



# जम्मू केंद्रीय विश्वविद्यालय Central University of Jammu

राया-सूचानी (बागला), जिला सांबा-181143, जम्मू (जम्मू एवं कश्मीर)  
Rahya-Suchani (Bagla), District: Samba - 181143, Jammu (J&K)

MINUTES OF 9<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE HELD ON 21<sup>ST</sup>  
DECEMBER 2015 AT 3:00 P.M. AT INDIA INTERNATIONAL CENTRE (IIC) ANNEXE,  
NEW DELHI.

## PRESENT

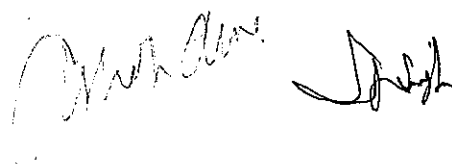
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|--|----------|
| 1. Prof. Ashok Aima<br>Vice Chancellor<br>Central University of Jammu  | Chairman |
| 2. Prof. A.M. Pathan<br>Former Vice Chancellor<br>Central University of Karnataka<br>Bangalore                                     | Member   |
| 3. Prof. Jai Prakash Sharma<br>Department of Commerce<br>Delhi School of Economics<br>University of Delhi, Delhi.                  | Member   |
| 4. Shri Fazal Mahmood<br>Deputy Secretary (Fin.),MHRD,<br>Representing Joint Secretary and<br>Finance Advisor,<br>MHRD, New Delhi. | Member   |
| 5. Shri C.P. Ratnakar<br>Under Secretary, MHRD<br>Representing Joint Secretary (CU&L)<br>MHRD, New Delhi                           | Member   |

6. Dr K.P. Singh  
Joint Secretary (CU),  
University Grants Commission  
New Delhi  
Member
7. Sh. B.R. Dhiman  
Finance Officer  
Central University of Himachal Pradesh  
Special Invitee
8. Shri Jit Singh  
Registrar/Finance Officer  
Central University of Jammu  
Secretary

Following member could not attend the meeting because of pre-occupations, and was granted leave of absence:

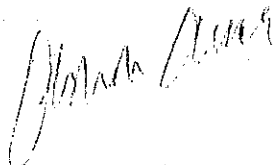
1. Prof. Amitabh Mattoo  
Centre for International Politics  
Organisation and Disarmament  
Jawaharlal Nehru University  
New Delhi-11067.

At the outset, the Vice Chancellor extended a warm welcome to the members and expressed his sincere gratitude to the members for sparing their valuable time to attend the 9<sup>th</sup> meeting of the Finance Committee. In his introductory remarks, the Vice Chancellor apprised the members that the Finance Committee has recently been constituted, as three members were to be nominated by the Executive Council. The first meeting of the second constituted Executive Council was held on 9<sup>th</sup> November 2015, wherein these members were nominated by the EC/VC. He also informed the members that since Shri H.K. Prashar, OSD(Fin.), upon completion of his Deputation term was relieved and he had joined back his parent Department. The Post of Finance Officer has been advertised and steps to fill up the post are in progress. As an interim arrangement, Shri Jit Singh, Registrar, has been officiating as Finance Officer, in addition to his own duties.



The Vice Chancellor made a detailed power-point presentation regarding the academic and developmental activities of the University since last meeting of the Finance Committee, which was held on 29<sup>th</sup> June, 2015. The Vice Chancellor informed that during the period under report the admission process was accelerated and innovative processes were adopted with a view to giving wider publicity by using diverse means of communication, such as, print and electronic media, SMS, Emails, TV channels, FM channels, FM radio, hoardings, etc. As a result, 8775 applications were received for the Academic Session 2015-16 for the 12 Post Graduate Programmes as compared to 2666 candidates who applied in the previous Academic Session. The admission process for the Academic Session 2015-16 for Post Graduate and Integrated M.Phil./Ph.D. programmes was completed. Likewise admission to Master's Degree Programme in Hindi, B.Voc and Diploma in Beauty & Wellness was also completed. 332 students were admitted to various Post Graduate programmes; 29 students were admitted to M.Phil-Ph.D. programmes, and 16 for B.Voc. programme, as detailed out in the Report. The Vice Chancellor also informed that representation to SC/ST/OBCs were also given as per UGC/Govt of India policy. He further added that the pass percentage for the second semester examination of Academic session 2014-15 was 96% and for fourth semester it was 99.14%. He also highlighted the number of scholars who qualified JRF/NET/SET in various Departments.

