

W.B. National University of Juridical Sciences
NUJS BHAVAN
SALT LAKE, KOLKATA

15TH MEETING OF THE FINANCE COMMITTEE

SATURDAY, 9TH MAY, 2004 AT 11.00 AM

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Any other matter with the permission of the Chair.

The W.B. National University of Juridical Sciences

NUJS Bhavan

SALTLAKE, KOLKATA

15TH Meeting of the Finance Committee

Saturday, 8th May 2004

AGENDA NOTES

Agenda Item No. 1

Confirmation of the Minutes of the 14th Meeting of the Finance Committee held on 13th February 2004.

Minutes of the Fourteenth Meeting of the Finance Committee of NUJS held on 13th February, 2004 are enclosed as **Annexure 1** for confirmation.

National University of Juridical Sciences

Minutes of the Fourteenth Meeting of the Finance Committee of WBNUJS held on Friday, 13th February 2004.

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
	<p>Confirmation of the minutes of the 13th meeting of the Finance Committee held on 17th November 2003.</p> <p>Statement of financial status of the University</p> <p>i. Statement of Expenditure up to January 2004</p> <p>ii. Fund Flow statement</p> <p>iii. Balance in University Accounts</p> <p>iv. Loan Account – University and Bank</p> <p>v. Cash Flow Statement</p>	<p>The minutes of the 13th Meeting of the Finance Committee held on 17th November 2003 were confirmed.</p> <p style="text-align: center;"><u>RESOLUTION</u></p> <p>The Committee perused the detailed statement and recommended that the same be placed before the Executive Council. The Committee further observed that accounts which have been closed be omitted from the statement. The Committee also recommended that the Budgetary Head 'Rent' should also include 'Rates & Taxes'. The Committee further observed that the liability / payment to M/s GBPL for their consultancy service is to be reflected in the statement.</p>	<p>i. The financial statement was placed before the Executive Council meeting dt. 28.02.2004.</p> <p>ii. The closed accounts have been omitted from the statement.</p> <p>iii. The budgetary head 'Rent' has been revised as 'Rent, Rates & Taxes'</p> <p>iv. Liability to GBPL has been shown separately in the statement before placing it to the Executive Council.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
3.	Admission Test 2004 – Report on receipts and expenditure	<p><u>RESOLUTION</u></p> <p>The Committee perused the statement placed before it and recommended that the latest status be reported to the Executive Council.</p>	Complied with.
4.	Project Status – Financial and Physical position	<p><u>RESOLUTION</u></p> <p>The Committee perused the statement placed before it and recommended that the matter be placed before the Executive Council.</p>	Complied with.
5.	Enhancing of remuneration of Teaching Assistants / Research Assistants	<p><u>RESOLUTION</u></p> <p>The Committee perused the statement placed before it agreed in principal to the proposal and further recommended that if possible a separate meeting be called for determining the enhancements, before the next Executive Council Meeting.</p>	Due to shortage of time, separate meeting of the Finance Committee was not possible. However, the proposal was placed before the Executive Council and Executive Council approved it.

