

THE W. B. NATIONAL UNIVERSITY OF
JURIDICAL SCIENCES

CALCUTTA

FINANCE COMMITTEE

26 AUGUST, 2000

Phone : 335-0534 / 335-7379
Fax : 91-33-335-7422
e-mail : nujs@cal3.vsnl.net.in
Gram : JURVARSITY

THE W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

ARANYA BHAVAN

10A, LA Block, Sector III, Salt Lake City, Calcutta - 700.098

NUJS/FC/2/00

5 August, 2000

Sub: Second Meeting of the Finance Committee
on Saturday, August 26 2000

Sir,

The Second Meeting of the Finance Committee of the University is proposed to be convened on **Saturday, August 26, 2000 at 11.30 A.M.** at the Conference Hall of the University at Aranya Bhavan, Salt Lake, Calcutta. You are requested to please block the date and make it convenient to attend.

The tentative agenda is as follows :

1. Minutes of the last meeting
2. Recommendations from the Works Committee on construction of permanent campus
3. Budget Estimates for 2001-2002
4. Any other matter with permission.

With kind regards,

Yours faithfully,

Gangotri Chakraborty
(Gangotri Chakraborty)
REGISTRAR

THE W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

Minutes of the First Meeting of the
Finance Committee of the NUJS
held on 8th June, 2000

The First Meeting of the Finance Committee, NUJS, was held on 20 June, 2000 at the Conference Hall of the University at 3.00 p.m.

The following members were present :-

1. Hon'ble Mr. Justice Chittatosh Mukherjee, in the Chair
2. Prof. N. R. Madhava Menon, Vice-Chancellor, NUJS
3. Mr. Ashok Gupta, Principal Finance Secretary, Govt. of West Bengal
4. Prof. Gangotri Chakraborty, NUJS.

The following person was present as permanent invitee :

1. Mr. P. K. Biswas
Judicial Secretary
Government of West Bengal.

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Leave of absence was granted to Mr. K. K. Venugopal, President,
Supreme Court Bar Association

Item No. I. Constitution of the Committee and the review of function of the Committee under the Act.

The Committee noted that the General Council in its meeting dated 21.4.2000 nominated Hon'ble Mr. Justice Chittatosh Mukherjee as the Treasurer of the University. The Executive Council nominated the Principal Finance Secretary, Govt. of West Bengal, the Law Secretary, Govt. of West Bengal and Professor Gangotri Chakraborty as members. All are members of Executive Council as well. Mr. K. K. Venugopal, member of the Executive Council and Judicial Secretary, Government of West Bengal, are permanent invitees to the Committee.

The Committee also considered the scope of its function under section 16 (2) of the W. B. National University of Juridical Sciences Act, 1999.

Item No. 2. Appraisal of the Hostel Project Proposal submitted by the Architect and recommendations thereon.

The Vice-Chancellor apprised the Committee of the Hostel Project Proposal submitted by the Architect. The Committee noted that the preliminary estimate presented by the architect for the first phase of construction i. e. hostel buildings etc. is for Rs. 794.00 crores at Rs.753.00 per sq.ft.

The Committee then considered the source of finance for the entire programme of construction which is expected to run up to at least 28 crores including the hostel cost of Rs. 7.94 crores. The Finance Secretary reiterated the commitment of the Government of West Bengal to fund fully the construction of hostel buildings etc.

The Committee felt that for the academic block of the University funding may be sought from HUDCO as loan. The Committee authorised the Vice-Chancellor to approach HUDCO for loan of the entire amount and to approach the Government of West Bengal for guaranteeing re-payment with a cash flow request on a year to year basis. The stipulated time frame should be about 5-6 years.

Although the cost estimated by the Architect was in accordance with the PWD rates, the Committee felt it was on the higher side and desired the matter to be looked afresh with assistance of the engineering staff proposed to be appointed by the University for overseeing the project.

Item No. 3. Terms of the Architect and decision thereon.

The Finance Committee considered the fee quoted by the Architect and found it to be high. The Committee was of the opinion that the Architect fee be limited to 3% only on the cost and authorised the Vice-Chancellor to negotiate the same. The list of services to be rendered by the architect may be limited to those items mentioned in the note circulated with agenda papers.

