

MINUTES OF THE 55TH MEETING OF THE FINANCE COMMITTEE HELD ON 29TH JUNE, 2007 AT 3.30 P.M. IN THE BOARD ROOM, IN BLOCK NO. 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110068.

The following were present :-

- | | | | |
|----|--------------------------------|---------------------------------|---|
| 1. | Prof. V.N. Rajasekharan Pillai | : Vice Chancellor | Chairman |
| 2. | Prof. C.L. Anand | : Member, BOM | Member |
| 3. | Sh. M.P. Gupta | : Addl. Secretary (Retd.) | Member |
| 4. | Prof. Pardeep Sahni | : Director, SOSS | Member |
| 5. | Dr. D.K. Paliwal | : Dy. Educational Advisor, MHRD | Deputized for Shri N.K.Sinha, JS (DL), MHRD |
| 6. | Shri W. N. Massay | : Assistant Financial Advisor | Deputised for Shri N.K. Sinha, Joint Secretary (DL), MHRD |
| 7. | Sh. R. Chauhan | : Finance Officer | Ex-Officio- Secretary |

Shri D.K. Tetri, Registrar (Admn.) was present as a special invitee.

Shri Cherian Thomas, Joint Registrar, Shri T.K. Kaul, Dy. Registrar, Shri S.K. Sharma, Dy.Registrar and Shri P.K. Vishwanathan, Asstt. Registrar of Finance & Accounts Division were present to assist the Secretary.

At the outset, the Chairman welcomed the members to the 55th Meeting of the Finance Committee. He then requested Finance Officer to present the Agenda Items.

The following items were presented :-

FC 55.1 To confirm the minutes of the 54th meeting of the Finance Committee held on 14th May, 2007.

55.1.1 The Finance Officer informed that the Minutes of the 54th meeting of the Finance Committee held on 14th May, 2007 were circulated to the Members. Shri D.K. Paliwal, Dy. Educational Advisor had sent a letter dated 20th June 2007 about his views which he had expressed in the 54th meeting on Item No.4, 6, 11 and also on the Norms Committee Report.

On item No.4 of 54th meeting, it was clarified that no money would go to Catholic Bishop Conference of India but 10% of the fee collected from programmes developed would be kept for CBCI Chair of IGNOU for undertaking additional Academic programmes. However, Chairman will take into consideration the views expressed by Dr. Paliwal while deciding on the issue.

For Item No.6 of 54th meeting it was clarified that the minutes had correctly been drawn. However, as suggested by Dr. Paliwal prices of the computer and softwares will be taken at academic rates

instead of commercial rates. It was also decided to issue a circular to all Heads of Divisions/Directors of Schools/ Units/ Centres to ensure depiction of detailed and realistic estimates in their project proposals.

For Item No.11 of 54th meeting, Dr. Paliwal has suggested that for back office computerization the university should ensure that the vendor undertaking the project should not use the available softwares which may not serve the real purpose as each organization has its own administrative and financial functioning and the functioning of the Universities are different from the functioning of the offices of Govt./Private Sector. He also suggested that the proposal may not be considered till his views are placed before the Board of Management. Dr. Paliwal was informed that the F.C. resolved to place the report of the expert committee before the BOM after consideration of all the views expressed. It was also informed that the proposal was discussed in detail in the Board of Management in its 90th Meeting where the representatives of MHRD were also present and the Board has constituted a Committee to look into the details of the proposal.

For the Norms Committee Report, the Chairman explained that the decision for operationalising 50% of the posts recommended in the Report was taken in the last meeting the recommendations of which was placed before the Board of Management in its 90th meeting. The Board approved it after thorough deliberations. For the remaining 50% of the posts as recommended in the Norms Committee Report, all the suggestions given by MHRD would be followed before implementation (Appendix-1).

FC 55.2 Action Taken Report on the decisions taken in the 54th meeting of the Finance Committee held on 14/5/2007.

55.2.1 An updated Action Taken Report incorporating the reports received after circulation of the Agenda notes. The Committee deliberated on the Action Taken Report on the various points. Dr. C.K. Ghosh, Director (RSD) was called by the Chairman to give his feedback on Item No.54.9. He explained that there were rates for three items i.e. Bihar Pattern, Lab Attendants and Radio Counselling whereas only Bihar Pattern has been shown in the Action Taken Report. The Secretary informed that all the rates as mentioned in the Agenda had been approved by the Finance Committee. As there was typographical error in the rates of payment of attendants, hence mention about the same in Action Taken Report. (Appendix-2)

FC 55.3 To Consider and approve the Annual Accounts of the University for the year 2006-07.

55.3.1 The Finance Committee considered the Annual Accounts of the University for the year 2006-07 and approved for placement before the Board of Management. Dr. Paliwal appreciated the timely compilation of Annual Accounts. (Appendix-3)

FC 55.4 To consider creation of post of Chief Vigilance Officer on deputation in the scale of pay of Rs. 16400-22400.