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
6.	Position of Government Grant	<p><u>RESOLUTION</u></p> <p>The Committee deliberated upon the matter and noted the action taken by the University and recommended that the matter be placed before the Executive Council. The Committee further recommended that higher officials of the Bank who are empowered to take decisions in this regard should be invited to a meeting for negotiating the restructuring of the repayment schedule and wavier of penal interest.</p>	<p>i. Govt. share of grant of Rs. 2 Crores was received in full and was deposited with the bank towards repayment of construction of buildings.</p> <p>ii. The Corporation Bank authority has been requested to reduce the rate of interest of our bank loan. We have been just informed by the bank that rate of interest has been reduced to 9% from the existing 10.5%.</p>
7.	Annual Day Function 2004	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter at length and recommended that the matter be placed before the Executive Council with an observation that there are no financial constraints if the Executive Council approved the proposal. The Committee also observed that the overall supervision of the function should rest with faculty members</p>	<p>The Executive Council sanctioned Rs. 25000/- + Rs. 7500 for hiring of auditorium for this purpose. Expenditure to be incurred from the next years budget.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
8.	Endowment / Scholarship in the name of Dr. Durgadas Basu	<p><u>RESOLUTION</u></p> <p>The Committee welcomed the offer and recommended that the matter be placed for formal acceptance before the Executive Council with an observation that a request sent to Dr. S. Basu, son of late Dr. Durgadas Basu for creating a chair in the name of his father and the Committee further observed that Rs. 9 lakhs be accepted and a Fixed Deposit be made for creating a scholarship and endowment fund.</p>	<p>i. The Executive Council approved the acceptance of the offer from Dr. S. Basu for creating an endowment fund and also authorised the Vice Chancellor to formalise the terms of the endowment in consultation of the donor.</p> <p>ii. Though Dr. S. Basu is not in a position to increase the amount of the offer, his sister expressed a desire to support entire cost of study of a meritorious and needy student for the five year course. Further response from her is awaited.</p> <p>iii. The cheque for Rs. 9 lakhs has already been received and deposited in the bank in a separate account opened for the purpose.</p>
9.	Property Tax of the university building	<p><u>RESOLUTION</u></p> <p>The Finance Committee deliberated upon the matter and noted the action taken by the University. It also observed that the issue be examined in terms of the provisions of existing Acts and Rules and a formal objection to the assessment made by the Municipality be filed. The Committee also observed that the matter be taken up with the Municipality for appropriate hearing. The Committee further recommended that the 1st quarter tax may be paid under protest to the Municipality.</p>	<p>The University lodged an objection with the municipality requesting them to give us a chance of hearing for submission of our case. A sum of Rs. 3790/- being the tax for 1st quarter had also been paid. We met the Chairman of the Bidhannagar Municipality and after discussion the Chairman agreed to levy only service charges on the University. An Amount of Service Charges would Rs. 35000/- per quarter. Formal letter is awaited.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
10.	Publication of SJA journal	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter at length and recommended that the matter be placed before the Executive Council with an observation that the rates obtained in this regard are competitive.</p>	<p>Rates were further negotiated with the printing firms and was settled at Rs. 45000/- (in place of Rs. 55000/- which was the original lowest rate).</p>
11.	NUJS Moot Court Competition	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter at length and recommended that the matter be placed before the Executive Council with an observation that there are no financial constraints if the Executive Council approved the proposal. The Committee also observed that the responsibility of co-ordinating the entire programme should be with the members of the teaching faculty. The Committee welcomed the proposal of sponsorship to build up a fund to support these activities in future.</p>	<p>The Executive Council approved the proposal with the observation that appropriate provision be made in the University annual budget from the next year.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
12.	Deputation of Shri Susil Kumar Pal, WBCS (Exe)	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter at length and recommended that a letter be written to the W.B. Government stating Mr. S.K. Pal's deputation terms will expire on 29.02.2004 and would be re-employed as Registrar of this University for a period of three years thereafter.</p>	<p>The Executive Council approved the proposal. Government has been informed accordingly.</p>
13.	Delegation of Financial Powers of the Vice Chancellor	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter and recommended that the matter be placed before the Executive Council. As there is no provision in the regulations for delegation of Financial powers of the Vice Chancellor, the Committee further recommended that the regulations will have to be amended for which a proposal may be placed in the Executive Council for approval.</p>	<p>The Executive Council approved the proposal with the stipulation that such powers will be exercised subject to observance of normal rules and budgetary conditions. The Executive Council also observed that amendment of the Regulation for this purpose would not be necessary in view of the provisions of clause 20 (i) of the schedule under Sec 18 of the Act.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
14.	Taking over of NUJS Building	<p><u>RESOLUTION</u></p> <p>The Committee deliberated upon the matter and noted the action taken by the University and recommended that the matter be placed before the Executive Council.</p>	<p>The Executive Council observed that the building might be taken over after rectification of defects. As decided earlier PWD department was requested to depute a senior competent officer to inspect the building and report. A team of PWD engineers visited the University on 23rd April and were shown the defects. They have been requested to submit their report soon.</p>
15.	Appointment of Visiting Faculty	<p><u>RESOLUTION</u></p> <p>The Committee deliberated upon the matter and recommended that the matter be placed before the Executive Council after the requirements for 'Adjunct Professors' is ascertained by the University.</p>	<p>The Executive Council approved the proposal.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
16.	Increase of medical allowance given to the Staff and the Faculty members	<p><u>RESOLUTION</u></p> <p>The Committee deliberated upon the matter and recommended that the matter be placed before the Executive Council.</p>	<p>The Executive Council approved the enhancement of the M.A. of Faculty and Staff to Rs. 3600/- per year.</p>
17.	Application of Shri S. N. Das and Shri R. K. Singh both attendant cum driver	<p><u>RESOLUTION</u></p> <p>The Committee deliberated upon the matter and recommended that Sri S.N. Das and Sri R. K. Singh be paid a consolidated salary of Rs. 4200/- per month. The Committee further recommended that the matter be placed before the Executive Council for decision.</p>	<p>Executive Council approved the proposal.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
18.	Recruitment Expenses Committee	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter and appreciated that the Recruitment Committee should start functioning immediately in the interest of the University. The Committee recommended that the matter be placed before the Executive Council for final decision.</p>	<p>The Executive Council approved the proposal and also sanctioned an expenditure of Rs. 1,15,000/- for this purpose.</p>
19.	Boundary Wall of Bank Building.	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter and recommended that a comparative study of expenditure incurred by the Bank be made with the expenditure incurred by the University for its boundary fencing to ascertain that the bank's expenditure was reasonable and acceptable and then be placed before the Committee for consideration.</p>	<p>The matter was referred to PMC. PMC has certified that expenditure of Rs. 46386/- would be appropriate for this work.</p>

