1	Safe Security and Allied Services	RS. 3523.00	Rs. 2,973.00	Yes
2	Bengal Security Guards Pvt Ltd	Rs. 4336.00	Rs. 3,530.00	Yes
3	Inter State Security Agency	Rs. 3840.00	Rs. 3,640.00	No
4	Security and Investigation Bureau	Rs. 4448.00	Rs. 3,880.00	No

The lowest bidder is Safe Security and Allied Services

B. Pest Control

i) Number of tenders received : 06
 Number of valid tenders : 03
 Number of invalid tenders : 03
 (Without Pest Control registration)

ii) Interval of spraying → Once in a fortnight

iii) Tender Report:

Sl No	Name of the firm	Rate per year
1.	M/S. S. K. Ghosh and Associates	Rs. 44,364.00
2.	M/S. Scientific Pest control	Rs. 84,850.00
3.	M/S. Pest Control Corporation	Rs. 1,43,000.00

The lowest bidder is M/S. S. K. Ghosh and Associates.

C. House keeping Services

i) Number of tenders received : 13
 Number of valid tenders : 10
 Number of invalid tenders : 03
 (Without trade licence and other documents)

ii) Frequency of cleaning : Daily with necessary number of times.

iii) Tender Report:

Sl. No.	Name of the firm	Rate/mt 2/p.m		Remarks
		Mechanised	Manual	
1.	M/S. Jana Enterprises	-	Rs. 0.16	Too low, unrealistic very small
2.	M/S. DCM Vigilance & Maintenance	-	Rs. 1.38	No reputed client base.
3.	M/S. Creative Parks and Gardens	-	Rs. 1.42	
4.	M/S. S. D. Enterprise	-	Rs. 2.00	No reputed client base.
5.	M/S. Raj Enterprise	-	Rs. 2.39	Lacks necessary infrastructure
6.	M/S. commando Division	-	Rs. 2.69	Work on subcontract
7.	M/S. Raja Services	-	Rs. 3.01	Lacks infrastructure
8.	M/S. Security and Investigation Bureau	Rs. 4.63	Rs. 3.00	Good client base reputed firm
9.	M/S. Atithi Abasan	Rs. 4.10	Rs. 3.76	
10.	M/S. Radhakrishna Hospitality Services	-	Rs. 18.00	Vary high

The lowest bidder for mechanized cleaning is M/s. Atithi Abasan.

		<p>University had mentioned in the tender papers that due to the large area of cleaning required within a time bound period mechanized cleaning will be preferred. Only two firms had offered mechanized cleaning among whom M/S. Atithi Abasan is the lowest bidder and is presently on extended contract with NUJS for house keeping. Among the others bid of M/S. Jana Enterprise is found to be too low and unrealistic and that of M/S. Radhakrishna Hospitality Services too high and unrealistic. The next lowest bidder M/S. DCM Vigilance & Maintenance services have not given any reputed client base. M/S. Creative Parks and Gardens are a small company employing about 55 persons and their largest premises is about 10,000 mts. M/S. Atithi Abasan is a small organisation presently working in National University of Juridical Sciences. M/S. Security and Investigation Bureau has experience in working in large premises and employs about 7000 persons.</p> <p>The matter was presented to the 12th Executive Council and the Council approved the outsourcing of maintenance services of the University and authorised the Vice-chancellor to award the contract accordingly in view of the expiry of the existing arrangements on 31st March 2003.</p> <p>The Vice-Chancellor thought it prudent that the existing arrangement be continued till 31.07.2003 and the matter may be presented before the Executive Council through the Finance Committee.</p> <p>RESOLUTION</p> <p>At the meeting the Vice-Chancellor informed the Committee that the annual outgo on Security Services would be Rs. 3.7 lakhs p.a., on Pest Control would be Rs. 44,364/- p.a. and for House Keeping Rs. 9.17 lakhs p.a. The Committee noted that there was a budget provision of Rs. 15 lakhs p. a. which included civil and electrical maintenance and the net outgo would be well within the budget and forwarded the matter to the Executive Council with a recommendation to award the contract for security to M/s. Safe Security and Allied Services, for Pest Control to Ms. S. K. Ghosh and Associates and for House keeping to M/s. Atithi Abasan.</p> <p><u>Direction of the Executive Council:</u> (11th Meeting held on 1.2.2003) The council approved the laying of PVC floor in the reading area of the library only, at the proposed rate of Rs. 360 sq. mts.</p> <p>Quotations invited : Quotations were invited on 27.03.2003. Four firms responded: -</p>	
8	Laying of PVC flooring in the reading room of NUJS Library.		

		<ol style="list-style-type: none"> 1. M/S. Bhor Industries Ltd. 2. M/S. Arm strong world Industries. 3. M/S. Krishna Venyls. 4. M/S. Enkey Corporations. <p>Manufacturers - M/S. Bhor Industries Ltd: Dist. ⇔ Wonder Décor (Wrote a letter authorizing wonder décor to represent it)</p> <p>M/S. Krishna Venyls : Dist. ⇔ Enkey Corporation (Wrote a letter authorizing Enkey Corporation to represent it)</p> <p>Lowest Bidder → M/S. Enkey Corporation - Rs. 2,47,500.00</p> <p>The members informally recommended M/S. Enkey Corporation for being the lowest bidder.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee forwarded the matter to the Executive Council with a recommendation to award the contract to M/s. Enkey corporation.</p>	
9	<p>Refund of temporary electricity connection charges by WBSEB. Matter arising from 7th Meeting Of the Finance Committee held on 14.06.2003</p>	<p>A sum of Rs. 1,67,511.00 was deposited with WBSEB for providing temporary electricity connection in NUJS Campus as the ringmain cable required for permanent connection was not available and the Halls of residents were being occupied. However, having been able to procure a ringmain cable at the last moment, the temporary connection was not required. Since then repeated requests were made for the return of the sum so paid.</p> <p>On 21.04.2003, a cheque for a sum of Rs. 1,34,747.00 was received from WBSEB as refund on account of the temporary connection and was credited in the University account. WBSEB has given a break up of accounts for the difference of Rs. 32,747.00.</p> <p><u>RESOLUTION</u></p> <p>The Committee noted the matter.</p>	
10	<p>Payment of non scheduled item - Pine wood shelves.</p>	<p>When the hostel was being considered for taking over in May 2002, M/S. Bridge and Roof insisted that in order to ensure quick progress of the work they wanted the wardrobes in the first three floors to be fitted with Pine wood shelves. NUJS did not agree to this proposition. Eventually, PMC advised that in order to complete the work within stipulated time Pine wood shelf could be fitted with an additional financial involvement of Rs. 80,000.00 (approximately) beyond the</p>	

