

**Hidayatullah National Law University, Nava Raipur (C.G.)**

**Minutes of the Finance Committee Meeting  
Held on Saturday 19<sup>th</sup> June 2021 at 05:00 PM at Campus**

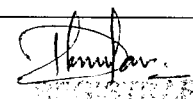
A meeting of the Finance Committee of the Hidayatullah National Law University took place on 19.06.2021 at 05.00 P.M. in the Board Room of the University. The following members were present in the meeting:

1. **Prof. (Dr.) V.C. Vivekanandan**, Hon'ble Vice-Chancellor, HNLU – Chairman
2. **Shri R.S. Vishwakarma**, Ex-Chairman, CGPSC & Ex-Principal Secretary, Government of Chhattisgarh & Member
3. **Shri C.J. Khatri**, Ex-Finance Controller, Government of Chhattisgarh, Finance Department, Atal Nagar, (C.G.) & Member
4. **Dr. Deepak Kumar Srivastava**, Registrar (I/c), HNLU & Member Secretary
5. **Dr. Y. Papa Rao**, Associate Professor & Member, HNLU
6. **Ms. Jagriti Agrawal**, Finance and Accounts Officer & Member, HNLU
7. **Mr. Taraka Srinivasa Rao**, Financial Consultant, HNLU (Special Invitee)

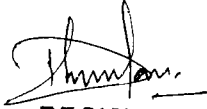
The Chairman and Vice Chancellor, HNLU, Raipur extended a warm welcome to the members of the Finance Committee and introduced newly inducted members of the Finance Committee and thanked them for sparing their precious time for contributing towards the growth of the University. Thereafter the Vice Chancellor asked Registrar (I/c) to take up the agenda items and the following agenda items were taken up for discussion:

<b>Sl. No.</b>	<b>Particulars of Agenda Item</b>
<b>1</b>	<b>Perusal and Confirmation for the Minutes of The Meeting of The Finance Committee held on December 12, 2020</b>  <b><u>Notes:</u></b> Copy of the Minutes of The Meeting of The Finance Committee held on December 12, 2020 is placed before The Finance Committee, for Perusal and Confirmation.  <b><u>Decision:</u></b> The minutes of Finance Committee meeting dated December 12, 2020 were perused and confirmed.
<b>2</b>	<b>Perusal of Action Taken Report on the Decisions taken in The Meeting of The Finance Committee held on December 12, 2020</b>  <b><u>Notes:</u></b> Copy of the Action Taken Report on the Decisions taken in The Meeting of The Finance Committee held on December 12, 2020 is placed before The Finance Committee, for Perusal and Confirmation.

Sl. No.	Particulars of Agenda Item
	<p><b><u>Decision:</u></b></p> <p>Action taken report on the decision taken in the meeting dated December 12, 2020 was perused and confirmed by the Finance Committee.</p>
3	<p><b>Proposal to approve Revised Budget (Receipts and Payments Account) for the Financial Year 2021-22 in light of Unaudited Receipts and Payments Account for the Financial Year 2020-21, also considering the following-</b></p> <ol style="list-style-type: none"> <li>a. To enhance the budget of IT and Telecommunication Infrastructure (Servers, PCs, Laptops, Tablets, AMCs, Network facilities/CCTV/ CCTV cabling etc.).</li> <li>b. To allocate additional funds for proposed Institutional Health Infrastructure (Group Insurance/Clinic Infrastructure for students/staff and faculty).</li> <li>c. To make provision for Mandatory Pre-Deposit for the Tax Demand related to Financial Year 2017-18 (Assessment Year 2018-19).</li> <li>d. Proposal for updated and consolidated norms for Remuneration/Honorarium for University academic Activities.</li> </ol> <p><b><u>Notes:</u></b></p> <p>The Finance Committee deliberated on the four items and decided the following:</p> <ol style="list-style-type: none"> <li>a. The investment for blended learning and other upgradation of the IT and Telecom infrastructure may require an additional investment of 1 Crore over and above the current approved head of Rs. 1 crore.</li> <li>b. All law schools are taking insurance cover for students and the pandemic situation also requires Group insurance cover to the faculty and staff. Apart from that the clinic at campus to be upgraded with a lady doctor apart from male doctor and nurses. This requires around 40 lakhs of new provision.</li> <li>c. The IT demand for 2017-18 arose due to the faulty submission of the statutory auditors of not claiming exemption of public institution. The University has appealed to the department and but may be required to pay around 5 % of the demanded tax of 13 crores.</li> <li>d. The various remunerations are scattered in different approval files and also require new addition of Proctor and ICC/Equality Cell member remuneration. The revised and consolidated norms placed for deliberation and approval</li> </ol> <p><b>Decisions</b></p> <ol style="list-style-type: none"> <li>a. The Finance Committee recommended to use the current budget and to take a call in the future meeting of any enhancement of the IT /Telecom expenditure.</li> <li>b. The Finance Committee recommended to use the medical fee of the students for group insurance and the budget head of salary and allowances for additional group insurance scheme for faculty and staff. Any additional amount required can be taken up in the future meeting.</li> </ol>