Sl. No.	Agenda Item	Resolution	Remarks/Action Taken
20.	Approval of payment of bill to M/s GBPL.	<p><u>RESOLUTION</u></p> <p>The Finance Committee discussed the matter at length and directed that a statement of payments made so far vis-à-vis outstanding liabilities be prepared and submitted for further consideration of the matter.</p>	<p>Statement prepared and submitted in the next meeting for consideration.</p>
21.	Appointment of Telephone Operator in the University	<p><u>RESOLUTION</u></p> <p>The Committee discussed the matter and recommended that the matter be placed before the Executive Council for creation of the post of a Telephone Operator.</p>	<p>The Executive Council approved the proposal of appointment of Telephone Operator in approved scale.</p>

Agenda Item No. 2

STATEMENT OF FINANCIAL STATUS OF THE UNIVERSITY
I STATEMENT OF BUDGET VS EXPENDITURE AS OF 31.03.2004

SL.No.	Head of Account	Budget Provision 2003-2004 (in Lakhs)	Progressive Expenditure as of 31.03.04 (in Lakhs)	Balance (in Lakhs)
Administrative Expenses				
1	Salaries & Allowances	66.57	48.69	17.88
2	Travelling	4.00	2.30	1.70
3	Health Care	1.50	1.50	0
4	Telephone & Fax	5.00	2.17	2.83
5	Postage & Courier	3.00	1.82	1.18
6	Electricity	20.00	2.29	17.71
7	Rent, Rates & Taxes	23.00	4.19	18.81
8	Stationery & Printing	5.00	3.37	1.63
9	Advertisement & Publicity	2.00	0.33	1.67
10	Meeting & Miscellaneous	10.00	2.59	7.41
11	Hospitality	1.00	0.56	0.44
12	Insurance	2.00	1.37	0.63
		143.07	71.18	71.89
Educational Expenses				
1	Academic	8.00	5.51	2.49
2	Admission	5.00	5.92	-0.92
3	Students Activities	1.50	1.00	0.5
4	Seminar & Workshop	10.00	0.46	9.54
5	Scholarship & Economic Support	1.00	1.00	0.00
6	Legal Service Clinic	1.00	0.56	0.44
		26.50	14.45	12.05
Maintenance Expenses				
1	Campus	15.00	13.00	2.00
2	Vehicles & Equipment	3.00	2.70	0.30
		18.00	15.70	2.30
Assets				
1	Furniture & Fixture	12.00	11.84	0.16
2	Office Equipments	2.00	2.00	0
3	Hostel Equipment	2.00	2.00	0
4	Books & Periodicals	5.00	5.00	0
		21.00	20.84	0.16
	Grand Total	208.57	122.17	86.40

ii) **FUNDS FLOW STATEMENT. PERIOD: 1.4.2003 TO 31.03.2004**

Opening Balance **18758964.00**

Receipts during the period:

Admission fee	119000.00	
Re-Admission fee	5000.00	
Tuition fee	17213032.00	
Campus Development Fee	1790000.00	
Academic Support Services	1790000.00	
Basic Services (Hostel)	1560600.00	
Room Rent	1559690.00	
Interest	45306.00	
Re-Registration Fee	40000.00	
Re-Evaluation Fee	7000.00	
LLM Dissertation Fee	3000.00	
MPHIL Exam Fee	3000.00	
MPHIL Registration fee	3000.00	
Excess Amount Deposited by Students	77500.00	
Miscellaneous Income	<u>42620.00</u>	
		<u>24258748.00</u>
		43017712.00

