

SIKKIM UNIVERSITY

MINUTES OF 28TH MEETING OF THE FINANCE COMMITTEE HELD THROUGH ONLINE MODE (GOOGLE MEET) FROM BARAD SADAN, SIKKIM UNIVERSITY, GANGTOK, SIKKIM - 737102 ON 17TH MAY 2021 FROM 11:30 A.M. ONWARDS

Members present:

1.	Prof. Avinash Khare, Vice-Chancellor	Chairman	
2.	Prof. Pramod Tandon [EC'S Nominee]	Member	
3.	Prof. D.P. Sarkar [EC'S Nominee]	Member	
4.	Prof. S.S. Mahapatra [EC'S Nominee]	Member	
5.	Dr. Vineet Joshi [Visitor's Nominee]	Member (Represented by	
		Mr. Praveer K. Saxena, US (CU),	
		MoE)	
6.	Mrs. Darshana M. Dabral [Visitor's Nominee]	Member (Represented by	
		Mr. Mohammad Rizwan,	
		Director (Finance), IFD, MoE)	
7.	Dr. Jitendra K. Tripathi [Visitor's Nominee]	Member	
8.	Prof. J.P. Tamang, Registrar (I/c)	Special Invitee	
9.	Prof. Nawal K. Paswan [Finance Officer (I/c)]	Secretary	

Shri C.B. Chhetri, Dy. Registrar (F) I/c was present to assist the Committee.

Having been attained the quorum of the meeting, the Chairman called the house to order. The meeting was started with Chairman welcoming Mr. Mohammad Rizwan, Director (Finance), IFD, MoE who represented the Visitor's Nominee from IFD, Ministry of Education and Mr. Praveer K. Saxena, Under Secretary (CU Bureau), MoE who was representing Visitor's Nominee from CU Bureau, Ministry of Education.

The Chairman, thereafter, informed the house about the outgoing Finance Officer, Shri Debasish Pal who served Sikkim University from 11th October, 2017 to 16th December, 2020 and left for his parent institution, Jadavpur University owing to non-extension of his lien and his valuable contribution in Sikkim University both as Finance Officer and Secretary of the Finance Committee. The Chairman then informed the house that for the time being, Prof. Nawal K. Paswan, the then Dean, School of Social Sciences and presently HoD, Peace and Conflict Studies and Management have been given the responsibility of Finance Officer (I/c) from 17.12.2020. The Chairman also informed the house about the offer of appointment

issued based on the interview recently concluded by the University to the selected candidate as well as to candidates from merit list but all of them failed to join the University for different reasons.

The Chairman requested Prof. Nawal K. Paswan, Finance Officer (I/c) to present the Agenda item as Secretary of the Finance Committee. Prof. Paswan welcomed the honorable members of the Committee present for the meeting and sought permission from the Chairman to seek assistance from Shri C.B. Chhetri, Dy, Registrar (F) I/c to present the Agenda Items through PPT slides before the honorable members of the Committee. Having received the permission from the Chairman the agendas were taken up one by one as under.

SECTION – 1 CONFIRMATION OF THE MINUTES & ACTION TAKEN REPORT

28.1.1. Confirmation of the minutes of the 26th meeting of the Finance Committee held on 8th September, 2020:

The minutes of the 26th meeting of the Finance Committee held on 8th September, 2020 was circulated among the honorable members on 11th September, 2020. Only comment from the Visitor's Nominee from IFD, MoE received on 14th May, 2021 was read out during the meeting before the Committee which recommended confirmation of the minutes subject to strict compliance of relevant statutory provisions, instructions and guidelines applicable to the University.

Taking into consideration the comments of the Visitor's Nominee from IFD, MoE, the committee confirmed the minutes of 26th meeting of the Finance Committee held on 8th September, 2020.

28.1.2 Action Taken Report on the minutes of the 26th meeting of the Finance Committee held on 8th September, 2020:

The Dy. Registrar (F) I/c presented the Action Taken Report on the minutes of 26th meeting of the Committee held on 8th September, 2020. Prof. Promod K. Tandon, honorable member suggested to present the ATR in such a way that it portrays complete picture in future. Suggestions made by honorable member was agreed to be considered in all future meetings.

