

STRICTLY CONFIDENTIAL

**MINUTES OF THE
FIFTYTH MEETING
OF THE FINANCE COMMITTEE**

**VENUE: BOARD ROOM,
GRI, GANDHIGRAM**

DATE: 05.12.2015

TIME: 11.00 AM.



**THE GANDHIGRAM RURAL INSTITUTE – DEEMED UNIVERSITY
GANDHIGRAM – 624 302, DINDIGUL DISTRICT
TAMIL NADU**

THE GANDHIGRAM RURAL INSTITUTE – DEEMED UNIVERSITY

MINUTES OF THE FIFTYTH MEETING OF THE FINANCE COMMITTEE

HELD AT GANDHIGRAM ON 05.12.2015

MEMBERS PRESENT:

1.	Dr.S. Natarajan, Vice-Chancellor, GRI-DU, Gandhigram.	Chairperson
2.	Shri.K.Thiruneelakandan, A3, Vignesh Manthralaya, Raghavendrapuram, Srirangam, Trichy - 6	Member
3.	Dr. Anandavalli Mahadevan, No.2, (Dev Builders), Ramamurthy Avenue Extension, Sarojini Street, Mugalivakkam, Chennai – 600 041.	Member
4.	Shri.M.H. Mohan, Financial Adviser & Chief Accounts Officer Indian Institute of Management, Tiruchirappalli.	Member
5.	Shri. V. Balasubramanian, Special Officer (Finance), GRI-DU, Gandhigram.	Secretary
6.	Dr.P. Balasubramaniam, Registrar, GRI-DU,Gandhigram.	Special Invitee

The meeting began at 11.00 A.M. with one minute silent prayer. Dr.R.W.Alexander Jesudasan, Principal, Madras Christian College, Chennai could not attend the meeting due to unprecedented rain and non-availability of transport services, either by road or by air from there. Dr.S.Natarajan, Vice-Chancellor, Gandhigram Rural Institute and Chairperson of the Finance Committee welcomed the members. He thanked them for their august

presence in the meeting amidst their busy schedule and the inconvenience caused during the travel due to continuous rain. He briefed about the efforts taken for the overall improvement of the Institute and projected the achievements made during the period since the previous Finance Committee meeting. After the opening remarks, the following items of agenda were taken up for discussion.

1. Item No.304/ FC. 2015.XII : CONFIRMATION OF MINUTES

To confirm the minutes of the 49th meeting of the Finance Committee held on 23.09.2015

The Finance Committee considered and resolved to confirm the minutes of the 49th meeting of the Finance Committee held on 23.09.2015.

2. Item No. 305/ FC.2015.XII : ACTION TAKEN REPORT

To consider and approve the Action Taken report on the minutes of the 49th meeting of the Finance Committee held on 23.09.2015.

After the detailed discussion, the Finance Committee considered and resolved to approve the Action Taken report on the minutes of the 49th meeting of the Finance Committee held on 23.09.2015.

NEW ITEMS

3. Item No. 306/FC. 2015.XII :

To consider and approve the investment to be made out of the provision for retirement benefits from the Financial Year 2015-16 onwards.

The Finance Committee resolved not to approve the investment to be made out of the provision for Retirement Benefits from the Financial Year 2015-16 onwards. Further it was decided that the provision for Retirement Benefits is to be created on the basis of actuarial valuation and the actual payment of Retirement Benefits are to be debited to the respective provisions as instructed by the MHRD.

4. Item No. 307/FC. 2015.XII :

To consider and approve the method of depreciation in Straight Line Method (SLM) instead of Written Down Value method from the Financial Year 2015-16 onwards as suggested by the AG Auditors and the MHRD.

The Finance Committee considered and resolved to approve the method of calculating depreciation for fixed assets in 'Straight Line Method (SLM)' from the Financial Year 2015-16 onwards as instructed by the MHRD and the difference in value between the two methods is to be charged to Income and Expenditure Account.

5. Item No. 308/FC. 2015.XII :

To consider and approve the Plan and Non-Plan (Maintenance Grant) Revised Budget Estimate 2015-16 and Budget Estimate 2016-17 of Gandhigram Rural Institute, Gandhigram sent to UGC as per their request.

The Finance Committee considered and resolved to approve the Plan and Non-Plan (Maintenance Grant) Revised Budget Estimate 2015-16 and Budget Estimate 2016-17 of Gandhigram Rural Institute, Gandhigram. Further it was advised to rework accurately and submit the supplemental RBE for 2015-16 and BE 2016-17, since it was felt that the total amount for BE 2016-17 was less than that of RBE 2015-16.

6. Item No. 309/FC. 2015.XII :

To Consider and approve the Guidelines for Consultancy Project and Venture Capital Scheme for Gandhigram Rural Institute (GRI).

The Chairman of the Finance Committee explained in details about the Consultancy Projects and Venture Capital Schemes. The Finance Committee appreciated the initiatives taken by the Vice-Chancellor for the promotion of entrepreneurship through venture capital schemes and resolved to approve the Guidelines for Consultancy Project and Venture Capital Scheme for GRI, Gandhigram.

