

MINUTES OF THE 59TH MEETING OF THE FINANCE COMMITTEE HELD ON 9TH APRIL 2008 AT 10.00 A.M. IN THE BOARD ROOM, IGNOU CAMPUS.

The following were present:

1. Prof. V.N. Rajasekharan Pillai	Vice Chancellor	Chairman
2. Prof. Omprakash Mishra	Pro Vice Chancellor	Member
3. Prof. Parvin Sinclair	Pro Vice Chancellor	Member
4. Sh. M.P. Gupta	Addl. Secretary (Retd.)	Member
5. Prof. N.V. Narasimham	Director (SOMS)	Member
6. Sh. R. Chauhan	Finance Officer	Secretary

Sh. K. Laxman, Registrar (Admn.) attended as a Special Invitee.

Sh. N.K. Sinha, JS (DL), MHRD and Sh. S.K. Ray, JS & FA, MHRD could not attend the meeting. Sh. N.K. Sinha was represented by Dr. D.K. Paliwal, Deputy Educational Advisor, MHRD.

Sh. Cherian Thomas, Joint Registrar; Mrs. Manjula Verma, Joint Registrar; Sh. T.K. Kaul, Deputy Registrar; Sh. S.K. Sharma, Deputy Registrar and Sh. P.K. Vishwanathan, Asstt. Registrar were present to assist the Secretary.

The Chairman welcomed the members attending the meeting of the Finance Committee. The Chairman then requested the Secretary to present the agenda items. The following items were presented.

FC 59.1 To confirm the minutes of the 58th meeting of the Finance Committee held on 31st March 2008.

59.1.1 The Secretary informed that the minutes of the 58th meeting of the Finance Committee held on 31st March 2007 were circulated to the members of Finance Committee. The Secretary informed that comments have been received from Prof. Parvin Sinclair regarding recording of minutes at para Nos. 58.9.2; 58.10.2 and 58.16.1. the Committee discussed the additions/amendments to be made in the minutes at the said paras and approved those. These paras would now read as under:

58.9.2 The committee approved the payment of Rs.5,80,000/- to be paid to Ministry of Communication for 8 stations for Wireless Operating licences for 8 Gyan Vani stations mentioned above. *The Committee also wanted that for such ongoing payments, the University has made a commitment which does not require being placed before the Finance Committee, and should be paid as approved earlier.*

58.10.2 The Committee took note of the revision in the rates of fellowships to JRF/SRF and Research Associate by UGC. The

Committee after deliberations felt that to attract talent to Research & Teaching Assistantship Scheme in the ODL System has to be more attractive. The Committee also noted that the original rates of the fellowships of RTA were higher than the UGC fellowships. The Committee recommended the rates of fellowship of RTA @ Rs.14,000/- for the first two years and Rs.16,000/- from 3rd year onwards plus admissible HRA *plus contingency grant of Rs.20,000/- per year.*

58.16.1 The Committee considered the item and approved the use of Courier Services on pilot basis in *all the metros and large towns* to supplement the services of Postal Department.

The Secretary, thereafter, proposed that the minutes of the 58th meeting of the Finance Committee held on 31st March 2008 alongwith above said additions/amendments may be confirmed.

59.1.2 The Finance Committee confirmed the minutes with the corrections indicated by Prof. Parvin Sinclair.

59.1.3 The Committee noted that there was a little gap between 58th and 59th meetings of the Finance Committee and the minutes of 58th meeting are yet to be placed before the Board of Management. Hence, no Action Taken Report has been prepared for the decisions taken in the 58th meeting of the Finance Committee. Action Taken Report of 58th and 59th meetings of the Finance Committee may be reported in the next meeting of the Committee. However, the Secretary placed before the Committee revised draft reply to the SAR on Annual Accounts of IGNOU for 2006-07 incorporating the changes suggested by the Finance Committee in its earlier meeting. The Committee approved the revised draft reply for presenting to Board of Management in its next meeting to be held on 10th April 2008.

FC 59.2 To consider and approve the creation of a separate Head of Account for new programmes of School of Education under Plan.

59.2.1 The Committee considered and approved the creation of a separate Head of Account under Plan in School of Education with token financial allocation of Rs.1000 in each of these four sub-heads for Budget Estimates 2008-09.

FC 59.3 To consider and approve framing of a policy of deciding rates of payment for designing, development and delivery of academic programmes of the University.

59.3.1 The Committee took note that it has approved the rates of payment for designing, development and delivery of academic programmes of the University in its 53rd meeting held on 24th February 2007. As the rates have already been prescribed, administrative decision for the adoption by all Schools and Divisions may be taken. There should not have been any separate proposal for consideration of the Finance Committee.