The Vice Chancellor informed that the University is also providing hostel accommodation to the students in the hired buildings. He further informed that the University is providing Centralised Library facilities having sufficient Books, Thesis and Dissertations, and other facilities like E-journals, E-resources, Full text data bases (ISID, JCC, UGC info net, computerised lab with WiFi, Reprographic services, Reference services, and automation facilities for Research Scholars and students. He also added that the University has NKN connectivity/ campus WiFi enabled/ LAN connections etc. The University has also created two centralised computer labs with about 70 computers and a centralised computer lab with about 50 computers. He also informed that file tracking systems in the Administrative offices has also been started. The Vice Chancellor further informed about the number of faculty positions already advertised and the process for filling up of these positions is under progress. He also informed that a number of Non Teaching posts including the Controller of Examinations and the Librarian have also been advertised and action is being taken to fill up these. The Vice


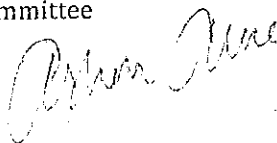


Chancellor made a mention about the adoption of five villages and two schools under Unnat Bharat Scheme and outreach programmes of the University.

The Vice Chancellor apprised the Members about the visit of Jenab Mufti Muhammad Sayeed, Hon'ble Chief Minister, J&K; Dr. Nirmal Singh, Deputy Chief Minister and other ministers of J&K State who visited the University campus on 16<sup>th</sup> October, 2015 and appreciated the academic and developmental initiatives taken by the University. The Vice Chancellor also made a mention about the number of Memorandums of Understanding signed by Central University of Jammu with Central University of Kashmir and Central University of Himachal Pradesh for P.G. Courses, i.e. MBA(Human Resource Management), MBA(Tourism and Travel Management), English, Applied Mathematics, Economics and Education to promote cooperation in educational and research activities, besides establishing a framework for programmes of exchange and collaboration in areas of mutual interest thereby facilitating transfer of credits. He added that the faculty of the University has undertaken a number of major and minor projects. The Vice Chancellor informed the members about various other activities undertaken by the University, such as, Hindi Pakhwara was observed from 14<sup>th</sup> Sept, 2015; a National Seminar on the topic "Hindi : Kal Aaj aur Kal" as part of Hindi Pakhwara was held on 21-22 Sept.2015; and Swacch Bharat Abhiyan was initiated on 1st October, 2015; Blood Donation Camp was organized on 28<sup>th</sup> October 2015 by the NSS Unit of the University; submission of Self Study Report(SSR) to NAAC on 3<sup>rd</sup> Nov.2015; Celebration of Constitution Day on 26<sup>th</sup> Nov. 2015; and initiatives to start new academic programmes in the emerging areas. The Vice Chancellor also informed the members that MHRD has sanctioned a *Kendriya Vidyalaya* (Central School) to the Central University of Jammu.

The Vice Chancellor also apprised the members about the various on-going developmental/construction activities on the campus and thanked MHRD and UGC for their guidance and financial support.

Worthy members of the Finance Committee appreciated the Report of the Vice Chancellor and congratulated him and his team for achieving so much within a short span of time. They also appreciated the Vice Chancellor for taking steps to initiate new academic programmes in the emerging areas.



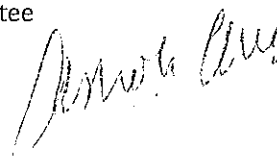
The worthy members gave their valuable suggestions as follows:

- **Dr K.P. Singh** desired to know whether the M.Ed. programmes have been approved by the NCTE. The Vice Chancellor informed that the guidelines of NCTE have already been adopted by the University. He further informed that in view of the special status of the State of J&K, the guidelines of NCTE do not apply ipso facto. However, the University is taking steps to seek approval from NCTE in this regard.
- **Dr K.P. Singh** also observed that the University had allotted the works more than the allocated funds. He suggested whether the expenditure on road network could be curtailed, thus prioritising the construction activities, particularly undertaking construction of academic buildings.
- **Dr K.P. Singh** also suggested that hostel facilities be provided to all out-station girl-students on priority basis.
- **Dr K.P. Singh** appreciated the University for signing MoUs with other Universities. Worthy Members were of the opinion that activities under these MoUs be expanded. The Vice Chancellor informed that the University had already taken steps in this direction and held meeting of Boards of Studies, wherein experts from Central University of Himachal Pradesh and Central University of Kashmir participated for devising a common curriculum in English, Economics and so on which would be offered by these participating Universities in the next year. He also added that most recently an MoU has been signed with Baba Gulam Shah Badshah University, while an other MoU with Melbourn University, Australia, is under active consideration.
- The Vice Chancellor, while referring to the observations of **Dr K.P. Singh**, apprised the members that these works were taken up with the approval of the Building Committee, the Finance Committee, and the Executive Council wherein the representatives from the UGC and the MHRD were present. He further added that at this juncture it would not be practical; nor desirable to withdraw any work from the contractors as this might