Item No. 4. **Budget demands on construction and its sequencing for Government approval.**

The Committee resolved that once the appointment of Architect was finalised and the contractor selected, the Government could be approached with a proposal of resource management. In December 2000 the Government may be approached for 20% mobilisation advance if required and adequate funding for payment of Running Bills. As far as possible, construction of the hostel block should be completed in 12 to 18 months so that it may be ready for occupation during academic year 2001-02.

Item No. 5. **Procedure for awarding construction contract.**

For award of contract for construction several options were discussed. It was pointed out that as calling tenders may take a long time to finalise the award of contract Government owned construction agencies like Mackintosh Burn may be considered as per norms for such Government construction. The Committee requested the Vice-Chancellor to negotiate with such eminent firms and give his recommendation to the next meeting of the Committee.

The Finance Secretary promised to talk to the Managing Director of Mackintosh Burn to find out their availability for the work within the time frame.

Item No. 6. **Procedure for supervision and control of construction work.**

The Committee recommended that a person qualified for top level technical supervision of the work may be appointed as Consultant Engineer on a consolidated fee with a contract for a period of two years.

Item No. 7. **Amendments to Financial Regulations.**

The Committee recommended the amended Financial Regulations for adoption. However, regarding Provident Fund, the Committee felt that if the University were to manage the fund, the University may have to make good the difference in the

interest rates. The Committee recommended that the matter be placed in the next meeting of the Finance Committee and of the Executive Council. Meanwhile the status and advantages of the scheme if to be placed with PFC may be ascertained. A Board of Trustees may also be identified for administration of the scheme if required.

Item No. 8. **Reporting on residential complex lease.**

The Vice-Chancellor reported to the Committee that the University had taken 25 flats on lease from the Technical Teachers' Training Institute (TTTI) and the students and some teachers were housed there.

The Committee noted the action and recommended that the Vice-Chancellor may like to negotiate with the TTTI for maintenance of the said residential campus as part of the lease arrangement.

The meeting ended with a vote of thanks to the Chair. The next meeting of the Finance Committee will be in July preferably before the date of the Executive Council.

THE W. B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

2nd Meeting of the Finance Committee on 26 August, 2000

AGENDA NOTES

Item No. 2

Recommendation of the Works Committee

The recommendations of the Works Committee for construction of permanent campus is placed before the Finance Committee for its consideration.

Item No. 3.

Budget Estimates for 2001-2002

The budget Estimates for the year 2001-2002 is placed before the Finance Committee for its scrutiny and approval.

Item No. 4. : Additional Agenda Items:

Item No. 1

Ex-Gratia payment

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The famous Bengali Festival of Durgapuja starts in October. It is a convention all over the State of West Bengal that an advance of ex-gratia payment is made to the employees reimburseable in 12 equal instalments. In the event of an employee leaves in the mid-way, the amount will be realised from his/her disbursing salary. It is submitted that the Finance Committee may consider if such a payment can be made by NUJS and also decide the amount of ex-gratia to be paid.

Item No. 2.

Hostel/mess management by the students body

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The students have submitted a proposal for running their own hostel/mess which is within the system prevailing in other Universities. The University is agreeable to their proposal and hostel/mess completely manned and managed by the students body will commence with effect from 2nd November 2000. The matter is reported to the Finance Committee.

THE W. B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

Second Meeting of the Finance Committee on 26.8.2000

ADDITIONAL AGENDA NOTES :

Item No. 1.

Medical Benefit Insurance

The Executive Council in its meeting held on 15 July, 2000 resolved that an Insurance Scheme to cover the hospitalisation cost and emergencies may be evolved by the University and submit it for consideration of the Executive Council. The University has taken up the matter with New India Assurance Co. Ltd., for a group Medical Insurance Policy. It is proposed that the University may, under the scheme submitted by the New India Assurance may go for Rs. 50,000/- Insurance Policy for each faculty and staff member at an annual premia of Rs. 555/- per annum each.

For a Mediclaim Insurance Policy for the Vice-Chancellor an annual premium of Rs. 1410/- may have to be paid. The Finance Committee may consider the matter and make appropriate recommendations to the Executive Council.