Less: Refunds (including excess amount deposited) **692530.00**
42325182.00

Less: Transfer

a) Campus Dev. Fund	1715000.00	
b) Depreciation Fund	11272638.00	
c) Academic Dev. Fund	<u>595000.00</u>	

Less: **13582638.00**
28742544.00

Repayment of Term Loan	4000000.00	
Amount Transferred to WBNUJS A/C	<u>4646572.00</u>	
Balance:		<u>8646572.00</u>
		<u>20095972.00</u>

iii) DETAILS OF BANK ACCOUNTS AS ON 31/03/2004					
SL. NO.	ACCOUNT NO.	NAME OF BANK	NAME OF ACCOUNT	OPERATED JOINTLY BY	BALANCE (RS.)
1.	CLSB-01/2002	CORPORATION	WBNUJS-STUDENTS' FEES	V.C.®ISTRAR	21770695.29
2.	CLSB-02/2002	CORPORATION	WBNUJS	A.O.®ISTRAR upto Ra. 5000. V.C.& REGISTRAR 5001 to onwards	4352908.22
3	CLSB-04/2002	CORPORATION	WBNUJS-BUILDING CONSTRUCTION	V.C.®ISTRAR	96825.14
4	CLSB-05/2002	CORPORATION	NUJS-STAFF WELFARE FUND	V.C.®ISTRAR	523732.80
5	CLSB-06/2002	CORPORATION	NUJS-SCHOLARSHIP FUND	V.C.®ISTRAR	1766595.80
6	CLSB-07/2002	CORPORATION	NUJS-DEPRECIATION FUND	V.C.®ISTRAR	2628321.02
7	CLSB-09/2002	CORPORATION	NUJS-COPYRIGHT WORKSHOP	V.C.®ISTRAR	37344.63
8	CLSB-10/2002	CORPORATION	NUJS-NRM MENON SCHOLARSHIP ON MEDIA LAW	V.C.®ISTRAR	364440.30
9	CLSB-11/2002	CORPORATION	NUJS-SEMINAR CONTINGENCY	REGISTRAR&A.O.	129414.75
10	CLSB-25/2002	CORPORATION	NUJS-MOOT COURT SOCIETY	V.C.®ISTRAR	217712.10
11	CLSB-37/2002	CORPORATION	NUJS-KESHAB CHANDRA BASU LECTURE FUND	V.C.®ISTRAR	348024.40
12	CLSB-94/2003	CORPORATION	NUJS-CAMPUS DEV. FUND	V.C.®ISTRAR	2369609.20
13	CLSB-95/2003	CORPORATION	NUJS-REFUNDABLE DEPOSITS	V.C.®ISTRAR	1289608.30
14	CLSB-98/2003	CORPORATION	NUJS-CENTRE FOR WOMEN & LAW	REGISTRAR&A.O.	23584.80
15	SB-854	CORPORATION	NUJS-ACADEMIC DEV. FUND	V.C.®ISTRAR	601942.00
16	SB-365	CORPORATION	WBNUJS-BPR&D RESEARCH STUDY ON USE OF FORENSIC	V.C.& A.O.	207658.00
17	CLSB-07/04	CORPORATION	WBNUJS- CONTRIBUTORY PROVIDENT FUND	V.C.®ISTRAR	901047.60
18	KCC-02/02	CORPORATION	WBNUJS-GOPAL SUBRAMANIAM ENDOWMENT FUND	V.C.®ISTRAR	1121123.00
19	TL-02/03	CORPORATION	MAIN CAMPUS TERM LOAN	V.C.®ISTRAR	179365634.00
20	CRENT-01/03	CORPORATION	BANK BUILDING LOAN	V.C.®ISTRAR	646326.00
21	CLSB-01/40005	CORPORATION	VIENNA MOOT COURT	V.C. & A.O.	1473.60
22	CLSB-01/40009	CORPORATION	HONG KONG MOOT COURT	A.O. & REGISTRAR	13869.40
23	SB-604	STATE BANK OF TRAVANCORE	WBNUJS-DEA-UNDP	V.C.&A.O.	764882.70
24	SBI-01190000893	STATE BANK OF INDIA	SCJA	V.C.®ISTRAR	3633249.87
25	CLSB 22/2004	CORPORATION	DR. D. D. BASU MEMORIAL LECTURE FUND	A.O. & REGISTRAR	900944.20

iv) **Loan Account - University and Bank**

A. CAMPUS BUILDING LOAN A/C. TL/01/03002 AS ON 22.04.2004

Amount of Loan drawn	:	Rs. 187097580.00
Add Accrued interest upto 22.04.2004	:	Rs. 20763501.00
		<u>Rs. 207861081.00</u>
Less Refunds made upto 22.04.2004	:	Rs. 28345638.00
		<u>Rs. 179515443.00</u>