attract litigations which would further cost the university exchequer, apart from delaying the whole project.

- The worthy members while agreeing with the Vice Chancellor, were of the considered view that there is no idea of reviewing the works already allotted and thus withdrawing of the ongoing works, which were approved by the statutory bodies of the University, would serve no useful purpose, apart from likely litigations against the University.
- **Professor Pathan** added that these issues were duly discussed in the meetings of the Finance Committee and Executive Council that the DDE building when completed, most of the Departments running from TAB would be shifted to the Campus site, which would save the University from payment of rent for hired buildings. He further added that once this is achieved, for starting new academic programmes, the TAB building could be used to run these programmes smoothly.
- The **Vice Chancellor** informed that the DDE building has been renamed as Academic and Teaching Block, where two departments, viz. the Department of Environmental Sciences and the Department of Educational Studies have already been shifted to the campus site. He further added that six more academic departments would be shifted to the campus site in Jan. 2016. He also added that Professors flats would also be used for accommodating two academic departments.
- The **Vice Chancellor** also informed the members that DPRs for electricity and water have been submitted to the MHRD. The Vice Chancellor further added that construction of Boundary Wall is immediate need of the University for ensuring adequate security of the campus; students, particularly the girl-students, whose number is 65 per cent; the employees, and property of the University, including flora and fauna and the wild life. However, due to lack of funds this work is still pending. The members suggested that this matter may be taken up with UGC.



- The worthy members were of the unanimous view that no new projects be undertaken unless sufficient funds are clearly available and allocated, and all new proposals before starting be routed through the Building Committee to the Finance Committee, before placing before the E.C.
- **Professor J.P. Sharma** wanted to know whether the University has been following reservation rules for the SC/ST/OBCs and PWDs as per UGC/Govt of India policy/rules. He also suggested that university should also start B.Com/M.Com. programmes in future.
- The Vice Chancellor informed the members that the University has been following reservation rules in matters of admissions and employment as per UGC/Govt of India Rules.
- With regard to funding by governmental agencies for starting new academic initiatives, such as, Earth Sciences and others, by the University, **Professor Pathan** suggested that as a word of caution, the salary part of such programmes beyond their respective tenure, may be got confirmed from the UGC, so that after the project period is over, the salary of employees should not become a liability on the University. Dr K.P. Singh clarified that since these are approved programmes, the UGC takes care of the salary part.

The Vice Chancellor thanked the members for their valuable suggestions and looked forward to their continued support and guidance.

**Thereafter the Agenda items were taken up for discussion.**

**Item No. 1**

**To consider report of the Vice Chancellor about the developments since the last Meeting of the Finance Committee held on 29<sup>th</sup> June, 2015.**

Resolved that in view of the foregoing discussion, the report of the Vice Chancellor be placed on record.

*Amish Chaudhary*

Page 7  
*[Signature]*

**Item No.02**

**To confirm the Minutes of the 8<sup>th</sup> Meeting of the Finance Committee held on 29<sup>th</sup> June, 2015.**

The Committee perused the item and resolved to confirm the Minutes of the 8<sup>th</sup> Meeting of the Finance Committee held on 29<sup>th</sup> June, 2015.

**Item No.03**

**To place before the Finance Committee the report about the action taken on the decision of the 8<sup>th</sup> meeting of the Finance Committee held on 29<sup>th</sup> June, 2015 for consideration.**

The Finance Committee perused the item and resolved to approve the Action Taken Report, as circulated with the Agenda, and the same be placed on record.

**Item No .04**

**To report to the Finance Committee the action taken on the Annual Accounts along with Separate Audit Report (SAR) for the year 2014-15.**

The Finance Committee perused the item and resolved that the action taken be approved.

Resolved further that an action taken report with regard to the SAR observations be put up to the next meeting of the Finance Committee.