ATR.26.1.1 Confirmation of the minutes of the 25th meeting of the Finance Committee held on 28.02.2020:

Minutes of the 25th meeting of the Finance Committee held on 28th February, 2020 circulated to all the members on 22nd May, 2020 was confirmed by the honourable members in the 26th FC meeting held on 8th September, 2020. All

items except for the item dealing with 'Delegation of Financial Power' for which the committee suggested to refer the matter to Prof. P. Tandon, Former Vice-Chancellor, NEHU, Member and Dr. J.K. Tripathi, Joint Secretary (CU), UGC for their opinion, were confirmed.

Action: No action has been taken yet owing to on-going Pandemic situation, however, the matter on 'Delegation of Financial Power' shall shortly be referred to honorable FC members Prof. P Tandon, former Vice-Chancellor, NEHU and Dr. J.K. Tripathi, Joint Secretary (CU), UGC as suggested by the Committee.

ATR.26.1.2 Action taken report on the Minutes of the 25th meeting of the Finance Committee held on 28.02.2020:

The Secretary presented the Action Taken Report on the minutes of 25th meeting in the 26th Finance Committee meeting held on 28th February, 2020 and the same was confirmed by the honorable members with the following observations.

On the matter regarding Internal Audit, the committee noted submission of the audit report for the Financial Year 2017-18 and 2018-19, however, the members from Ministry of Education (CU), Ministry of Education (IFD) and Court's Nominee suggested the University to prepare Annual Audit Plan in future and submit Internal Audit Report quarterly to the Vice-Chancellor for placing it in the meeting of the Standing Audit Committee. Further, the members from Ministry of Education also suggested that the University should issue audit query to individuals for compliance or reply based on the Internal Audit Report and AG Audit Report, and ensure strict action for non-compliance of the query.

Action: Internal Audit Report for 2019-20 has also been submitted and the same was made available to the audit team from the AG Office, Sikkim. Due to unavailability of the staff to be spared, Internal Audit wing is without the staff which makes it difficult to conduct and prepare report quarterly. IAO originally being internal member of the University is engaged in others important activities of the University as well. As suggested by the honorable members of the Committee, quarterly preparation and submission of Audit plan and report shall be ensured in future.

In regard to holding specific meeting of the Finance Committee on Annual Accounts and Audit Reports as observed by honorable member, Dr. D.R. Agarwal, the same shall be convened after finalization of the Annual Accounts for 2020-21.

ATR.26.2.1 Approval of proposal for setting up of permanent campus of Sikkim University at Yangang:

The Secretary reported to the honorable members of the Committee that the Ministry of Education vide letter no. F.No. 36-1/2018-CU.V, dated 20th August, 2020 conveyed approval of the University proposal of Rs. 986.47 Crore which included expenditure already incurred by the University from 2007-08 to 2018-19 and proposal for permanent campus construction based on the approval of the Project Investigation Board (PIB) in its meeting held on 06.02.2020. The details of the approval are as under:

(Rs. in Crores)

Heads	Expenditure Incurred from 2007-08 to 2018-19	Proposed Expenditure from 2019-20 to 2021-22	Total
Non-Recurring	142.08	402.70*	544.78
Recurring	289.69	152.00	441.69
Total	431.77	554.70	986.47

^{*}Rs. 402.70 Crore includes completion of ongoing campus construction work and new campus construction work as approved by the PIB.

Action: Though approved in principle, release of approved sum by HEFA for campus construction work including completion of the on-going work could not materialize due to change in funding policy of the Government of India from April 2020. As suggested by the HEFA through email, University wrote to the Ministry of Education requesting for release of fund, responding to which MoE released through the UGC a sum of Rs. 20.00 crores for completion of on-going work and Rs. 28.09 crores for construction work expected be taken up by the University during 2021-22, in the month of March 2021.

ATR.26.2.2 Submission of application for availing loan from HEFA under Window - IV as per HEFA guidelines for incurring Non-Recurring expenditure of Rs. 343.93 Crore for Campus Construction Work and Rs. 21.45 Crore for other Capital Expenditure:

The Secretary reported to the Committee that the University had submitted its loan proposal of Rs. 343.93 Crores towards Campus Construction Work, Rs. 21.45 crores for other Capital Expenditure and Rs. 18.68 crores towards completion of on-going campus construction work under Window- IV to HEFA. The HEFA Board approved our loan proposal in principle in the board meeting held on 19.08.2020, however, due to change in the funding policy of the Government of India release of approved sum under window-IV was not possible from April, 2020 onwards.