Item No. 2

Raise in Fee of Hostel and Academic Support Services

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In the half yearly financial review of the University it has come to the notice that the students for the session 2000 are paying Rs.3000/- per annum as fee for academic support services and Rs. 2000/- per annum as fee for hostel support services. The expenditure shows that about Rs.2,00,000/- are required to meet the electricity consumption alone at the hostel per annum which is covered by the hostel support services fee. The remaining expenditure of house keeping, maintenance etc. is not covered by the hostel support services. Similarly in the academic support services it is seen that the fee paid for that purpose is not sufficient to cover the expenditure on extra curricular and co-curricular activities and the cost of xeroxing and printing reading material etc.

It is submitted that the Finance Committee may like to consider if academic support services fee and hostel support services fee are raised from the next academic year.

Finance Committee may also approve utilisation of University funds towards the excess expenditure which may be incurred on this account for this year.

CAPITAL BUDGET-RECEIPTS

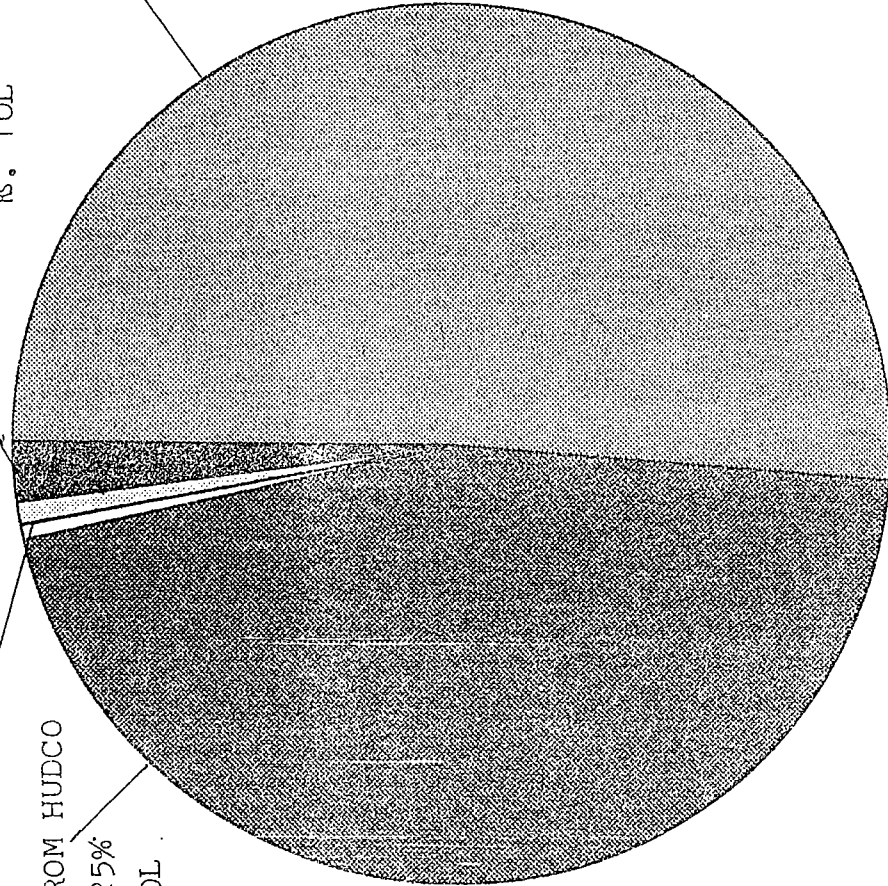
(1105.00 LAKHS)