B. BANK BUILDING LOAN A/C. CRENT/01/03001 AS ON 22.04.2004

Amount of Loan drawn	:	Rs. 909641.00
Add Accrued interest upto 22.04.2004	:	Rs. 56685.00
		<u>Rs. 966326.00</u>
Less Refunds made upto 22.04.2004	:	Rs. 320000.00
		<u>Rs. 646326.00</u>

C. RATE OF INTEREST ON TERM LOAN FOR CONSTRUCTION OF NUJS CAMPUS

On a request of the University to reduce the rate of interest from 10.5% p.a. to 8% p.a., the Corporation Bank has informed vide their letter dated 30.4.2004 that the rate of interest has been reduced to 9% w.e.f. 01.04.2004.

As regards terms of repayment, the Bank has proposed to accelerated grading rate over the period from 2004-05 to 2015-16 (eleven years). This will mean progressive increasing of repayment liability as well as payment of more interest. As already directed by the Finance Committee, the repayment terms are to be rescheduled in consultation with the Bank so that burden on State Budget remains uniform over the years. The State Government has been informed of the change of rate of interest.

Submitted for information & further direction of the Finance Committee.

V) CASH FLOW STATEMENT

Opening Balance		6270008.00
Add:		
Grants in aid	3000000.00	
Application Form & Bulletin	661300.00	
Adm. Test Fee	434400.00	
Composite Fee	240000.00	
Question Paper	328500.00	
Misc.	<u>708431.00</u>	
		<u>5372631.00</u>
Add:		11642639.00
Investment credited back		1790139.00
Amount transferred from Students' Fee A/C		<u>4646572.00</u>
		18079350.00
Less:		
University expenses- 1.4.2003 to 31.03.2004		<u>12219802.00</u>
Closing Balance:		<u>5859548.00</u>

Agenda item No. 3

REVISION OF DEARNESS ALLOWANCE AND DEARNESS PAY

The Dearness Allowance and Dearness Pay of the University employee's will have to be revised as per Government order no:1(1)/2003 1 11(B) dated 1st March 2004 (Annexure A) and order no: F No. 105(1)2004- 1C dated 1st March 2004 (Annexure B).

Arrear DA of 2% is payable to employees over and above the already sanctioned 59% from 01/01/2004. The total DA now payable to employees is 61% of basic pay. The University will incur a total expenditure of Rs 10,100/- (approx) for payment of arrear DA from January to March 2004 to all existing employees on pay scale.

As per Government order No. F.No105(1)2004-1C dated 1/3/2004 (Annexure B) DA equal to 50% of the existing basic pay will be merged with the basic pay and shown as Dearness Pay, w.e.f 01/04/04 and this will be counted for purposes like payment of allowances, transfer grant, retirement benefits, Contribution to P.F. Licence fee, various advances etc. but will not be counted towards LTC and TA/DA. For this annual additional expenditure of the University will be to the tune of Rs. 2.62 Lakhs (approx) which may be provided for in the revised budget of 2004-2005.

Submitted for approval of the Finance Committee.

Agenda No. 3(A)

Revision of emoluments of Prof B.S. Chimni Vice-Chancellor, NUJS

The Executive Council, in its sixteenth meeting held on 28th February 2004, approved the terms of employment of Prof. B.S. Chimni, Vice-Chancellor, NUJS.

Prof Chimni is drawing following pay and allowances per month:

Basic Pay	:	Rs. 25,000
D.A. [@ 59%]	:	Rs. 14,750
C.C.A.	:	<u>Rs. 300</u>
		<u>Rs. 40,050</u>

Dearness allowance has been raised from 59% to 61% of basic pay w.e.f. 01/01/2004 vide G.I.M.F. O.M.order dated **1-3-04**

Further in terms of the G.O.I.M.F. O.M. dated 1st March 2004, (Annexure B), D.A. equal to 50% of the existing basic pay should be merged with the basic pay and shown distinctly as Dearness Pay (DP) which would be counted for purposes like payment of allowances, transfer grant, retirement benefits, PF, Licence fee etc.

