

Agenda Notes for the 114th Meeting of the FC to be held on 29/07/2020

The West Bengal National University of Juridical Sciences



AGENDA NOTES FOR THE 114th MEETING OF THE

FINANCE COMMITTEE

TO BE HELD ON 29th JULY 2020 AT 05.00 P.M.

THROUGH VIDEO CONFERENCING / ONLINE MODE

**THE WEST BENGAL NATIONAL UNIVERSITY
OF JURIDICAL SCIENCES**

114th Meeting of the Finance Committee to be held on 29/07/2020 at 05.00 p.m.

Page No.

Agenda Item No. 1	Confirmation of the Minutes of the 113 th Meeting of the Finance Committee which was commented upon by the Hon'ble members by 27 th March 2020 through Circulation	1
Agenda Item No. 2	Donation to Chief Minister Relief Fund, Government of West Bengal	20
Agenda Item No. 3	To consider the representation of the Student Juridical Association for reduction of fees for the Monsoon Semester 2020-21	21
Agenda Item No. 4	Reporting of the Pay Fixation Committee constituted by the 113 th Finance Committee on recommendation of the 70 th Executive Council	24
Agenda Item No. 5	Payment of staff of CRSGPP from University fund till Govt. Grant is available	25
Agenda Item No.6	Adoption of five villages by the University for Educational Development and Legal Awareness Programm as per advise of MHRD	26

Any other matter with the permission of the Chair.

Agenda Notes for the 114th Meeting of the FC to be held on 29/07/2020

The W.B. National University of Juridical Sciences
Dr. Ambedkar Bhavan

Salt Lake, Kolkata

114th Meeting of the Finance Committee

29th July 2020 at 05.00 p.m.
through video conferencing / online mode

AGENDA NOTES

Agenda Item No. 1

Confirmation of the Minutes of the 113th Meeting of the Finance Committee which was commented upon by the Hon'ble members by 27th March 2020 through Circulation

The Minutes of the 113th Meeting of the Finance Committee which was commented upon by the Hon'ble members by 27th March 2020 through Circulation are enclosed as Annexure I for confirmation.

The West Bengal National University of Juridical Sciences

Minutes of the 113th Meeting of the Finance Committee of WBNUJS to be held on 07th March 2020 at 5.00 p.m.

In today's meeting quorum is not formed owing to absence of most of the members.

1. Mr. Jishnu Saha, Treasurer, WBNUJS
2. Mr. Siddhartha Roy Chowdhury, Judicial Secretary, Govt. Of West Bengal
3. Mr. Manish Jain, IAS, Principal Secretary to the Govt. Of West Bengal, Higher Education Department, Govt. Of West Bengal

have sought leave of absence, and the meeting is adjourned.

The 113th meeting of the Finance Committee has been rescheduled on 19th March, 2020 at 4:00 P.M.

In today's meeting quorum is not formed owing to absence of most of the members.

1. Mr. Kishor Datta, Advocate General, West Bengal
2. Mr. Siddhartha Roy Chowdhury, Judicial Secretary, Govt. Of West Bengal
3. Mr. Manish Jain, IAS, Principal Secretary to the Govt. Of West Bengal, Higher Education Department, Govt. Of West Bengal

have sought leave of absence.

Since agenda items are urgent in view of ending of Financial Year 2019-20, it is found necessary to resolve the items through circulation.

Accordingly, the agenda items are to be commented upon by the members of the Finance Committee by 27th March, 2020.

Sl. No.	Agenda Item	Resolution
1.	Confirmation of the Minutes of the 112 th Meeting of the Finance Committee held on 25 th November 2019.	<p>The Minutes of the 112th Meeting of the Finance Committee held on 25th November 2019 are enclosed as Annexure 1A for confirmation.</p> <p><u>Resolution</u></p> <p>Minutes of the 112th Meeting of the Finance Committee held on 25th November 2019 as circulated is being approved.</p>



