

Minutes of the Twenty-Ninth meeting of the Finance Committee held on 13th September 2024 at 11:00 am at Conference Hall, TERI School of Advanced Studies, New Delhi.

The Twenty-Ninth meeting of the Finance Committee was held on 13th September 2024 at 11:00 am at Conference Hall, TERI School of Advanced Studies, New Delhi.

Members present

The following members were present:

Prof Suman Kumar Dhar	-	Vice Chancellor Chairperson of the Committee
Ms Sambath Nagaranjan	-	Nominee of the Society
Prof Chander Kr Singh	-	Nominee - Board of Management
Prof Sukanya Das	-	Nominee - Board of Management
Mr Dhanraj Singh	-	Secretary
Col B Venkat	-	Special Invitee

The Chairperson welcomed all the members of the Committee.

Item No 1 To approve the minutes of the 28th meeting of the Finance Committee held on March 21st, 2024

The Finance Committee approved the minutes of the 28th meeting of the Finance Committee held on March 21st, 2024.

TS/FC/1 The Committee considered the matter and approved the last minutes.

Item No 2 To approve the Revised Financial Budget (based on the actual In-take of students) for the Financial Year 2024-25

Deputy Finance and Project Management Officer had presented the Revised Financial Budget for the Financial Year 2024-25 based on the actual in-take of students [Annexure A].

The matter was discussed and after due deliberation it was decided that surplus for the Financial Year 2024-25 would be utilised firstly for the settlement of overdue liabilities and balance, if any would be utilised as per Annexure B

The committee also requested to Mr Sambath Nagaranjan, Nominee of the Society to assist in providing Enterprise Resource Planning (ERP) and Project Management System (PMS) of TERI to the University for smoothly and speedily function of the activities including PMS.

Further, Deputy Finance and Project Management Officer will also provide the bank balance available with the University on monthly to the Vice Chancellor and Registrar.

TS/FC/2 The Committee considered the matter and approved the Revised Financial Budget for the Financial Year 2024-25.

Item No 3 To approve the Financial implication for rationalisation and restructuring of Non-teaching staff.

Deputy Finance and Project Management Officer had presented the change in pay level of Non-Teaching staff and their monetary implication to the TERI School of Advanced Studies [Annexure C].

Deputy Finance and Project Management Officer had also informed that the total financial impact is Rs 89,208 per month, including Grade A Level Officers and the same has also been factored in the Financial Budget for the Financial Year 2024-25.

TS/FC/3 The Committee noted the matter and approved the rationalisation, restructuring and the financial implication of Non-teaching staff.

Item No 4 To approve the proposed Faculty recruitment as recommended by Faculty Recruitment Rationalisation Committee.

Deputy Finance and Project Management had presented the recommendation of the Faculty Recruitment Rationalization Committee for requirement of the faculty members.

Vide recommendation of the Faculty Recruitment Rationalization Committee a total of 14 faculty members have been proposed keeping various factors in consideration, details are as under:

1. Department of Sustainable Engineering - 2
2. Department of Biotechnology - 1
3. Department of Natural and Applied Studies - 6
4. Department of Policy and Management Studies - 5
5. Department of Regional Water Studies - 0

Deputy Finance and Project Management Officer had informed that considering the availability of the funds for the current Financial Year 2024-25, University may recruit only five faculty members and balance numbers may be recruited in the next financial year subject to the availability of the funds.

TS/FC/4 The Committee noted the matter and approved the recruitment of five faculty members during the remaining period of the Financial Year 2024-25.

Item No 5 Any other points to be discussed with the permission of Chair.

1. The members of the Finance committee had discussed on the Research targets to be achieved. The members suggested that respective faculty members should provide the information related to the on-going projects, sanctioned projects and proposal submitted or are being submitted to the office of the Dean Research.

Further, internal budget/cost estimates should also be provided to the office of the Finance clearly indicating the receipts, expenditures and savings of the project periodically which enables the University in monitoring and fixing the Research / Consultancy/Training Programmes/MDP's etc budget targets.

2. Projects participation from TERI SAS and TERI to acknowledge each other. Faculty members to proactively engage with their counterparts from TERI. Henceforth, the point of contact from TERI SAS shall be the office of Dean Research for any joint proposals / research activities with TERI with detailed proposal shared by the concerned faculty.
3. The members of the Finance committee also suggested to review the Consultancy policy of the University.

TS/FC/5 There being no other item for discussion, the meeting ended with a vote of thanks to the Chair.

