

**Minutes of the 51<sup>st</sup> Meeting of Finance Committee held on January 5, 2016 at 11.00 A.M. in the Board Room, Vice Chancellor's Office, Jamia Hamdard, New Delhi**

Following members attended the meeting.

- |                          |                 |
|--------------------------|-----------------|
| 1. Dr. G.N. Qazi         | Chairman        |
| 2. Dr. Asad Mueed        | Member          |
| 3. Prof. Abdul Nafey     | Member          |
| 4. Mr. S.K. Ray          | Member          |
| 5. Prof. Shakir Ali      | Member          |
| 6. Dr. Firdous A. Wani   | Special Invitee |
| 7. Mr. Mushtaq A. Zargar | Secretary       |

The meeting started with the recitation from the Holy Quran by Mr. Abdul Qayyum.

The Chairman, Finance Committee welcomed the Hon'ble Members and expressed great pleasure to have them in the meeting. Chairman also wished the Hon'ble members a wonderful New Year 2016. While giving preliminary remarks, the chairman informed that the University is passing through a critical financial situation for the reason that Expenses particularly salaries to staff which constitute 65% of total budget is increasing at an average of 10-15% every year. Similarly Electricity Tariff is on increase and Jamia Hamdard could not get any discount even on domestic use. The entire Electricity bill is charged on Commercial tariff. On the other hand the revenues and amount of grants from UGC & HNF are stagnated from many past years. Therefore it has become practically difficult to perceive some of funds towards maintenance and expansion of the university. Pursuant to the resolution passed by Finance Committee in its last meeting, Jamia Hamdard had requested UGC for increase in fixed maintenance grant from Rs 8.00 crore to Rs 16.00 crore a year as well as a request to HNF for increase in recurring grant from Rs 5.50 crore to Rs 8.00 crore. Although there is no official communication, yet it is learnt that HNF has considered the proposal to enhance the recurring grant to Rs 8.00 crore a year. The chairman also informed that the university is well placed to have 90% strength of teachers in position under General Scheme and 100% in Self Financing Scheme. The teachers are being recruited simultaneously while



announcing New Courses under Self Finance Scheme. The students and teacher ratio is also good. Although the UGC norms for Non-teaching verses Teaching is 1:1 ratio, perhaps none of the university had achieved it. Jamia Hamdard is having about 2.5:1 ratio at present. The vacancies of non-teaching staff have not been filled from last two years and the gap in critical areas is being filled through outsource and contractual staff. Hopefully in next 3 years time it may come down to 1.5:1 ratio, as the vision of university is to adopt more technology than manpower. The chairman further informed that university is concentrating to improve the revenue. In this regard enhancing the roll of Foreign Students, which at present contribute about 20% of total fee collection, is being focused. Besides these Foreign Students would be Ambassadors for Jamia Hamdard as well as for India. Efforts are in focus to have one or two more active collaborations similar to Hillman Laboratories etc.

Thereafter, the agenda items were taken up one by one by the Secretary, Finance Committee.

**FC 51(1): Confirmation of Minutes of the 50<sup>th</sup> Meeting of Finance Committee held on 23<sup>rd</sup> May 2015**

Approved

**FC 51(2): Action Taken Report on Minutes of 50<sup>th</sup> Meeting of the Finance Committee held on 23<sup>rd</sup> May 2015**

- i) Action taken report on all items has been perused.
- ii) Regarding enhancement of Annual Recurring Grant from HNF, Dr. Asad Mueed, Treasurer HNF and Member Finance Committee, had informed that the proposal has been favourably considered by HNF and the orders for enhancement of Grant to Rs 8.00 crore are expected very soon. All the members have expressed their satisfaction for unstinted support from HNF and desired a letter of gratitude of Finance Committee, Jamia Hamdard be sent to HNF after the receipt of its approval.
- iii) Regarding enhancement of fixed Maintenance Grant by UGC, the Finance Committee suggested that the matter shall be pursued further and a reminder request be sent to UGC





for enhancement of Annual Fixed Maintenance Grant from Rs 8.00 crore to Rs 16.00 crore. Finance Committee has shown its surprise that UGC had left-out the Jamia Hamdard from the approved list of 12(B) category despite the fact that UGC is funding both plan as well as Non-plan Grants to the university since inception of Jamia Hamdard.

However it was reiterated that Jamia Hamdard shall pursue with UGC for issue of post facto approval for grant of 12(B) status to Jamia Hamdard. Alternatively the University shall file a fresh application with UGC for grant of 12(B) status and follow it up for immediate sanction by the UGC.