		<p>cost of pre-cast RCC shelves and they stated that this extra cost could be set of against the savings of the accepted tender value of the project. In the following progress review meeting held at site on 18.06.01 NUJS reiterated its stand that no extra payment beyond the cost of the pre-cast RCC slab will be paid for the Pine wood shelves. M/S. Bridge and Roof did not agree with the proposal and NUJS disagreed to consider any further.</p> <p>M/s. Bridge and Roof have now submitted a bill for Rs. 67,449.00 with the recommendation of the PMC as non-scheduled item of work-done which was turned down by NUJS.</p> <p>Bridge and Roof have again appealed through PMC for payment of this sum.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee approved the payment in principle but advised that attempts should be made to see whether further reduction in the amount can be negotiated. The matter was forwarded to the Executive Council for favour of approval.</p>	
11	Payment to M/S. Indian Packers and Movers	<p>Quotations were invited from packers and movers for shifting the University from Aranya Bhavan to NUJS Bhavan. Lowest quotation was offered by M/S. Indian Packers and Movers at Rs.1,30,330.00. They did the shifting in two phases. This also included resetting of the furniture's and equipments in designated rooms.</p> <p>They raised a bill for Rs. 1,25,765.00. The University deducted a sum of Rs. 8500/- and paid Rs. 1,17,265.00 on 31.03.2003. The deduction was made because M/S. Indian Packers and movers did not dismantle and realign the library racks which they had assured they would do. The work was done by M/S. Himalux who was paid this sum.</p> <p>M/S. Indian Packers and movers have made an appeal that they had shifted some additional furniture and store materials, office partitions, broken furniture, which was not shown to them earlier and kept in the back stairs. They have requested that in view of the above the sum of Rs. 8500.00 deducted from their bill be paid and an additional Rs. 9975/- may also be paid. Thus they have now raised a bill for Rs. 18,475/-.</p> <p>Facts about shifting the University from Aranya Bhavan to NUJS Bhavan was reported to 12th Executive Council Meeting on 29.03.2003. The Executive Council noted the action already taken with an observation that the matter should have been routed through the Finance Committee.</p> <p>Approval is sought for payment of Rs. 18,475.00 beyond the sum of Rs. 1,17,265.00 which was paid on 31.03.2003 even then it will exceed the initial quotation of Rs. 1,30,330.00 by Rs. 5,410.00 only.</p>	

		<p><u>RESOLUTION</u> The Finance Committee approved the payment in principle but noted that the firm had not dismantled and realigned the shelves. The Committee advised that the actual cost incurred for dismantling and realignment of shelves be deducted and the bill raised by the firm for moving extra materials be paid. The Committee forwarded the matter to the Executive Council with a recommendation to approve.</p>	
12	Procurement of light fittings for the compound of NUJS Campus.	<p>As per the tender agreement, procurement of fans and light fittings for both the Hostels and the NUJS Bhavan is to be made by National University of Juridical Sciences but the light fittings for the compound lighting was to be procured by the contractor M/S. Bridge and Roof. On an analysis it is found by M/S. Ghosh Bose and Associates, PMC, that if the light fittings for the campus is procured by NUJS then there will be a saving of Rs. 47,744/-. M/S. Ghosh Bose and Associates requested NUJS to communicate their decision regarding this matter.</p> <p>NUJS has worked out the savings to be 1,47,529/- (differences between the approved rate of M/s. Bridge & Roof Rs.3,97,864 minus price quoted by the manufacturer M/s. Phillips Rs. 2,50,335/-) after procuring the rates from M/S. Phillips. The Executive Council in its 8th Meeting held on 13.04.2002 had approved procurement of light fittings etc for the hostel and National University of Juridical Sciences. The Infrastructure Development Committee recommended that out of 96 lamps, 48 lamps (one lamp in each post) should be solar powered which will save on huge electricity cost.</p>	
13	Revised Budget 2003 - 2004 and Budget estimate 2004 - 2005.	<p><u>RESOLUTION</u> The Finance Committee advised that the opinion from PMC be obtained regarding the above proposal. Further no clear indication regarding fitting charges was available before the Committee. The Committee recommended that the matter be placed before the Executive Council with the above information regarding fitting charges and PMC's opinion on solar powered lamps.</p> <p>The Revised Budget for 2003-2004 and Budget Estimate for 2004-2005 have been prepared and was placed before the Finance Committee.</p> <p><u>RESOLUTION</u> The Committee noted that under the head Maintenance (recurring) no Government grant had been asked for under the non-plan head for 2004-2005. Vice-Chancellor explained that the</p>	

		<p>University was now generating sufficient revenue to take care of its internal revenue needs. The Government was only required to give Rs. 2.80 crores under plan-head to service the loan and interest on it. The Committee felt that in order to care for possible future contingencies a token sum should be asked from the Government under non-plan head for recurring maintenance and the budget should be recast accordingly and placed before the Executive Council.</p> <p>The Vice-Chancellor stressed that the Judicial Department and Finance Department of the Government of West Bengal should note the fact that the University was now sufficiently capable of taking care of its own revenue needs and the requirement from the Government was only a sum of Rs. 2.80 crores per annum under planned head to service the loan and this requirement should in no way be diluted.</p> <p>The Finance Committee appreciated the situation as explained by the Vice-Chancellor and forwarded the matter to the Executive Council for necessary action.</p>	
14	<p>Audited Accounts and Auditors' Report</p> <p><i>without any</i></p> <p>✱</p>	<p>Audited Accounts and Auditors' Report of the accounts 2002-2003 have been prepared and were discussed.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted that the audit report was unqualified and recommended that the same be placed before the Executive Council for consideration.</p>	
15	<p>Financial Status of the University : CONSTRUCTION OF CAMPUS</p>	<p>The construction of NUJS campus is drawing to an end. However, several items of work remains to be completed. Only the civil work of the auditorium is complete. Air conditioning, soundproofing, acoustics works, furnishing and furniture fitting remain to be done. The library reading room area is also incomplete. In order to facilitate completion of the campus in all respects and also to assess the prospects of the University being able to maintain itself with at least the present level of efficiency, it is necessary to know its assets, its liabilities and its budgetary status.</p> <p>The Executive Council did briefly make an assessment in this regard and desired a more detailed statement from the University to make appropriate provision for the future. The following statement was placed in the meeting from which it would be seen that available resources are just enough to meet the impending liabilities but the Air-Conditioning and I.T. Project may be deferred.</p>	