**Item No. 05**

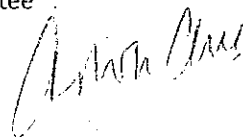
**To apprise the Finance Committee regarding nominees of the Executive Council as members of the Finance Committee.**

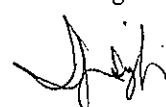
The Finance Committee perused the item and noted for record.

**Item No. 06**

**To apprise the Finance Committee regarding the payment made to CPWD for construction of Hostels for Boys and Girls in the Campus of the University.**

The Finance Committee perused the item and noted for record. The Finance Committee was of the view that deposit work to CPWD/PWD may be allotted without tendering.



Page 8  




**Item No. 07**

To apprise the Finance Committee regarding the payment made to CPWD -1 for making temporary partitions in Academic and Teaching Block.

Consideration of this item was deferred and be put up in the next meeting of the Finance Committee.

**Item No. 08**

To apprise the Finance Committee about the creation of posts of Electrician, Technician (Mech.) for HVAC (Heating , Ventilating , and Air Conditioning), RO & AC Plant, Plumber and Lift Operator for the University.

The Finance Committee perused the item and resolved that a proposal be submitted to the UGC for consideration and sanctioning additional posts.

**Item No. 09**

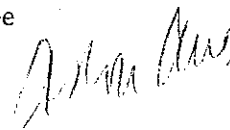
To apprise the Finance Committee about the creation of posts of Cameraperson, Video Editor and Studio Executive and Engineer (Maintenance) for the Department of Mass Communication and New Media.

The Finance Committee perused the item and resolved that a proposal be submitted to the UGC for consideration and sanctioning additional posts.

**Item No. 10**

To apprise the Finance Committee about the creation of posts for Sports staff in the University.

The Finance Committee perused the item and resolved that a proposal be submitted to the UGC for consideration and sanctioning additional posts.



**Item No. 11**

**To report the action taken regarding creation of post of Training and placement Officer in the University.**

The Finance Committee perused the item and resolved that a proposal be submitted to the UGC for consideration and sanctioning additional posts.

**Item No. 12**

**To confirm the action taken by the Vice-Chancellor regarding payment to Bharat Sanchar Nigam Ltd (BSNL).**

The Finance Committee perused the item and resolved to approve the action taken by the Vice Chancellor.

**Item No. 13**

**To confirm the action taken by the Vice-Chancellor regarding payment of Honorarium to the Wardens of Hostels.**

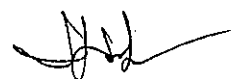
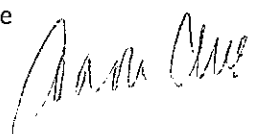
The Finance Committee perused the item and resolved that rates of Honorarium be paid @ Rs 2000 per month. Further, resolved that rates of honorarium prevailing in some other Central Universities be obtained and an item be put up in the next meeting of the Finance Committee. It was further resolved that a suitable enabling clause may be provided in the relevant ordinance of the University.

**Item No. 14**

**To confirm the action taken by the Vice Chancellor regarding fixation of Remuneration for various Examination related assignments.**

The Finance Committee perused the item and resolved to confirm the action taken by the Vice Chancellor.

Resolved further that prevailing rates for these activities be obtained from some other Central Universities and an item be put up to the Finance Committee in its next meeting.



**Item No. 15**

To confirm the action taken by the Vice-Chancellor regarding payment of Honorarium to invited Faculty and Eminent persons for various events of the University.

The Finance Committee perused the item and resolved to confirm the action by the Vice Chancellor.

Resolved further that prevailing rates for these activities be obtained from some other Central Universities and an item be put up to the Finance Committee in its next meeting.

**Item No. 16**

To consider grant of Non-productive linked Bonus to the employees of the University.

Resolved to recommend to the Executive Council adoption of rules relating to Non-productive linked Bonus to the employees of the Central University of Jammu as per Annexure.-I, alongwith amendments from time to time.

**Item No. 17**

To consider reimbursement of the telephone expenses(Landline and/or mobile connection, Broadband, Dongle etc) to University officials and their monthly ceiling thereof.

Resolved to recommend to the EC that reimbursement of the telephone expenses (Landline and/or mobile connection, Broadband, Dongle etc) and monthly ceiling thereof, payable to the Vice-Chancellor, Registrar and other Statutory Officers and Deputy Registrars in terms of Government of India, Ministry of Finance, Department of Expenditure's Memorandum No. 24(5)/E.Coord/2012 dated 11<sup>th</sup> May 2012 (Annexure-II) and as per rates as shown in the Annexure-III.