7. Item No. 310/FC. 2015.XII :

To consider and approve entrusting the construction, repair and renovation of building works to CPWD /EO.

The Finance Committee considered and resolved to approve entrusting the construction, repair and renovation works to CPWD /EO, as detailed below:

S.No	Details of the building	Estimate cost Rs.	Source of Fund
1	Second Floor of Girls Hostel over the existing new Hostel (CPWD)	2,66,51,000	XII Plan 2.05 Crore XI Plan OBC 0.62 Crore
2	Second Floor of Boys Hostel over the existing new Hostel building including SH: Room no.36 to 44 and 58 to 68 (20 rooms) (CPWD)	1,89,00,000	XII Plan
3	NMR Building for the Dept. of Chemistry (EO)	55,50,000	XII Plan
4	Old RIM building roof replacing and other repairing works(CPWD)	28,77,400	XII Plan/ Institute Fund
5	Renovation of Health Centre for GRI – Civil and Electrical (CPWD)	14,28,840	XII Plan Institute Fund
6.	Construction of Examination Hall by CPWD	5,53,08,900	XII Plan/ Institute Fund

8. Item No.311/FC.2015.XII:

To consider and approve action taken to entrust the construction of Outdoor stadium with field size not less than 170X100 mts with 8 lane grass running track under Development of Sports Infrastructure and equipments in Universities during the XII Plan to CPWD.

The Finance Committee considered and resolved to approve construction of Outdoor stadium with field size not less than 170X100 mts with 8 lane grass running track under Development of Sports Infrastructure and equipments in Universities during the XII Plan by CPWD for which UGC has sanctioned Rs.60,00,000/-.

9. Item No. 312/FC. 2015.XII :

To consider and ratify the action taken for entrusting the renovation work of Women's Hostel (Kasturba Block) to CPWD as approved in Hostel Management Committee out of Hostel Establishment Fund.

The Finance Committee considered and ratified the action of entrusting the renovation work of Women's Hostel (Kasturba Block) to CPWD at a cost of Rs.21.43 lakhs out of the Hostel Establishment fund.

10. Item No. 313/FC. 2015.XII :

To consider and ratify the action taken for entrusting the renovation and conversion of Old RIM Building into Training School organized by Yamaha Motors to CPWD.

The Finance Committee considered and resolved to approve the action of entrusting the renovation and conversion of Old RIM Building into Training School organized by Yamaha Motors, to CPWD at a cost of Rs.28,44,800 to conduct a course “Diploma in Two Wheeler Mechanism and Maintenance” out of Deen Dayal Upathyay Kaushal Kendra Scheme (DDU-KK) of UGC fund.

11. Item No.314/FC.2015.XII:

To Consider and approve the Minutes of the Purchase Committee for purchase of New Vehicles for Gandhigram Rural Institute held on 02.11.2015 out of Corpus Fund.

The Finance Committee resolved to approve the minutes of the Purchase Committee regarding purchase of three vehicles at the cost of Rs.30,84,656 out of Corpus Fund as detailed below as in Annexure:

1. Innova 2.5G (E3) Package 1 No.	Rs.14,40,320
2. Bolero ZLX 2WD 7 STR AC BS3 PS 2 Nos. (8,22,168 x 2)	Rs.16,44,336

Total	Rs.30,84,656

Further it was advised by the Finance Committee to go for outsourcing / monthly hiring of vehicles on contract basis for the future requirements of the Institute.

12. Item No.315/FC.2015.XII:

To Consider and approve the Minutes of the meeting of Building Committee held on 02.12.2015.

The Finance Committee considered and resolved to approve the Minutes of the Building Committee held on 02.12.2015 as detailed in Annexure and from the source of funds mentioned against each item as detailed below:

Item No.1 The action of transferring the fund of Rs.12.10 lakhs to Gandhigram Trust out of Institute Fund, for dismantling the existing wall and reconstruction of new compound wall and fencing work including clearing

of bushes for laying access road from National Highway is approved. This expenditure is to be met out of Institute Fund.

Item No.2 The Finance Committee considered and resolved to approve in principle the following works to be executed by the CPWD considering the importance of these works.

- i) Construction of Women's Hostel (Ground Floor) at a cost of Rs.2,43,51,000/- against the original proposal of Rs.16,57,09,000/- for construction of 320 bedded hostel for women out of Special Scheme to be sanctioned. The original proposal for Rs. 16,57,09,000 was for construction of Ground Floor plus 2 Floors. Due to want of funds from UGC, it was restricted to Ground Floor alone for Rs. 2,43,51,000.
- ii) Construction of class rooms and lab over Jatropha building with a cost estimate of Rs.1,33,10,200/- out of XII Plan Building fund.
- iii) Providing lightning arrester over the Department of Chemistry lab at a cost of Rs.4,41,400/- out of XII Plan Fund under Equipment. The members also suggested to provide lightning arrester in other appropriate places in the University.

