

Central University of Himachal Pradesh



MINUTES
of
23rd Meeting of the Finance Committee
held on 15-12-2018 (5.00 PM)
at Himachal Sadan,
New Delhi

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23rd Meeting of the Finance Committee
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at
Himachal Sadan New Delhi

The 23rd Meeting of the Finance Committee was held on 15-12-2018 at 5.00 p.m. at Himachal Sadan, New Delhi .

The Following members were present:

- | | |
|--|------------------|
| 1. Professor Kuldeep Chand Agnihotri
Vice Chancellor | Chairman |
| 2. Professor H. R. Sharma
Pro Vice Chancellor | Member |
| 3. Professor S. K. Garg
Nominee of the Executive Council | Member |
| 4. Sh. Rai Singh,
Nominee of the Executive Council | Member |
| 5. Sh Jitendra Kumar Tripathi
Nominee of the UGC | Member |
| 6. Professor H. R. Sharma
Finance Officer (Additional Charge) | Member Secretary |

1. The Joint Secretary (CU&L), MHRD, Joint Secretary (CU) and JS and FA (MHRD) (Nominees of the Visitor) could not attend the meeting due to their prior commitments and unavoidable reasons. Mr A N Gupta Member could also not attend the meeting due to health reasons. These members were granted leave of absence.

At the outset, the Vice Chancellor extended a warm welcome to the members and thanked them for sparing their valuable time to make it convenient to attend the meeting. Thereafter, Vice-Chancellor invited Professor H. R. Sharma, Finance Officer-cum-Secretary to take up the agenda items. The Finance Officer before taking up the

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agenda items brought to the notice of the Honourable members the Observations received from the Under Secretary to the Government of India, Department of Higher Education, Ministry of Human Resource Development (CU & L) vide e-mail to the Finance Officer dated 14.12.2018 on different agenda items and the comments received from the representative of the UGC on 15.12.2018 bearing letter No. F.29-6/2017(CU) on the agenda items for the meeting of the Finance Committee. The Finance Committee while discussing different agenda items, considered the observations conveyed by the Under Secretary to Government of India (CU & L) and the UGC. These observations are given in Annexure-I & Annexure- II.

Thereafter, the following agenda items were taken up for discussion.

Item No. 23.1: Confirmation of the minutes of the 22nd Meeting of the Finance Committee held on 26-04-2018 (Annexure 23.1A)

The minutes of the 22nd meeting of the Finance Committee held on 20-06-2018 are placed at Annexure 23.1A for the kind perusal and confirmation of the Hon'ble members.

The minutes of the 22nd meeting of the Finance Committee as given in Annexure 23.1A were confirmed.

Item No. 23.2: Action Taken Report about on the decisions of the 22nd Meeting of the Finance Committee held on 20.06.2018 (Annexure-23.2A).

The report about the action taken on the decisions of the 22nd Meeting of the Finance Committee held on 20-06-2018 is placed before the Committee as per Annexure- 23.2A for kind perusal and confirmation of the Honourable members.

The action taken report on the decision of 22nd meeting of the Finance Committee as given in Annexure -23.2A were noted and approved. Further regarding the action taken report on the revival of various non-teaching positions {Agenda Item No. 22.2(T)} which are lying vacant for more than one year, the members desired to find out whether the Registrar has sent the letter to the UGC and if so, to find out whether any reply has been received from the UGC. If no reply has been received from the UGC then the Registrar may be asked to send a reminder to the UGC.



Item No. 23.3: To place before the Finance Committee the status of Audit Paras as directed by the MHRD for reporting vide letter F. No. 9-2/2014-IFD dated 23rd March 2017(Annexure-23.3 A).

The details of the Audit Paras and reply of the University to settle/liquidate the pending paras are given as Annexure-23.3 A.

The members took note of the Audit Paras and emphasised that replies to the audit paras should be submitted to get them liquidated. The UGC representative suggested to convene regular meetings of the Standing Audit Committee to expedite the settlement of outstanding Paras. The members desired that updated status of different Paras along with university response be placed in the next Finance Committee meeting.

Item No. 23.4: To place before the Finance Committee the progress of Expenditure as on 30.09.2018 (Annexure - 23.4A)

The University Grants Commission vide their letter No. 57-1/2009 (CU) dated 29.05.2012 has asked the University to place a separate agenda item in every Finance Committee meeting on the progress of expenditure.