2.	Proposal for Enhancement of Pay for the University Part Time Medical Officer & Counsellor	<p>The matter arises out of the 113th Meeting of the Finance Committee held on 25th November 2019 (Agenda Item No. 15 & Additional Agenda Item No. AA2) where the same was deferred.</p> <p>Both the University Part Time Medical Officer & Counsellor have prayed before the authority for enhancement of their existing pay. The Medical Officer serves the University for a remuneration of Rs. 17500 per month on his duty for five days in a week. The Student Counsellor serves the University twice a week for two hours each day with a remuneration of Rs.1,000/- per hour session.</p> <p>On the other hand the Committee on Medical Insurance on renewal of the Engagement terms of the Campus Visiting Doctor & Visiting Counselor have submitted a report to the Vice Chancellor towards where the Committee suggested where the pay of both the category of doctors shall be enhanced to Rs. 50000/- (desirable, at a minimum, INR 40000/-) for their visits of 5-6 days every week.</p> <p>The matter was submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>Resolved that the remuneration of University Part Time Medical Officer be enhanced for Rs. 25,000/- consolidated pay. As regards the Counsellor it is resolved to enhance her remuneration from Rs. 1,500/- per hour. However, she be asked to come to the University as and when called for by the Registrar on specified dates.</p>
3.	Estimate received from PWD regarding the repairing works of the University	<p>The matter arises out of the 112th Meeting of the Finance Committee held on 25/11/2019 (Agenda Item No. 16) which got deferred in that same meeting.</p> <p>The University is in requirement of Repairing and painting work for some rooms and chambers of the University. Accordingly PWD has been approached and they have submitted an estimates for the items mentioned above which are as follows :</p> <ol style="list-style-type: none"> 1. Urgent Repair and Renovation work of Staff Quarters TOILETS at NUJS, Salt lake, Kolkata during the year 2019-20 (Building and Sanitary & Plumbing work) : Rs. 7,70,130/- 2. Repairing & Renovation of Auditorium PA and lighting

	<p>system : Rs. 16,15,241/-</p> <p>3. Repair & Renovation work of Vice Chancellor's Chamber and painting works of Room No. 013 and 103 at NUJS, Saltlake City, Kolkata during the year 2019-20: Rs. 4,99,868/-</p> <p><u>Later</u> some other repairing and renovation work has come which is of equal importance and also needed to be addressed immediately. They are :</p> <p>4. Extension of 01 (one) No. new room for Gents Hostel Mess with necessary replacement of sewer lines and other allied works at NUJS, Saltlake during the year 2019-20 : Rs. 5,13,218/-</p> <p>5. Urgent repairing and painting work of Room No. 228 (faculty lounge) at 2nd Floor of NUJS, during the year 2019-20 : Rs. 3,04,439/-</p> <p>6. Provision of physically challenged person's toilets at Ground Floor of Academic Block of WBNUJS during the year 2019-20 : Rs. 4,42,511/-</p> <p>7. Provision of physically challenged person's toilets at 2nd Floor of Academic Block of WBNUJS during the year 2019-20 : Rs. 2,93,551/-</p> <p>8. Urgent Painting work of Institute Block inside of WBNUJS during the year 19-20 : Rs. 15,12,977/-</p> <p>9. Repairing and painting work of Room No. 003 at Ground Floor of Academic Block of WBNUJS during the year 2019-20 : Rs. 88,696/-</p> <p>10. Construction of 01 (one) no. Security Guard Post near Janpath Entry of WBNUJS during the year 2019-20 : Rs. 4,24,131/-</p> <p>The matter was submitted for kind perusal and directions.</p> <p><u>Resolution</u></p> <p>The estimate received from the PWD for repairing and painting works and other renovation work on different heads amounting to Rs. 64,14,761/-.</p>
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		<p>Since the matter involves is substantial amount of money and the Finance Committee members, not having the expertise to assess the veracity of the quoted amount, the quotations of the Public Works Department was placed before the Building Committee on 18th March, 2020 to the Building Committee to give its opinion on the amount quoted by the PWD. As the Building Committee suggested that the rates are acceptable to the University so Work Orders to be issued to the PWD on priority basis.</p>
4.	Proposal for enhancement of Examiners Fee & Examination Ph.D. Thesis	<p>The matter arises out of the 112th Meeting of the Finance Committee held on 25/11/2019 where the same was deferred.</p> <p>The University felt the necessity of enhancement of <u>Examiners Fee & Examining Ph.D. Thesis</u> as a meager amount of Rs. 2000/- is paid to the examiners presently.</p> <p>It is therefore proposed to enhance the honorarium of the examiners for evaluation of thesis as well as the examiners for viva voce of the Ph.D. examination to the tune of Rs. 5000/- (Rupees five thousand only)</p> <p>The matter was submitted for directions.</p> <p><u>Resolution</u></p> <p>Resolved that for examination of Ph.D. thesis the remuneration be fixed at Rs. 5,000/- (Rupees five thousand) only. Remuneration for Ph.D. viva voce examiner be fixed at Rs. 3,000/- (Rupees three thousand) only.</p>
5.	Proposal for revision of Scholarship for non-NRI Students – Matter regarding	<p>The matter arises out of the 112th Meeting of the Finance Committee held on 25/11/2019 where the same was deferred.</p> <p>The Student Juridical Association (SJA) have submitted a proposal to revise the Scholarship for the NON- NRI Students across five batches for 10% of the students of each year which was subsequently placed before the 37th Meeting of the Academic Council held on 15/02/2020 where such was considered and approved.</p> <p>However, the students have prayed and proposed to the authority of the University towards increment of Corpus Funds starting from 2020-21 with an allocation of Rs. 50,00,000 to Rs. 55,00,000 which is currently Rs. 38,00,000 (Rupees thirty eight lakhs) so that students can be more benefitted.</p>