NUJS BUILDING CONSTRUCTION ACCOUNT

Fund Availed	Rs.	Fund Available	Rs.
Government	4.5 Crores	Loan	20.00 Crores
		Government	4.50 Crores
HUDCO	16.85 Crores		
		Total	24.50 Crores
Corporation Bank	0.52 Crores		
Interest	0.10 Crores	Available Balance	
Refund of R/D	0.05 Crores	Available: total	24.50 Crores
		Fund Availed Total	(-)22.02 Crores
Total	22.02 Crores	Balance	2.48 Crores
How Spent :		Committed Liability	
Construction	18.95 Crores	i) Bridge & Roof	153.00 Lakhs
Architect	0.79 Crores	ii) New Electricals	1.25 Lakhs
Othrs	0.21 Crores	iii) Damask	13.11 Lakhs
Interest & Others to HUDCO	2.06 Crores	iv) GBPL	27.51 Lakhs
Total	22.01 Crores	v) Substation II	13.30 Lakhs
Proposed Liability		vi) Kitchen II	6.68 Lakhs
I. T.	96.42 Lakhs	vii) PVC flooring	2.47 Lakhs
A. C.	35.00 Lakhs	viii) Lift	18.13 Lakhs
Total	131.42 shortfall	ix) Library furniture	9.83 Lakhs
		x) EAPBX	2.33 Lakhs
			247.61 Lakhs (2.48 Crores)

NOTE

1. Loan repayment liability not reflected
2. Nothing about Auditorium e.g. A.C., Acoustics, Furniture reflected
3. Does not include cost of Bank building to be absorbed in loan for Bank and repaid out of rent earned from Bank

RESOLUTION

The Committee forwarded the statement to the Executive Council with a recommendation to defer the proposed expenditure on Air-conditioning and IT infrastructure.

16 Budgetary Support of the Government of West Bengal

Financial assistance extended by the Government of West Bengal through grants-in-aid to NUJS since its inception is as under :

Year	Purpose	Amount (Rs. In Lakhs)		Increase (+) Decrease(-) over previous year
1999- 2000	Maintenance of University		75.00	-
2000- 2001	Maintenance of University Campus Construction →	94.70 <u>179.95</u>	274.65	+199.65
2001- 2002	Maintenance of University Campus Construction →	105.00 <u>200.00</u>	305.00	+ 30.35
2002- 2003	Maintenance of University Campus Construction →	130.00 <u>100.00</u>	230.00	- 75.00

Budgetary allocation of the government for the year 2003-2004 has been Rs. 121.68 lakhs as maintenance grant (Non-Plan) and Rs. 24.40 lakhs for construction of NUJS campus (State Plan). In the face of our liability to service the construction loan taken from the Corporation Bank, at the quarterly interest of Rs. 70.00 lakhs (Rs.280 lakhs a year), which was to be entirely supported by the grant-in-aid from the Government, the allocation is grossly inadequate and may endanger the financial viability of the University. Even if we devote the entire Non-Plan allocation towards repayment of liability (for which also express sanction of the Government will be necessary), it will only be a sum of Rs. 146.08 lakhs, which is short of Rs. 133.92 lakhs. The sum of Rs. 24.40 lakhs sanctioned at present under the State Plan-head is not sufficient to service even the interest part of the loan.

The Executive Council, in its meeting dated 29th March, 2003, approved payment of quarterly instalment of Rs. 70.00 lakhs to Corporation Bank at the beginning of each quarter from the University fund, to be replenished when the Construction grant is received from the Government. Accordingly, the University paid Rs. 70.00 lakhs to the Bank on 31.03.2003, towards repayment of loan with interest, for the quarter ending June 2003. Next payment of Rs. 70.00 lakhs is due on 1st July 2003, for which immediate mobilization of fund is necessary. Unless the replenishment for the Government is forthcoming, payment of loan instalments will have to be deferred, causing additional liability on account of interest.

Government have been requested to sanction release of grants-in-aid instalments, both Non-Plan and Plan on 11th April 2003. In response thereto, certain queries had been made on 2.6.2003 which were replied to on 10.6.2003.

The Vice-Chancellor in his letter dated 1st April 2003 to the Hon'ble Finance Minister with copy to the Hon'ble Law Minister expressed the concern of the University arising out of the inadequate budgetary allocation for 2003-2004 and appealed to the Government to restore the allocation at least to meet our repayment liability of Rs. 2.80 Crores. The Registrar has also written to the Principal Secretary, Department of Law and Justice in this regard.

		<p><u>RESOLUTION</u></p> <p>The matter was placed before the Finance Committee for its directions to resolve the impasse and agreed that only a sum of Rs. 2.8 crores was required from the Government for next 13 years to service the loan.</p> <p>The Committee expressed grave concern over the situation and forwarded the matter to the Executive Council.</p>	
17	Letter from Corporation Bank regarding filling of good earth for landscaping	<p>In order to have the landscaping of the campus done, the landscaping site is to be filled with good earth. The approximate area is 50,000 square feet and the filling is to be done for about 6 inches recommended by two experts Mr. Subhas Guhaniyogi and Mr. S.B. Santra who came as expert advisors from Indian Horticultural Society, New Alipore.</p> <p>M/s. Bridge and Roof has expressed inability to help. However this item also does not figure in their tender.</p> <p>M/s. Corporation Bank has expressed inability to do this good earth filling although the earth for lawn surface will be provided by them.</p> <p>Open tender for landscaping has been made. It has two parts, one for earth filling and the other for actual landscaping. If agreed to, the Bank will allocate the work to the selected bidder and raise the bill for earth filling on NUJS on a rate/truck basis for which the tenders have been called.</p>	
18	Opening of Academic Development Fund	<p><u>RESOLUTION</u></p> <p>The Registrar mentioned that about 50 truck load of good earth would be required at the rate of Rs. 600/- per truck. The Finance Committee approved the same and forwarded the matter to the Executive Council with a recommendation to approve.</p> <p>In the Ninth Meeting of the Executive Council held on 13th April 2002, the Council approved the second phase strategies for achieving excellence. The strategies broadly discussed were :-</p> <ol style="list-style-type: none"> (1) Infrastructure and Finance (2) Faculty Development (3) Organization and Management (4) Goals-setting and Accountability <p>The Council while appreciating the proposal, held that the quest for excellence could not be pursued in vacuum. Mobilization of fund would therefore be necessary for venturing into the future developmental programmes.</p>	

At present the University provides opportunities for teachers to build capacity for improved teaching by organizing workshops and seminars in the University and also by sending them to other Universities to learn from experience. Moreover the University offers about 20 optional courses at a time in highly specialized area, which requires experts for teaching. For this experts are invited not only from India but also abroad. All these require augmentation of funds and Infrastructure.