Annexure A

TERI School of Advanced Studies						
10, Institutional Area, Vasant Kunj, New Delhi - 110070						
Revised Financial Budget for the Financial Year 2024-25						
Particulars	Original Budget		Revised Budget		%	
	Amount in Lakhs				+/-	
A	Receipts					
1	Academic Receipts					
a	PG, UG and Doctoral Course Fees	2,623.45		2,694.28		2.70
b	Sales of Applications	5.00		5.00		-
c	Convocation Fees	3.75		3.75		-
d	Fellowships (Hemendra Kothari, RK Bawa, VVRSMF etc)	3.00	2,635.20	3.00	2,706.03	- 2.69
2	Interest Receipts		2.75		2.75	-
3	Other Receipts					
a	Rental Receipts (Net of Goods and Service Tax)	584.90		584.90		-
b	Hostel Fees	172.20		172.20		-
c	Miscellaneous (Rental for tower and infrastructure usage charges)	8.23	765.33	8.23	765.33	-
4	Receipts from Completed Research Projects (Including Centres)		400.00		400.00	-
	Total A		3,803.28		3,874.11	1.86
B	Payments					
1	Salary (Teaching and Non Teaching Staffs)		1,640.30		1,640.30	-
2	Academic Course Expenses		207.75		207.75	-
3	Utilities, Maintenance and Overheads		497.17		497.17	-
4	Expenditure of Completed Research Projects		320.00		320.00	-
5	Hyderabad Expenditures		595.55		595.55	-
	Total B		3,260.77		3,260.77	-
	Excess of Receipts over Payments		542.51		613.34	13.06

Annexure B

	Particulars	Original Budget		Revised Budget		%	
		Amount in Lakhs				+/-	
C	Overdue and Deferred Payments						
1	In-service faculty dues, including DA Arrears	82.00		82.00		-	
2	Relieved faculty dues from 1 April 2023 to 20 March 2024	103.30		103.30		-	
3	Delhi Campus Vendors	63.15		63.15		-	
4	Hyderabad Campus Vendors	61.81		61.81		-	
5	Visiting faculties payments	20.00		20.00		-	
6	Ongoing project-related payments	10.00		10.00		-	
7	Students Refundable Security Deposits	40.00	380.26	40.00	380.26	-	-
	Excess of Receipts over Payments after Overdue and Deferred Payments		162.25		233.08		
D	Capital Expenditures						
1	Upgradation Geoinformatics Lab	65.00		65.00		-	
2	Business Development	30.00		30.00		-	
3	Provision for Terminal Benefits of Staff (Gratuity & Leave Encashment)	100.00		100.00		-	
4	IT Infrastructure Revamp	40.00		40.00		-	
5	Contingency Deficit Pooling Account	50.00		50.00		-	
6	Building and Hostel Capacity Upgradation including Furniture	22.50		22.50		-	
7	Lifts	15.00	322.50	15.00	322.50	-	-
	Excess of Payments over Receipts after Capital Expenditures		(160.25)		(89.42)		

No change in level and change in designation plus one increment

Sr No.	Name of the employee	Present level	Present designation	Proposed designation
1	B C Dogra	4	Driver	Driver
2	Rajesh Kumar	2	Administrative Assistant	Lower Division Clerk
3	Betty Mark	2	Receptionist	Lower Division Clerk
4	Krishna Mohan Dobhal	1	Office Attendant	MTS
5	Ramesh	1	Carpenter	MTS
6	Madan Mohan Pandey	1	Office Attendant	MTS
7	R Balasubramanian	7	Private Secretary	Private Secretary
8	Gauri Rana	5	Deputy Personal Assistant	Technical Assistant

Change in level

Sr No.	Name of the employee	Present designation	Present level as per 7 CPC	Re-designate / Rectification of previous Level at the time of appointment [No Financial Impact]	Proposed present level through DPC [Financial Impact effective from DPC Implementation]
1	Pooja Choudhary	Deputy System Analyst	7	7	8
2	Devinder Kumar	Jr Programme Assistant	1	2	4
3	Sushil Kumar	Programme Assistant	4	4	5
4	Raj	Programme Assistant	4	4	5
5	Sunil Kumar	Administrative Assistant	3	3	4
6	Vidhya Rawat	Jr Programme Assistant	1	2	4
7	Doris Justina	Jr Administrative Assistant	1	2	4
8	Sudhanshu Kr Jena	Office Attendant	1	1	2
9	Rajesh Nishad	Jr Technical Assistant	1	1	2
10	Gajendra Singh	Jr Technical Assistant	1	1	2
11	Akhilesh Roy	Office Attendant	1	1	2
12	Umesh Chandra	Library Attendant	1	1	2
13	Jyoti Mehlawat	Jr Department Assistant	1	2	4
14	Abhishek Singh	Junior Technical Assistant	1	1	2
15	Vikas Prasad	Accountant	3	4	6
16	Devvrata Guglani	Jr Assistant	2	4	6