


**Minutes of the 49<sup>th</sup> Meeting of the Finance Committee of  
Assam University held on 31<sup>st</sup> May 2018 at 11.00 AM  
at AIU, New Delhi**

The following were present:

- |   |                        |
|---|------------------------|
| 1. Prof. Dilip Chandra Nath<br>Vice-Chancellor, Assam University  | - Chairman             |
| 2. Prof. Sivasish Biswas<br>Pro Vice-Chancellor, Assam University Diphu Campus  | - Member               |
| 3. Dr. Jitendra Kumar Tripathi, JS (CU), UGC<br>(Visitor's Nominee)   | - Member               |
| 4. Mr. S.K. Ghildiyal, Dy. Secretary to GoI (CU&L), MHRD<br>[Nominee of JS (CU), MHRD, GoI (Visitor's Nominee)]         | - Member               |
| 5. Mr. Fazal Mahmood, Dy. Secretary to GoI (IFD), MHRD<br>[Nominee of JS and FA, MHRD, GoI (Visitor's Nominee)]         | - Member               |
| 6. Mr. Bishnu Chakraborty<br>Finance Officer, K.K. Handique State Open University,<br>Guwahati (EC Nominee)             | - Member               |
| 7. Dr. Bijoy Kr. Mohapatra, Former Registrar,<br>Shri Lal Bahadur Shastri Rashtriya Sanskrit Vidyapeeth<br>(EC Nominee) | - Member               |
| 8. Prof. Nagendra Pandey<br>Dean, School of Earth Sciences, Assam University, Silchar<br>(EC Nominee)                   | - Member               |
| 9. Dr. Sanjib Bhattacharjee<br>Registrar, Assam University  | - Permanent Invitee    |
| 10. CMA Dr. B. B. Mishra<br>Finance Officer, Assam University   | - Ex-officio Secretary |

The comments of JS (CU), MHRD, Dept. of Higher Education, GoI on the agenda items of the 49<sup>th</sup> meeting of the Finance Committee of Assam University received from Shri Pawan Kumar, ASO (CU-I), MHRD vide his e-mail dated May 28, 2018 and the comments received from the Under Secretary to the Govt. of India, IFD, Dept. of Higher Education, MHRD with the approval of JS & FA, MHRD, GoI vide

  
04.6.2018

letter F. No. 9-9/2017-IFD, dated 29<sup>th</sup> May 2018 were placed by the Secretary, Finance Committee, Assam University before the Finance Committee and the members noted the comments and put on record.

The Vice-Chancellor assured that the observations of the Ministry will be strictly followed by the University in true letter and spirit.


**Item No. FC: 49/01: Welcome and Opening Remarks by the Vice-Chancellor, Assam University.**

Prof. Dilip Chandra Nath, Vice-Chancellor, Assam University and Chairman, Finance Committee welcomed all the members for attending the meeting with full attendance. The Chairman in his opening remarks sought guidance from all the members for all round development and growth of the University. The Chairman also informed the House that the next (50<sup>th</sup>) meeting of the Finance Committee of Assam University proposed to be held on 26<sup>th</sup> June 2018 in New Delhi is to recommend for adopting the Annual Accounts of the University for the year 2017-18 with other agenda items which have financial implications and the members noted the same. The Chairman requested the Secretary, Finance Committee to initiate the proceedings as per the agenda items.

**Item No. FC: 49/02: Confirmation of the Minutes of the 48th meeting of the Finance Committee of the University held on March 05, 2018.**

The copy of the Minutes of the 48th meeting of the Finance Committee of the University held on March 05, 2018 was circulated to all the members vide letter No. AUF/686/FC-48/2017-18/3697, dated 12th March 2018. University has not received any adverse comments from any of the members. Hence, the Minutes may kindly be confirmed.

**Resolution:** Subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission, the minutes of the 48<sup>th</sup> meeting of the Finance Committee of the University held on March 05, 2018 were confirmed.

  
04.06.2018

**Item No. FC: 49/03: Action Taken Report of the 48<sup>th</sup> Meeting of the Finance Committee of the University.**

Action Taken Report on the 48<sup>th</sup> meeting of the Finance Committee of the University held on March 05, 2018 was placed in the meeting for information and necessary review.

**Resolution:** Action Taken Report on the 48<sup>th</sup> meeting of the Finance Committee of the University held on March 05, 2018 were perused and noted by the members of the Finance Committee.