DEPRECIATION FUND
0.30% Rs. 4L

FEE FROM PROJECTS
0.90%
Rs. 10L

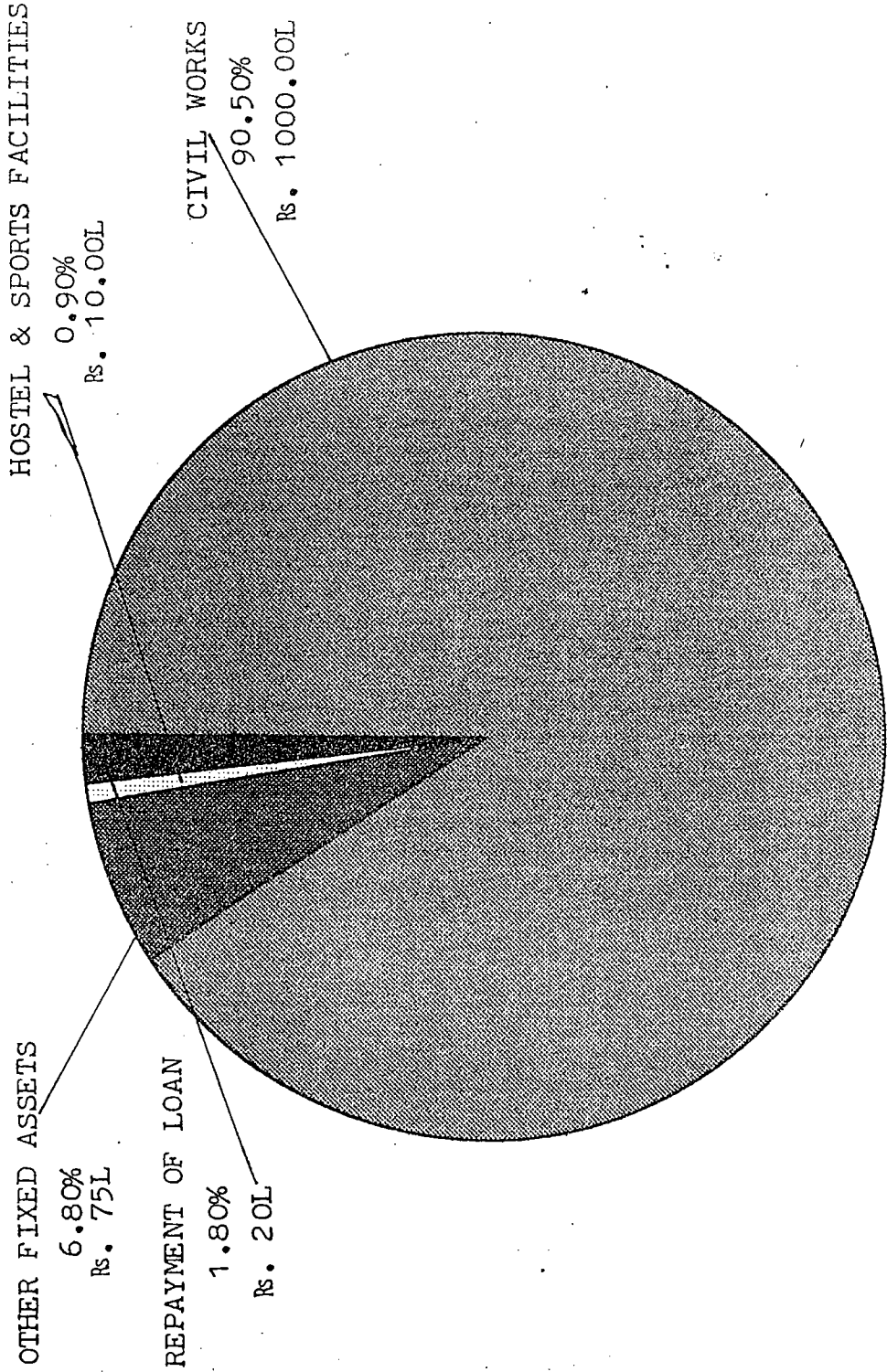
LOAN FROM HUDCO
45.25%
Rs. 500L