In view of the above, emoluments of Prof. B.S. Chimni may be revised as follows:

	<u>From 05/01/2004</u>	<u>From 01/04/2004</u>
Pay	: Rs. 25,000	Rs. 25,000
Dearness Pay	: -----	Rs. 12,500
Dearness Allowance	: Rs. 15,250	Rs. 4,125
C.C.A	: <u>Rs. 300</u>	<u>Rs. 300</u>
	<u>Rs. 40,550</u>	<u>Rs. 41,925</u>

Submitted for revision of Emoluments of Prof. B.S. Chimni Vice-Chancellor, NUJS.

Agenda Item no.3(B)

Revision of Emoluments of Mr. Susil Kumar Pal, Registrar, NUJS

The Executive Council in its 16th meeting held on 28/02/2004 approved the terms of re-employment of Mr. Susil Kumar Pal as Registrar, NUJS. Under these terms, Shri Pal is drawing salary at the following rates w.e.f. 01/03/2004

Pay	:	Rs 18,400
Dearness Allowance(59%)	:	Rs. 10,856
City Compensatory Allowance	:	Rs. 300
House Rent Allowance	:	<u>Rs. 5,520</u>
		Rs. 35,076
<u>Less: Pension</u>	:	<u>Rs. 9,200</u>
		<u>Rs. 25,876</u>

Dearness allowance has been raised from 59% to 61% of basic pay w.e.f. 01/01/2004 vide order no: 1(1)/2003 1 11(B) dated 1st March 2004

In terms of the G.O.I.M.F. No: F.No.105(1)2004-1C dated 1st March 2004, (Annexure B) D.A. equal to 50% of the existing basic pay should be merged with the basic pay and shown distinctly as Dearness Pay (DP) which would be counted for purposes like payment of allowances, transfer grant, retirement benefits etc.

In view of the above, emoluments of Shri Susil Kumar Pal may be revised as follows:

	<u>From 01/03/2004</u>	<u>From 01/04/2004</u>
	Rs	Rs
Pay	: 18,400	18400
Dearness Pay	: -----	9200
Dearness Allowance	: 11,224	3036
City Compensatory Allowance	: 300	300
House Rent Allowance	: <u>5,520</u>	<u>8,280</u>
	35,444	39,216
<u>Less: Pension</u>	: <u>9,200</u>	<u>9,200</u>
	<u>26,244</u>	<u>30,016</u>

Submitted for revision of emoluments of Shri S.K. Pal, Registrar.

Agenda No. 4

Requirement of Attendants

At present there are 13 sanctioned posts of attendants, which have been distributed among different schools & offices as below :-

<u>The Section / Office</u>	<u>No. of Posts</u>
Schools (5 nos.)	3
Library	4
Vice Chancellor's Office	1
Registrar's Office	1
Accounts Section	1
Academic & Examination Section	1
Front Office & Exterim Activities & SLPD	1
Campus Maintenance & Assistance to TA	1

Sri Ali Imam Siddiqui is now attached to front office / exterim activities & SLPD. Since he is attached to 3 different sections, his services are not always available to SLPD at the time of necessity. Several complaints have been received from SLPD on this issue. It is therefore suggested that one attendant be posted at SLPD exclusively, for which a post needs to be created.

We are going to start recruitment cell soon. The activities of the cell will pick up in coming months and will require attention. Hence one full time attendant may remain attached to this cell for which creation of post is necessary.

There is no attendant to attend to the miscellaneous services of the hostels. With the start of the new session, the hostels are expected to be full to their capacities. One whole time attendant to look after the hostel matters is therefore considered necessary.

To sum up, 3 posts of attendant for the following area of work is considered necessary.

1. SLPD – 1 post – He will look after the work of Stores Section also.
2. Recruitment Cell – 1 post
3. Hostel Maintenance – 1 post

Total additional liability would be Rs. 1,46,160/- (Approx) per annum

It is also mentioned that Sri Amiya Prasad Garai, a library Assistant resigned from University service w.e.f. 1st March 2004. Though his resignation is yet to be accepted officially (held upon technical grounds), facts remain that, he is not attending office and his services are not available to the library. This vacancy is also required to be filled up immediately.

Submitted to Finance Committee for approval.

Agenda Item No. 5

Construction of NUJS Campus - Settlement of claims

The following bills have been received by us for payment :

A.

