

MINUTES OF THE 69TH MEETING OF THE FINANCE COMMITTEE HELD ON 3RD MARCH 2010 AT 3.00 P.M. IN THE BOARD ROOM, IGNOU CAMPUS

The following were present:

19. Prof. V.N. Rajasekharan Pillai	Vice Chancellor	Chairman
20. Prof. Omprakash Mishra	Pro Vice Chancellor	Member
21. Shri M.P. Gupta		Member
22. Prof. Manohar Lal	Director, SOCIS	Member
23. Prof. Parvin K. Sinclair	Pro Vice Chancellor	Special Member
24. Mrs. Manjula Verma	Finance Officer	Secretary

Shri S. K. Ray and Dr. Veena Vinayak Rao Thakre could not attend the meeting due to their pre-occupations.

Shri U. S. Tolia, Registrar (Admn) attended the meeting as a Special Invitee.

Shri T. K. Kaul, Shri K. L. Juneja and Shri S. K. Sharma, Deputy Registrars were present to assist the Committee.

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

FC 69.1 To confirm the minutes of the 68th meeting of the Finance Committee held on 8th December 2009.

69.1.1 The Secretary informed that the minutes of the adjourned 68th meeting of the Finance Committee were circulated to all the members of the Finance Committee with request to send their comments, if any. The Secretary informed that comments have been received from the MHRD on the minutes of the 67th and 68th meetings of the Finance Committee vide their letters dated 22nd December 2009 and 3rd February 2010 respectively. Para-wise clarification on the comments of MHRD on the minutes of 67th and Adjourned 68th meeting of the Finance Committee have been given in the agenda item. The Committee members expressed their satisfaction on the clarifications given against each comment contained in letters of MHRD.

69.1.2 The minutes of the Adjourned 68th meeting of the Finance Committee held on 8th December 2009 were thereafter confirmed.

69.2 Action Taken Report in respect of the recommendations of 67th and 68th meetings of the Finance Committee held on 8th October 2009 and 8th December 2009 respectively.

69.2.1 Action Taken Report in respect of the recommendations of 67th and 68th meetings of Finance Committee held on 8th October 2009 and 8th December 2009 respectively have been noted by the Finance Committee.

69.2.2 During discussion, a point was raised by Prof. Omprakash Mishra that in some cases, especially for the Institutes in NE Region, posts have been created with the approval of Board of Management long back, positions notified and budget allocations made, but process to fill up the posts is yet to take place. It was clarified by Finance Officer that the budget allocation for the post approved by the Board of Management has been made.

69.3 To consider and approve the Regulations for the meetings of the Finance Committee.

69.3.1 The Committee noted that as per Section 16 of IGNOU Act, Finance Committee is one of the Authorities of the University. It also noted that as per Section 27 of the IGNOU Act, Authorities of the University may make Regulations consistent with the Act, the Statutes and Ordinances for conduct of their own business and that of the Committees, if any, appointed by them. Regulations exist for all others Statutory Committees of IGNOU except for Finance Committee, and the Regulations under discussion have been drawn up on the same pattern.

69.3.2 The Finance Committee approved the Regulations for the meetings of the Finance Committee as per annexure to the agenda, under Section 27 of IGNOU Act.

69.4 To consider and approve the creation of Finance & Accounts Cadre in IGNOU.

69.4.1 The Committee noted that in its 8th and 9th meetings held on 29th August 1989 and 31st January 1990 respectively it had suggested for a separate cadre for Finance & Accounts in order to have a sound financial management system for the University. It also noted that in its 53rd meeting held on 24th February 2007, Finance Committee appreciated the need for a separate cadre for Finance & Accounts.

69.4.2 The Finance Committee, after deliberations, recommended for approval in principle for creation of Finance and Accounts cadre in the University. Finance Committee also suggested that a Committee be constituted comprising the Finance Officer, the Registrar (Admn), a member of the Finance Committee and two external experts by the Vice-Chancellor and recommendations to this be given at the earliest.