GRANTS FROM
GOVT. OF WEST BENGAL
51.22%
Rs. 566 L



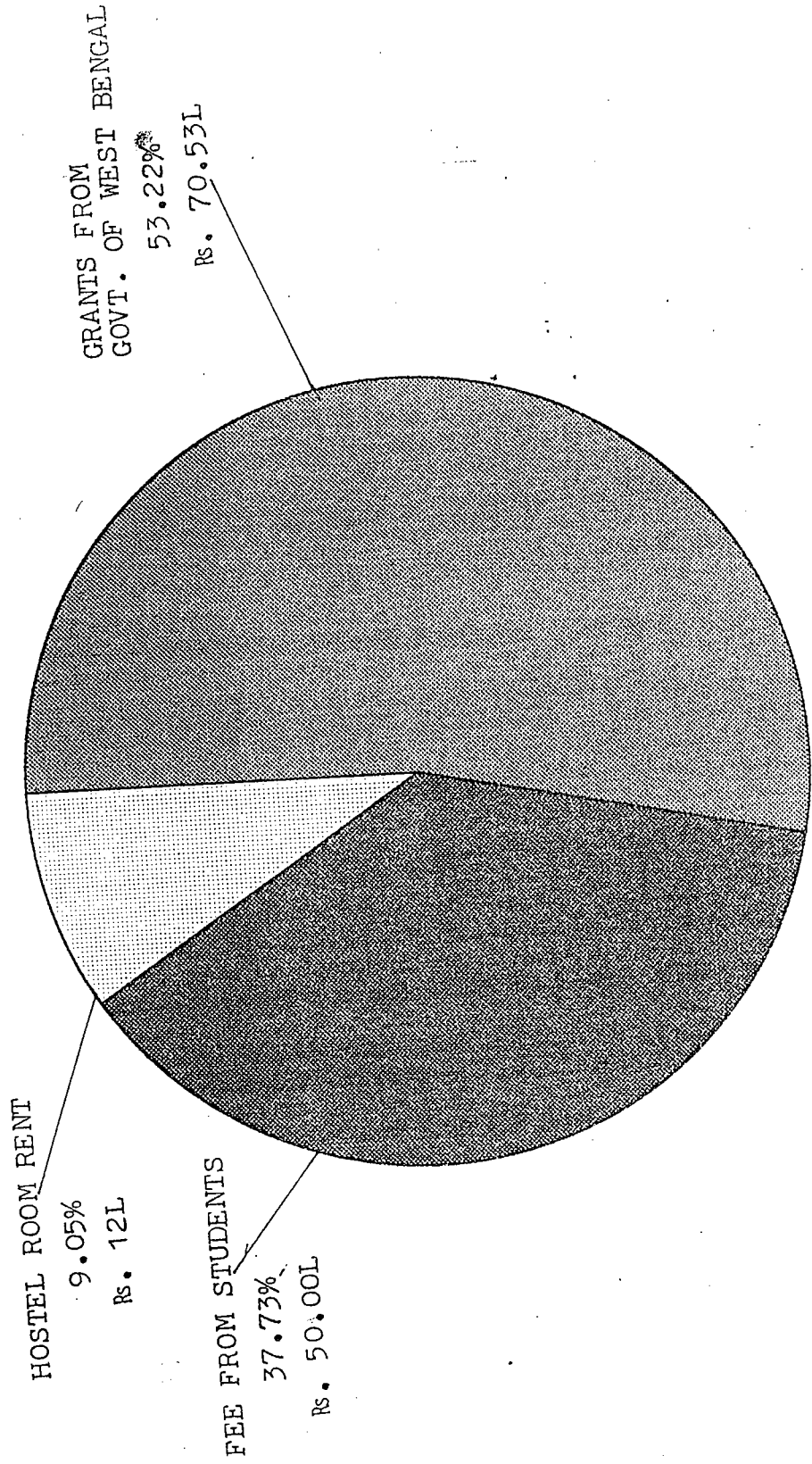
CAPITAL BUDGET-EXPENDITURE

(Rs. 1105.00 LAKHS)