**Item No. FC: 49/04: Approval for enhancement of M.Phil and Ph.D Evaluation Fee and enhancement of rate of remuneration to the Evaluators.**

The Academic Council in its 79<sup>th</sup> meeting held on 25<sup>th</sup> October 2017 vide Resolution No. AC:79:10-17:25.4.(iii) recommended for enhancement of M.Phil and Ph.D Evaluation Fee and enhancement of rate of remuneration to the Evaluators as follows:


(a) The Evaluation Fee of M.Phil Dissertation and Ph.D. Thesis were recommended for increase, as per the following enhanced rates as detailed below:

Name of the Course	Existing Evaluation Fee (per Scholar)	Proposed Enhanced Evaluation Fee (per Scholar)
M.Phil	Rs. 2,000/-	Rs. 4,000/-
Ph.D.	Rs. 4,000/-	Rs. 8,000/-

(b) The remuneration were recommended for payment to the M.Phil/Ph.D Evaluators at the following enhanced rates:

Name of the Course	Existing Remuneration (per Examiner)	Proposed Enhanced Remuneration (per Examiner)
M.Phil	Rs. 1,000/-	Rs. 1,500/-
Ph.D.	Rs. 1,000/-	Rs. 2,000/-

The copy of the relevant portion of the resolution of the 79<sup>th</sup> Academic Council meeting was placed in the meeting as Annexure to the agenda for consideration and recommendation to the Executive Council of the University for approval.

  
04.06.2018

**Resolution:** The members of the Committee were appraised that the existing rates of remuneration for evaluation of M.Phil and Ph.D. thesis were introduced in the year 2005-06 and the rates are very nominal and inoperative. Therefore, the Committee after detailed deliberations approved the proposal of the Academic Council for enhancement of Evaluation Fee from the Scholars for M.Phil and Ph.D. & also approved the enhancement of remuneration for evaluation of M.Phil and Ph.D. thesis for the Examiners.

**Item No. FC: 49/05:** Approval for payment of remuneration to the D.Litt. and D.Sc. Evaluators.

The Academic Council in its 81<sup>st</sup> meeting held on 5<sup>th</sup> May 2018 vide Resolution No. AC:81:05-18:50 recommended the draft evaluation format prepared as per Assam University Ordinance on D.Litt./D.Sc. 2008 for award of D.Litt. Degree in Assam University to the Executive Council for approval. The Academic Council also proposed for payment of remuneration to the D.Litt. and D.Sc. Evaluators @ Rs. 3,000/- per Scholar.

The copy of the relevant portion of the resolution of the 81<sup>st</sup> Academic Council meeting was placed in the meeting as Annexure to the agenda for consideration and recommendation to the Executive Council of the University for approval.

**Resolution:** The recommendation of the Academic Council was discussed in detail in the meeting and it was resolved that a comparative statement with supporting documents showing the details of such remunerations to the D.Litt. and D.Sc. Evaluators being followed in BHU, JNU, AMU and UoH may be placed before the Finance Committee for necessary consideration.

**Item No. FC: 49/06:** Approval for enhancement of Fee Structure of TDC Examination and enhancement of remuneration/honorarium to the Zonal Staff etc. for TDC Examination work.

The Academic Council in its 81<sup>st</sup> meeting held on 5<sup>th</sup> May 2018 vide Resolution No. AC:81:05-18:43 & Resolution No. AC:81:05-18:45 recommended the following enhancement of Fee Structure of TDC Examination and enhancement of remuneration/honorarium to the Zonal Staff etc. for TDC Examination work.

  
04.06.2018




Details of the proposed Fee Revision are as under:

Sl. No.	Particulars	Present fee for semester examination	Proposed fee for semester examination
(i)	Theory Hons / core	Rs. 250/-	Rs. 375/-
(ii)	Theory pass	Rs. 200/-	Rs. 300/-
(iii)	Arrear (Pass/Hons)	Rs. 50/- maximum of Rs. 100/- per Semester	Rs. 75/-
(iv)	Practical Regular	Rs. 50/- per subject/semester	Rs. 75/- per subject/semester
(v)	Non-Collegiate fee	Rs. 50/- Per Semester	Rs. 75/- Per Semester
(vi)	Mark-Sheet fee	Rs. 25/- Per Semester	Rs. 50/- Per Semester
(vii)	Re-evaluation fee	Rs. 150/- per paper	Rs. 200/- per paper
(viii)	Scrutiny	Rs. 75/- per paper	Rs. 100/- per paper
(ix)	Duplicate (documents) fee	Rs. 100/- Per document	Rs. 150/- Per document
(x)	Original Certificate	Rs. 750/-	Rs. 750/-
(xi)	Transcript fee	Rs. 1,000/-	Rs. 1,000/-
(xii)	Permission fee for NCPC (Female/Defence/Teachers)	Rs. 500/- per semester	Rs. 750/- per semester candidates)
(xiii)	Change of centre of examination only theory	Rs. 200/-	Rs. 300/-
(xiv)	Centre fee	Rs. 150/-	Rs. 250/-

Also, the Academic Council recommended the remuneration/honorarium structure for TDC Examination as detailed below for the Zones for approval.