- FC 59.4** **To consider and approve revision in the rate of payment of Lab Staff of the B.Sc. Programme.**
- 59.4.1 The Committee noted that it had already approved enhanced rate in earlier meeting. Rectification of mistake in notification of rates may be carried out administratively rather than bringing a fresh agenda item for consideration.
- FC 59.5** **To consider and approve creation of positions for Academic Coordination Division and Research Unit.**
- 59.5.1 Deferred.
- FC 59.6** **To consider amendment in existing delegation of financial powers of Library & Documentation Division by including e-resources.**
- 59.6.1 The Committee considered and approved the proposed amendment to item No. 16 in delegation of financial powers under head Library Documentation and Information Resource Centre may read as under:
- “Purchase of books, journals and e-resources” under Item No. 16. The extent of powers as given in the Delegation of Financial Powers which have been approved by Board of Management in 66th meeting held on 7th August 2000 shall remain unchanged.
- FC 59.7** **To consider and approve the Creation of separate head of account for special activities under Non-Plan.**
- 59.7.1 The Committee considered the item and approved the creation of a separate head of account for Special Activity under Non-Plan and shall be operated under General Administration of the University with financial allocation of Rs.50 lakhs for Budget Estimates 2008-09. The additional allocation shall be met from the internal resources of the University.
- FC 59.8** **To consider and approve the Creation of non-academic positions for Equivalence Cell in SR&E Division.**
- 59.8.1 Deferred.
- FC 59.9** **To consider and approve on the spot distribution of study material to the learners through Regional Centre.**
- 59.9.1 The Committee considered the proposal and observed that this is an administrative matter between MPDD and RSD. The financial implications involved in this would be administratively decided by re-adjustment of budget provisions between MPDD and RSD. The Finance Committee noted that there is no need of approval for this distribution of study material through the Regional Centres.

FC 59.10 To consider and approve the creation of Academic Posts for the Regional Centres, Student Service Centre and the Campus Placement Cell.

59.10.1 Deferred.

FC 59.11 To consider and approve the Revised proposal for sponsorship of Gyan Vani Programmes.

59.11.1 Sh. V.K. Arora, Director, EMPC was called in by the Committee to explain the proposal. The Committee after deliberations approved the proposal subject to explicit approval from Ministry of Information & Broadcasting. The Committee also desired that the University may seek the approval of Ministry of Information & Broadcasting through the administrative Ministry i.e. MHRD.

FC 59.12 To consider and approve the proposal of remuneration of Gyan Vani Staff.

59.12.1 Sh. V.K. Arora, Director, EMPC was called in by the Committee to explain the proposal. The Committee considered the proposal for enhancement in the rates of remuneration of Gyan Vani staff and approved the following ranges. The amount within the range may be administratively decided on case to case basis.

- i) Station Manager - Rs.20,000 – Rs.25,000
- ii) Assistant Station Manager - Rs.15,000 – Rs.20,000
- iii) Technical Assistant - Rs. 8,000 – Rs.10,000
- iv) Accountant-cum-Office Assistant - Rs. 8,000 – Rs.10,000

For Attendant (Daily Wages) on contract basis, remuneration will be as per the prevailing Government norms.

FC 59.13 To consider and approve proposals for Gyan Darshan Channel.

59.13.1 Sh. V.K. Arora, Director, EMPC who was called in by the Committee, explained that the rates of IGNOU had been fixed about 11 years back. These rates have become obsolete and require revision.

59.13.2 The Committee considered the proposal for enhancement in the rates and approved the enhanced rates as proposed on the pattern of Doordarshan rates.

FC 59.14 To consider and approve the enhancement of rate of payment towards Data Entry Charges of Assignments.

59.14.1 The Committee took note that SRE&D has received 30 lakhs records in past three years and approved the proposed enhanced rate @ 25 paise per record as against @ 10 paise for data entry charges of assignment. The Committee noted that additional expenditure of Rs.3,00,000/- per

annum may be incurred on account of the enhancement in the rates of data entry charges. The additional expenditure would be met from within the budgetary provisions.

FC 59.15 To consider and approve the norms of payment for Post Graduate Certificate in Endodontics of School of Health Sciences.

59.15.1 The Committee was informed that there was an MOU with Dental Council of India and the norms of payment are different from the rates which have been approved in general by the Committee. The rates proposed are based on detailed deliberation on the issue by IGNOU and Dental Council of India.

59.15.2 The Committee considered the proposal and approved the norms of payment as given in agenda for Post Graduate Certificate in Endodontics of School of Health Sciences.

FC 59.16 To consider and approve the norms of payment for Post Graduate Certificate in Oral Implantology.

59.16.1 The Committee was informed that there was an MOU with Dental Council of India and the norms of payment are different from the rates which have been approved in general by the Committee. The rates proposed are based on detailed deliberation on the issue by IGNOU and Dental Council of India.

59.16.2 The Committee considered the proposal and approved the norms of payment as suggested in the agenda for Post Graduate Certificate in Oral Implantology of School of Health Sciences.

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

**(V.N. Rajasekharan Pillai)
Vice-Chancellor & Chairman**