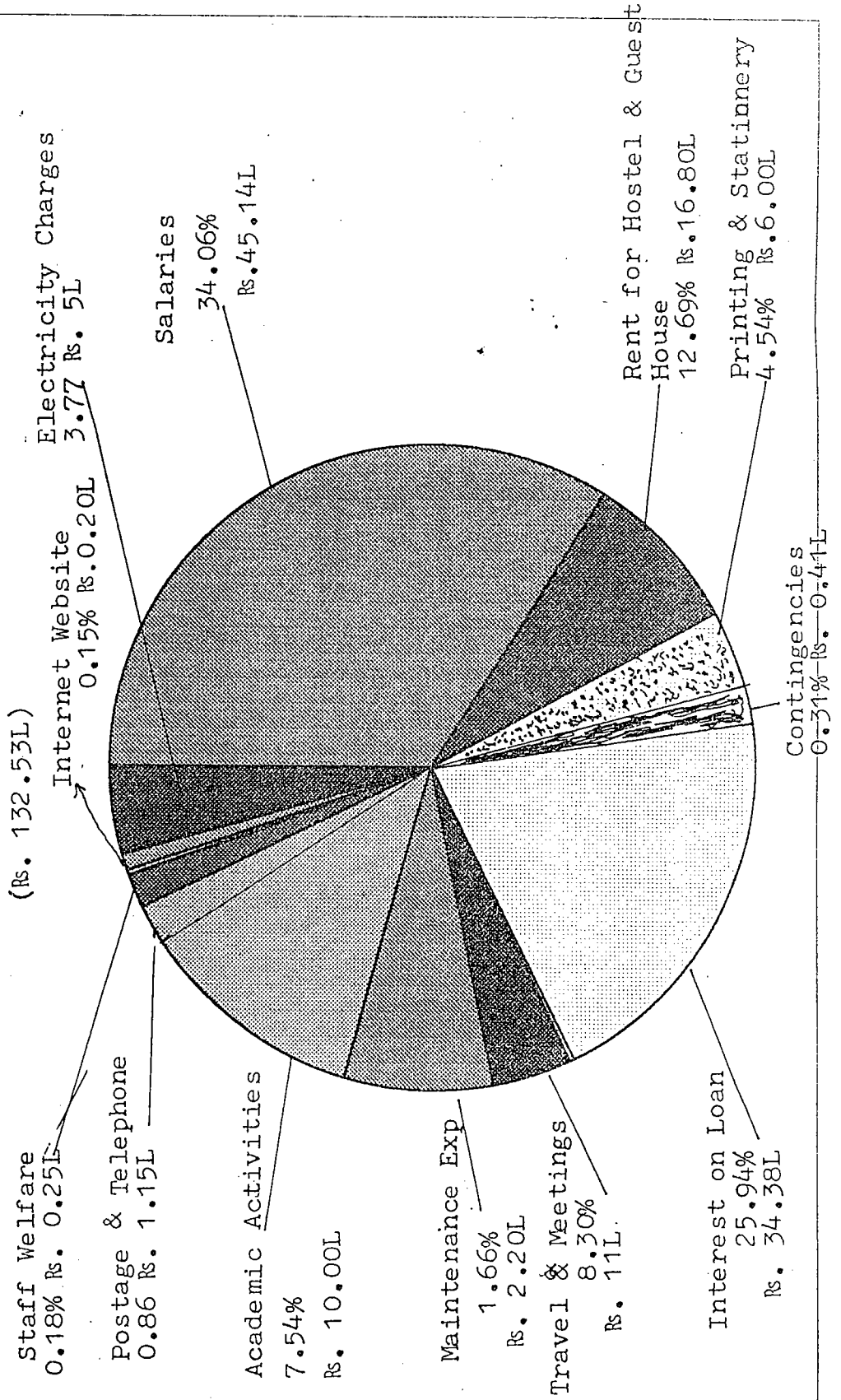


REVENUE BUDGET-RECEIPTS

(Rs. 132.53 LAKHS)



REVENUE BUDGET EXPENDITURE



THE W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES
BUDGET AT A GLANCE FOR 2001 - 2002

CAPITAL BUDGET

RECEIPTS			EXPENDITURE		
(Rs. IN LAKHS)					
HEAD	Amount	%	HEAD	Amount	%
Govt. of West Bengal	566.00	51.22	Civil Works	1000.00	90.50
Loan from HUDCO	500.00	45.25	Other Fixed Assets	75.00	6.80
Depreciation Fund	4.00	0.36	Hostel & Sports Facilities	10.00	0.90
Fee From Projects	10.00	0.90	Repayment of Loan	20.00	1.80
Donation /Endowment	25.00	2.27			
Total	1105.00	100.00	Total	1105.00	100.00

REVENUE BUDGET

(Rs. IN LAKHS)

HEAD	Amount	%	HEAD	Amount	%
Govt. of West Bengal	70.53	53.22	Salaries	45.14	34.06
Fee from Students	50.00	37.73	Travel & Meetings	11.00	8.30
Room Rent	12.00	9.05	Interest on Loan	34.38	25.94
			Contingencies	0.41	0.31
			Electricity Charges	5.00	3.77
			Academic Activities	10.00	7.54
			Internet & Website	0.20	0.15
			Rent for Hostel & Guest House	16.80	12.69
			Maintenance Exps	2.20	1.66
			Staff Welfare	0.25	0.18
			Postage & Telephone	1.15	0.86
			Printing & Stationery	6.00	4.54
Total	132.53	100.00	Total	132.53	100.00

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THE W. B NATIONAL UNIVERSITY OF JURIDICAL SCIENCES
CAPITAL BUDGET 2001 -2002