The Joint Secretary (CU), Ministry of Education present in the meeting informed the house that the matter is with the Department of Expenditure, Ministry of Finance for their final concurrence.

Action: Refer action taken on 26.2.1 above.

ATR.26.2.3 Shortage of grants for releasing payment against ongoing Campus Construction Work (Package – I of Phase – I):

The Secretary reported to the house that the ongoing campus construction work is at the state of halt due to unavailability of fund for making payment to the contractor.

The Chairman of the Committee expressed his serious concern over unavailability of the fund to complete the on-going campus construction work and has informed the house about the possibility of University facing legal problems due to non-payment bills raised by the contractor. The chairman also informed the house about the delay the unavailability of the fund may cause to the project.

Prof. P. Tandon, Prof. D.P. Sarkar and Prof. S.S. Mahapatra, honorable members of the committee also expressed their concern and requested the members representing the MEA for expediting the process for releasing the grant to the University for Completion of the ongoing campus construction work.

Action: Against our request vide letter no. SU/2017/FIN-09/HEFA/1064, dated 03.12.2020 and letter no. SU/2017/FIN-09/HEFA/1162, dated 30.12.2020, the UGC vide letter no. F.46-3/2020 (CU), dated 1st March, 2021 conveyed sanction of Rs. 20.00 Crores as onetime Grants-in-Aid under Capital Assets Head (OH-35) for the completion of ongoing Campus Construction work.

ATR.26.2.4 Quarterly information of Utilization of Funds during 2019-20 and 2020-21 under Salary, Recurring and Capital Assets as on 01.07.2020:

The Committee noted the submission of Utilization of Funds during 2019-20 and 2020-21 (as on 01.07.2020) under Salary, Recurring and Capital Assets in the prescribed formats -I to V along with the Utilization Certificate in the GFR 12 A Format separately for each scheme supported by statement of expenditure, which was submitted to the UGC vide letter no. SU/FIN/F-3/2019/01- Vol-IX/348 dated 16.07.2020.

Action: As it was a reporting item on submission of details on utilization of fund to the UGC, no further action is required.

ATR.26.2.5 XIIth Plan Expenditure for Ongoing Building Projects in the prescribed format of UGC:

The Secretary presented the detailed financial progress and physical progress of the on-going campus construction work (Package-I of Phase-I) before the Committee. The Committee noted both the financial and physical progress of the on-going campus construction work (Package-I of Phase-I). The honorable member from the Ministry of Education (IFD) suggested consultation with the Finance Officer of BHU on GST liability on campus construction bills.

Honorable member from the UGC enquired if the approval for utilization of XII plan grants beyond 31.03.2020 has been obtained or not by the University. Honorable member was informed that the grants available from the XII plan allocation was exhausted within 31.03.2020, hence, no approval required and requested.

Action: Owing to Sh. Debasish Pal, former Finance Officer leaving the University and also due to frequent closure of University due to on-going Pandemic situation, the required action could not be taken yet. University shall, however, shortly consult the Finance Officer of BHU on matter relating to GST liability on construction bills.

ATR.26.3 There were no ratification items

ATR.26.4.1 Annual Accounts for the Year 2019-20:

The Secretary presented the Annual Accounts 2019-20 prepared as per revised format of account introduced for CEIs and instructions/guideline which were issued vide MHRD's letter no. 29-4/2012-IFD dated 17.04.2015.

The Committee discussed the matter in details. Member from the Ministry of Education (CU), Ministry of Education (IFD) suggested to consider the observations made by C&AG on the Annual Accounts 2018-19 while preparing the Annual Accounts 2019-20. Further, member representing Court's Nominee suggested that the observations of C&AG may be placed before the Standing Audit Committee for detailed discussion. Thereafter, the Committee approved the Annual Accounts 2019-20 and authorized the Chairman to incorporate the facts and figures, if any, based on the suggestions received from the C&AG.

Honorable member from the UGC suggested that the University should ensure timely completion of the preparation of Annual Accounts 2020-21 so that the same could be placed before the Parliament of India on time and the same was noted by the Secretary for compliance.