To be able to implement the above plan of quality improvement in teaching and research activities there is no provision as such in the annual budget. A separate fund is therefore necessary for which a continuing effort has to be maintained. As at present the annual estimated expenditure in this regard is calculated around Rs. 8 to 10 lakhs.

Expenditure on visiting scholars teaching for various period. For each such person the cost is roughly Rs. 50,000/- as follows :

(i)	Honorarium	⇒	Rs. 10,000.00
(ii)	Travel	⇒	Rs. 25,000.00
(iii)	Accommodation (furnished)	⇒	Rs. 5,000.00
(iv)	Office Space	⇒	Rs. 3,000.00
(v)	Hospitality	⇒	Rs. 2,000.00
(vi)	Logistic Support	⇒	<u>Rs. 5,000.00</u>
	Total	⇒	<u>Rs.50,000.00</u>

Rs. 3.00 lakhs

On an average during the last five years 6 to 10 such visiting professors were engaged in teaching at NUJS.

- (a) Guest teachers from Kolkata and neighbourhood are Regularly taking classes @ Rs. 10,000/- per month : Rs. 1.20 lakhs
- (b) Seminars and workshops undertaken for capacity building of the faculty : Rs. 1.50 lakhs
- (c) Faculty sent for participation in academic programmes outside : Rs. 2.50 lakhs

Total: ⇒ Rs. 8.20 lakhs

To be able to earn an amount equivalent to Rs. 10 lakhs per year for this academic improvement programme a corpus of at least Rs. One Crore has to be quickly mobilized. The Finance Committee may kindly consider and recommend to the Executive Council for creation of an Academic Development Fund with an initial corpus of Rs. One Crore and set aside 5% of tuition fees every year from 2003-04 onwards to augment the fund till it reaches Rupees Ten Crores.

		<p><u>RESOLUTION</u></p> <p>The Finance Committee recommended the proposal for approval to the Executive Council.</p>													
19	Settlement of HUDCO Loan	<p>The NUJS availed loan of Rs. 16.85 crores from the Housing and Urban Development Corporation for construction of campus on the strength of Government guarantee. The loan was taken out by the Corporation Bank as per direction of the Executive Council. Consequent upon clearance of their dues, HUDCO has released the State Government guarantee security dated 25.5.2001 vide their letter dated 29.5.2003.</p>													
20.	Disbursement of Scholarship for 2002-'03	<p><u>RESOLUTION</u></p> <p>The Finance Committee noted the matter.</p> <p>Following students received scholarship for the year 2002-2003 :</p> <table border="1" data-bbox="534 1131 1348 1355"> <thead> <tr> <th><u>Name</u></th> <th><u>ID. No.</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>1. Shri Abhijit Kumar Lala</td> <td>2059</td> <td>Rs. 15,000/-</td> </tr> <tr> <td>2. Shri Sauvik Bose</td> <td>2094</td> <td>Rs. 10,000/-</td> </tr> <tr> <td>3. Ms. Poomima Krishnamurty</td> <td>2157</td> <td>Rs. 10,000/-</td> </tr> </tbody> </table> <p>The scholarship was disbursed out of the interest proceeds of the NUJS Students Scholarship Fund instituted in the year 2001. Donations received in the fund so far is Rs. 16,30,776/-.</p>	<u>Name</u>	<u>ID. No.</u>	<u>Amount</u>	1. Shri Abhijit Kumar Lala	2059	Rs. 15,000/-	2. Shri Sauvik Bose	2094	Rs. 10,000/-	3. Ms. Poomima Krishnamurty	2157	Rs. 10,000/-	
<u>Name</u>	<u>ID. No.</u>	<u>Amount</u>													
1. Shri Abhijit Kumar Lala	2059	Rs. 15,000/-													
2. Shri Sauvik Bose	2094	Rs. 10,000/-													
3. Ms. Poomima Krishnamurty	2157	Rs. 10,000/-													
21	Refund of fees paid by NRI-sponsored students on the event of withdrawal	<p><u>RESOLUTION</u></p> <p>The Committee noted the matter with approval.</p> <p>In terms of the programme for cancellation of fees etc., approved by the Council (Agenda Item No. 17 - Eleventh Meeting), if a student who had been offered admission to LL. B. Course in 2003-2004 decided to withdraw after 26.5.2003 he would be entitled to only refundable deposits i. e. Rs. 11000. This norm does not distinguish between a</p>													

22 Norms for Utilization of Depreciation Fund

general candidate paying tuition fee of Rs. 35,000 and an NRI-sponsored candidate who paid fees of \$ 3000 i. e. about Rs. 1.40 lakhs. The NRI-sponsored candidates are thereby liable to forgo much larger sum of money in the event of withdrawal as compared to general candidates. While authorizing refund to those NRI-sponsored students who later opt not to join, it is proposed that the excess tuition fees paid by such students over the normal fee of Rs. 35,000 may also be refunded so that University's retention money on withdrawal remained uniform for all categories of students.

RESOLUTION

The Finance Committee approved the action taken but advised that this is not to be taken as a precedent and should be placed before Executive Council on case to case basis.

The University charges depreciation on its assets every year on reducing value method at rates applicable for the block of assets under the Income Tax rules. The amount so charged to the Income and Expenditure Account is routinely transferred to a reserve fund, namely the WBNUJS Depreciation Fund proceeds of which are invested in bank deposits. The position of the Fund obtaining on 31.03.2003 is as under :-

Year	Amount credited	Interest on Investment	Closing Balance
2000-2001	Rs. 59,427.09	Rs. 12,340.00	
2001-2002	Rs. 11,39,800.61	Rs. 1,00,033.00	
2002-2003	Rs. 10,81,245.50	Rs. 50,582.70	
TOTAL	= Rs. 22,80,473.20	Rs. 1,62,955.70	Rs. 24,43,428.90

The Fund is meant to serve the dual purpose of creation of fresh assets and replacement of old and unserviceable assets. So far no withdrawal from the Fund has been made.