In compliance of the above communication, the position with regard to progress of expenditure as on 31-03-2018 is placed before the Finance Committee on the desired format, as given in **Annexure 23. 4A** for information and ratification.

The Finance Committee took note of the position of the Progress of Expenditure as on 31.12.2017 as given in Annexure 23.4A and ratified the same. The members suggested that head-wise details of the Grants, Sanction and its Utilisations be placed before the next Finance Committee meeting. The UGC in its comments on the agenda Items for the 23rd meeting of the Finance Committee has observed that necessary recovery for overpayment to the Registrar due to wrong fixation of pay, as already communicated by UGC vide its letter No. F.71-6.2012 (CU) dated 23. 02. 2018, may be done under the intimation to UGC.

Item No. 23.5: To place before the Finance Committee the Minutes of 4th Building Committee Meeting held on 17.09.2018 (Annexure - 23.5A)

The Minutes of the 4th Building Committee meeting held on 17.09.2018 as received from the Registrar, Central University of Himachal Pradesh vide letter F. No. 3-5/CUHP/GA/2010/Vol. III/5504 dated 01.11.2018 placed at **Annexure 23.5A** for information and ratification.

The Finance Committee took note of the Minutes of 4th Building Committee Meeting held on 17.09.2018 (Annexure - 23.5A) and observed that there is

no proposal of construction etc. Further as suggested in the Building Committee meeting legal advice of ASGI may be obtained regarding agreement with RITES which may be placed before next Finance Committee meeting

Item No. 23.6: To place before the Finance Committee the letter received from the UGC regarding deduction of an amount of Rs. 1.00 Crore from the Non-Salary grant of the year 2018-2019 of the University. The letter received from UGC to this effect has been given in Annexure 23.6A (1).

As per letter bearing No. F.29-2/2018 (CU) dated 30.08.2018 received from the UGC, the UGC has deducted an amount Rs. 1.00 crores from the Non-Salary grant of the year 2018-19 of the University. Since the Central University of Himachal Pradesh has not taken any action on the Fact Finding Committee (FFC) report of the UGC. A Fact Finding Committee was constituted by the UGC to look into the complaints/ allegations against Central University of Himachal Pradesh. The Committee submitted its report in the UGC and the recommendations the Committee was sent to the University for Appropriate Action.

The Committee noted the letter and emphasized to expedite the action on the UGC Fact Finding Report to settle the matter so that the grant subtracted is restored.

Item No. 23.7: To place before the Finance Committee the letters received from the UGC regarding Budget Estimates for the year 2018-19 approved under Recurring and Salary Heads. The letters received from the UGC to this effect have been given in Annexure 23.7A (1-2).

As per letters received from UGC, the UGC has approved Budget Estimates for the year 2018-19 amounting to Rs. 902.00 Lakhs under Recurring Head out of which an opening balance of Rs.221.89 Lakhs as on 1-04-2018 has been subtracted. Further, Rs. 1367.42 Lakhs has been approved under Salary Head out of which opening balance of Rs. 903.49 Lakhs as on 1-04-2018 has been subtracted. This budget was finalized on the basis of the discussions held on 3rd to 5th July 2016 in UGC office, New Delhi with University representatives (Registrar & Finance Officer) regarding the Budget Estimates for 2018-19. The details of the Budget Estimates 2018-19 is as under:

(1) **Recurring Head:** As per Letter F. No. 29-2/2018(CU) dated 31.08.2018 (Rs. In Lakhs):

S.No.	Head	B. E. Approved by UGC (2018-19)
1.	Pension for the year 2018-19 including Pensionary Benefits namely Contribution to Pension fund and New Pension Scheme	102.00

2.	Non-Salary Items for the year 2018-19*	700.00
3.	Non-NET Fellowships for the 2018-19	100.00
4.	Total Expenditure for the year 2018-2019 (1+2+3)	902.00
5.	Less: Opening Balance as on 1.4.2018	221.89
6.	Less: Amount withheld on account for irregularities done by the University i.e. University has not taken any action on the FFC report of the UGC.	100.00
7.	UGC Share recommended in B. E. 2018-2019 (4-5-6)	580.11

* Note: This includes provision of an amount of Rs.42.40 lakhs for the scheme namely (i) Travel Grant, (ii) Conference/Seminars/Workshops/Symposis/Short Term Training Programmes, (iii) Publication Grant, (iv) Visiting Professors/Visiting Fellows, (v) Day Care Centre, (vi) Basic Facilities for Women, (vii) Faculty Development Programme (FDP) and (viii) Establishment of career and Counseling Cell in Universities. The expenditure on each schemes may be incurred strictly as per XII Plan Guidelines of General Development Assistance of Scheme.