Sl. No.	Name of the Firm	Brief description of work	Date of receiving of bills from PMC	Sl.No. of Bill	Amount (Rs. in lakhs)
1.	M/s. Bridge & Roof (I) Ltd.	Construction of Campus building	31.03.2004	19 th RA & Final	43.56
	-do-	-do-	31.03.2004	3 rd & 4 th Final PVA	44.44
2.	M/s. Damask Systems	Fire Fighting	31.03.2004	8 th & Final	3.88
3.	M/s. GBPL	Architectural Services	31.03.2004	8 th O.A.	5.46
	-do-	PMC	31.03.2004	8 th O.A.	3.78
4.	M/s. New Electric Works	2 nd Transformer	26.03.2004	2 nd R.A. & Final	4.64
SUB TOTAL (A) = Rs.					105.76

Besides, we have liability also to settle claims for following work-in-progress :

B.

Sl. No.	Contractor	Name of Work	Approx. value (Rs.in lakh)
1.	M/s. IBJEE	Lift in Institute Building excluding civil work	9.90
2.	M/s. Bridge & Roof	Superstructure work of Lift Machine room in Institute Block	3.01
SUB TOTAL (B) = Rs.			12.91

TOTAL (A + B)	118.67
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The position of loan account with Corporation Bank is as under :

	Campus Building	Bank Building	TOTAL
Sanctioned amount	Rs. 20,00,00,000	Rs. 20,00,000	Rs. 20,20,00,000
Amount drawn till date	Rs. 18,70,95,580	Rs. 9,09,641	Rs. 18,80,05,221
Balance available	Rs. 1,29,04,420	Rs. 10,90,359	Rs. 1,39,94,779

The above liability can be accommodated within the loan amount sanctioned.

On scrutiny of the final bill of M/s. Bridge & Roof, it was found that the claim was not preferred according to the terms of contract and therefore, the PMC has been requested to clarify the following points of deficiency (Copy of letter dt. 19.04.04 enclosed) :

- Date of completion of project as per agreement
- Date of actual completion of the project and if so, certificate of completion by the Competent Authority.
- Whether the buildings have been handed over, and if so date thereof.
- Approval of the authority extending the period of completion of project, if any.

Meanwhile, arithmetic computations of the bills are being checked.

Take over of the building will be made after inspection and certification by Govt. appointed Engineer as per direction of the Executive Council.

The matter is placed before the Finance Committee for further directives.

Agenda Item No. 6

Construction of Bank Building- Boundary Wall

In the 14th Finance Committee meeting dated 13th February 2004 the Finance Committee had recommended that a comparative study of the expenditure incurred by the Bank be made with the expenditure incurred by the University for its boundary fencing to ascertain the reasonability of the claim of the Bank.

The matter was referred to M/s GBPL, our consultancy firm.

The following comparative statement has been worked out by M/S GBPL:

- 1) Campus Boundary Wall constructed by M/S Bridge & Roof Co. (I) Ltd. (B & R)
 - a) Total length- 239.165 metre
 - b) Total construction cost- Rs. 664447.25.
 - c) Construction cost per metre- Rs. 2778.25.
 - d) Total cost of 2 nos. main gate & 2 nos. wicket gate- Rs. 59685.81

- 2) Boundary wall in front of Bank Building.
 - a) Total length- 20 metre
 - b) Total Estimated cost prepared at the quoted rate of M/S B & R - Rs. 39315.55
 - c) Cost per metre Rs. 1965.77
 - d) Total cost of 2 nos. gate- Rs. 7069.50

Total cost of Boundary wall with gate in front of Bank Building works out to Rs. 46386.00. This amount may be reimbursed to the Bank.

Submitted for further advise of the Finance Committee.

Agenda item No. 7

COMMISSIONING OF SECOND TRANSFORMER

The 12th Executive Council meeting dated 29th March 2003 had approved the installation of a second transformer at an estimated cost of Rs 13.30 lakhs. The University placed an order for the second transformer on 09/04/2004 and accordingly the work was executed at a cost of Rs 10.72 lakhs.

However, installation of the second transformer was made for the enhancement of the capacity of the sub-station to facilitate the installation of the air-conditioning machine of the library and auditorium.

The installation of the air-conditioning system in the library has been deferred and as such the second transformer is now lying idle.

M/s.GBPL has suggested that the second transformer be used as a standby unit for the period till the Air Conditioning system is not installed in the library, to save it from being damaged. This will involve an additional expenditure of Rs. 3 lakhs, over and above Rs. 10.72 lakhs already incurred.

It is proposed that the second transformer may be used as a standby unit until the air-conditioning system is installed as suggested by the consultant firm and additional expenses of Rs. 3 lakhs may be sanctioned.

Submitted for approval of the Finance Committee.

