

**MINUTES OF THE 94th MEETING OF THE FINANCE COMMITTEE HELD ON
7th SEPTEMBER 2018 AT 2.30 P.M. IN THE BOARD ROOM, VICE
CHANCELLOR'S BLOCK, IGNOU, MAIDAN GARHI, NEW DELHI-110 068**

The following were present:-

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|----|--------------------------|---|-------------|
| 1. | Prof. Nageshwar Rao | Vice-Chancellor, IGNOU | - Chairman |
| 2. | Dr. Hitesh Deka | VC, KKH State Open University &
Member, BOM, IGNOU | - Member |
| 3. | Prof. Jandhyala BG Tilak | Former Vice-Chancellor, NUEPA | - Member |
| 4. | Prof. Shambhu Nath Singh | Director, SOJNMS, IGNOU | - Member |
| 5. | Prof. K. Ravi Sankar | Finance Officer (I/c), IGNOU | - Secretary |

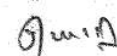
Shri B.K. Bhadri, DEA (DL) attended the meeting on behalf of Shri Madhu Ranjan Kumar, Joint Secretary (DL & Admn.), MHRD. Ms. Darshana M. Dabral, Joint Secretary & Financial Advisor, MHRD, could not attend the meeting due to her preoccupation. However, the comments on the Agenda were sent from her office on 05.09.2018, which were placed before the Members and taken on record (Annexure -1).

Sh. Kamal Dev, Dy. Registrar and Ms. Rajni A. Jeet, Assistant Registrar, IGNOU, were present to assist the Committee.

With the permission of the Chair, the Secretary introduced the Chairman to the Finance Committee and welcomed him and other Members to the 94th meeting of the Finance Committee (FC). Subsequently, the Secretary presented the agenda items.

The following agenda items were presented and deliberated upon:

- FC 94.1** To confirm the Minutes of 93rd meeting of the Finance Committee held on 4th June, 2018.
- 94.1.1** The Secretary informed that the Minutes of the 93rd Meeting of the Finance Committee, as approved by the Chairman, were sent to all the Members for comments. No comments have been received from any Member except from the Office of Ms. Darshana M. Dabral, Joint Secretary & Financial Advisor. MHRD vide letter dated 12.06.2018.



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- 94.1.2 The Minutes of the 93rd Finance Committee Meeting were submitted for consideration of the Board of Management. However, in view of urgency, Item No. FC 93.3 (Unaudited Annual Accounts for the Financial Year 2017-18 to be submitted to DGACE for audit) and the Item No. FC 93.5 (draft MoU to be signed between MHRD and IGNOU) were approved by the BOM through circulation.
- 94.1.3 The Committee noted the comments and confirmed the Minutes of the 93rd Meeting of the Finance Committee. Further, the committee also directed the Finance Officer not to shift any salary accounts of the employees from the Punjab National Bank to HDFC Bank.
- FC 94.2** **Action Taken Report in respect of the Items of the 93rd Meeting of the Finance Committee held on 4th June, 2018.**
- 94.2.1 The Secretary presented the Action Taken Report.
- 94.2.2 The Secretary informed the Committee that the changes suggested by MHRD on draft MoU through their comments on the Minutes of 93rd Finance Committee Meeting vide their letter dated 12.06.2018 were incorporated and the amended draft MoU, duly approved by the BoM, was sent to MHRD for consideration.
- 94.2.3. The Secretary informed the Committee that the University has implemented the PFMS system at the Head Quarters and is in the process of implementing at the Regional Centres.
- 94.2.4 The Finance Committee appreciated the efforts made by the University in implementing the PFMS (EAT Module) in IGNOU and noted the Action Taken Report.
- FC 94.3** **To report the developments on the signing of MoU between IGNOU and MHRD as per Rule 229(xi) of GFR 2017 for grants and related matters.**
- 94.3.1 The Secretary informed the Committee all the developments in relation to the signing of the MOU with MHRD and informed that the final draft of the MOU

after incorporating the changes suggested by the MHRD, as provided in the agenda, is now ready for signing. Necessary action will be initiated for signing of the MoU after the consideration of the FC meeting.

94.3.2 The Committee noted the development.

FC 94.4 To consider and approve the programme fee enhancement for M.Phil and Ph.D. programmes.

94.4.1 The Secretary informed the Committee that a proposal was received from Research Unit of the University for enhancement of fee for M.Phil and Ph.D programmes as detailed in the agenda.

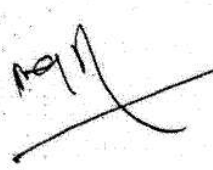
94.4.2 Member expressed that the proposed enhancement in fee seems to be on higher side and may discourage the research students.

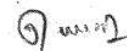
94.4.3 The Finance Committee deliberated on the issue and agreed to increase the fee by 20% on the existing structure.

FC 94.5 To consider Integrative Process of Procuring Paper and Printing of Study Material.