The annual accounts for 2002-'03 have just been audited by the Statutory Auditors. With the new building coming up, there has been substantial augmentation of the asset base of NUJS. The amount chargeable to depreciation has also to go up from the usual ten to twelve lakhs of rupees in the last two years to about one crore of rupees this year. When the amount is transferred to Depreciation Fund Account, the size of the corpus will also grow.

		<p>In order that the regulation of the Depreciation Fund is properly streamlined following proposals are submitted for consideration :</p> <ol style="list-style-type: none"> 1. Amount charged to depreciation shall be transferred to depreciation Fund Account immediately after the annual accounts of the year have been approved in the General Council; 2. The interest proceeds of the Fund shall be transferred to the revenue account every year to be utilized for the purpose of maintenance of the assets; 3. Withdrawal from the Fund shall be permitted by the Executive Council on specific recommendation of the Finance Committee for the purpose of creating new asset or for replacing an old asset; 4. No withdrawal of money from the Fund shall be permitted within three accounting years of its transfer. To illustrate, Rs. 59,427.09, credited to the Depreciation Fund Account in 2000-'01 shall be available for utilization, either wholly or partly only in 2004-'05 or thereafter. <p><u>RESOLUTION</u></p> <p>The Finance Committee approved the fund and the proposed regulations for its use and recommended the same to the Executive Council for approval.</p>	
23	Recruitment of Administrative Staff	<p>The University is in the process of finalizing recruitment of administrative staff. Selection of fourteen Data-Entry-Operators cum Office Assistants in the scale of pay of Rs. 4500-125-7000 is being finalized through written tests and interview. Similarly thirteen Office/Library Attendants and one Assistant Librarian will also be appointed in the scales of pay of Rs. 2550-55-2660-60-3200 and Rs. 5500-175-9000 respectively. The panel of candidates will be placed before the next Executive Council for consideration and approval.</p> <p>Additional expenditure on account of salaries will be about Rs. 10.41 lakhs approximately during 2003-'04 as calculated below :</p>	

	Assistant Librarian No. of Post - 1	Data Entry Operators -cum-Office Assistant No. of Post - 14	Library/Office Attendant No. of Post - 13
Pay	Rs. 5500	Rs. 4500	Rs. 2550
D.A	Rs. 3025	Rs. 2475	Rs. 1405
CCA	Rs. 200	Rs. 200	Rs. 90
HRA	Rs. 1650	Rs. 1350	Rs. 765
	Rs. 10,375	Rs. 8525	Rs. 4608
	X1= <u>Rs.10,375</u>	X 14 = <u>Rs.1,19,350</u>	X13= <u>Rs. 59,904</u>
Less- salary of staff to be absorbed /termina ted	Rs. 10,000	Rs. 22,500	Rs. 27,000
Monthly increase	Rs. 375	Rs. 96,850	Rs. 32,904
For 2003- 04 (8 months)	<u>Rs. 3000</u>	<u>Rs. 7,74,800</u>	<u>Rs.2,63,232</u>

Total : Rs. 3000 + Rs. 7,74,800 + Rs. 2,63,232 = Rs. 10,41,032
Say : Rs. 10.41 lakhs

Adequate provision has been made in the Revised Estimates for 2003-2004.

RESOLUTION

The Committee noted the matter.

ADDITIONAL AGENDA

AA
1

Allocation of fee received from students between capital and revenue

The NUJS has enrolled its fourth batch of undergraduate students this year and shall reach its capacity strength in 2004-05. with the upward variation of number of students intake and their composition the fee collection is likely to progressively vary from Rs. 242.94 lakhs in 2003-04 to Rs. 449.29 lakhs in 2007-08 when it will reach an optimum level.

Beginning from the year 2004-05 the University is expected to be able to generate income that will sustain the running expenditure of the University. In addition to collection of fees from students which is the main source, other receipts will be from endowments, projects, seminars, royalties and bank interest. Thus mandate of the Executive Council that the Government aid may be sought only for repayment of

		<p>the building construction loan at the uniform rate of Rs. 70.00 lakhs per quarter or Rs. 280 lakhs per annum till the entire loan of rupees twenty crores is repaid to Corporation Bank can be achieved. Of course, there will be need for further infrastructure development on a continuous basis which will have to be met as and when the fund position permits or new source of revenue is tapped.</p> <p>University's running expenditure has two components, revenue and capital. It is necessary that fees etc. collected from students be correspondingly allocated to meet the expenditure in each sector. This will facilitate advance planning and gradual building of assets for sustainable development and ensure accounting transparency.</p> <p style="text-align: center;">Allocation of fees etc. is accordingly proposed as under :</p> <p>(a) Excess of tuition fees over Rs. 35,000 collected from the foreign/NRI sponsored students and the entire collection of Campus Development Fee may be treated as capital income.</p> <p>(b) All other fees received from students (except Refundable Deposits, which may be kept in separate account) may form part of revenue account and utilized for meeting the revenue expenditure.</p> <p><u>RESOLUTION</u></p> <p>The Committee approved the proposal and forwarded the matter for consideration of the Executive Council.</p>	
AA 2	Agreement with Corporation Bank -- for utilizing space in the NUJS campus	<p>The formal deed of agreement regarding letting out of the bank building has been executed with the Corporation Bank. Bank will pay Rs. 40,000 per month for 2000 sq. ft. of space being provided to them. The lease is for 15 years with provision for 25% increase in rental for II & III block of 5 years.</p> <p>In terms of clause 5 of the Agreement, Corporation Bank has paid advance rent of Rs. 2.40 lakhs to be refunded to them at the time of vacating the space. The amount has been lodged in fixed deposit for three years at 6% (maximum) p.a. with the Corporation Bank. Interest amount as accrued will be transferred periodically to Bank building loan repayment account.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted the matter with approval.</p>	