- 69.5 To report the registration fee charged for Training Programme on “Web 2.0 Tools in Distance Education” conducted by Inter University Consortium (IUC).**
- 69.5.1 The Committee noted the income and expenditure involved.
- 69.6 To consider and approve the withdrawal of deduction of 2% on account of IEWF from the bills of Course Writers, Paper Setters, Evaluators, Printers etc..**
- 69.6.1 The Committee after deliberations recommended to do away with the deduction of 2% on account of IEWF from the bills of Course Writers, Paper Setters, Evaluators, Printers etc., with immediate effect.
- 69.7 To consider and approve the payment norms for implementation of M.Sc (Counselling and Family Therapy) and Post Graduate Diploma in Counselling and Family Therapy of National Centre for Disability Studies.**
- 69.7.1 Director (I/c) NCDS and the Programme Co-ordinators of M.Sc (Counselling and Family Therapy) and Post Graduate Diploma in Counselling and Family Therapy explained that there is nothing different from the existing approved rate for similar programme except the norms of payment for practical is based on number of students as the number of students is less and spread over.
- 69.7.2 The Committee after deliberations approved the payment norms for implementation of M.Sc (Counselling and Family Therapy) and Post Graduate Diploma in Counselling and Family Therapy as given in the agenda note. The Finance Committee further recommended that the rates of payment would be uniform for all the Programme Study Centres for these programmes; regardless of whether or not they are part of existing Study Centres.
- 69.8 To consider and approve the payment norms for the functionaries involved in CDCW and CHBCP programmes launched by the School of Health Sciences.**
- 69.8.1 It was clarified that the rates are the same as for other similar programmes.
- 69.8.2 The Finance Committee considered and approved the payment norms for functionaries involved in Certificate in Diabetes Care for Community Workers (CDCW) and Certificate in Home Based Care Provider (CHBCP) as per annexure attached to the agenda item.
- 69.9 To report the action taken on Re-appropriation of funds since last meeting of the Finance Committee.**

- 69.9.1 The Finance Committee noted the re-appropriation made by the University since the last meeting of the Finance Committee.
- 69.10 To report the summary of expenditure/utilization of funds under Plan & Non-Plan.**
- 69.10.1 The Committee noted the income and expenditure involved.
- 69.11 Delegation of Powers for allotting printing jobs.**
- 69.11.1 The Finance Committee noted the mismatch of financial powers for allocating printing jobs to Registrar (MPDD), Directors of Schools and Pro-Vice-Chancellors. The Pro-Vice-Chancellor apprised the Committee that as per the delegation of powers the Head of Division has the power to purchase items upto one lakh whereas the delegation of powers in respect of printing is 20,000 copies, cost of which is much less than one lakh as per the current rates of IGNOU. In view of the above, it is proposed to enhance the delegation for printing to Registrar (MPDD), Directors of Schools upto 50,000 copies and for Pro-Vice-Chancellors upto one lakh copies.
- 69.11.2 The Finance Committee after detailed deliberations approved the proposal.
- 69.11.3 Further it is also recommended for approval that Pro-Vice-Chancellors, Directors of Schools and Registrar (MPDD) be authorized to impose penalty as per existing norms that have been approved by him/her.
- 69.12 To consider the payment norms for Foundation course on Education of Children with Disabilities.**
- 69.12.1 The Programme Co-ordinator presented the proposal to Finance Committee which included the fee sharing as per MoU, among IGNOU, Programme Centre and RCI. The costing sheet was also attached on the basis of which fee sharing is proposed. The Finance Officer confirmed that head of account for fee sharing and payment is there with Regional Centres.
- 69.12.2 The Committee took note of it and recommended that in case further head of account is needed, the same may be provided.
- 69.13 To consider the proposal of Maintenance Grants to Learner Support Centres of NE Region.**
- 69.13.1 The Committee noted that the Board of Management in its 93rd meeting approved providing of financial assistance as Maintenance Grants to Learner Support Centres as per criteria approved by SSSC. The Committee also noted that the criteria for providing financial assistance would not be beneficial to the Study Centres in NER because

of various constraints faced by them in terms of enrolments, infrastructure, connectivity etc..