55.4.1 The Chairman gave a brief account of the need for creation of Post of Chief Vigilance Officer in the University due to its size and operational magnitude. He also explained about the need to take a full time Chief Vigilance Officer from outside the University on deputation basis with experience of vigilance.

The Finance Committee considered and recommended the proposal for creation of post of Chief Vigilance Officer in the pay scale of Rs.16400-22400 on deputation basis.

FC 55.5 To consider and approve delegation of the Financial Powers upto Rs. 25000/- to Joint Director (Production).

55.5.1 The Finance Committee considered and approved the delegation of Financial Powers upto RS.25,000/- to Joint Director (Production) under Sl. No.4 of the existing delegation of powers i.e. “fee to resource persons/experts and participants for research analysis, script writing, commentary narration, direction/production etc.”

FC55.6 To consider and approve the creation of Non-Academic Staff Position for “Educational Development of North East Region Unit”.

55.6.1 The Agenda item was discussed in detail bringing out the need for stepping up the educational developmental activities in the North Eastern region. Dr. Paliwal informed that the budget allocated for North Eastern Region remains heavily underutilized. The Committee considered and approved the following Non-Academic Position for North East Project (NEP) after following the procedure.

Asstt. Registrar	1
Section Officer	1
P.A. Grade II	1
Sr. Assistant	1
Stenographer	1
JAT	2
Computer Operator	1

FC 55.7 To consider and approve the concessional rate for teleconferencing sessions conducted by National Board of Examinations (NBE) Ministry of Health and Family Welfare, Govt. of India.

55.7.1 The Committee considered and approved the proposal.

FC 55.8 To consider and approve the Augmentation of the Human Resources at EMPC and Creation of Zonal Offices.

55.8.1 The Item was deferred.

FC 55.9 To consider and approve the rates of honorarium @ (Rs.1000/ per session + local conveyance) for experts attending video conferencing sessions of ACPDM programme.

55.9.1

The Committee considered and approved the proposed rates of Honorarium @ Rs.1000/- per session + local conveyance for attending video conferencing sessions of ACPDM programme w.e.f. February 2007 i.e. the date of start of video conferencing for ACPDM programme.

The meeting ended with a vote of thanks to the Chair.

(Prof. V.N.Rajasekharan Pillai)
Chairman

56th MEETING OF THE FINANCE COMMITTEE TO BE HELD ON 27-8-2007 IN THE BOARD ROOM, IN BLOCK NO. 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI-110 068.

ITEM NO. 2

Action taken in respect of the recommendations of the 55th meeting of the Finance Committee held on 29-6-2007 as approved by the BOM in its 91st meeting held on 2-7-2007.

NOTE

Item No. 55.1	Action Taken
<p>To confirm the minutes of the 54th meeting of the Finance Committee held on 14th May, 2007.</p> <p>Item No. 55.1.1</p> <p>The Finance Officer informed that the Minutes of the 54th meeting of the Finance Committee held on 14th May, 2007 were circulated to the Members. Shri D.K. Paliwal, Dy. Educational Advisor had sent a letter dated 20th June 2007 about his views which he had expressed in the 54th meeting on Item No.4, 6, 11 and also on the Norms Committee Report.</p> <p>On item No.4 of 54th meeting, it was clarified that no money would go to Catholic Bishop Conference of India but 10% of the fee collected from programmes developed would be kept for CBCI Chair of IGNOU for undertaking additional Academic programmes. However, Chairman will take into consideration the views expressed by Dr. Paliwal while deciding on the issue.</p> <p>For Item No.6 of 54th meeting it was clarified that the minutes had correctly been drawn. However, as suggested by Dr. Paliwal prices of the computer and softwares will be taken at academic rates instead of commercial rates. It was also decided to issue a circular to all Heads of Divisions/Directors of Schools/Units/Centres to ensure depiction of detailed</p>	<p>As far as Item 4 of 54th meeting is concerned, the information has been intimated to Prof. Gracious Thomas and the action taken report is awaited.</p> <p>The necessary steps have been taken by RSD to prepare realistic estimate in order to know the requirement of learner support centres by exploring the academic rates while preparing the final estimate.</p> <p>The typographical error has been rectified and relevant information has been sent to RCs.</p> <p>Admn. Division has notified the creation of 249 posts as per Norms Committee recommendations and was approved by Board of Management.</p> <p>As per the BOM's directive, the Enterprise Resource Planning (ERP) for back office automation with integrated management solution leading to Management Information System (MIS), the Committee constituted and decided on 9th July 2007 that M/s TCS and Dr.</p>

