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**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

**NINETEENTH MEETING OF THE FINANCE COMMITTEE**

**Date : 11<sup>th</sup> May, 2007**  
**Time : 4.00 P.M.**  
**Venue : Chamber of Vice-Chancellor**

**MINUTES**



**KASHMERE GATE, DELHI-110006**

## MINUTES OF 19<sup>TH</sup> MEETING OF FINANCE COMMITTEE OF GGG INDRAPRASTHA UNIVERSITY HELD ON 11<sup>TH</sup> MAY, 2007

19<sup>th</sup> meeting of the Finance Committee was held in the Chamber of Hon'ble Vice Chancellor, Guru Gobind Singh Indraprastha University on 11.05.2007 at 4.00P.M. The meeting was attended by the following:-

(i)	Prof. K.K.Aggarwal, Vice-Chancellor	Chairman
(ii)	Sh. V.V.Bhat, Pr. Secy.(Fin), GNCTD	Member
(iii)	Dr. G.Narendra Kumar, Secy.( Higher Education)	Member
(iv)	Prof. A.K.Aggarwal	Member
(v)	Sh. K.K. Purohit	Member
(vi)	Sh. Vinod K.Jain,Registrar, GGSIPU	Spl.Invitee
(vii)	Prof. Yogesh Singh, COE, GGSIPU	Spl.Invitee
(viii)	Sh. J.P. Mohla, OSD to V.C., GGSIPU	Spl.Invitee
(ix)	Mrs. Vandana Gupta, COF, GGSIPU	Secretary

Sh. Lalit B.Singhal, Member, Finance Committee could not attend the meeting due to his pre-occupation.

Prof. K.K. Aggarwal, Chairman, Finance Committee welcomed the Members of the Finance Committee. The record of discussion and the decisions taken are as follows:

### **Agenda Item No. 19.01: Confirmation of the Minutes of 18<sup>th</sup> Meeting held on 27.09.2006.**

The Members of the Finance Committee confirmed the Minutes of the 18<sup>th</sup> Meeting held on 27.09.2006.

### **Agenda Item No. 19.02: Action Taken Report on the proceeding of 18<sup>th</sup> meeting of Finance Committee held on 27.09.2006.**

Action Taken Report on the proceedings of 18<sup>th</sup> meeting of Finance Committee held on 27.09.2006 was noted by the Members.

### **Agenda Item No. 19.03: Grant-in-Aid from Govt. of NCT of Delhi to GGSIPU.**

The Finance Committee appreciated the issue raised in the agenda regarding the non receipt of Grant-in-aid from the Govt. of NCT of Delhi as per the MOU duly signed between the University and the Government. It was decided that a self contained note in this regard be referred to Secretary (Higher Education), Govt. of NCT of Delhi for looking into the matter.

### **Agenda Item No. 19.04: Printing of Admission Brochures : 2007-08.**

The Committee ratified the decision of the Vice Chancellor taken under Section 10(4) of the University Act regarding expenditure sanction of Rs.49.09 lakhs for printing of three Admission Brochures for making admissions in the academic year 2007-08.

**Agenda Item No. 19.05: Expenditure Sanction for Advertisement Campaign for inviting applications for Common Entrance Tests (2007-08).**

The Finance Committee accorded expenditure sanction of Rs.30,57,142/- towards Advertisement Campaign for inviting applications for Common Entrance Tests (2007-08).

**Agenda Item No.19.06: Financial Approval for Rs.29,92,500/- towards postal charges for dispatch of CET 2007 Admit Cards through Registered Post.**

The Finance Committee accorded expenditure sanction of Rs.29,92,500/- towards postal charges for dispatch of CET 2007 Admit Cards through Registered Post.

**Agenda Item No. 19.07: Review of Delegation of Financial Powers.**

The Committee after deliberations felt that there is a need to review the delegation of financial powers in the University and accordingly approved the following:-

S.No.	Designation	Financial Powers Existing	Financial Powers Revised
(i)	Vice Chancellor	Rs.25 lacs. *	Rs.50 lacs.*
(ii)	Controller of Finance	Rs.1 lac.	Rs. 2 lacs.
(iii)	Registrar	Rs.50,000/-	Rs. 1 lac.
(iv)	Controller of Exams.	Rs.50,000/-	Rs. 1 lac.
(v)	Deans/Principal IGIT	Rs.50,000/-	Rs. 1 lac.
(vi)	Librarian	Rs.50,000/- per annum (for purchase of books)	Rs. 1 lac. per annum (for purchase of books)

Note\* (i) Beyond Rs.50 lacs. & upto Rs.1 crore per item, the approval of Finance Committee will be required and beyond Rs.1 crore, the approval of Board of Management will be required.

(ii) As powers to the Vice Chancellor were earlier delegated by the Board of Management, the aforesaid delegation of financial powers to Vice-Chancellor be put up to the Board of Management for approval.

**Agenda Item No.19.08: Delegation of powers for conversion of posts from one category to other / change of designation**

The issue and its possible implications were discussed in detail. The following decisions were taken:-

- (i) All the posts of Examination Officers in the pay scale of Rs.10000-15200 be re-designated as Additional Deputy Registrar;
- (ii) The conversion of proposed posts of Senior Stenographers in the pay scale of Rs.5000-8000 to the post of Stenographers in the pay scale of Rs.4000-6000 was approved;
- (iii) It was felt that instead of authorizing the Vice Chancellor for such conversion, it is desirable that this be taken up in the Finance Committee for deliberations and decision. In case of urgency, the Vice Chancellor, of course, does have the powers already vested with him in the Act in anticipation of the approval of the Finance Committee.