- 69.13.2 The Committee after deliberations recommended for approval of the revised eligibility criteria for Maintenance Grants to the Learner Support Centres in North East Region as per the following criteria:

Criteria (Student Enrolment)	Quantum of Maintenance Grant (Rs./annum)
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1.	10-200	50,000/-
2.	201-500	1,00,000/-
3.	Above 500	1,50,000/-

- 69.13.3 The Committee after detailed deliberations, recommended for approval of the revised eligibility criteria for additional maintenance grants to the Learner Support Centres.
This scheme shall be in operation for a period of five years. Thereafter it shall be reviewed for further period.

69.14 To consider and approve creation of Faculty positions in School of Agriculture.

- 69.14.1 The Director, School of Agriculture presented the need for creation of positions, at least one faculty in the important areas of specializations as the area of the agriculture is so vast and dynamic. The agriculture is receiving attention in the present scenario and the Govt. of India is focusing to improve the agriculture productivity. This can happen only when there is knowledge and technology transfer. Annual financial implication on these new positions will be Rs. 46.86 lakhs.

Posts	Number of Positions	Specialization
Professor (Rs.37400-67000;AGP Rs.10000)	01	Agronomy - 01
Reader (Rs.15600-39100;AGP Rs. 8000)	02	Agriculture Extension-ICT Specialist - 01 and Horticulture – 01
Assistant Professor (Rs. 15600 – 39100;AGP Rs.6000)	04	Food Technology - 01, Soil Science - 01, Plant Breeding/Bio- Technology - 01 and Agriculture Economics - 01

- 69.14.2 The Committee recommended the proposal for creation of these positions.

The following items were tabled with the permission of the Chairman.

69.15 To consider and approve the request of RIVET to operate from IGNOU Headquarters.

69.15.1 The Finance Committee did not approve to operate the bank account for RIVET from New Delhi as the RIVET must be operated from Phulbani.

69.16 To consider and approve the institution of Post Graduate Scholarship (hundred students) on the occasion of IGNOU Silver Jubilee Year to meritorious and economically backward learners.

69.16.1 The Vice-Chancellor proposed that scholarships to 100 students of various Master's Degree Programmes be instituted on the occasion of the IGNOU Silver Jubilee Year.

69.16.2 The Finance Committee, after deliberations, recommended 100 Scholarships of Rs. 2,500/- per month only on merit basis to the students registering for Masters Degree Programmes of IGNOU. No economic criteria in choosing the students would be involved. Further, for operationalising the scheme of Scholarships, it was recommended that a Committee be constituted by the Vice-Chancellor for developing detailed guidelines. This will be operational from the year 2009-10 (Silver Jubilee Year). The funds toward this scholarship will be met from the internal resources generated from the fees of the learners.

69.17 To consider and approve the Payment Norms for B.Ed. (Special Education) of NCDS.

69.17.1 The Programme Co-ordinator presented the proposal to Finance Committee which included the fee sharing as per MoU, among IGNOU, Programme Centre and RCI. The costing sheet was also attached on the basis of which fee sharing is proposed to be enhanced from 40% to 50% to Programme Centres by the Programme Co-ordinator. The Finance Officer confirmed that head of account for fee sharing and payment is there with Regional Centres.

69.17.2 The Committee, after detailed deliberations, recommended for approval to increase the fee sharing of Programme Centres to 50% instead of 40%.

69.17.3 The Committee took note that in case further head of account is needed the same may be provided.

69.18 To consider and approve the delegation of financial powers in respect of works.

69.18.1 The matter regarding delegation of financial powers to CMD/CDU on the pattern of CPWD was deliberated upon in detail. Shri M. P. Gupta, pointed out that in CPWD, financial powers are vested with Executive

Engineer who heads a Works Division. Analogous to the situation in CPWD, the post of Divisional Accountant may be created in CMD/CDU. The recruitment rules for the same may be worked out by the University.

69.19 To report the University's Account upto Second Quarter i.e. April – September 2009.

69.19.1 The Finance Committee noted Receipt & Payment Account upto second quarter i.e. April – September 2009 of the University prepared on cash basis.

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

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