Designated officials for each zone	Existing Honorarium	Proposed Honorarium
1 Zonal Officer (Principal)	Rs. 10,000/-	Rs. 15,000/-

 04.06.2018

2	Assistant Zonal Officer	Rs. 8,000/-	Rs. 12,000/-
3	Ministerial Staff	Rs. 5,000/-	Rs. 7,500/-
4	Group D Staff	Rs. 3,000/-	Rs. 4,500/-
5	Night Guard	Rs. 3,000/-	Rs. 4,500/-
6	Sweeper	Rs. 2,000/-	Rs. 3,000/-
7	Contingencies	Rs. 10,000/-	Rs. 20,000/-

It is for the information of the Committee that in May 2015, in the meeting of the Principals Chaired by the Hon'ble Vice-Chancellor decided that the honours course scripts shall also be got evaluated from the Zones by enhancing the honorarium by 50%. Accordingly the Zonal evolution work was carried out. The enhanced honorarium as under was approved in the Principals' meeting held on 4th March, 2016, which was presided over by the Vice Chancellor-in-charge for even and odd semester Examination 2015 only.

Thereafter, with effect from Even Semester Examination 2016, responsibilities of evaluation of honours course scripts taken back by the University and work of different Zones remained restricted to pass course subject papers only. However, Principals' as Zonal Officers are insisting for regularization of honorarium with effect from Even Semester Examination 2016 onwards at the enhanced rates as stated above.


In the course of deliberation in the Academic Council, some members of the Council from Assam College Teachers' Association put forth their views regarding enhancement of remuneration for TDC examination works. The Council considered for enhancement of the remuneration for TDC examination related work to the extent of certain percentage. The existing rates of remuneration vis-a-vis proposed enhanced rates are as under:

Sl. No.	Particulars	Existing Rate	Enhance Rate
a.	Paper Setter	Rs. 300/- per paper	Rs. 400/- per paper
b.	Moderator	Rs. 100/- to be divided amongst moderators	Rs.150/- to be divided amongst moderators

  
04.06.2018

c.	Chairman of Moderation Board	Rs. 500/- per subject + remuneration of moderation for no of sets moderated	Rs. 750/- per subject + remuneration of moderation for no of sets moderated
d.	Examiner	Rs.10/- per scripts( Pass Course) Rs. 12/- per scripts (Honours Course)	Rs. 15/- per scripts (Pass Course) Rs. 20/- per scripts (Honours Course)
e.	Head Examiner	Rs. 1,000/- remuneration at examiners rate for 5% of total scripts	Rs. 1,000/- remuneration at examiners rate for 5% of total scripts
f.	Scrutiny (per result)	20% of the scripts at the rate of evaluation rate @ Rs. 2/- per script	20% of the scripts at the rate of evaluation rate @ Rs. 3/- per script
g.	External Invigilator	Rs. 1,000/- per centre & Rs. 100/- per shift in addition to conveyance	Rs. 1,000/- per centre & Rs. 100/- per shift in addition to conveyance
h.	Practical Examiner	Rs. 12/- per candidate for Hons. and Rs. 10/- per candidate for pass including evaluation of scripts subject for minimum of Rs. 300/- per assignment for practical experiment of one day during and Rs. 450/- for more their one day during of practical examination.	Rs. 20/- per candidate for Hons and Rs. 15/- per candidate for pass including evaluation of scripts subject for minimum of Rs. 400/- per assignment for practical experiment of one day during and Rs. 600/- for more their one day during of practical examination.
i.	Re-evaluation	At the rate of evaluation of scripts	At the rate of evaluation of scripts
j.	Scrutiny (Post-result)	Re. 1/- per script subject to minimum of Rs. 100/-	Re. 1/- per script subject to minimum of Rs. 100/-

The copy of the relevant portion of the resolution of the 81<sup>st</sup> Academic Council meeting

  
04.06.2018

was placed as Annexure to the agenda in the meeting for consideration and recommendation to the Executive Council of the University for approval.