Action: Annual Accounts 2019-20 was placed before the Executive Council for approval. After obtaining the EC's approval the same was sent to the office of the Pr.A.G, Sikkim for carrying out the Audit.

Audited Annual Accounts 2019-20 along with the SAR was submitted to the Ministry on 3103.2021.

ATR.26.4.2 Budget Estimates under Salary Head (OH-36) and Recurring Head (OH-31) for the Year 2020-21:

The Committee approved the Budget Estimates (BE) under Salary (OH-36) and Recurring (31) for the Financial Year 2020-21 in the prescribed format of UGC, which was submitted to the UGC vide letter no. SU/FIN/F-3/2019/01-Vol-IX/75 dated 20.05.2020 subject to availability of funds with the UGC.

Action: Based on the Budget Estimates University allocated funds to its academic and administrative departments to encourage decentralization.

ATR.26.4.3 Creation of (a) Botanical Research Infrastructure at Yangang at Rs. 70.45 lakhs out grants of Rs. 100.00 lakhs received under Campus Development Head & (b) repair/renovation/construction of toilets under SBA:

The Secretary reported before the Committee that the UGC vide letter D.O. No. F.1-3/2019(CU), dated 10th October, 2019 conveyed annual allocation under Capital Assets – 35 for the Year 2019-20 to the tune of Rs. 8.00 Crore.

- a) The Committee approved allocation of Rs. 70.45 Lakhs for creation of Botanical Research Infrastructure at Yangang against allocation of Rs. 100.00 lakhs grant under Campus Development. Head
- b) The Committee also approved construction of toilets under Swachh Bharat Abhiyan (SBA) from SBA grants of Rs. 50.00 lacs sanctioned by the UGC for 2019-20.

Prof. P.K Tandon, honorable member suggested that the University should explore possibility of availing funds for creation of Botanical Research Infrastructure from other agencies too and informed the house that such infrastructure may possibly act as an additional source of IRG for the University in future.

The Joint Secretary (CU), UGC suggested the University to expedite the utilization of funds sanctioned for repair/renovation/construction of toilets under Swachh Bharat Abhiyan (SBA) of Rs. 50.00 Lakhs by the UGC for 2019-20.

Action: As suggested by the honorable member, Prof. Pramod K. Tandon, University succeeded in obtaining sanction of extramural funding from the

Ministry of Environment, Forestry and Climate Change through Botanical Survey of India, Kolkata of Rs. 60.79 lacs towards establishment of Botanical Garden for conservation of the threatened plants at Yangang.

Construction of Botanical Research Infrastructure is at the final stage of tendering. Regarding toilets under SBA, considering the limited time to utilize the fund University had given the work to CPWD as deposit work but the CPWD is yet to start the work. The Vice-Chancellor has expressed his serious concern to the higher authority of CPWD on unprofessionalism exhibited by their Gangtok office.

ATR.26.4.4 Remittance of interest to UGC against Grants for Salary (36), Recurring Head (31) and Capital Head (35):

The Finance Committee approved refund of interest calculated duly following the provisions of GFRs 2017 and the UGC directions of Rs. 1,20,32,686/-(Rupees One Crore Twenty Lakh Thirty Two Thousand Six Hundred Eighty Six Only).

Action: The University refunded interest earned from the grants received from the UGC of Rs. 1,20,32,686 on 11.09.2020.

The Committee noted the action taken by the University as mentioned above.

28.1.3. Confirmation of the minutes of the 27th meeting of the Finance Committee conducted by circulation of Agenda:

The Dy. Registrar (F) I/c informed the house that an agenda on approval of Annual Accounts and Separate Audit Report (SAR) for the year ended 31st March, 2020 was circulated among the honorable members of the Committee on 12th February, 2021. All the members except the Visitor's Nominee from CU-Bureau, MoE, conveyed their approval on the Annual Accounts and Separate Audit Report (SAR) for the year ended 31st March, 2020 through a return email.

Mr. Praveer K. Saxena, US (CU Bureau), MoE informed the house that due to the ongoing Pandemic situation and unavailability of the Staff, the approval could not be sent by the CU Bureau, MoE on time. Honorable Chairman requested Sh. Saxeena to kindly send the consent of the CU bureau at the earliest possible.