AA 3	Settlement of claims for payment of Rs.13.95 lakhs to the Technical Teachers' Training Institute, Kolkata	<p>The University had hired a portion of the premises of the Technical Teachers' Training Institute (TTTI) at D. N. 61, Sector - V, Salt Lake, Kolkata for the purpose of residential accommodation of students and some members of the faculty and staff in April 2000. While the major portion of the premises was occupied by the students as their halls of residence, a few flats were shared by members of the faculty. This arrangement was approved by the Executive Council (3rd Meeting dated 15.7. 2000).</p> <p>With the hostels shifted to the NUJS Campus early in June, 2002 and with the residential accommodation to the faculties have been built, the flats were gradually surrendered, the last phase of which was completed in May 31, 2003. The arrear rental, Electricity and Licence charges claimed by the TTTI amounted to Rs. 13,95,436.00 covering various periods up to 31.3.2003. Even though no further claim has been received from the TTTI, it is estimated that another Rs. 1.41 lakhs will be payable to TTTI for the period 1st April to 31st May, 2003.</p> <p>The bills are under scrutiny and the discrepancies found in the claim have been brought to the notice of the TTTI and payment shall be made as and when the reconciliation is achieved.</p> <p><u>RESOLUTION</u></p> <p>The Finance Committee noted the matter.</p>	
AA 4	Creation of the Post of Estate Officer	<p>During the course of last three years University has accumulated assets worth more than thirty crores of rupees. Maintenance of these assets by saving them from any kind of pilferage and loss are matters of great responsibility, which needs to be addressed immediately. There is also need for preventive maintenance, monitoring of security systems, management of properties and houses belonging to the University, fire services, lift residential quarters owned or hired by the University. This is a full time job now being shared by persons deployed for various other work. With the entire campus readied and fully operational, the volume of work will grow substantially. It is therefore, proposed that a regular post of Estate Officer may be created in the scale of pay of Rs. 8500-200-10500- to perform following duties :-</p> <p>(a) Management of landed properties and houses belonging to the University</p> <p>(b) Collection of rents and dues and payment of public charges like electricity and water</p>	

		<ul style="list-style-type: none"> (c) Maintenance and protection of University properties, both immovable and movable (d) Monitoring security arrangement and prevention of pilferage and loss of damage to property (e) Interacting with agencies responsible for upkeep of the campus (f) Maintaining and control/regulate movement of assets of the University (g) Recommend development, preservation and protection measures regarding assets and estates of the University. <p><u>RESOLUTION</u></p> <p>The Finance Committee recommended the creation of the post of Estate Officer and advised that the matter be placed before the Executive Council with data on comparable positions in other Universities.</p> <p>Mr. C. M. Moses, father of Mr. A. G. J. Moses, who was given admission on waiting list 30.5.2002 to the B.Sc. LL. B. course of the University has made an application for withdrawal of his son and refund of money paid. Copy of his application letter dated 5.6.2003 which is self explanatory was placed before the meeting.</p> <p>In terms of the schedule for collection of fees etc. for the session 2003-04 as approved by the Executive Council in resolution No. 17 dated 1.2.2003 provisional deposit of fees were to be made between 1.4.2003 and 30.4.2003. If a candidate withdraws after 27.5.2003 no refund except refundable deposits i. e. Rs. 11,000 was to be made.</p> <p>In the instant case, Mr. Moses who was in the wait list, was offered a seat according to his relative position in the merit list against a last minute vacancy. He had accepted the offer, enrolled himself but decided to withdraw immediately thereafter His request for withdrawal from the rolls of the University was granted and was refunded Rs. 11000 as the approved norm.</p> <p>Mr. C. M. Moses was informed about the NUJS rules of refund at the interview before making the final commitment on behalf of his son.</p> <p>This being an unusual case where the admission was made on the spot to accommodate students for the waiting merit list, the Finance Committee may like to consider whether any deviation from the approved norm should be permitted in such a situation.</p>	
AA 5	Representation of Mr. M. C. Moses for refund of fees etc. paid at the time of spot admission of his son on 30.5.2003		

		<p><u>RESOLUTION</u></p> <p>The Finance Committee forwarded the matter to the Executive Council as the schedule for collection of fees and refund was approved by Executive Council and deviation, if at all, can be considered only by the Executive Council.</p> <p>The meeting ended with a vote of thanks to the Chair.</p>	
--	--	--	--

Agenda Item No. 2.

Status of Government Grant

The Finance Committee, in its tenth meeting expressed grave concern at the delay in obtaining Government grant for repayment of loan for construction. The Executive Council while dwelling upon the issue in its 13th meeting on 26th July, 2003 noted that the Government was in the process of sanctioning Rs. 140 lakhs, being payment for the first two quarters of 2003-04, due on 1st of April and July respectively.

Sanction of the amount has not so far been made. Repayment for the third quarter is due on 1st October 2003. The total accrued liability is Rs. 210 lakhs. Due to default, the interest burden has been compounding with the result that the total liability is also increasing. Failure to service the loan as per schedule may also invite legal complications.

Under the circumstances, it may be imperative that the repayment schedule is revised in such a manner as the Government may find most convenient. This is possible at any stage, as long as the total repayment period, rates for applicable interest and regular periodicity of instalments remain unaltered.

The Registrar mentioned that the Judicial Secretary had informed her ^{on 18.9.2003 morning} that a sum of Rs 1.16 crores had been ^{sanctioned} ~~released~~ for immediate release ^{under planned head for construction of NUIS campus} with an assurance that another 60-70 lakhs will be released this year to the maximum limit of Rs 2 Crores. This was also reiterated by the Special Secretary Mr. U.P. Ganguly who represented the Judicial Secretary.

The Registrar further submitted to the committee that the Government may like reschedule ^{the repayment} keeping in mind that it ^{be completed} within 13 years i.e. 2015-16 @ the prevailing rate of interest and ^{take no} of increased liability which the Government will ^{have to pay} ~~take~~ ²⁶.

The committee recommended that the Executive Council may consider taking appropriate action regarding rescheduling/restructuring the loan, including ~~the~~ changing the rest for repayment and rescheduling. The ~~Executive~~ Finance Committee further recommended to the Executive Council ^{to request} the government ^{to release} ~~the balance fund to cover full amount of payment~~ ^{for} full payment. The committee directed that before each FC/EC meeting, cash flow statement of the University fund and a separate inflow out flow state of the reserve fund may be put up by the University.

* the additional fund

* to liquidate the entire loan liability for the current financial year which help the government to avoid extra financial loan.

कार्पोरेशन बैंक

(भारत सरकार का उद्यम)

एन यू जे एस केम्पास शाखा

12, एल बि ब्लॉक, सेक्टर - III

सल्ट लेक सिटी

कोलकाता - 700 098

दूरभाष - 2335 1402/1403/1404



Corporation Bank

(A Government of India Enterprise)

NUJS Campus Branch

12, LB Block, Sector - III

Salt Lake City

Kolkata - 700 098

Phone : 2335 1402/1403/1404

OR/NUJS/221/2003

September 11, 2003

The Registrar,
The W.B.National University of Juridical Sciences,
12 LB Block, Salt Lake City,
KOLKATA-700098

Dear Madam,

Your Term Loan of Rs.20.00 Crores with us -
Repayment of interest & instalments

This has got a reference to your letter No.NUJS/Corp/T-Loan/2003 Dt.01.04.2003. In terms of your said letter you were supposed to pay Rs.70.00 lacs in your captioned account at the beginning of each quarter.