**Resolution:** The recommendations of the Academic Council were discussed in detail in the meeting and after threadbare discussion, the Committee resolved the followings:

- (i) As recommended by the Academic Council, the Finance Committee approved the enhancement of Fee Structure of TDC examinations.
- (ii) The Committee feels that enhancing the honorarium to the designated officials for the TDC Examinations of the Zones to 50% is not at this stage advisable, considering the inadequate internal resources of the University at present. Therefore, the Committee approved the Honorarium Structure recommended by the Academic Council for TDC Examinations to the Zones with an enhancement of 20% for the designated officials of the Zones.
- (iii) As recommended by the Academic Council, the Finance Committee approved the enhancement of the proposed remunerations for TDC Examinations with a slight modification for Sl. No. (d) for the Examiner that "Rs. 15/- per script (Pass Course) and Rs. 20/- per script (Honours Course) subject to minimum of Rs. 500/- per Examiner".

**Item No. FC: 49/07:** Approval for Fee Revision for the MBA students of Assam University, Silchar.

The Academic Council in its 81<sup>st</sup> meeting held on 5<sup>th</sup> May 2018 vide Resolution No. AC:81:05-18:18 recommended for revision of fee structure for the MBA students of Assam University, Silchar. The details of the proposed fee structure recommended by the School Board and the Academic Council to be implemented from the Academic Year 2019-20 are given below:

(Amount in Rupees)			
Sl. No.	Particulars	Existing Fee	Proposed Fee
1.	Admission Fee (one Time)	1,500.00	500.00
2.	Tuition Fee (monthly)@ 200	2,400.00	2400.00

  
24.06.2018



3.	Identity Card (one time)	75.00	75.00
4.	University Registration Fee (one time)	300.00	300.00
5.	University Development Fund (Annual)	1,500.00	1500.00
6.	Library Fee (Annual)	500.00	500.00
7.	Sports Fee (annual)	100.00	100.00
8.	Basic Primary Health Services (Annual)	200.00	200.00
9.	Medical Insurance (Annual)	300.00	310.00
10.	Students Co Curricular Fund (Annual)	200.00	200.00
11.	Student's Aid Fund (Annual)	150.00	150.00
12.	Magazine Fee (Annual)	100.00	100.00
13.	Computer Laboratory Fee (Refundable)	500.00	500.00
14.	Library Caution Money (Refundable)	500.00	500.00
15.	Transportation Fee (Annual) (Maximum)	2,800.00	1,000.00
<b>MBA Specific:</b>			
16.	Course Fee	30,000.00 Per Semester	30,000.00 Per Annum
17.	Knowledge Centre and Data Bank (Annual)	1,000.00	3,000.00
18.	Internship & Placement Information and Brochure Fees (Annual)	2,000.00	3,000.00
19.	Management Fest Fee (Annual)	1,000.00	2,000.00
20.	Industry Interface and Corporate Relations (Annual)	4,000.00	4,000.00
21.	MBA Alumni Fee (one time)	300.00	500.00
<b>Examination-related:</b>			
22.	Examination Fee (per Semester)	800.00	800.00
23.	Mark sheet Fee (per mark sheet)	75.00	75.00
24.	Centre Fee (per semester)	300.00	300.00

  
14.06.2018

The copy of the relevant portion of the resolution of the 81<sup>st</sup> Academic Council meeting regarding Fee Revision of the MBA students was placed in the meeting as Annexure to the agenda for consideration and recommendation to the Executive Council of the University for approval.


**Resolution:** The proposal was discussed in detail in the meeting and the members opined that the fee revision should be proposed considering the mandate of the University, vulnerability of the stakeholders' vis-à-vis generating internal resources and reviewing the expenses of the University at large.

Therefore, the Committee suggested that the fee revision should be proposed considering the above factors into account by a duly constituted Fee Revision Committee with Deans/HoDs, Registrar, Finance Officer & Controller of Examinations being the members and a reasonable fee revision thereafter, should be placed before the Finance Committee after due recommendations by the Academic Council.

**Item No. FC: 49/08:** Approval for enhancement of Honorarium for evaluation of research publications by the External Experts for consideration in CAS promotions.

The Academic Council in its 81<sup>st</sup> meeting held on 5<sup>th</sup> May 2018 vide Resolution No. AC:81:05-18:34 recommended the following for payment and enhancement of Honorarium for evaluation of research publications by the External Experts for consideration in CAS promotions.

The external subject experts who are evaluating research publication/books etc of the internal candidates applied for and to be considered under CAS promotions [Asst Professor Stage 3 to Associate Professor and Associate Professor to Professor] are entitled for payment of honorarium after evaluation of the publications send to them. The External Experts have been paid an honorarium @ Rs. 1,000/- per Expert/per Candidates as in the case of External Experts are paid for Ph.D. thesis evaluation. Some experts have requested for enhancement of honorarium for Evaluation of Research Publications under CAS promotions. Therefore, Academic Council recommended that an enhanced rate for the evaluation may be fixed to the tune of Rs. 1,500/- and \$ 25 (for foreign examiner of SAARC countries) per expert/per candidate.