The Committee, thereafter, confirmed the minutes of 27th meeting of the Finance Committee held through circulation of Agenda on 12th February, 2021.

28.1.4 Action Taken Report on the minutes of the 27th meeting of the Finance Committee held through circulation of Agenda:

The Dy. Registrar (F) I/c informed the house that the copies of audited Annual Accounts and Separate Audit Report (SAR) for the year ended 31st March, 2020 has been submitted to the Ministry on 31.03.2021.

Accordingly, the Committee noted the action taken by the University on MoM of 27th FC meeting.

SECTION - 2

REPORTING ITEMS

28.2.1 Submission of Audited Utilization Certificate for grants received under Salary Head (36), Recurring Head (31) & Capital Assets (35) for the Financial Year 2018-19:

The Committee noted the submission of Audited Utilization Certificate in the prescribed format GFR 12-A and Statement of Expenditure along with Separate Audit Report issued by the Accountant General (CAG) for the year 2018-19 under Salary (36), Recurring (31) & Capital Assets (35) by the University to the UGC vide letter no. SU/FIN/F-3/2019/01- Vol-IX/44, dated 12.04.2021.

28.2.2 Submission of Audited Utilization Certificate for grants received under Salary Head (36), Recurring Head (31) & Capital Assets (35) for the Financial Year 2019-20:

The Committee noted the submission of Audited Utilization Certificate in the prescribed format GFR 12-A and Statement of Expenditure along with Separate Audit Report issued by the Accountant General (CAG) for the year 2018-19 under Salary (36), Recurring (31) & Capital Assets (35) by the University to the UGC vide letter no. SU/FIN/F-3/2019/01- Vol-IX/45, dated 12.04.2021.

28.2.3 Submission of Quarterly Utilization Certificate as on 01.04.2021 under Salary Head (36), Recurring Head (31) & Capital Assets (35) for the Financial Year 2020-21:

The Committee noted the submission of Quarterly Utilization Certificate as on 01.04.2021 under Salary Head (36), Recurring Head (31) and Capital Head (35) for the Financial Year 2020-21 along with the provisional Utilization Certificate in the GFRs 12-A for each scheme supported by the statement of expenditure by the University to the UGC vide letter no. SU/FIN/F-3/2019/01- Vol-IX/46, dated 13.04.2021.

28.2.4 Progress Report of Expenditure against XIIth Plan Allocation towards Ongoing Building Projects in the prescribed format of UGC:

Mr. Chhetri presented the detailed Physical Progress and Financial Progress of Ongoing Campus Construction Work (Pkg-I of Phase-I) before the Committee as under:

Name of the Work	Physical Progress in %	Financial Progress in %
On-going Campus Construction (Pkg-I of Phase-I)	99%	89%

The honourable members were informed that the fund received under UGC XII plan was exhausted by 31.03.2020, hence, no agenda under this heading, which was being presented till now based on the standing instruction received from the UGC, will be placed in the future meetings of the committee. The Committee noted the Physical Progress and Financial Progress for On-going Campus Construction Work (Pkg-I of Phase-I).

28.2.5 Sanction and release of Grant-in-Aid of Rs. 20.00 Crores under Capital Assets (35) for the Ongoing Campus Construction Work (Package-I of Phase-I):

The Committee noted receipt of Rs. 20.00 crores as one time capital grants for completion of the on-going campus construction work by the University on 1st March, 2021 from the UGC. The committee further noted that the University could only utilise to the tune of Rs. 8.41 Crores on or before 31.03.2021 and transfered a sum of Rs. 10.19 Crores being the outstanding payments of the Contractor from RBI-TSA Account to Sikkim University Commercial Bank Account. The committee also noted that the on-going pandemic situation and restriction in movement, lockdown etc caused by it delayed the taking over of the building from the contractor which led non-payment of Rs. 10.19 crore within the F.Y 2020-21. The honourable members as informed noted the surrendering of balance sum of Rs. 1.40 Crores being the estimated untilised amount through RBI-TSA Account on 31.03.2021.