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		<p>The matter was submitted for kind perusal and directions.</p> <p><u>Resolution</u></p> <p>Considering the reasons submitted by SJA for enhancement of corpus fund for the Scholarship to students which remained same for last ten years, it is resolved that the corpus funds for Scholarship to NON-NRI students be increased from Rs. 38,00,000/- to Rs. 50,00,000/- only.</p>
6.	Proposal for enhancement of consolidated pay of Mr. Mritunjay Mondal	<p>Mr. Mritunjay Mondal, is serving the University as an Attendant in School of Distance & Mass Education (SDME), WBNUJS. However as the SDME is not functioning at present he is being attached to the Purchase & Stores Section of the University with the consent of the Hon'ble Vice Chancellor on 04/04/2019.</p> <p>He is getting his salary from the University at present to the tune of Rs. 11000/- and he is also working during the University official timings i.e. 9.30 am to 5.30 p.m.</p> <p>Now, he has prayed for his enhancement of consolidated pay as the authorities may think fit along with his existing duty.</p> <p>Submitted for directions.</p> <p>The matter was submitted for directions.</p> <p><u>Resolution</u></p> <p>Resolved that considering the service rendered by Mr. Mritunjay Mondal, Attendant remuneration be paid as minimum wages at the rate of Govt. of West Bengal i.e., Rs. 15,500/- (Rupees fifteen thousand five hundred) only.</p>
7.	Proceedings of the Procurement Committee	<p>The matter arises out of the 112th Meeting of the Finance Committee held on 25/11/2019 and the same was deferred.</p> <p>The Minutes of the 39th Meeting to 54th Meeting of the 'Procurement Committee held on 31/08/2018, 07/09/2018, 17/09/2018, 24/09/2018, 28/09/2018, 10/10/2018, 10/12/2018, 17/12/2018, 20/12/2018, 04/01/2019, 10/01/2019, 11/01/2019, 14/01/2019, 18/01/2019, 25/01/2019 and 28/01/2019 respectively are placed for kind perusal and ratification.</p>

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		<p><u>Resolution</u></p> <p>All the minutes of the Procurement Committee are being approved.</p>
8	Proceedings of the Works Committee	<p>The matter arises out of the 112th Meeting of the Finance Committee held on 25/11/2019 and the same was deferred.</p> <p>The Minutes of the Works Committee held on 19/07/2018, 10/08/2018, 27/08/2018, 11/09/2018, 18/09/2018, 20/09/2018, 01/10/2018, 05/10/2018 and 10/12/2018 are placed for kind perusal and direction.</p> <p>Submitted for perusal and ratification.</p> <p><u>Resolution</u></p> <p>All the minutes of the Works Committee are being approved.</p>
9	Miscellaneous Deferred Agenda Items of the 112 th Meeting of the Finance Committee	<p>1) Remuneration of Shri Soumyo Majumdar, Advocate, Calcutta High Court: The issue of framing Service rules for the University has been pending since long without any final outcome of the same. Upon the direction of the Advocate General, Mr. Soumya Mazumder, I.d. Advocate, Calcutta High Court who was approached and agreed to assist in the framing of Service Rules of the University with a reasonable remuneration and the same was deferred in the 105th Meeting of the Finance Committee held on 14/09/2018, 106th Meeting of the Finance Committee held on 22/09/2018, 107th Meeting of the Finance Committee held on 08/12/2018 and also in the 108th Meeting of the Finance Committee held on 16/01/2019</p> <p>2) Medical Reimbursement – matter regarding – Mr. Pratap Chandra Halder & Mr. Mahadeb Bayen (contractual employees) & Mr. Dilip Chakraborty (daily wage basis) : The University has received an application from Mr. Pratap Chandra Halder & Mr. Mahadeb Bayen and Mr. Dilip Chakraborty who is working in the University campus as</p>

		<p>gardener (contractual) and (daily wage) plumber towards Medical Reimbursement of them. The same was deferred in the 105th Meeting of the Finance Committee held on 14/09/2018, 106th Meeting of the Finance Committee held on 22/09/2018, 107th Meeting of the Finance Committee held on 08/12/2018 and and also in the 108th Meeting of the Finance Committee held on 16/01/2019.</p> <p>The matter is submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>1) Since Mr. Soumya Mazumder not submitted any draft Service Rules or claimed any remuneration so the matter of payment of remuneration does not arise.</p> <p>2) Resolved that Mr. Pratap Chandra Halder & Mr. Mahadeb Bayen (Gardeners) & Mr. Dilip Chakraborty (plumber) be paid medical reimbursement at the rate of other employees of the University.</p>
10	Requirement of One Part Time Architect for the University	<p>The University is at presently running without a technical person for Civil and Electrical Matters. In this regard, the University is in a need of an Architect for looking after the same. A retired Government Official and also a retired Professor of Dept. of Architecture, IIT Kharagpur, Prof. Siddhartha Dutta is willing to work in such capacity for the University.</p> <p>The Finance Committee may kindly consider the matter and finalise the payment terms for such.</p> <p>The matter was submitted for directions.</p> <p><u>Resolution</u></p> <p>In view of the fact that University has no technical person on construction, repairing of building and incidental matters Prof. Siddhartha Dutta, Professor of Dept. of Architecture, IIT Kharagpur may be engaged on part time basis on a consolidated remuneration of Rs. 40,000/- (Rupees forty thousand) only per month.</p>