But you have failed to pay the instalment due on July'03. Further, October - December quarter is fast approaching. You are aware that non payment of instalment in time attracts penal interest resulting in extra financial burden to the borrower.

Under the circumstances, we would request you ^{to} adhere to the repayment schedule and make arrangement for the payment ^{of} arrear at the earliest.

Yours faithfully,

Senior Manager

Agenda Item No. 3. Creation of Fund for Centre of Women and Law and Centre of Human Rights and Citizenship Studies

The University has set up a Centre for Women and Law, a teaching and research unit focusing on gender related issues. It works in active collaboration with the Commission for Women, both national and State, and other important NGOs involved in identical issues. So far it has had no major funding support from outside. With the growing concern on gender issues, the activities of the Centre is bound to increase. Possibility of financial support for research and awareness activities is there. One of the faculties of the University who is also a teacher of the related subjects, has already offered a sum of Rs. 23,000 to start a fund for the Centre.

Placed before the Finance Committee and Executive Committee for consideration.

The committee deliberated upon the matter and recommended the same to the Executive Council for approval and creation of a head and opening account but the Committee is unable to recommend any allocation from Universities own resources and recommended that funding from other sources may be explored.

Agenda Item No. 4. Filling of Earth in the Campus

The Project Management Consultants have informed that after removing construction materials and debris from the campus, the premises open to air is found to be lower by 165 mm from the adjacent road surface. As a result of this rain water is accumulating and the bottom of the external stone cladding of the building has become exposed. They have recommended that about 65000 cft (approx.) earth be filled into the campus i. e. at a layer of 300 mm thickness.

The Registrar has already written to the Corporation Bank but response is yet to be received. The relevant papers are in ANNEXURE - II.

The matter is placed before the Finance Committee and Executive Council for taking necessary decision in this regard.

The Finance Committee was of the view that ~~also~~ financial estimate for all component of the work should be put up and a report obtained from the PMC for putting up before the Executive Council

NUJS/CB/Earth/2003

30 August 2003

The Branch Manager
Corporation Bank,
NUJS Branch,
12, LB Block, Sector - III,
Salt Lake City,
Kolkata - 700 098.

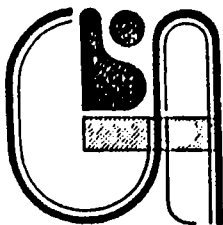
Sir,

This has reference to your letter being No.: OR/NUJS/128/2003 dated June 03, 2003. The University has approved supply of fifty truckload of good earth with strong reservations. It was felt that since landscaping was taken up by the bank, supply of required earth would fall in as a package with that exercise. In the meantime, our PMC has informed us that over and above the sanctioned fifty truckload of good earth, 383 truckload of good earth is required. This is to request you to look into the matter and do the needful as soon as possible.

Thanking you,

Yours Faithfully,

Gangotri Chakraborty
Prof. Gangotri Chakraborty



GHOSH,
BOSE &
ASSOCIATES PVT. LTD.

ENGINEERS
TOWN PLANNERS
ENVIRONMENTAL TECHNOLOGISTS

11
B. HARRINGTON MANSION
8. HO CHI MINH SARANI
KOLKATA - 700071
PHONE : 2282-7162, 2282-1846
2282-7036, 2282-6026
E-mail : ghoshbos@cal.vsnl.net.in
FAX : 91-33-2282-6638
GRAM : CITYSCAPE

Ref : GBPL/506/ 862/03

FAX : 2335 7422

August 5, 2003.

The Registrar
W B National University of Juridical Sciences
NUJS Bhavan
Salt Lake City
Kolkata 700 098.

Dear Madam,

Re : Construction of the W B National University of Juridical Sciences at Salt Lake, Kolkata – Earth filling.

We would inform you that after removing construction materials & debris by B&R from the site, the left out portion of the premises has become lower by about 165 mm from the adjacent road surface and for which water is accumulating during rain in the said area. In addition to the above, bottom of the external stone cladding of the building has also become exposed after removal of debris. We would further inform you that for proper draining out of the rain water and survival of grass/plantation in the internal courtyard, filling of about 300 mm (average) height is to be done over the existing level keeping slope to the catch pits provided in the internal courtyard. In view of above, we would suggest that earth may be filled up in the areas as shown in the enclosed drawing no. SK/SP/01(R1). We have worked out the total consolidated volume of earth required to be filled in the said areas which works out to 65000 cft (approx). Presently it is observed that planting of grass and development of green area has been undertaken by other agency at site. It would be desirable that landscaping work be undertaken after filling at least consolidated 165 mm good earth to the periphery of the building and average 300 mm (consolidated) to the internal courtyard so that both drainage aspect & survival of grass are ensured.

We would request you to advise your agency for landscaping work accordingly.

Thanking you,

Yours faithfully,
for Ghosh, Bose & Associates Pvt. Ltd.