28.2.6 Sanction and release of Grant-in-Aid of Rs. 28.09 Crores under Capital Assets (35) for the future Campus Construction Work (Package-II of Phase-I):

The Committee noted release of Rs. 28.09 crores by the UGC as Grant-in-Aid under Capital Assets Head (35) on 25.03.2021 towards Campus Construction project (Package-II of Phase-I), against the University requirement of Rs. 77.50 crores for the F.Y. 2021-22, raised before the MoE vide University letter dated 04.03.2021. As the requirement of the fund for campus construction work was for F.Y.2021-22, the committee noted that the entire grants of Rs. 28.09 crore remained untilised at the end of F.Y. 2020-21 and the said amount was transferred by the University to its commercial bank account.

SECTION - 3 RATIFICATION ITEMS

Nil 10 of 12

<u>SECTION – 4</u> <u>MATTER FOR CONSIDERATION AND APPROVAL</u>

28.4.1 Budget Estimates under Salary Head (OH-36) and Recurring Head (OH-31) for the Year 2021-22 & Detailed Budget of the University under Salary Head (OH-36) and Recurring Head (OH-31) for the Year 2021-22:

The Committee approved the Budget Estimates 2021-22 of Sikkim University submitted to the UGC in the prescribed format vide letter no. SU/FIN/F-3/2019/01-Vol-IX/66 dated 22.04.2021 subject to availability of funds with the UGC. The Committee also approved the University Detailed Budget for 2021-22 under Salary and Recurring head prepared in line with the BE 2021-22 submitted to the UGC.

28.4.2 Remittance of interest earned against Grants for Salary (36), Recurring Head (31) and Capital Head (35) during 2020-21 to the UGC:

The Committee approved the interest refund of Rs. 69,54,090/- (Rupees Sixty Nine Lakh Fifty Four Thousand Ninety Only) following the provisions of GFRs 2017 and UGC directions. Further, as informed the committee noted that the interest earned and proposed for refund to the UGC was being earned from grants received before implementation of the RBI-TSA account.

28.4.3 Disposal of Ambulance Vehicle and its replacement:

The Committee discussed this agenda in the light of scarcity of ambulance experienced throughout the country due to on-going Pandemic situation. The committee approved the disposal and replacement of ambulance which met with an accident subject to the following conditions.

Disposal: Prof. Pramod K. Tandon, honourable member recommended disposal of the ambulance vehicle subject to the condition that the report of the committee constituted by the University suggests so and the same is accepted by the University. Prof. Tandon, further suggested that the committee may be reported with the details on this item in its next meeting. Suggestions of Prof. Tandon were welcomed by the house.

Replacement: The Hon'ble Chairman proposed replacement of the ambulance which met with a major accident with a new ECCO Ambulance (Maruti Make) having estimated cost of Rs. 7,80,000/- Approx based on the recommendations from the University Health Centre. The Director (F), IFD, honourable member recommended replacement of the ambulance, however, suggested to take the CU-Bureau on loop. The house resolved to urgently write to the CU-Bureau seeking approval for replacement of the University Ambulance vehicle.

Writing off: Prof. Pramod K. Tandon, honourable member suggested to bring the matter in the next meeting of the committee for the decision on writing off of the ambulance vehicle along the report and details on disposal of the said vehicle. The house resolved to bring the matter in the next FC meeting as suggested by Prof. Tandon.

SECTION – 5 ITEMS FROM THE CHAIR

28.5.1 Shortfall in Grants-in-Aid received under Recurring Head (OH-31) for April, 2021:

The Chairman reported the Committee that the UGC vide letter no. No. F.46-2/2021 (CU) dated 27th April, 2021 released Rs. 99.09 Lakhs only under Recurring Head (OH-31) for the month of April, 2021 against its requirement of Rs. 148.00 lacs for the month. Mr. Chhetri highlighted the details on monthly recurring expenditure requirement of Rs. 148.00 lacs to the honorable members present in the meeting.

Honorable members expressed their serious concern over the matter of shortfall in Grants-in-Aid under Recurring Head (OH-31) and suggested to take up the matter urgently with the UGC as such shortfall may lead the University to face multifaceted consequences.

The meeting ended with thanks to and from the Chair.

(Prof. Avinash Khare) Vice-Chancellor & Chairman

Finance Committee

(Prof. Nawal K. Paswan)
Finance Officer (I/c) & Secretary
Finance Committee