Resolved further that reimbursement in respect of other officers below the rank of Deputy Registrar may be dealt with in terms of the aforesaid Memorandum and keeping in view the functional requirements of the University.

Resolved also that the rules/policy regarding unlimited calls/reimbursement being made to Vice Chancellors of some other Central Universities may be obtained and the Vice Chancellor, CUJ, was authorized to take necessary action, if need be.

**Item No. 18**

**To report the Progressive Receipt and Expenditure under plan up to 30.11.2015 for the financial year 2015-16.**

Resolved to note the report on Progressive Receipt and Expenditure under plan up to 30.11.2015 for the financial year 2015-16.

**Item No. 19**

**To consider the Revised Estimates for the Year 2015-16 and Budget Estimates for the year 2016-17.**

The Finance Committee considered the item and resolved that Revised Estimates for the Year 2015-16 and Budget Estimates for the year 2016-17, be prepared within the allocated funds and keeping in view the priority items, and the item be placed before the Finance Committee in its next meeting.

Resolved further that for additional requirements of funds, the University should submit a separate proposal to the UGC.

**Item No. 20**

**To report action taken by the Vice Chancellor regarding removal of discrepancy of emoluments in respect of the Contractual Teaching Faculty.**

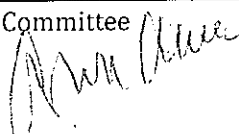
The Finance Committee perused the item and resolved to approve the action by the Vice Chancellor.

Resolved further that the matter be also reported to EC in its next meeting.

**Item No. 21**

**To consider fixation of Pay of Teaching Faculty appointed on contractual basis**

The Finance Committee perused the item and resolved that fixation of Pay of retired Professor, Associate Professor and Assistant Professor, be regulated as per Guidelines of UGC/Govt. of India.



**Table Items:**

**Item No. 1**

**To consider sanction of additional funds for setting up Laboratories for Beauty and Wellness course under Community College Scheme.**

The Finance Committee considered the item and resolved to recommend to the EC that Rupees Five Lakhs be met out of University Funds.

**Item No. 2**

**To consider amount of honorarium payable to the members of the Court/Executive Council/Academic Council/Finance Committee,etc.**

The Finance Committee perused the item and resolved to recommend to the EC the amount of honorarium payable to the external members of the Court/Executive Council/Academic Council/Finance Committee, Board of Studies, and Board of School be raised from Rs 2000/- to Rs 3000/- per day irrespective of number of sittings.

**Item No. 3**

**To consider the proposal along with financial assistance for infrastructure support for 02 numbers of adopted Higher Secondary School by the Central University of Jammu.**

Consideration of this item was deferred till the next meeting of the Finance Committee.

**Item No. 4**

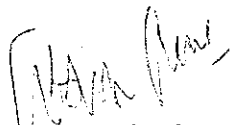
**To institute awards/rewards/financial support to promote academic activities.**

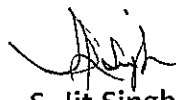
Consideration of this item was deferred till next meeting of the Finance Committee.

Any other item

It was decided that the next meeting of the Finance Committee be convened on 5<sup>th</sup> February, 2016 at 3.30 P.M. at the Campus site of the University.

The meeting ended with vote of thanks to the Chair

  
Prof. Ashok Aima  
Vice Chancellor  
Central University of Jammu

 25/12/15  
S. Jit Singh  
Registrar/Finance Officer  
Central University of Jammu

F.No.7/22/2008 E-III(A)  
Government of India  
Ministry of Finance  
Department of Expenditure  
E-III(A) Branch

New Delhi, the 26<sup>th</sup> October, 2015.

OFFICE MEMORANDUM

Subject:- Grant of Non-Productivity Linked Bonus (Ad-hoc Bonus) to Central Government Employees for the year 2014-15 – Extension of orders to Autonomous Bodies.

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Orders have been issued vide this Ministry's Office Memorandum No. 7/24/2007 E-III (A) dated 16<sup>th</sup> October, 2015 authorizing 30 days emoluments as Non-PLB (Ad-hoc bonus) for the accounting year 2014-15 to the eligible Central Government employees not covered by the Productivity Linked Bonus Schemes, subject to terms and conditions laid down therein.