Sl.No.	Particulars	EXPENDITURE (Rs. IN LAKHS)						
		Budget for 2000-2001	Rts. upto 31.7.2000	Budget Est 2001-2002	Particulars	Budget 2000-2001	Exps upto 31.7.2000	Budget Est 2001-2002
1.	Govt. of W. Bengal (Construction of University Campus) Library Books/ Periodicals & Other fixed Assets	300,00,000	NIL	566,00,000	1. Buildings Civil Works	2300,00,000		1000,00,000
2	Loan from HUDCO			500,00,000	2. Other Fixed Assets	25,00,000	21,74,206	30,00,000
3	Depreciation Fund		NIL	4,00,000	a) Equipment/ Furniture for office class- rooms & Library vehicles	10,00,000	2,30,196	15,00,000
4	University Fee from Projects		NIL	10,00,000	b). Equipment/ Furniture for Hostel c). Equipment/ Furniture for Guest House	15,00,000	32,015	5,00,000

5	Grants-in-aid for Furniture/Equipment/Library.	80,000	NIL						
6.	Donation and Endowment			25,00,000	3. Computer/Software				10,00,000
					4. Repayment of Loan to HUDCO		24,290		20,00,000
					5. Hostel Amenities		16,220		5,00,000
					6. Sports Facilities		7,52,798		5,00,000
					7. Library Books/Periodicals				15,00,000
	TOTAL			1105,00,000	TOTAL		32,29,725		1105,00,000

**THE W. B NATIONAL UNIVERSITY OF JURIDICAL SCIENCES
REVENUE BUDGET 2001-2002**

RECEIPTS				EXPENDITURE				
Sl No	Particulars	Budget for 2000-2001	Rts upto 31.7.2000	Budget 2001-2002	Particulars	Budget for 2000-2001	Exps upto 31.7.2000	Budget for 2001-2002
1	Grants-in-aid- Judicial Deptt. Govt. of W.Bengal	65,48,000	29,70,000	70,53,000	1.Salaries a)Academic b)Library c)Administration d)Technical staff (Engineering)	25,20,000 4,68,000 10,20,000	3,86,233 64,000 2,73,150	25,40,000 3,60,000 11,94,000 3,60,000
2	Fee from Students	26,00,000	24,25,000	50,00,000	2. Travelling Exps	5,00,000	67,641	10,00,000
3.	Room Rent (Hostel) @ Rs. 1000/-	6,00,000	1,00,000	12,00,000	3.Medical Insurance			25,000
					4. Contribution to P.F			60,000
					5. Meetings Exp (E.C. G.C. & A.C)		1800	1,00,000
					6. Interest on Loan to HUDCO @13.75%			34,38,000

				20,000	19,475	35,000
			7. Postage, Fax Telegraph & Courier			
			8. Telephone Charges	50,000	20,372	80,000
			9. Printing & Stationery	1,20,000	59,393	6,00,000
			10 Contingencies			
			a) Repairs to Furniture & Equipment			10,000
			b) Electricity Charges	2,11,829		5,00,000
			c) Audit Fee			10,000
			d) Newspapers/ Magazine		3,400	10,000
			e) Membership of Association			5,000
			f) Bank Charges		410	1,000
			g) Hospitality			5,000

<p>10. <u>Maintenance</u> <u>Exps</u></p>	<p>a) Rent for hired flats from Hostel/ Guest house</p>	<p>2,41,720</p>	<p>16,80,000</p>
<p>b) Office Building</p>	<p>4,500</p>	<p>15,000</p>	
<p>c) Office Maintenance</p>	<p>7,450</p>	<p>30,000</p>	
<p>d) Guest House</p>	<p>16,230</p>	<p>25,000</p>	
<p>e) Miscellaneous (Foundation Stone laying Cermony)</p>	<p>2,35,000</p>	<p>50,000</p>	
<p>f) Vehicles maintenance (including hired Car)</p>	<p>3,545</p>	<p>1,00,000</p>	
<p>11. Academic Activities</p>			
<p>a) Workshop & Seminar</p>	<p>5,00,000</p>	<p>5,00,000</p>	
<p>b) Admission Test & Advt.</p>	<p>5,00,000</p>	<p>5,00,000</p>	

				12. Maintenance of website						20,000
				TOTAL	132,53,000	TOTAL	16,16,148		132,53,000	