**Agenda Item No. 19.09: Reimbursement of traveling expenditure to the officials involved in the Project & Research work.**

The proposal regarding reimbursement of traveling expenditure to the officials involved in the project and research work was approved.

The Finance Committee appreciated the special situations/contingencies which occur in the University from time to time due to the peculiar nature of its functioning. Some of such situations like holding of Common Entrance Tests at locations spread all over India, Conducting of End Term Exams., Counselling/admissions and Weekend Programmes making the University functional on all the seven days, were discussed in the meeting.

To deal with such situations, the Finance Committee authorized the Vice-Chancellor to prescribe the norms of payment as and when required. However, before prescribing the norms, the Vice-Chancellor should be advised by the committees consisting of senior officers of the University.

**Agenda Item No. 19.10: Proposal for grant of advances like House Building, Purchase of Car and Computer etc. to the employees of GGSIPU.**

The Committee deferred the proposal with the suggestion that the University may explore the possibility of making such loans available to the employees through Banks.

**Agenda Item No. 19.11: Contributory Provident Scheme for IGIT.**

The Committee approved the proposal of extending the Scheme of CPF to the employees of IGIT. The University should inform this decision to the concerned department of the Govt. of NCT of Delhi.

**Agenda Item No. 19.12: Payment of Honorarium to Employees of GGSIPU.**

The Finance Committee complimented the University for its accreditation as "A Grade" University by National Assessment and Accreditation Council. The Committee appreciated the efforts of teaching as well as non-teaching employees of the University.

The Committee approved the proposal as a one time measure and as recognition of special efforts of the employees. Further the Committee instead of extending this appreciation as honorarium or incentive to the employees, suggested to give the same as gift cheques/vouchers to them based on the guidelines in the Agenda. The total financial implication that will result by this and approved by Finance Committee would be not more than Rs.5 lacs. The gift cheques so given may be accompanied by an appreciation letter of the Vice Chancellor. It should be designed in the form of slabs rather than a separate amount for each individual.

**Additional Agenda Items placed on the table:**

**Agenda Item No. 19.13 Launching a Gold Medal in Delhi College of Engineering in the name of Prof. K.K. Aggarwal, Vice Chancellor, Guru Gobind Singh Indraprastha University.**

It was decided that this may be referred to Secretary(Higher Education) for a final decision in consultation with Pr. Secretary (Finance), Govt. of NCT of Delhi.

**Agenda Item No. 19.14 Revision of sitting fee and conveyance to the Members of the Court and Board of Management.**

During the course of discussion, it was felt that there is a need to enhance the sitting fee / honorarium which the University gives to the prominent people who contribute significantly to the growth and development of the University. Therefore, it was decided the honorarium / sitting fee for the members of the Court and the Board of Management be enhanced to Rs.2000/- plus Rs.500/- for conveyance, wherever applicable. In other cases, the present rates will continue.

**Agenda Item No. 19.15. Creation of posts of Senior Technical Assistants in the pay scale of Rs.6500-10500 simultaneously surrendering equal number of posts of Technical Assistant/ Workshop Instructor sanctioned in the pay scale of Rs.5000-8000.**

The matter was discussed and it was felt that to provide incentive and equal opportunity of promotion to technical staff in the University, 20% posts of Technical Assistants/Workshop Instructors may be upgraded to the level of Senior Technical Assistants in the grade of 6500-10500. The matching number of posts in the cadre of Technical Assistants/Workshop Instructors would be surrendered. This would be treated as Career Advancement and will be implemented as per the duly notified rules of the University.

*Wandana Gupta*  
**(Wandana Gupta)**

22/5/07  
Controller of Finance &  
Secretary to Finance Committee

**Agenda Item No. 19.07 : Review of Delegation of Financial Powers.**

The Financial Powers have been delegated to different authorities in Guru Gobind Singh Indraprastha University vide Order No. F.1(6)(44)/99-Estt./4254 dated 22.12.1999. Since then, there has not been any revision of the same. Over a period of time, it has been felt that the existing powers prove to be inadequate on many occasions due to the rising level of inflation and price index. Many Universities like Manipur University, Imphal, which has recently been a Central University, have revised their delegation of financial powers (Annexure-IV ).

Keeping in tune with time and requirements of the University and for the smooth functioning, it is suggested that the delegation of financial powers may be reviewed and revised as follows:-

S.No.	Designation	Financial Powers Existing	Financial Powers Revised
1.	Vice Chancellor	Rs.25 lacs. *	Rs.50 lacs. *
2.	Registrar	Rs.50,000/-	Rs. 1 lac.
3.	Controller of Finance	Rs.1 lac.	Rs. 2 lacs.
4.	Controller of Exams.	Rs.50,000/-	Rs. 1 lac.
5.	Deans	Rs.50,000/-	Rs. 1 lac.
6.	Librarian	Rs.50,000/- per annum (for purchase of books	Rs. 1 lac. per annum (for purchase of books

- Beyond Rs.50 lacs. & upto Rs.1 crore per item, the approval of Finance Committee will be required and beyond Rs.1 crore, the approval of Board of Management will be required.

Incidentally & in comparison with the Manipur University which is a Central University, the suggested revision of the Delegation of Financial Powers is quite on the lower side.

The Finance Committee is requested to accord their approval for the proposal.