Agenda Item No: 8

Conversion of Red Moorum Roads to Metalled Roads

Major portion of the roads within the University campus is of red moorum. This is damaging the floor of the University and well as of the hostel. To get rid of this problem, all roads within the campus area need to be metalled ones.

M/s.GBPL was requested to prepare an estimate for conversion of moorum roads into metal roads.Total cost of the work has been estimated at Rs.4.49 Lkajs.This amount if sanctioned may be met from the next year's budget under which provision may be made.

Submitted for further advise of the Finance Committee.

Agenda Item No. 9

Interest Free Loan of Rs.68000/- for internet facility in Hostel

Cyber Committee was entrusted with the responsibility of providing internet connection including LAN in Hostels. The students were to bear the charges for internal wiring @ Rs.500/- per head and cost of internet @Rs.525/-per head.

It was reported by the Cyber Committee that only 144 students subscribed out of 300 students which the committee had expected to subscribe in the programme, while drawing up the original scheme. The total cost of wiring involved for internet connection was Rs.140140/-. Thus there is a shortfall of Rs.68140/-,only(Actual cost of Rs.140140/- less contribution of 144 students@Rs.500/- i.e. Rs.72000/-) .The committee has already incurred the liability and also paid Rs.20900/- to the agency for this purpose.

The Committee requested the University to:

- a) Grant an Interest free loan of Rs. 68,140/- to the LAN a/c which will be repaid in one year.
- b) Use its good offices to arrange for a loan on soft terms from Corporation Bank, NUJS Branch.
- c) Take over the internal wiring and arrange for payments by itself; since this is a capital expenditure.

The second alternative is not acceptable to the bank while the other two alternatives are not acceptable to the University for reasons:

- a) The Cyber Committee should not have incurred expenditure more than what it could collect as subscription from the students, transferring the financial burden to the University.
- b) The University's present financial position does not permit it to undertake the liability.

However, considering the fact that the committee has already incurred the liability it may be considered if the first alternative can be accepted.

Submitted for directions of the Finance Committee.

Agenda Item No. 10

Grant of permission to Contribute to Provident Fund of Mr.N.Dam, Technical Assistant

The Executive Council in its twelfth meeting dated :29/3/2003 appointed Mr.N.Dam as Technical Assistant in the pay scale of Rs.5500 –175-9000;on usual terms and conditions of the University.

However, Mr.N.Dam was appointed on a contract for two years with a specific clause that he will be on probation for a period of one year, which may be further extended at the discretion of the University. On confirmation he will be eligible for Contributory provident Fund, Gratuity and Earned leave as permissible under the rules of the University.

All employess appointed on scale and on contract have been allowed to contribute to Provident Fund, etc from the date of joining. However,in Mr.Dam's case this has not been done. Mr.Dam now has completed one year of service and as per his terms of contract becomes eligible to contribute to Provident Fund,etc.,only on confirmation.

Confirmation of service when on contract is a contradiction. Hence Mr.Dam can be allowed to contribute to Provident Fund,etc without being confirmed like all other employees of the University who are on scale.

Submitted for further consideration of the Finance Committee.

Agenda Item No. 11

**Lecture by Prof. Amartya Sen – K. C. Basu Endowment on Law and Economics
(Matter arising from 13th Finance Committee meeting) - Reporting**

Prof. Amartya Sen delivered the first K. C. Basu Lecture on 20.12.2003.

On the recommendation of the 13th Finance Committee meeting the Executive Council had sanctioned an amount of Rs. 25000/- only for this programme. Prof. Kaushik Basu gave an extra sum of Rs. 10000/-, towards payment of token honorarium to Professor Amartya Sen. Prof. Sen however donated the amount to the University, preferring the fund to be used for studying Law & Economics in this University. The amount has been kept deposited under head "scholarship".

The interest generated by the K.C. Basu endowment as on 31/3/2004 was Rs. 10245/- only. However total expenses for organising the programme was Rs. 32662/- only; apart from the Rs. 10000/- paid as honorarium to Professor Amartya Sen.

The average interest generated by the endowment will be around Rs. 15000/- a year (approximately) and with interest rates going down this amount also may become lower. To sponsor an event of this magnitude annually we will require at least Rs. 49000/-. As per the decision of the Executive Council taken in its meeting dt. 26.07.2003; the University will meet the organisational expenses and pay an honorarium of not less than Rs. 10,000/- to the person invited for the lecture. It is therefore implied that the expenditure incurred on and above the interest generated out of the endowment fund would be charged on University fund.

Submitted for further directions of the Finance Committee.

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