

G. S. Negi

**MINUTES OF THE EIGHTH MEETING OF THE
FINANCE COMMITTEE OF
INFLIBNET CENTRE (AN IUC OF UGC)**

The Eight meeting of the Finance Committee of the INFLIBNET Centre, was held at IUCAA, Pune on 4th January, 2003. The meeting commence at 9.30 a.m. and concluded at 11.00 a.m. The following were present :

In the chair

Dr. S. Ramani, Chairman

Members Present

Dr. Ved Prakash	:	Secretary, U.G.C.
Dr. T.A.V. Murthy	:	Director, INFLIBNET Centre
Dr. T.S. Kumbar	:	Scientist-D, INFLIBNET Centre
Shri C.K. Shah	:	Admn. Office (F&A), INFLIBNET Centre and Non-Member Secretary to F.C.

Special Invitees

Dr. P. Prakash	:	Joint Secretary, U.G.C.
Shri D.P. Negi	:	Admn. Officer (P&A), INFLIBNET Centre

Prof. R.K. Jha and F.A. U.G.C could not attend the meeting. Dr. S. Venkateswaran, Director, B.I.T.S., Pilani and Member, G.B. who had come to attend the G. B. meeting was invited to attend the Finance Committee meeting as an observer

There were intense deliberations on the agenda items. The views expressed and recommendations made by the board are summarized below:

Dr. T.A.V. Murthy, Director of the Centre introduced the new Chairman of the board, Dr. S. Ramani and welcomed him on his appointment as a Chairman. Dr. Murthy enlightened the members regarding the professional background and noteworthy achievements of Dr. Ramani who has worked in various capacities in government as well as reputed private organizations and made signification contribution in his field. Dr. Murthy also introduced new members viz. Dr. Ved Prakash, Secretary, U.G.C and Dr. T.S. Kumbar Scientist-D, INFLIBNET Centre and welcomed all the members too.

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Agenda Item No.1 : Opening remarks by the Chairman.

The Chairman also welcomed all the members. Dr. Murthy introduced the Agenda Items proposed for the meeting. Dr Murthy, the Director of the Centre briefly apprised the members about the activities carried out, innovative initiative and the on going programmes undertaken by the Centre. The Members expressed happiness on getting the relevant inputs and noted that the Centre has made significant achievements, accelerated its pace of progress, expended its activities enthusiastically and focused its vision on the core areas during last one and half years after Dr. Murthy took over as a new director.

Agenda Item No. 2 : Confirmation of Minutes of the Last Meeting

Minutes of the 7th F.C. Meeting were circulated to all the members by the Director of the Centre vide his letter No. DIR/GB-FC/MITS/2002 dated 21.5.2002. The Chairman asked for the brief details about the previous minutes as the same pertain to the meeting that was held prior to his taking over as the Chairman. Shri C.K. Shah, Admn. Officer-F&A of the Centre appropriately apprised him about the minutes and also the general observation made by the FA, UGC on the Financial Accounts of the Centre relating to the F.Y. 2000-2001. He also informed the Committee that no comments were received on the minutes of the 7th Finance Committee. Accordingly, the minutes were confirmed.

Agenda Item No. 3 : Action Items generated in the last meeting of F.C. and reporting of actions taken.

No specific action was suggested by the last F.C. and, therefore, there was no reporting.

Agenda Item No. 4 : Presentation of Audited Accounts for the F.Y. 2001-2002

The Admn Officer (F&A) of the Centre presented to the Committee the audited accounts for F.Y. 2001-2002 and explained the contents in details. While considering the Audited Accounts, the Committee made the following observations.

- (1) With regard to the expenditure on travel incurred by the Centre and given in schedule No. 13 on page No. 16, the Members observed that the expenditure on TA is on higher side as compared to the expenditure incurred during the previous year. The Admn. Officer-F&A of the Centre explained the reasons for the higher expenditure and brought to the notice of the Committee that a variety of in house training programs/workshops as well as regional training programmes in different parts of the Country were conducted by the centre during the period in question on Library Automation and Networking and the TA paid includes the TA to employees of the Centre, other dignitaries and professionals/experts involved in the activities of the Centre. Besides it was mentioned that the TA expenditure connected with the UGC INFONET and E-



Subscription Sub-Committee and awareness programmes are also rising and the Centre had to incurred the expenditure on that account too. On being convinced about the reasons for higher expenditure of TA, the members expressed the satisfaction.