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11	Engagement of former Accounts Officer of the University as consultant	<p>The new Accounts Officer have joined the University w.e.f. 01/02/2020. As the new accountant is not conversant with the last 10 months accounts of the University, therefore for the purpose of audit of the financial year 2019-2020. The services of the former Accounts Officer is necessary to complete the audit by June 2020. The engagement of his Office Order was placed as annexure.</p> <p>The matter was submitted for information.</p> <p><u>Resolution</u></p> <p>The service of the former Accounts Officer needs to be extended for completing the audit of the present Financial Year by June, 2020. Resolved that the engagement of Mr. S.K. Basu be extended till completion of audit of 2019-20 or till June, 2020 whichever is earlier on his existing terms and conditions.</p>
12	Engagement of an agency mainly Aassan Educare Foundation, Chennai to render advisory services NAAC accreditation process	<p>In view of the direction of the Executive Council of the meeting a task force has been constituted to consolidate the information of last 5 years 2015-16 to 2019-20 academic year. For efficient conduct of the NAAC accreditation process, a professional agency like above would be very much helpful. The said agency may be engaged for accreditation process of WBNUJS.</p> <p>Approximately 6 lakhs + GST would be incurred to get the assistance for such purpose. The proposal in this regard was annexed.</p> <p>The matter was submitted for kind perusal and directions.</p> <p><u>Resolution</u></p> <p>It appears that only Aassan Educare Foundation have given an quotation for providing NAAC accreditation advisory services. It is suggested that other at least three such proposals to be placed before the Finance Committee for taking further decision in this matter.</p> <p>Vice Chancellor is asked to take necessary steps in this regard.</p> <p>It is further resolved that the Vice Chancellor would constitute a three member Teacher's Committee consisting of senior teachers (not necessarily senior most) at his discretion for</p>

		working on the compliances required for NAAC accreditation. The Finance Committee members request the members to work on urgent basis for the benefit of the University.
13	Constitution of a Pay Fixation Committee of the University	<p>The matter arises out of the 112th Meeting of the Finance Committee held on 25/11/2019 where the same was discussed and the Finance Committee recommended that the matter be placed before the Meeting of the Executive Council on priority basis for constituting an Expert Committee for proposing structured salary and allowances for the faculty members and the staff of the University.</p> <p>Accordingly the same was placed before the 70th Meeting of the Executive Council held on 21/12/2019 where the Executive Council directed the Registrar to put up a concrete proposal in the next meeting of the Executive Council in regard to the terms of reference to be considered by a Committee for fixation and revision of pay scales and emoluments of the faculty and other employees of the University.</p> <p>Accordingly the Committee for such matter has been constituted by the Vice Chancellor as follows:</p> <ol style="list-style-type: none"> 1) Mr. Sudip Ghosh, Accounts Officer 2) Mr. S.K. Basu, Former Accounts Officer 3) Mr. Pradip Ghosh, Former Finance Officer, NBU 4) Mr. Pinaki Saha, D.E.O., Accounts Section <p>The matter was submitted for kind perusal and information.</p> <p><u>Resolution</u></p> <p>The Committee constituted by the Vice Chancellor is approved and recommended to take necessary steps for fixation of staff including faculty as and when required.</p>

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Mr. S.K. Basu

14	Proposal for upgradation of OTIS Elevator installed in the Gents and Girls Hostel of the University	<p>The University Gents & Girls Hostel have 2 nos. each OTIS Make elevators for the convenience of the students to go up to each of the seven storey blocks. The same has been running 24x7 from the year 2003 and are under annual maintenance for each year.</p> <p>Now it has been found that one lift of the Gents Hostel is not functioning. On inspection of the same by M/S. OTIS Elevators it has been found that drive is to be replaced for the same which is not covered under the AMC.</p> <p>Now as the lifts are already 17 years old and some problems or the other is becoming dominant where the University has spent a sum of Rs. 10 lakhs for replacing drives, door sensors, etc. For replacement of the present faulty drive they have mentioned that the existing drive (G5/L7) is obsolete and hence a new one has to be fitted with some other accessories for a cost of Rs. 2,17,512/-.</p> <p>They have also informed that the master panel and the associate parts are becoming obsolete and they have proposed for changing all main drives and panels along with lift car facial for 04 lifts for an estimated cost of Rs. 29,62,036/-.</p> <p>Submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>Resolved that considering the fact that the existing lift was installed more than ten years back and about 600 students daily using the lift we need to upgrade the elevator and to change the necessary parts from M/S. OTIS Elevators at an estimated cost of Rs. 29,62,036/- only.</p>
15	Proposal for international conference for sanction of conducting Administration of Criminal Justice System	<p>The University proposes to conduct an international conference on Criminal Justice Administration : Emerging Issues in 21st Century (20th March to 22nd March 2020) where an approximate expenditure of Rs. 7,50,000/- is required for such.</p> <p>A budget for the probable expenditure to be incurred was attached as Annexure.</p> <p>The matter was submitted for perusal and directions.</p>