  
4.06.2018

The matter was placed before the Executive Council vide EC: 115:11-17:05 for approval. The Executive Council opined that the matter may be first referred to the Academic Council for justification and recommendation of enhancement from Rs. 1,000/- to Rs. 1,500/- and submitting it to the Finance Committee for recommendation before placing it to the Executive Council.


**Pretext & Justification:** The honorarium of Rs. 1,000/- for evaluation of research publication i.e., five publication for promotion to Professor under CAS has been effective since 2000 and three research publication for promotion to Associate Professor is effective from 2010. Since Sitting Allowance, etc for External Experts of Selection Committee of faculty recruitment has already been revised and enhanced to the tune of double the amount [Rs. 1,000/- to Rs. 3,000/- for half day and Rs. 5,000/- for full day], enhancement of honorarium from Rs. 1,000/- to Rs. 1,500/- and \$ 25 to \$ 50 (for Foreign Examiner of SAARC countries) per expert per candidate could be considered. The matter was placed before the Academic Council and the Council recommended the same to the Finance Committee for consideration.

The copy of the relevant portion of the resolution of the 81<sup>st</sup> Academic Council meeting regarding payment and enhancement of Honorarium for evaluation of research publications by the External Experts was placed in the meeting as Annexure to the agenda for consideration and recommendation to the Executive Council of the University for approval.

**Resolution:** The recommendations of the Academic Council were discussed in detail in the meeting and it was resolved that a comparative statement with supporting documents showing the details of such enhancement of Honorarium for evaluation of research publications by the External Experts in CAS promotions being followed in BHU, JNU, AMU and UoH may be placed before the Finance Committee for necessary consideration.

**Item No. FC: 49/09:** Recommendation for approval of the Minutes of the 92<sup>nd</sup> meeting of the Building Committee of Assam University held on 15<sup>th</sup> May, 2018.

UGC in Letter No. F.18-3/2017(CU), dtd. 28.03.2018 communicated the approval for one time allocation of Rs. 900.00 lakh for C/o Pharmaceutical Science Building to be utilized upto 31.03.2019.

  
04.06.2018

Considering the above allocation, the Building Committee in its 92nd meeting held on 15th May 2018 recommended for approval of Construction for Phase I of Pharmaceutical Science Building with an estimated cost of Rs. 8,99,67,362.00 to be awarded to MGCC Ltd. with a negotiated departmental charge of 5% on deposit work basis .

The Abstract Cost Estimates & Rate Conformity Certificates were placed in the meeting as Annexure to the agenda for kind perusal of the members of the Finance Committee and consideration for recommendation to the Executive Council for approval.

The recommendations of the Building Committee of Assam University in its 92nd meeting held on May 15, 2018 were placed in the meeting as Annexure to the agenda for kind recommendation for approval.

**Resolution:** The agenda item was withdrawn and the Committee advised that the proposal may be submitted to the Finance Committee after following all codal formalities and provisions of GFRs 2017.


**Item No. FC: 49/10:** Adjustment of advances of the Faculty Member based on the proof of submission of bills and submission of photocopies of the missing bills.

Prof. Manabendra Dutta Choudhury, Professor, Department of Life Sciences has taken advance of Rs. 25,000/- on dtd. 25.07.2011 and submitted original vouchers of Rs. 18,558/- on dtd. 09.08.2011 and deposited the balance amount of Rs. 6,442/- on dtd. 05.08.2011 in the Finance Dept. The proof of submission of the vouchers vide Finance Dy. No. 9171L, dtd. 09.08.2011 was placed as an Annexure to the agenda in the meeting.

Similarly, Prof. Dutta Choudhury has also taken advance of Rs. 60,000/- on dtd. 01.08.2007 and submitted original vouchers of Rs. 72,363/- on dtd. 25.02.2008 and reimbursement was made for Rs. 10,000/- on 09.07.2009, out of the excess expenditure made by the faculty of Rs. 12,363/-. However, adjustment of Rs. 60,000/- was not made in the Advance Ledger.

The Concerned Faculty Member has submitted self attested photocopies of such vouchers along with the supporting documents of submission of the vouchers to the Finance Department for adjustment.

The details of such advance pending for adjustment are as follows:

  
04.06.2018



Sl. No	Name of the Faculty	Date of issue of Advance	Amount of Advance (in Rs.)	Date of Submission of Vouchers for Adj.	Amount of Vouchers submitted for adj.(in Rs.)	Purpose of Advance	Name of Fund
1.	Prof. M.D. Choudhury	25.07.2011	25,000/-	09.08.2011	18,558/-	NIAC meeting at Kolkata with Queen's Univ.	Recurring Grants of the Univ.
2.	-Do-	01.08.2007	60,000/-	25.02.2008	72,363/-	Contingencies and Purchase of Books.	Extramural Project Fund of the P.I.