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	<p>c. The Finance Committee recommended that during the pendency of Income Tax Department demand for payment, if the situation arises to pay the required amount, the Vice Chancellor may be authorized to pay such amount subject to ex-post facto approval of the Executive Council.</p> <p>d. The Finance Committee accepted and recommended for the perusal and approval of the Executive Council.</p>
4	<b>Any other matter with the permission of the Chair</b>

  
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 HADAYATULLAH NATIONAL LAW UNIVERSITY  
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ANNEXURE-1

PROPOSED REMUNERATION/HONORARIUM AND SITTING FEE WITH NOTES

S.No	Heads	Existing	Proposed	Notes
1.	Interview Board (per session) Board of Hon'ble Judges/Vice Chancellors/ Senior advocates	Nil	Rs. 10,000	<ul style="list-style-type: none"><li>The existing payment for Interview board is Rs. 5000 per session for forenoon or after noon for Professors/ Associate Professors and Technical members.</li><li>It is proposed to pay Rs. 10000 for Vice Chancellors/ Senior Advocates and Retired Judges to commensurate with their status as and when they are invited for such board.</li><li>Normally such Interviews may happen twice or thrice a year with around 5 to 7 members. To be approved and sanctioned by the Vice Chancellor.</li></ul>
2.	Evaluation – Remuneration Revaluation of Papers (External)	Rs. 50	Rs. 150	<ul style="list-style-type: none"><li>The University was paying Rs 50 for almost a decade for revaluation of answer scripts to external faculty. The University charges around Rs 500 from students.</li><li>The COE finds it difficult to give the assignment at Rs 50 and proposes it to be increased to Rs 150 per paper for better response. The Chairperson recommends the change of fee. To be approved and sanctioned by the Controller of Exams.</li></ul>
3.	Additional Allowances - Per Month i. Proctor	Nil	Rs. 10,000	<ul style="list-style-type: none"><li>The University could not appoint a Proctor which is crucial post of maintaining discipline and taking action on such acts as there was no Professor in the last 10 years. With three Professors taking charge in July, it is proposed to pay Rs 10000 as additional allowance to carry the functions. The amount is comparable to other law schools. To be approved and sanctioned by the Vice Chancellor.</li></ul>

*Jeetu Agel*

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REGISTRAR

ii. Chief Warden	Nil	Rs. 10,000	<ul style="list-style-type: none"> <li>A Professor will the Chief Warden to coordinate 6 wardens for the 6 hostels. It is proposed to pay an allowance of Rs 10000 for additional time and efforts for managing the portfolio of hostel administration. To be approved and sanctioned by the Vice Chancellor.</li> </ul>
iii. Wardens – Faculty Members	Rs. 10,000	Rs. 8,000	<ul style="list-style-type: none"> <li>Wardens have been paid Rs. 10000 till date and to be revised as Rs: 8000 as the major responsibility will be now shifted to the Chief Warden. To be approved and sanctioned by the Chief Warden.</li> </ul>
iv. Regular Registrar (Teaching Allowance)	NIL	Rs. 25,000	<ul style="list-style-type: none"> <li>The Registrar in the rank of a Professor is required to undertake teaching over and above administrative duty and to be paid Rs 25000 as monthly allowance in tune with such allowances in law schools. To be approved and sanctioned by the Vice Chancellor.</li> </ul>
v. Controller of Exams (Professor Cadre)	Rs. 10,000	Rs. 15,000	<ul style="list-style-type: none"> <li>The Controller of Exams in the rank of a Professor to be paid Rs 15000 compared to practice of Rs 10000 paid to the in charge coordinator in the rank of Assistant Professors. To be approved and sanctioned by the Vice Chancellor.</li> </ul>

*Joginder Singh*

*Joginder Singh*

4.	<b>Additional Work of Administration –</b>				
	i.	External Consultant (web designing/ tender opening/ Engineering/ NAAC/ NIRF) based on work load	Nil	Rs. 3,000 per session	<ul style="list-style-type: none"> <li>The university is engaging External Consultants for website design/ IT related matters/ Tender writing/ finalizing and will also go for NAAC/ NIRF related works. They will be paid Rs 3000 per hour or per session of meetings- (Forenoon/ Afternoon) or based on the quantum of technical work. To be approved and sanctioned by the Vice Chancellor.</li> </ul>
	ii.	Faculty (Academic program/ Admission Scrutiny/ IQAC)	Nil	Rs 1500 to 3000/- based on quantum of work	<ul style="list-style-type: none"> <li>Faculty to be engaged in Admission work/ Coordination of events other than assigned academic work/ Internal Quality Control work and other works to be paid at the rate of Rs 1500 to 3000 for 2 to 4 hours of work. To be approved and sanctioned by the Vice Chancellor.</li> </ul>
iii.	Staff ( Any additional office work over and above their regular work time and effort)	Rs. 5000 to 10000	Rs. 500/- to Rs. 1500/- based on quantum of work	<ul style="list-style-type: none"> <li>Administrative staff to be engaged in Admission work/ Coordination of events other than their assigned work/ Internal Quality Control work and other works to be paid at the rate of Rs 500 to 1500 for 2 to 4 hours of work. To be approved and sanctioned by the Vice Chancellor.</li> </ul>	

*Jal. 2024*

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