		<p><u>Resolution</u></p> <p>Resolved that an amount of Rs. 7,50,000/- (Rupees seven lakhs fifty thousand) only is approved for conducting International Conference on Criminal Justice Administration.</p>
16	Proposal for Medical Insurance for all employees of the University	<p>The University felt the necessity of a Group Medical Insurance for all employees of the University. Accordingly an internal committee has been constituted for such purpose to invite proposals to the reputed public and private insurance companies for the best deal as per the requirements of the University.</p> <p>The Committee based on the proposals received from the Insurance Companies has submitted a comparative statement which was annexed.</p> <p>The matter was submitted for directions.</p> <p><u>Resolution</u></p> <p>The proposal for Medical Insurance for all employees of the University (including teachers) is taken up for consideration.</p> <p>Though quotations have been obtained from various private insurance companies, it is felt necessary that the State Govt. be moved for providing health insurance/health coverage to the employees of the University.</p> <p>It is resolved that the Vice Chancellor shall issue a letter to the Secretary, Judicial Department and Principal Secretary, Higher Education Department, Govt. of West Bengal, both of whom are members of this Committee, to take up the matter with the appropriate authorities of the State Government so that the employees of the University can be covered by the Medical Schemes provided by the Govt. of West Bengal.</p>

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N. K. Chakravarti

17	Proposal for revision of financial sanction for a new car of the Vice Chancellor of the University.	<p>The matter arises out of the 88th Meeting of the Finance Committee held on 12/07/2017 where a sum of Rs. 15 lakhs has been approved for procurement of a car of the Vice Chancellor. However due to the span of time price of the cars have also increased. Therefore it is requested that a sum of Rs. 19 lakhs may kindly be sanctioned for such purpose for doing the needful pls.</p> <p>The matter was submitted for kind perusal and directions pls.</p> <p><u>Resolution</u></p> <p>The 88th Finance Committee in its meeting held on 12/07/2017 sanctioned Rs. 15 lakhs for purchase of new car of the Vice Chancellor which is about twelve years old.</p> <p>Considering the fact that the quotation was almost three years old, hence, the estimated amount for the purpose of procurement of a new car be enhanced from Rs. 15 lakhs to Rs. 19 lakhs plus taxes as applicable.</p>
18	Proposal for Reduction of Fees for Repeat & Improvement Examination	<p>The University has received a proposal from the Student Association (SJA) towards reducing the fees for repeat & improvement examination respectively to the tune of Rs. 500 which is presently Rs. 1000 and Rs. 1000 which is presently Rs. 2000/-.</p> <p>The matter was submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>The matter of reduction of fees has been considered and rejected as the fees are not high.</p>

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19	Prayer for sponsoring students in Harvard College Project for Asian International Relations to be held in USA from 14-17 th February 2020.	<p>The Vice Chancellor of the University have received a prayer from Mr. Rohit Sharma, a student of 5th year who has been selected for the prestigious Harvard College Project for Asian International Relations (HPAIR) held in Harvard University, Cambridge (MA) from February 14th to February 17th 2020. He was among the 300 selected members for this program across the world for supporting with the Registration Fee for participating the event for a total cost of Rs. 26,367/- out of the total expenses of Rs. 1,51,969/-.</p> <p>The matter was submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>Resolved that Registration Fee of Rs. 26,367/- only be reimbursed to Mr. Rohit Sharma for participating in the Harvard College project on submission of participation certificate and receipt of the Registration Fee.</p>
20	Fees of Mr. Lakesh Kumar (ID-215098), an IDIA Charitable trust sponsored student – Matter regarding	<p>The matter arises out of the 111th Meeting of the Finance Committee held on 24/07/2019 where the Finance Committee directed that “a formal intimation should be given to the concerned student to the effect that unless his attendance is regular in the following three months, the university waiver of fees etc. will be withdrawn and the matter is accordingly kept in abeyance for the time being and should be taken up for consideration after three months”.</p> <p>Accordingly, the Academic Section in their e-mail dated 06th August 2019 have forwarded the Minutes of the Meeting to the concerned student. Later the Assistant Registrar (Academic) have also provided a detailed note dated 22/11/2019 for the incumbent / student mentioned above when he made a prayer to the Vice Chancellor for his promotion to the 3rd year.</p> <p>Submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>Matter is referred to the Academic Council for consideration.</p>