Necessary approval may kindly be accorded for adjustment of above advances, considering the photocopies of the vouchers with an undertaking that the said original vouchers were not adjusted against any previous advance(s) and if, the same original vouchers are traced out in future, these should not be claimed for reimbursement/adjustment.

**Resolution:** The proposal was discussed in detail in the meeting and the members advised that University may be dealt these matters, as per the relevant provisions of GFRs, Govt. of India Rules/ instructions and guidelines including those issued by the Central Vigilance Commission.

**Item No. FC: 49/11:** Payment of honorarium to the members of Inspection Committee in connection with visits to affiliated colleges/institutions.

With approval of the competent authority, the Director, College Development Council, Assam University submitted the following agenda for consideration.

UGC in Clause 4.6 of UGC Affiliation of Colleges by Universities Regulations, 2009 vis-à-vis the Statute 33(4) of Assam University Act 1989 is having a provision for inspection of affiliated colleges by a Committee constituted by the Vice-Chancellor for matters related to grant of various permission like opening of new subjects/introduction

  
24.06.2018

of Honours Courses/grant of temporary or permanent affiliation to the colleges.

A resolution vide No. 7 ( c ) was adopted in the 10<sup>th</sup> meeting of the College Development Council held on 24.08.2012 wherein, it was proposed that the members of the Inspection Team be paid honorarium @ Rs. 1000/- (Rupees one thousand only) per head per inspection in addition to payment of TA/DA. The proposal was approved by the Hon'ble Vice-Chancellor. It is pertinent to mention here that as per provisions of UGC referred to above, the Inspection Committee may comprise of the following members:

- (i) One Expert for each of the subject areas proposed.
- (ii) Dean, College Development Council/an equivalent academician of the University,
- (iii) A representative of the higher education department of the Government not below the rank of Deputy Director, and
- (iv) An Engineer from the PWD/CPWD or the University not below the rank of Executive Engineer.

It is further submitted that as per practice in Gauhati University, a State University, payment of honorarium to the Inspection Committee members @ Rs. 2000/- (Rupees two thousand only) per head per inspection was paid by the College, not by the University. Copy of letter dated 28.02.2017 of Gauhati University was placed in the meeting as Annexure to the agenda for ready reference.

In the light of above, a proposal for payment of honorarium to the members of Inspection Committee @ Rs. 1000/- (Rupees one thousand only) per head per inspection in addition to the TA/DA was submitted to the 48<sup>th</sup> meeting Finance Committee held on 5<sup>th</sup> March 2018 for consideration of approval subject to the condition that the total expenditure on this account should not be more than the total collection made from the colleges.

The Finance Committee in the said meeting vide Resolution No. FC:48/07 resolved the following:

*"The matter was discussed in detail in the meeting and it was resolved that a tabular statement with supporting documents showing the details of honorarium paid to the members of Inspection Committee in the light of practices followed by at least five Central Universities in connection with official visits to the affiliated colleges/institutions may be submitted to the next Finance Committee meeting for necessary consideration".*

  
04.06.2018

However, the Academic Council in its 81st meeting held on 15th May 2018 vide Resolution No. AC:81:05-18:53.4(ii) resolved that "the honorarium for all members of Inspection Committee for visiting colleges/institutions be enhanced to Rs. 2,000/- per head per inspection in addition to the TA/DA".

The copy of the relevant portion of the resolution of the 81<sup>st</sup> Academic Council meeting regarding honorarium to the members of Inspection Committee in connection with visits to affiliated colleges/institutions was placed in the meeting as Annexure to the part of the agenda.

The resolution of the Finance Committee vis-à-vis the recommendation of the Academic Council stated above was placed in the meeting for consideration and recommendation to the Executive Council for approval.


**Resolution:** The Finance Committee reiterated the resolutions taken on the 48<sup>th</sup> meeting of the Finance Committee held on 5<sup>th</sup> March 2018 vide Resolution No. 48/07, which was duly approved by the Executive Council of the University in its 117<sup>th</sup> meeting held on 8<sup>th</sup> March 2018.

The Committee suggested to prepare and submit a comparative statement based on the rate/norms being followed by similarly placed Central Universities viz. HNB University, Srinagar, Garhwal, H.S. Gour Vishwavidyalaya, Sagar etc. to the Finance Committee for consideration.

**Item No. FC: 49/12:** Payment of honorarium to the officials engaged for conducting B.Ed. Entrance Test.

With approval of the competent authority, the Director, College Development Council, Assam University submitted the following agenda for consideration.