2. The undersigned is directed to say that it has now been decided that the Non-PLB (Ad-hoc) bonus so admissible subject to the terms and conditions laid down in the aforesaid orders, may be extended to the employees of autonomous bodies, partly or fully funded by the Central Government which (i) follow the pattern of pay structure and emoluments identical to that of the Central Government and (ii) do not have any bonus or ex-gratia or incentive scheme in operation.

3. In case of doubt as to the operation of these orders the clarificatory orders, circulated vide this Ministry's O.M. No. 14(10)E-Coord/88 dated 4.10.88, as amended from time to time, may be kept in view, mutatis mutandis.

4. Any request for funding by the Government to meet the liability on account of Non-PLB (Ad-hoc bonus) in respect of various autonomous organizations would not be considered by the administrative Ministries concerned, as the expenditure on Non-PLB (Ad-hoc bonus) should be met from within the existing budgetary provisions of the respective organizations. While the Autonomous Bodies not funded by the Central Government may also adopt these orders as per their own administrative and financial judgment in respect of their employees, no liability for funding will, in any case, lie on the Central Government on this account.



(Amar Nath Singh)  
Deputy Secretary to the Govt. of India

All Ministries and Departments of Government of India (as per standard distribution list)

No. 24(5)/E.Coord/2012  
 Government of India  
 Ministry of Finance  
 Department of Expenditure  
 \*\*\*\*\*

New Delhi dated the 11<sup>th</sup> May, 2012

**OFFICE MEMORANDUM**

Subject:- Internet facility through data card-reg.

References are being received from various Ministries/Departments seeking clarification/relaxation for internet facility through Data Card. The matter has been reviewed and it has been decided to allow use of data card for internet purposes subject to the following conditions:-

- (i) No Data-Card (Hardware etc) would be provided by the office and only reimbursement for data use, through data card, will be allowed on submission of bill.
- (ii) The User has the liberty to choose any operator/plan beneficial to them.
- (iii) Re-imbusement would be allowed for one data card connection only.
- (iv) There would be no separate ceiling for the internet through data card and the reimbursement will be allowed to the entitled officer according to the ceiling/guidelines/clarification laid down vide this Department's OMs No. 7(14)/C&V/2006 dated November 14<sup>th</sup>, 2006, dated April 14<sup>th</sup>, 2007 and dated July 9<sup>th</sup>, 2007. As such, the maximum monthly reimbursable amount, towards charges on residential telephone/mobile phone/broadband/data card use (for internet purposes), to a category of a officer will be as under:-

Rank/Designation	Ceiling Amount (in ₹)
Secretary to the Government of India and equivalent rank	2800
Additional Secretary to the Government of India and equivalent rank	2500
Joint Secretary to the Govt. of India and equivalent rank	2000
Director and Deputy Secretary to the Government of India and equivalent rank	1500
Below the rank of Deputy Secretary to the Government of India (restricted to 25% of Group 'A' Officers below the rank of Deputy Secretary)	800

*Saheli Ghosh Roy*  
 (Saheli Ghosh Roy)  
 Director (E. Coord)  
 Tel. No. 2309 3257

1. All Ministries/Departments of Government of India
2. All Financial Advisers



### Annexure- III

Rates for reimbursement of telephone expenses (Landline and/or mobile connection, Broadband, Dongle etc) to University officers/officials and their monthly ceiling thereof:-

S.No	Designation	Ceiling Amount
1	Vice Chancellor, equal to the Secretary to Govt. of India	A maximum of Rs. 2800/- per month consolidated towards mobile phone, landline, Broadband, Dongle etc.
2	Pro Vice Chancellor, Registrar, Finance Officer, Controller of Examinations, Librarian, Deans of Schools i.e officers with GP of Rs. 10,000/- and above	A maximum of Rs. 2000/- per month consolidated towards mobile phone, landline, Broadband, Dongle etc.
3	Deputy Registrar, Deputy Finance Officer, i.e officers with GP of Rs.7600/- and above.	A maximum of Rs. 1500/- per month consolidated towards mobile phone, landline, Broadband, Dongle etc.
4	Other Group 'A' officers below the rank of Deputy Registrar i.e officers with GP of Rs.5400/- and above.	A maximum of Rs. 800/- per month consolidated towards mobile phone, landline, Broadband, Dongle etc.  To be dealt with keeping in view the functional requirements of the University restricted to 25% of Group 'A' Officers below the rank of Deputy Registrar.

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25/12