21	Proposal for enhancement of Pay of Ms. Tutu Mukherjee, Assistant Librarian with at par with Librarian on taking over the additional duties of the Librarian	<p>Ms. Tutu Mukherjee, Assistant Librarian, WBNUJS have prayed before the authority that as she is performing the duties of the Librarian in addition to her current responsibilities she may be remunerated at par with the Librarian.</p> <p>Submitted for kind perusal and directions.</p> <p><u>Resolution</u></p> <p>The prayer for enhancement of pay of Ms. Tutu Mukherjee, Assistant Librarian, WBNUJS at par with Librarian for her additional duties has been considered but rejected in view of the fact that in our University all other occasions taking of additional charges by any employee for the interest of the University has not been remunerated additionally.</p>
22	Extension of contractual employment of Mr. Babu Das	<p>As per the direction of the 111th Meeting of the Finance Committee held on 24/07/2019 Mr. Babu Das has been engaged as Part-Time Accounts Assistant initially for a period of six months w.e.f. 01/08/2019 on a consolidated sum of Rs. 15500/-. As his present tenure has ended on 31/01/2020 he may be extended for another tenure as may be deemed fit by the Authority. A detailed report by the then Accounts Officer (Section Head) about the working of the incumbent has been enclosed.</p> <p>The matter was submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>Resolved that tenure of Mr. Babu Das engaged as Part-Time Accounts Assistant be extended for another one year from 01/02/2020.</p>
23	Prayer of Mr. Dilip Chakraborty, Plumber for enhancement of his pay under skilled	<p>Mr. Dilip Chakraborty, plumber on daily wage basis is working in the University for the last eight years. As directed by the University he also remains present in the campus during night hours for three days in a week during.</p> <p>Now he has claimed to consider his case / work as a skilled labour and fix wages accordingly and as per existing Order of Government of India (F.No.1/36(3)/2019-LS-II dated</p>

	labour	<p>23/09/2019).</p> <p>Submitted for kind perusal and directions.</p> <p><u>Resolution</u></p> <p>Resolved that Mr. Dilip Chakraborty engaged as plumber on daily basis be treated as skilled labour and his remuneration be given at the rate of Rs. 733/- per day. Moreover, he be paid also Campus Duty Allowance for Rs. 3,000/- (Rupees three thousand) only per month.</p>
24	Prayer for renewal and enhancement of salary of Mr. Soumen Chowdhury, Technical Centre, Computer Centre	<p>The University has received an application from Mr. Soumen Chowdhury, Technical Centre, Computer Centre who is working in the University on adhoc basis and at a present consolidated salary of Rs. 35400/- per month. His tenure will come to an end on 31/03/2020.</p> <p>Now he has prayed before the authority to enhance his consolidated salary and also renew his present contract.</p> <p>In this context it is also pertinent to mention that the salary of the incumbent has been enhanced as per the direction of the 110th Meeting of the Finance Committee held on 12/03/2019 & 15/03/2019 from March 2019.</p> <p>The matter was submitted for perusal and directions.</p> <p><u>Resolution</u></p> <p>Resolved that tenure of service of Mr. Soumen Chowdhury, Technical Centre, Computer Centre be extended for one year w.e.f. 01/04/2020.</p> <p>As regards his prayer for enhancement of his consolidated salary the matter will be considered later on after recruitment process be completed in which he is also a candidate.</p>
25	Reporting of the Court Case W.P. 3757 (w of 2020), The WBNUJS & others vs The Deputy	<p>The University filed a court case bearing no. W.P. 3757 (w of 2020), The WBNUJS & others vs The Deputy Commissioner of Income Tax, Circle 1, (I), Exempt, Kolkata & others due a demand made by the Income Tax Department. In this regard the background behind the same was annexed.</p> <p>The matter was submitted for information and directions.</p>