Hon'ble Supreme Court of India has directed that admission into B.Ed Courses should be held through a Common Admission Test to be conducted on specified dates every year. Accordingly, a Committee was constituted in the year 2017 with Prof. N.B. Biswas of the Dept of Education, Assam University in the Chair and among others Principals of some B.Ed Colleges as members. The Committee decided that to ensure the process of conducting the admission test as self-sustaining, the Colleges would deposit Rs. 500/- per candidate to the University through sale of prospectus. The Committee further resolved

  
04.06.2018

that on the different heads of expenditure of the aforesaid fund along with budget expenditure which include, inter alia: (i) cost of conducting the Admission Test in various centres, (ii) Printing cost of confidential matters/admit card, (iii) Remuneration to the invigilators/venue-in-charge/paper examiners/paper setters, etc. (iv) Honorarium to Chairman/Convener/ two Coordinators of the Admission Committee/other specified members involved in conducting the Common Admission Test will be paid by the University. Besides, provisions will be made for utilizing any surplus amount for conducting the programmes on academic welfare like seminars etc. for B. Ed. Colleges. It may be mentioned that all resolutions adopted by the B.Ed. Entrance Examination Committee were approved by the Vice-Chancellor.

The Director, College Development Council, Assam University submitted the proposal for payment of honorarium to the following officials with the amount mentioned below:

**Part-A: (For B.Ed Entrance Examination Committee)**

1. Chairman, nominated by the Vice-Chancellor :Rs. 6000/-
2. Convenor/Director, College Dev. Council, AUS : Rs. 15,000/-
3. Coordinators (Two Nos.), nominated by the Vice-Chancellor:  
:Rs.5000/- each
4. Ministerial staff (Two Nos.) :Rs.4000/- each
5. Group - D staff (Three Nos.) :Rs. 3000/- each
6. Unskilled worker (Six Nos.) :Rs. 1000/- each

**Part-B: (Paper Setting & Evaluation)**

1. Paper Setter : Rs. 1000/- per paper
2. Paper Examiner :Rs. 15/- per script subject to a minimum of Rs. 100/- per assignment.
3. Scrutinizer :Rs. 5/- per script scrutinized.
4. Head Examiner :Rs. 1000/- per paper plus remuneration at examiner's rate for 5% of total script scrutinized.

**Part-C: (Conduct of Examination at different Exam Venues)**

1. Principal of Examination Venue (Centre-in-charge) :Rs. 2500/-
2. Invigilators @ one invigilator per 25 candidates : Rs. 500/- per shift.
3. Grade-III staff @4 nos. for each Exam Venue :Rs. 400/- per shift.

  
04.06.2018



4. Grade-IV staff @1 no. per 50 candidates : Rs. 350/-
5. Supervising Officer (one per Exam Venue) :Rs. 2500/-
6. Principals of B.Ed. Colleges for visit to the Exam Venue on the day of Exam :Rs. 2000/-
7. One senior teacher from each B.Ed. College for visit to the Exam Venue on the day of Exam :Rs. 1500/-
8. Refreshment expenses for venue on the day of Exam: Rs. 30/- per person involved on the day of examination.
9. Other expenses (as per actual expenses incurred).

The amount of honorarium proposed by Director, College Development Council, Assam University are placed above.

In the light of above, a proposal for payment of honorarium to the officials engaged for conducting B.Ed. Entrance Test was submitted to the 48<sup>th</sup> meeting Finance Committee held on 5<sup>th</sup> March 2018 for consideration of approval.


The Finance Committee in the said meeting vide Resolution No. FC:48/08 resolved the following:

*"The Committee perused and suggested for payment of honorarium to the officials engaged for conducting B.Ed. Entrance Test as per existing approved rates paid by the University during examinations".*

*However, the Academic Council in its 81st meeting held on 15th May 2018 vide Resolution No. AC:81:05-18:53.4(i) resolved that "The office of COE stated that no other examination similar to that of B.Ed. Entrance Examination is conducted by the University. AC this approved rates of honorarium under part - B & part-C of the minutes of FC:48/08. As regard part -A, AC resolved that the rates as approved for remuneration/honorarium to the officials of the Zonal Centres (TDC) may be made applicable. The AC further resolved that, no honorarium, however, will be admissible for Chairman (B.Ed. Entrance Exam. Committee)."*

The copy of the relevant portion of the resolution of the 81<sup>st</sup> Academic Council meeting regarding honorarium to the officials engaged for conducting B.Ed. Entrance Test was placed in the meeting as an Annexure to the agenda.

The resolution of the Finance Committee vis-à-vis the recommendation of the Academic Council stated above was placed in the meeting for consideration and recommendation to the Executive Council for approval.