**FC 51(3) To consider the Annual Accounts for the year 2014-15 and the Auditor's Report**

Resolved that the audited accounts for the Financial year 2014-15 along-with auditor's report and comments of Management be endorsed to Board of Management for adoption.

**FC 51(4) Revised Estimates 2015-16 and Budget Estimates 2016-17**

Resolved that the Revised Estimates 2015-16 and Budget Estimate 2016-17, as placed by Finance Officer, Jamia Hamdard be recommended for adoption by Board of Management.

The Finance Committee suggested that in future the figures for Actual Income and Expenditure for first six months be also given to have a clear understanding for deciding the Revised Estimates.

**FC 51(5) Setting up of E-resource Centre, Scholar Room and Reading Room at HMS Central Library**

- i) The proposal has been deferred with a suggestion that the University shall approach some funding agency like UGC, DST etc who could contribute full expenditure or at-least 50% contribute for the development of project.
- ii) Thereafter proper tendering/purchase procedure shall be followed and a fresh self-contained proposal be put up before Finance Committee in its next meeting.
- iii) However, it was also decided that in the meantime a thorough maintenance drive be launched for the Central





Library infrastructure out of the maintenance funds allocated for Jamia Hamdard for 2015-16.

**FC 51(6) To consider the Recommendations of Constituted Committee regarding Guidelines for Students Aid Fund and Jamia Hamdard Employees Relief & Welfare Fund**

Approved

**FC 51(7) Appointment of Statutory Auditors for 2015-16**

Resolved to continue appointment of M/s Aqil & Sharma Associates, Chartered Accountants, New Delhi, as Statutory Auditors for Jamia Hamdard & HIMSR for the financial year 2015-16 (2<sup>nd</sup> year term) against professional fee of Rs 1,10,000/- plus Rs 20,000/- as out of pocket expenses. Service tax extra as applicable.

**FC 51(8) Status of Property Tax case and unauthorized payment of Rs 3.43 crore from Bank Account of Jamia Hamdard by Bank of India to SDMC**

Finance Committee noted the status and being a legal matter would like to wait for final court judgment.

**FC 51(9) Payment of additional Dearness Allowance to employees and additional Dearness Relief to Pensioners of Jamia Hamdard w.e.f. 1<sup>st</sup> July 2015**

Finance Committee approved the proposal as the hike in DA and DR is already provided in budget proposals.

**FC51(10) To consider the proposal of Revision of Pay Scale of Computer Operator at par with other universities**

Not approved





**FC51(11) To consider the matter of recovery from the ministerial Staff on account of wrong grant of scale in Excess of entitlement of MACPs**

Finance Committee noted that the rules do not permit to waive-off genuine recovery of excess pay even if the pay is inadvertently fixed by the office. However the recovery shall be affected in easy monthly installments in equal number of months it was paid. Meanwhile Finance Committee wanted to know the reasons/circumstance as to how wrong pay fixation had happened earlier. The report on this anomaly be put up to Finance Committee at its next meeting.

**\* FC51(12) Payment of Non-Productivity linked Bonus to the employees of Jamia Hamdard**

Finance Committee resolved that the information may be obtained from various Deemed Universities which are maintained (funded) by University Grants Commission about the payment of Non-productivity linked Bonus in their universities. Based on such information Vice-Chancellor, Jamia Hamdard shall take appropriate decision in the matter.

**FC51(13) Progress of Major Building Projects**

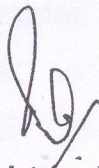
- i) Finance Committee has perused the progress report of Major Building Projects and resolved that proposal be sent to HNF with a request to sanction 50% funds for all these building projects as per standing understanding with HNF.
- ii) Regarding renovation of Faculty of Pharmacy, the Finance Committee resolved that the Thrust Area during next financial year (2016-17) shall be infrastructure development for Faculty of Pharmacy and had in principal approved the project with a suggestion that the proposal be routed through 'Building & Works Committee' of Jamia Hamdard. The Finance Committee endorsed the suggestion that alternate proposal for construction of 'New Block' for Faculty



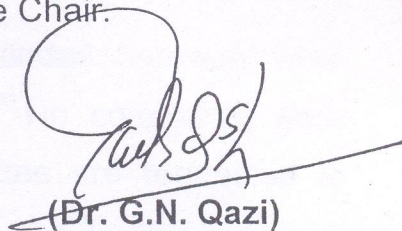


of Pharmacy with modern lab facilities be also worked out. However the work shall start from early next financial year (2016-17) with the available funds of Jamia Hamdard. Meanwhile a self contained proposal be sent to HNF for sanction 50% matching contribution.

The meeting ended with vote of thanks to the Chair.



(Mushtaq Ahmad Zargar)  
Secretary



(Dr. G.N. Qazi)  
Chairman