- (2) The Chairman inquired about the percentage of expenditure incurred on the salary paid to the employees of the Centre out of the non-plan budget. The Admn. Officer-F&A informed that on an average, the expenditure incurred by the Centre on salaries comes to about 35-40% (approx.) of the Non-Plan budget including office expenses and the rest of the money was spent on developmental activities connected with defined objectivities of the Centre. The information given was noted by the Committee with the satisfaction.

The committee recommended that the audited accounts for the F.Y. 2001-02 be put up to the G.B.

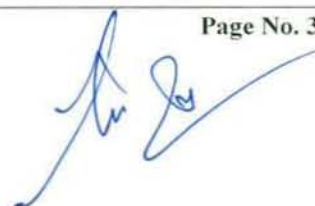
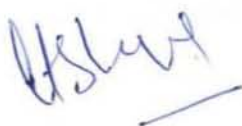
Agenda Item No. 5 : Briefing on the replies furnished to Internal Audit Wing of UGC against the Audit queries relating to F.Y. 1999-2000 & 2000-2001.

The Chairman desired to know that the type of objection raised by the Internal Audit Wing of UGC on the Accounts for the above financial years. Each para raised by the IAW was read to the Committee and it was informed that each para was replied well to the IAW. The Committee was satisfied about the replies furnished to the IAW.

Agenda Item No. 6 : To Scrutinise and approve revised estimates for F.Y. 2002-2003 and budget estimates for F.Y. 2003-2004.

The F.C. went through the projection of the Centre under R.E. for F.Y. 2002-2003 and B.E. for F.Y. 2003-2004 as shown under the different heads in budget document. Dr. P. Prakash, Joint Secretary, UGC, has informed that for E-subscriptions and U.G.C INFONET, there are a separate provisions for funds to be made by UGC. Therefore, Centre should not include both theses items in their budget. The Chairman wanted to know about the E-subscription was keen to know about the E-subscription because of higher projections of budget made for E-Subscription in our budget document. Director of the Centre explained about the various meeting of the group setup by the UGC, held on E-subscription and progress made on those activities. He requested Dr. T.S. Kumbar to inform the Committee about E-subscription in detail. Dr. Kumbar gave the detailed information about the participating universities, the disciplines selected etc. and also briefed Members about the other issues related to E-subscription. Dr. Prakash apprised the Committee about the budget provisions made by the UGC for E-Subscription.

After considering the submission made by the Director and AO-F&A of the Centre and taking into account all the aspects, the Committee recommended the following budgetary provisions for the Centre for approval of the G.B.



* Revised estimates for F.Y. 2002-2003

Plan : Rs. 56.50 Lacs

Non Plan : Rs. 213.00 Lacs

* Budget estimate for 2003-04

Plan : Rs. 71.00 Lacs

Non Plan : Rs. 234.95 Lacs

Agenda Item No. 7 : Any other item


With the permission of the Chairman, The A.O. (F&A) has given a brief account about the NISSAT project of DSIR (Govt. of India) for creation of web enabled database of experts in the area of Science and Technology. He informed that the DSIR (Govt. of India) has released funds to the extent of Rs.8.27 Lakhs for the said project and the funds have been fully utilized. He has further informed that a very good progress has been made in a shortest time under the project and data hosted on the web, but it will take one more year to complete the project and create the projected databases. Therefore, it was requested that the Centre may be allowed to continue the project staff, complete the project upto 31st March, 2004 and incur the expenditure to the extent of Rs.2.38 Lakhs out of the Centre's budget. Further, it was explained that the data created under the project will become the Centre's own data and no extra funds will be required as expenditure involved can be met out of the approved Database Development budget of the Centre. The Committee agreed to the proposal made by the Centre.


The meeting ended with thanks to the Chair.

Minutes prepared by


[C.K. Shah]
Admn. Officer (F&A) &
Non-Member, Secretary, FC
INFLIBNET Centre

Minutes approved by

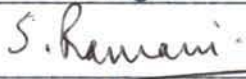





[Dr. S. Ramani]
Chairman, FC
INFLIBNET Centre


Director
INFLIBNET CENTRE
UGC, Ahmedabad.

**Eight (8th) Meeting of the Finance Committee of INFLIBNET Centre
IUCAA, Pune**

Date : January 4, 2003

Time : 09.30 A.M.

Sr. No.	Name	Signature
01.	Dr. S. Ramani	
02.	Dr. Ved Prakash	
03.	Prof. R. K. Jha	
04.	Dr. P. Prakash	
05.	Dr. T.A.V. Murthy	
06.	Dr. T.S. Kumbar	
07.	Shri C. K. Shah	