  
04.06.2018

**Resolution:** The Finance Committee reiterated the resolutions taken on the 48<sup>th</sup> meeting of the Finance Committee held on 5<sup>th</sup> March 2018 vide Resolution No. 48/08, which was duly approved by the Executive Council of the University in its 117<sup>th</sup> meeting held on 8<sup>th</sup> March 2018.

The Committee suggested a Committee may be constituted and review the fee, honorarium and remuneration for B.Ed. Entrance Examination and determine the equivalence structure already existing at Assam University examination system in conformity with the resolution already taken in the 48<sup>th</sup> Finance Committee meeting which was duly approved by the Executive Council of the University.


**Item No. FC: 49/13:** Review of details of the pending C&AG Transaction Audit Paras and the Action Taken to settle/liquidate the pending Paras.

As advised by the IFD, MHRD & UGC, the details of the pending Transaction Audit Paras are given below for kind information of the members.

Financial Year	No. of O/S Paras till 48 <sup>th</sup> FC meeting	No. of Settled/ dropped Paras	No. of O/S Paras as on 15.05.2018	Remarks
2012-13	01	0	01	Updated replies along with necessary documents has already been submitted to C&AG office against maximum pending Audit Paras.
2013-14	02	0	02	
2014-15	01	0	01	
2015-16	29	03	26	
2016-17	10	02	08	

The details of the Transaction Audit Paras for the year 2016-17 with up to date Action Taken (with small description of the Audit Paras) to settle/liquidate the pending paras were placed in the meeting as Annexure to the agenda for review by the members of Finance Committee.

The previous year's pending C&AG Transaction Audit Paras as on 31.03.2016 with up to date Action Taken (with small description of the Audit Paras) to settle/liquidate the

  
04.06.2018

pending paras were placed in the meeting as Annexure to the agenda for review by the members of Finance Committee.

**Resolution:** The members discussed the C&AG Inspection Audit Paras and the compliances of the University in detail and resolved/suggested the following:

- (i) The University should comply with the suggestions/instructions of the Audit and efforts should be made to settle/drop the Audit Paras on priority basis.
- (ii) University should take necessary action as per rules and in case of proven act of gross irregularities, University should fix both administrative and financial responsibilities against the officials concerned and necessary disciplinary actions should be initiated by the University & affect recoveries forthwith, wherever necessary and the compliances should be submitted to C&AG under intimation to UGC/MHRD.
- (iii) Disciplinary action also to be initiated against officers responsible for the serious lapses in furnishing remedial/corrective ATNs on Audit Paras. A system of fixing responsibility for serious lapses be put in place by the University.
- (iv) The constituted Standing Audit Committee (SAC) should review all pending Audit Paras and settle the Audit Paras urgently in a time bound manner.

**Item No. FC: 49/14:** Utilization of Funds - An overview of the financial position of the University and unspent balance as on 31.03.2018.

The Utilization of Funds head-wise showing an overview of the financial position of the University and unspent balance as on 31.03.2018 was placed in the meeting as Annexure to the agenda for perusal of the Committee.

**Resolution:** The Finance Committee perused and noted the financial position of the University and unspent balance as on 31.03.2018.


  
04.06.2018

Item No. FC: 49/15: Review of progress of the ongoing construction activities of the University.

UGC in the letter F. No. 1-1/2012 (CU), dated 25th August 2015 intimated that a separate agenda item on progress of building projects in the prescribed format of the UGC should be placed in the meeting of Finance Committee for necessary review of the overall progress of the developmental activities in the campus. The statement of progress of ongoing building projects was placed in the meeting as Annexure to the agenda for necessary review.

**Resolution:** The Committee expressed their deep concern over the construction works in the University which have already started but not yet finished. The Committee suggested for strict follow-up action to complete these construction works on a priority basis. It is also resolved that, if these construction works are delayed due to lack in efforts of the construction agencies, the matter may immediately be communicated to the higher authorities of such construction agencies with an intimation to the Ministry for taking necessary action in this regard.

The meeting ended with vote of thanks to the Chair.

  
04.06.2018  
(CMA Dr. B.B. Mishra)  
Ex-Officio-Secretary  
Finance Committee  
Assam University, Silchar

वित्त अधिकारी  
Finance Officer  
असम विश्वविद्यालय, सिलचर  
Assam University, Silchar

  
24/6/18  
(Prof. Dilip Chandra Nath)  
Chairman  
Finance Committee  
Assam University, Silchar

कुलपति  
Vice-Chancellor  
असम विश्वविद्यालय, सिलचर  
Assam University, Silchar

\*\*\*\*\*