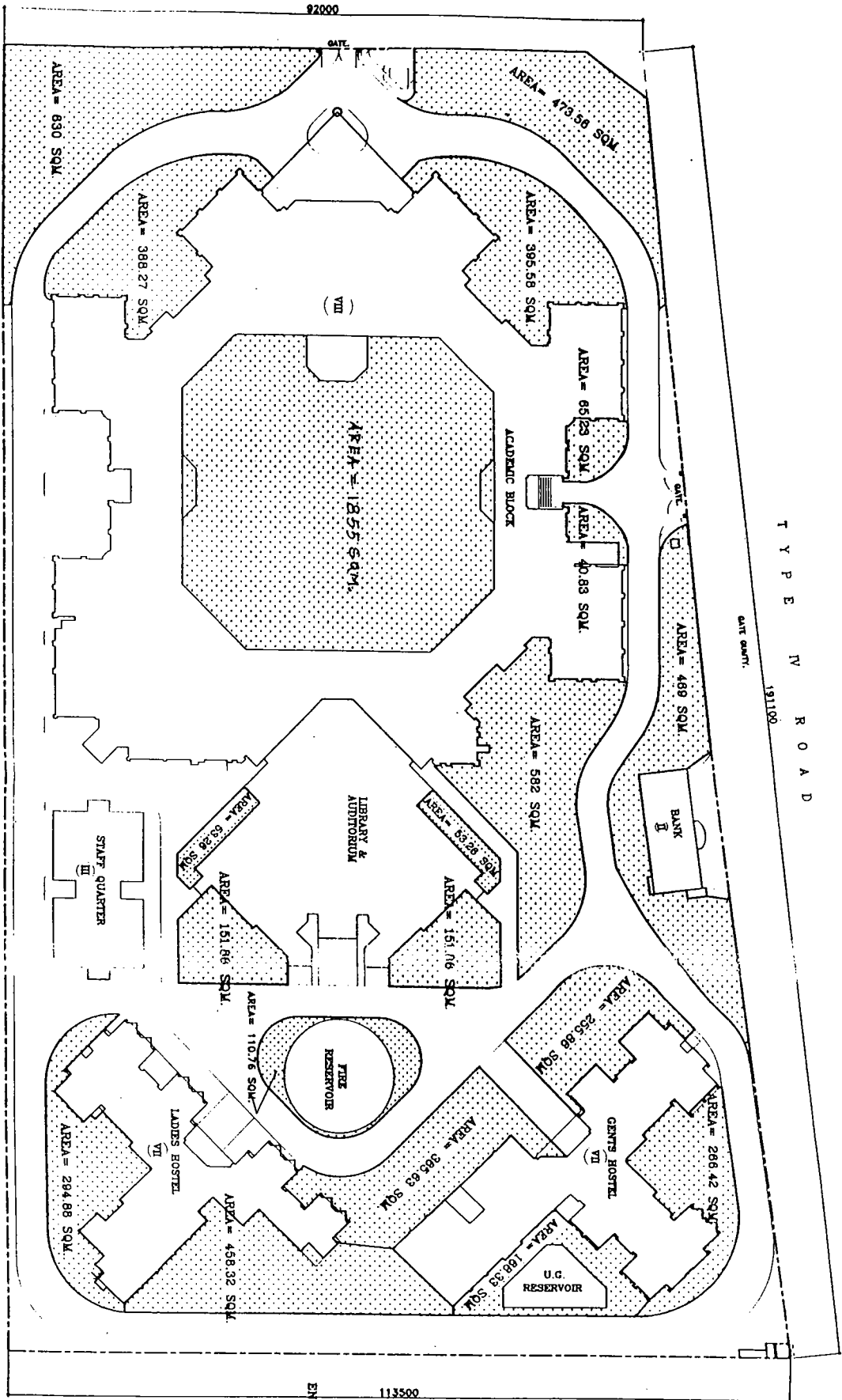
Managing Director.

Encl : As above.

Put up before the Vice-Chancellor for direct
after calculating the cost and inviting
tenders therefor. Meanwhile inform
on the Architect's suggestion
Corp. Branch
20/8/03
30

PROPOSED WEST BENGAL NATIONAL UNIVERSITY FOR JURIDICAL SCIENCES AT SALT LAKE, CALCUTTA.

COLLEGE OF LEATHER TECHNOLOGY
185450



GAR... V.A.
220072700

NOTE:-
LANDSCAPE AREA INCORPORATED.
DATED ON 30TH. JUNE. 2003.

SITE PLAN

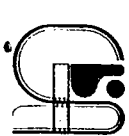
DRG. NO. SK/SP/OI(R1)

SCALE = 1:600

AUGUST 22 ND. 2001.

CHD BY

POSITION OF BOUNDARY GATE
S. E.D.(WEST SIDE)
P.E. SECT ON-14. 2.2002



GHOSH BOSE & ASSOCIATES (P) LTD

कार्पोरेशन बैंक

(भारत सरकार का उद्यम)

एन यू जे एस केम्पास शाखा
12, एल बि ब्लॉक, सेक्टर - III
सल्ट लेक सिटी

कोलकाता - 700 098

दूरभाष - 2335 1402/1403/1404

**Corporation Bank**

(A Government of India Enterprise)

NUJS Campus Branch
12, LB Block, Sector - III
Salt Lake City

Kolkata - 700 098

Phone : 2335 1402/1403/1404

OR/NUJS/223/2003

September 12, 2003

**The Registrar,
WBNUJS,
12 LB Block, Salt Lake City,
KOLKATA-700098**

Dear Sir,

Gardening in your Campus - Supply of earth

This has got a reference to your letter No.NUJS/CB/Earth/2003 Dt.30.08.2003 on the captioned subject. In this connection, we would like to inform you that we are having limited sanctioned budget for the gardening. The sanctioned budget is just sufficient to complete the gardening, of course without the cost of earth.

You are aware that the gardening job has to be stopped half way in want of earth. As per the estimate given by the gardener, nearly 100 more truck loads of earth is required to complete the gardening project. We would request your good offices to look in to the matter on priority and arrange to supply the earth at the earliest.

Yours faithfully,

Senior Manager

Agenda Item No. 5.

**Salary and other terms of Appointment
of Vice-Chancellor**

In terms of clause (c) of the mode of appointment of the Vice-Chancellor, his salary & other terms of appointment will be determined by the Executive Council in Consultation with the Chancellor.

The first Vice-Chancellor having decided to serve on an honorary capacity, salary and perquisites of the Vice-Chancellor was not determined. Keeping in view the possibility of his successor in office not serving in similar capacity, it is submitted that the following salary and perquisites may be considered.

1. **Salary** ▶ Rs. 30,000 per month (decided by Executive Council in its 2nd meeting held on 21.04.2000)
2. **Allowances** ▶ Dearness Allowance and City Compensatory Allowances: As admissible in Central Government from time to time
3. **Accommodation** ▶ Rent free furnished accommodation will be provided by the University. If this is not availed of, House Rent Allowance @ Rs. 10,000 per month in lieu thereof

NOTE : Value of residential furnishing shall not exceed Rs. 1.5 lakhs at any point of time
4. **Car** ▶ An official car with driver will be provided by the University
5. **Telephone** ▶ One telephone at residence with ISD and STD facilities
6. **Computer** ▶ One Personal Computer with Internet facility and printer shall be provided for use at residence
7. **Leave** ▶ The Vice-Chancellor shall be guided by the Leave Rules applicable to employees not enjoying vacation
8. **Traveling Allowance on joining and demitting office** ▶ As applicable to an officer of the rank of Secretary to the Government of India
9. **Other Conditions and Privileges, if any** ▶ As may be decided by the Executive Council from time to time

Submitted to the Finance Committee/Executive Committee for consideration and necessary action.

The Finance Committee recommended that comparable position of emoluments paid to the V.C. by Central University and State Universities be obtained and placed before the University Council.