<p>and realistic estimates in their project proposals.</p> <p>For Item No.11 of 54th meeting, Dr. Paliwal has suggested that for back office computerization the university should ensure that the vendor undertaking the project should not use the available softwares which may not serve the real purpose as each organization has its own administrative and financial functioning and the functioning of the Universities are different from the functioning of the offices of Govt./Private Sector. He also suggested that the proposal may not be considered till his views are placed before the Board of Management. Dr. Paliwal was informed that the F.C. resolved to place the report of the expert committee before the BOM after consideration of all the views expressed. It was also informed that the proposal was discussed in detail in the Board of Management in its 90th Meeting where the representatives of MHRD were also present and the Board has constituted a Committee to look into the details of the proposal.</p> <p>For the Norms Committee Report, the Chairman explained that the decision for operationalising 50% of the posts recommended in the Report was taken in the last meeting the recommendations of which was placed before the Board of Management in its 90th meeting. The Board approved it after thorough deliberations. For the remaining 50% of the posts as recommended in the Norms Committee Report, all the suggestions given by MHRD would be followed before implementation (Appendix-1).</p>	
<p>Item No. 55.2</p>	
<p>To consider Action Taken Report on the decisions taken in the 55th meeting of the Finance Committee held on 29-6-2007.</p> <p>Item No. 55.2.1</p> <p>An updated Action Taken Report incorporating the reports received after circulation of the Agenda notes. The Committee deliberated on the Action Taken Report on the various points. Dr.</p>	<p>As shown below.</p>

<p>C.K. Ghosh, Director (RSD) was called by the Chairman to give his feedback on Item No.54.9. He explained that there were rates for three items i.e. Bihar Pattern, Lab Attendants and Radio Counselling whereas only Bihar Pattern has been shown in the Action Taken Report. The Secretary informed that all the rates as mentioned in the Agenda had been approved by the Finance Committee. As there was typographical error in the rates of payment of attendants, hence mention about the same in Action Taken Report. (Appendix-2).</p>	
<p>Item No. 55.3</p>	
<p>To Consider and approve the Annual Accounts of the University for the year 2006-07.</p> <p>Item No. 55.3.1</p> <p>The Finance Committee considered the Annual Accounts of the University for the year 2006-07 and approved for placement before the Board of Management. Dr. Paliwal appreciated the timely compilation of Annual Accounts.</p>	
<p>Item No. 55.4</p>	
<p>To consider creation of post of Chief Vigilance Officer on deputation in the scale of pay of Rs. 16400-22400.</p> <p>Item No. 55.4.1</p> <p>The Chairman gave a brief account of the need for creation of Post of Chief Vigilance Officer in the University due to its size and operational magnitude. He also explained about the need to take a full time Chief Vigilance Officer from outside the University on deputation basis with experience of vigilance.</p> <p>The Finance Committee considered and recommended the proposal for creation of post of Chief Vigilance Officer in the pay scale of Rs.16400-22400 on deputation basis.</p>	
<p>Item No. 55.5</p>	
<p>To consider and approve delegation of the Financial Powers upto Rs. 25000/- to Joint Director (Production).</p>	

<p>Item No. 55.5.1</p> <p>The Finance Committee considered and approved the delegation of Financial Powers upto RS.25,000/- to Joint Director (Production) under Sl. No.4 of the existing delegation of powers i.e. “fee to resource persons/experts and participants for research analysis, script writing, commentary narration, direction/production etc.”</p>	
<p>Item No. 55.6</p>	
<p>To consider and approve the creation of Non-Academic Staff Position for “Educational Development of North East Region Unit”.</p> <p>Item No. 55.6.1</p> <p>The Agenda item was discussed in detail bringing out the need for stepping up the educational developmental activities in the North Eastern region. Dr. Paliwal informed that the budget allocated for North Eastern Region remains heavily underutilized. The Committee considered and approved the following Non-Academic Position for North East Project (NEP) after following the procedure.</p>	
<p>Item No. 55.7</p>	
<p>To consider and approve the concessional rate for teleconferencing sessions conducted by National Board of Examinations (NBE) Ministry of Health and Family Welfare, Govt. of India.</p> <p>Item No. 55.7.1</p> <p>The Committee considered and approved the proposal.</p>	
<p>Item No. 55.8</p>	
<p>To consider and approve the Augmentation of the Human Resources at EMPC and Creation of Zonal Offices.</p> <p>Item No. 55.8.1</p> <p>The Item was deferred.</p>	
<p>Item No. 55.9</p>	

To consider and approve the rates of honorarium @ (Rs.1000/ per session + local conveyance) for experts attending video conferencing sessions of ACPDM programme.

Item No. 55.9.1

The Committee considered and approved the proposed rates of Honorarium @ Rs.1000/- per session + local conveyance for attending video conferencing sessions of ACPDM programme w.e.f. February 2007 i.e. the date of start of video conferencing for ACPDM programme.