Item No.3 The Vice-Chancellor informed the members that the UGC has sanctioned Rs.60.00 lakhs to construct outdoor stadium with field size not less than 170X100 mts. with 8 lanes grass running track. Since the available area is not enough to execute the work, it is necessary to purchase 27.9 cents of land adjacent to the existing play ground so that the outdoor stadium will be constructed. Then the Finance Committee considered and resolved to approve the proposal of purchasing the land of 27.9 cents adjacent to the existing play ground to construct the outdoor stadium with field size not less than 170X100 mts. with 8 lanes grass running track at a cost of Rs.5,58,000/- plus approximately 9% of Rs.5,58,000/- (i.e. Rs.50,220/-) towards registration fee and other expenses out of Corpus Fund.

Item No.4 The Finance Committee considered and resolved to approve the proposal for purchase of land and building (1 acre, 12 cents and 17 cents with 293 sq.ft) owned by Mrs.Kanagalakshmi Dutta to consolidate the boundaries of Gandhigram Rural Institute at a cost of Rs.30,00,000.00 (plus approximately 9% of Rs.30,00,000/- (i.e. Rs.2,70,000) towards registration fee and other expenditure) out of Corpus Fund.

Item No.5 The Chairman of the Finance Committee explained the necessity for colour washing and minor repairs of buildings and quarters in view of the NAAC visit shortly. Colour washing of office buildings and quarters is very important for proper maintenance. After the detailed discussion, the Finance Committee considered and resolved to approve the following works to be undertaken by the Works Department of Gandhigram Rural Institute:

- i) Repair and color washing of office buildings and quarters at a cost of Rs.3,14,62,828/- as detailed in the Building Committee minutes dated 02.12.2015 out of Institute Fund/Student Fund Accounts
- ii) Maintenance works as approved by Authorities for Rs.44,24,546/- as detailed in the Table of Building Committee minutes dated 02.12.2015 out of Non-Plan funds.

Item No.6 The Chairman of the Finance Committee informed that the CPWD has been requested to give estimate and based on that, the following works will be undertaken. Then the Finance Committee considered and resolved to approve the following works in principle:

- i) Repair and renovation works in the Faculty Guest House out of Institute Fund.
- ii) Repair and renovation works in the Boys and Girls Hostel with the estimate received from the CPWD, GRI out of Hostel Establishment Fund /Student Fund Account.
- iii) Construction of Workshop for the Kaushal Kendra with DDU funds and Rural Energy Centre by CPWD out of Institute Fund.

Item No.7

- i) The Finance Committee resolved to approve the works of renovation at the roof top of Boys Hostel (Dr.S.Radhakrishnan Hostel) north side block to be executed by the CPWD at an estimated cost of Rs.38,84,600 which is to be met from the Hostel Establishment Fund.
- ii) to vii) were noted by the Finance Committee.

13. Item No.316/FC.2015.XII:

To consider the request of Sri. V. Balasubramanian, Special Officer (Finance) Gandhigram Rural Institute – Deemed University to include 12% of DA (ie. @ 6% effective w.e.f 1.1.2015 and again @ 6% effective with effect from 1.7.2015 respectively) in his consolidated salary from his date of joining i.e. 16.3.2015.

The item was deferred.

14. Item No.317/FC.2015.XII:

To Consider and approve the transfer of unutilized accumulated balance amount lying idle on the Course Development Fund Account as on 31.03.2015 to the Corpus Fund and to utilize the same as and when required for the overall infrastructural development of the Department / University.

Course Development fee is collected during each academic year for different courses to meet the expenses for contractual staff, equipment and infrastructure. There is accumulation of funds after operating the course programmes.

The Finance Committee Considered and resolved to approve the transfer of accumulated balance under Course Development Fee Account as on 31.3.2015 to the Corpus Fund Account which may be utilized for the infrastructural development of the Department / University.

15. Item No.318/FC.2015.XII:

Other Items:

Further, the Finance Committee recommended the following:

- i) The Bank accounts pertaining to the projects may be restricted to very minimum by grouping the accounts according to the sources of funds.
- ii) The monthly balances of all accounts should be reviewed on 10th of every month and should be maintained to the barest minimum which would be sufficient for the monthly requirement and the remaining amount is to be invested in FDRs.
- iii) The fee collected from students may be grouped into four heads of accounts as follows and accounts ledgers should be maintained accordingly.
 - 1. Group for the fee to be transferred to Non-Plan Maintenance Grant (A/c No.10000) – Tuition Fee, Examination fee, Admission Fee & TC/CC fee.
 - 2. Students Fund Account No.10820 – Special Fee (Library, Games and Laboratory) and other fee related to students' welfare.
 - 3. Caution Deposit Account No.7 – All the refundable deposits such as Library, Laboratory, General etc. are to be grouped into one deposit ledger account.
 - 4. Course Development Fee Account No.10632.

The meeting came to an end at 2.30 p.m. with thanks to the Chair.

Dr.S.Natarajan
Vice-Chancellor &
Chairman, Finance Committee

Gandhigram
05.12.2015

V.Balasubramanian
Special Officer (Finance) &
Secretary, Finance Committee