94.5.1 The Secretary informed that a proposal was received from the Material Production & Distribution Division (MPDD) of the University to integrate paper procurement and printing of the study material by the printing presses.

94.5.2 The Committee was informed about the existing procedure for procuring paper and printing of study material, and the problems encountered by the University in procuring paper separately and getting the material printed from different printers. It was also informed that inordinate delay is taking place in supplying the study material to the students due to these procedural bottlenecks. In view of this, the proposal for integrative process of procuring paper and printing of study material was proposed. It was also informed to the Committee that many ODL Institutions are already following this successfully.

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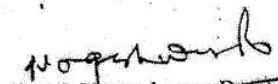
- 94.5.3 The Finance Committee appreciated the proposal and approved integrated process of procuring paper and printing of study material by the printing presses. The Committee also advised to work out detailed procedure keeping the BIS quality parameters, GFR & other University procedures, and related CVC guidelines in consideration.
- FC 94.6** To consider the option of providing incentive to learners in programme fee reduction for choosing digital/ online study material.
- 94.6.1 The Secretary informed that a proposal was received from the Material Production & Distribution Division (MPDD) of the University to consider the option of providing incentive (discount) of 15% -20% in programme fee for learners who opt for Digital/online study material. This proposal was based on the recommendations of the Committee appointed for this purpose.
- 94.6.2 The Secretary informed the Committee, that as per the proposal of the MPDD, many learners are interested in getting the study material in digital/online form and by this method study material can be sent to learners almost immediately after the admissions are finalised. It was further informed that this initiative is in tune with the policy of the Govt. of India's digital initiatives which also reduces the use of paper.
- 94.6.3 Members highly appreciated the initiative of digitalization of study material and approved the proposal with the incentive of 15% for the learners who opt for the self learning material in digital/online form.
- FC 94.7** To consider and approve the enhancement of examination fee from Rs.120/- to Rs.150/- per course.
- 94.7.1 Secretary informed that a proposal to increase the examination fee was received from the Student Evaluation Division (SED) of the University. It was stated in the proposal that the fee increase is necessitated as a result of certain requirements at examination centres as per the stipulations of the ODL Regulations, 2017, and the additional expenditure likely to be incurred as a result of additional security features to the answer booklets.

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- 94.7.2 The Finance Committee considered the proposal and approved the proposal for enhancement of examination fee from the present Rs.120/- to Rs.150/- per course.
- FC 94.8 To consider and approve putting a limit on the amount of funds invested in a single Bank in a single meeting.
- 94.8.1 The Secretary presented this item as a table item.
- 94.8.2 The Finance Division of the University has proposed this item as per the directions of the sub-committee of the Investment Committee.
- 94.8.3 The Committee discussed the matter at length and recommended that the University may impose the limit of Rs.50 crores, as against the proposed limit of Rs.100 crores, on the amount of funds invested in a single bank in a single meeting, without any change in the present overall limit of Rs.160 crores per Bank.

The Meeting ended with thanks to the Chair.


(Prof. Nageshwar Rao)
Chairman, Finance Committee



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No. 10-2/2016-IFD
Government of India
Ministry of Human Resource Development
Department of Higher Education
(Integrated Finance Division)

Shastri Bhawan, New Delhi,
Dated the 5th September, 2018

To

The Finance Officer (I/c)
(Prof. Ravi Sankar)
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110068

Subject: Meeting of the Finance Committee of Indira Gandhi National Open University
to be held on 7th September, 2018 at New Delhi.

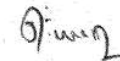
Sir,

Reference is invited to your letter No. IG/F&AD/94th FC/2018/3225 dated 29th
August 2018, on the above mentioned subject.

2. The following comments are made on the agenda items:

Item No	Agenda	Comments
01	To confirmation the Minutes of the 93 rd meeting of the Finance Committee held on 4 th June, 2018.	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 may be confirmed.
02	Action taken Report in respect of the Items of 93 rd Meeting of the Finance Committee held on 4 th June, 2018.	- As above-
03	To report the developments on the signing of MoU between IGNOU and MHRD as per Rule 229 (xi) of GFR 2017 for Grants and related matters.	May be noted, as the amendments suggested by the IFD vide letter No.10-2/2016-IFD dated 04.06.2018 of Department of Higher Education have been suitably incorporated in the MoU.

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04	To consider and approve the programme fee enhancement for M. Phil and Ph.D programme.	May be Supported.
05	To consider Integrative Process of procuring Paper and printing of Study material.	The proposal should be strictly regulated as per the relevant provisions of GFRs, 2017 and related CVC guidelines.
06	To consider the option of providing Incentive to learners in programme fee reduction for choosing digital/online study material	Should be strictly regulated as per the University's norms.
07	To consider and approve the enhancement of examination fee from Rs.120/- to Rs.150/- per course.	May be supported.


This issues with the approval of JS&FA, (MHRD).

Yours faithfully,



(Kiran Arora)

Under Secretary to the Government of India



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