	Commissioner of Income Tax, Circle 1, (1), Exempt, Kolkata & others	<p><u>Resolution</u></p> <p>Members noted the report of court case bearing No. W.P. 3757 of 2020 at Hon'ble High Court at Calcutta. It is informed also that matter is in the process of hearing before the Commissioner of Income Tax, Circle 1, (1), Exempt, Kolkata regarding condonation of delay and refund of amount transferred by the Corporation Bank to Income Tax Department.</p>
AA 1.	<p><u>Additional Agenda Items</u></p> <p>Emergent Repairing of Rain water pipe line & Soil Line of main building, repairing PVC door of Gents Hostel Toilet, Acid Wash & Repairing floors Tiles of Ladies Hostel Toilet (1st to 6th Floor) of the University during the year 2013-20.</p>	<p>There was an emergency repairing works needed by the University for the above mentioned purpose and accordingly PWD was approached who subsequently submitted a proposal of Rs. 3,07,679.00 for the work to completed.</p> <p>The matter was submitted for directions.</p> <p><u>Resolution</u></p> <p>The emergent repairing of rain water pipeline and the other works which could not await the approval of the Finance Committee have been undertaken. The work is complete. The PWD, GoWB have given an estimate of Rs. 3,07,679.00 for approval.</p> <p>The same is approved.</p>
AA 2.	<p><u>Additional Agenda Items</u></p>	<p><u>Authorised jointly Registrar and Accounts Officer to issue Cheque upto Rs. 20,000/-</u> - The matter arises in continuation to the decision made in the Finance Committee Meeting held on 3rd April, 2001 where it was decided that Registrar and Accounts Officer is jointly authorized to signed and operated cheque not exceeding Rs. 5,000/-. Cheque exceeding Rs. 5,000/- shall be signed and operated by the Vice Chancellor and the Registrar as provided in (Annexure AA2).</p> <p>It is now proposed that Registrar and Accounts Officer will be</p>

		<p>jointly authorized to signed and operate cheque not exceeding Rs. 20,000/- . Cheque exceeding Rs. 20,000/- shall be signed and operate by the Vice Chancellor and the Registrar.</p> <p>Submitted for approval.</p> <p><u>Resolution</u></p> <p>Resolved that from 1st April, 2020 Registrar and Accounts Officer are authorized to sign and operate cheque not exceeding Rs. 20,000/-. However, administrative approval is necessary before issuing Work Order. Approval of the Vice Chancellor is necessary for any amount exceeding Rs. 20,000/-. Cheque exceeding Rs. 20,000/- shall be signed and operated by the Vice Chancellor and the Registrar.</p>
AA 3.	<u>Additional Agenda Items</u>	<p><u>Amendment of regulation relating to financial matter Part II (2) (1) (a)</u> – The University felt the necessity to “Amendment of regulation relating to financial matter Part II (2) (1) (a)” where it states that an imprest amount of Rs. 10,000/- is allowed to be maintained with the officer of the University authorized by the Vice Chancellor provided in Annexure AA3. Due to increase in the daily University activities, moderate amount of urgent cash transaction is always required to be made on regular basis. It is proposed that imprest amount of Rs. 10,000/- now be increased to Rs. 20,000/- which shall be maintained with the officer of the University authorized by the Vice Chancellor.</p> <p>Submitted for approval.</p> <p><u>Resolution</u></p> <p>Resolved that from the Financial Year 2020-21 the existing imprest amount of Rs. 10,000/- is being increased to Rs. 20,000/- which shall be maintained by the Officer of the University authorized by the Vice Chancellor as per the Regulation of the University.</p>
AA 4.	<u>Additional Agenda Items</u>	<p><u>IPR Chair Fund</u> – The IPR Chair Professor of the University appointed Prof. Pinaki Ghosh as the IPR Chair Professor w.e.f. 01.11.2019. The remuneration and other expenses of IPR Chair Professor are paid out the University fund at present. In order to run the activities under the IPR Chair Fund a proposal is received from the Chair Professor along with the budgetary details (Annexure AA4). The DPIIT is yet to release any fund in this regard though appointment of IPR Chair Professor has</p>




	<p>been approved by DPIIT. It is proposed that University may provide an advance of Rs. 30 lakhs to the IPR Chair which may be reimbursed on receipt of the fund from DPIIT.</p> <p>Submitted for approval.</p> <p><u>Resolution</u></p> <p>Resolved that University will provide an advance of Rs. 20,00,000/- to the IPR Chair for the Financial Year 2020-21 which may be reimbursed on receipt of the fund from Department of Promotion of Industry and Internal Trade under SPRIHA, Govt. of India, as have been experienced in the current financial year.</p>
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19.03.2020

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Agenda Item No. 2

Donation to Chief Minister Relief Fund, Government of West Bengal

On behalf of The West Bengal National University of Juridical Sciences an amount of Rs. 5,00,000/- (Rupees Five Lakhs) was donated towards Chief Ministers Relief Fund on 08th April 2020 due to the spread of Corona Virus pandemic. The majority of Teaching and Non Teaching employees of the University have donated their one day salary towards the West Bengal State Emergency Relief Fund and along with that the University added its modest contribution to accumulate the above mentioned amount.

Submitted for information and post facto approval.

Agenda Item No. 3

To consider the representation of the Student Juridical Association for reduction of fees for the Monsoon Semester 2020-21

A representation has been received from the Students Juridical Association (SJA), WBNUJS for reduction of 29% fees for the Monsoon Semester 2020-21 and thereby a proposal was submitted by them requesting the University to reduce the fee from Rs. 1,59,900 to Rs. 1,13,800 with a reduction of 28.83% fees.

The same is placed before the Finance Committee (Annexure II) for kind perusal and direction.

To the Hon'ble Vice Chancellor
West Bengal National University of Juridical Sciences,
Kolkata 700098.

July 20, 2020.

Sub: Reduction in student fees for the monsoon semester 2020-21

Respected Sir,

The Covid 19 pandemic has come with its own set of challenges and difficulties. As a college, we are trying to respond to it in our own ways by conducting online classes and changing the normal way in which we behave with our curriculum. These times are filled with economic uncertainty. We thank you for taking active decisions in the interest of the General Body and allowing us to start our classes online.

A big area of concern for the students however is the fees, especially for the monsoon semester. In the current scheme of things, there is little to no certainty of resuming physical classes before the next semester. In the absence of the physical presence of students on campus, the University, therefore will not be required to make a number of regular expenditures that it incurs.

Static expenditures like hostel fees, study material fee, student welfare fee, examination fee and moot court fee shall not be incurred in the monsoon semester. In addition to this, expenditures incurred on library, computer & IT and development will also reduce at great length. Moreover, the University shall be incurring no expenditure on travelling, conducting meetings since its being held online, hospitality, sports equipment's, gymnasium, internet and student activity related expenditures. Further, expenditures will reduce significantly for credit courses, health, stationery, electricity, telephone & postage and maintenance budgets for the IT infrastructure, regular maintenance of hostels and campus, university vehicles, etc. will also decrease largely.

This is a direct result of our timely move to the online infrastructure wherein student activities have reduced on part of the college in the absence of the physical presence of the General Body. The lockdown has posed multiple economic challenges on the families of our students. NUJS has the highest fee structure as noted by the University Review Commission Report 2017 and it raises 153% of the fees, through student fees.

In this regard, we have made a tabular representation of the reduction in fees (**Annexure A**) keeping in mind the above listed factors. The University will have a reduction of nearly three crore rupees in this academic year. The figures have been represented in a tabular format in the latter part of this document with respect to the heads under which student fee is paid. The calculation has been done with respect to the fees of the Batch of 2022. The percentage of

waiver has been mentioned for the same reason so that the final figures for all the batches can be calculated accordingly. Further, the dollar conversion rate for the NRI fee figures are as per the date of the representation.

We kindly request you to take urgent and necessary action in order that the student fees can be reduced accordingly. We thank you for your timely action in the middle of this pandemic that has helped the student body in ways more than one.

Warm regards,

Ankit Pal

Administrative Secretary.

Student Juridical Association 2019-20.

Annexure A: Tabular Representation of Fee Reduction

S. no.	Head	Fee Amount	Waiver	% Waiver	Final
1	Semester Fee	73200	0	0%	73200
2	Examination Fee	1200	1200	100%	0
3	Library Fee	24000	6000	25%	18000
4	Student Welfare Fee	9600	9600	100%	0
5	Moot Court Fee	2000	2000	100%	0
6	Computer & IT Fee	10,800	5800	53.70%	5000
7	Study Material Fee	2000	2000	100%	0
8	Development Fee	12,000	2000	16.66%	10000
9	Placement Fee	500	0	0%	500
10	Composite Hostel	9600	5000	52.08%	4600
11	Adjustable Hostel	15000	12500	83.33%	2500
	Total for Other Students	159900	46,100	28.83%	1,13,800
	NRI Fee	\$4320 3,36,960			
	Total for NRI students	4,23,660	1,22,141.00	28.83%	3,01,519

Agenda Item No. 4

Report of the Pay fixation Committee

The Pay Fixation committee constituted by the 113th Meeting of the Finance Committee on the direction of the 70th Meeting of the Executive Council held on 21/12/2019 has submitted its report for the First Phase where CAS Promotion and confirmation of services after 1 year of probation of the faculty members were considered. The said Committee has fixed Pay for those Faculty members who were considered for such from the month of June – July 2020.

Submitted for kind perusal, information and approval.

Agenda Item No.5.

Payment of Staff of CRSGPP from University Account

From the month of April to July the staff of CRSGPP, Sponsored by Government of West Bengal, are paid their salary from the University Account. The process of sanctioning of Govt. Grant is under process and when available the amount will be adjustable with the University account. It is proposed that till state Govt. grant is received the staff of CRSGPP will be paid from the University Fund.

Submitted for approval and necessary directions.

Agenda Item No.6

Adoption of five villages by the University for Educational Development and Legal Awareness Program

In pursuance of a notification of the MHRD, Govt. of India all Universities are advised to adopt five villages for development in various field as the University. Accordingly we propose to adopt nearby five villages for educational development, particularly Legal Awareness and Legal Aid Programme. In this work our Legal Aid Clinic comprising students and Faculties will be involved. To start with an amount of Rupees One lakh fifty thousand (Rs.1,50,000/-) only may be sanctioned from the University fund. for the academic year 2020-2021.

Submitted for approval and directions.