(2) Salary Head: As per Letter F. No. 29-1/2018(CU) dated 31.08.2018 (Rs. In Lakhs):

S. No.	Head	B. E. Approved by UGC (2018-19)
1.	Faculty Salary Expenditure for the year 2018-19	900.00
2.	Non-Faculty Salary Expenditure for the year 2018-19	400.00
3.	Other Components for the Items namely Leave encashment, LTC, Children Education Allowance, Retirement Benefit and Medical Reimbursement	67.42
4.	Total Expenditure for the year 2018-2019 (1+2+3)	1367.42
5.	Less: Opening Balance as on 1.4.2018	903.49
7.	UGC Share recommended in B. E. 2018-2019 (4-5-6)	463.93

The Finance Committee noted the grant released by the UGC and ratified the same.

Item No. 23.8: To place before the Finance Committee the letters received from the UGC regarding Grants-in-Aid approved and released for Salary and Recurring Components for the year 2018-19. The letters received from UGC to this effect have been given in Annexure 23.8A (1-4).

As per communications received from the UGC, the UGC has approved Annual Allocation of Grant-in-Aid of Rs.463.93 Lakhs under Salary Head and Rs. 580.11Lakhs under Recurring head for the year 2018-19 out of which 358.16 Lakh for Salary and Rs.343.37 Lakh for Recurring components Grant-in-Aid have been released/received so far.

Sr. No.	Letter No.	Date	Subject	Grant released /approved
1.	F. 29-1/2018 (CU)	08.08.2018	Approval of Grants- in-Aid for Salary for the year 2018-19	53.26
2.	F. 29-2/2018 (CU)	20.08.2018	Approval of Grants-in-aid for Recurring components for the year 2018-19	35.75
3	F. 29-1/2018 (CU)	01.10.2018	Approval of Grants-in-aid Salary for the year 2018-19	91.86
4.	F. 29-2/2017 (CU)	03.10.2018	Approval of Grants-in-aid Recurring Components for the year 2018-19	121.82

The Finance Committee noted the grant released by the UGC and ratified the same.

Item No. 23.9: To place before the Finance Committee Research Projects received by the University from different funding agencies after the last meeting of the Finance Committee.
The Research Projects as per following details have been sanctioned by the funding agencies after the last meeting of the Finance Committee. These Research Projects are being implemented in the University as per the guidelines of the funding agencies:

Sr. No.	Title of the Project	Funding Agency	Duration	Sanctioned Financial Outlay (Rs.)
1.	Development of 12-LOX specific scoring function and pharmacophore model: Design and Biological evaluation of novel natural product derived inhibitors" (Dr. Polamarasetty Aparoy)	Indian Council of Medical Research New Delhi	Three Years	25, 09,000.00
2.	A Study of the Integration Process of Jammu and Kashmir and North East (Dr. B. S. Gautam)	Indian Council of Social Science, New Delhi	12 Months	15,20,000.00
3.	Inspection of beneficiaries & evaluation of impact of Schemes of NBCFDC in Himachal Pradesh (Dr. Balwan Gautam)	National Backward Classes Finance and Development Corporation	--	4,24,200.00
4.	Jammu and Kashmir and Displaced Persons: A Study of their Socio-Economic and Political Conditions" to (Co- Project Director Dr. Shreeya Bakshi)	Indian Council of Social Science Research, New Delhi	Transferred from Ch. Charan Singh University Meerut	

The Finance Committee noted and ratified the same.

ITEMS FOR CONSIDERATION AND DECISIONS

Item No. 23.10 To place before the Finance Committee the Audited Annual Accounts 2017-18 together with Separate Audit Report for the financial year 2017-18 Annexure-23.10 A.

The Annual Accounts of the University for the year 2017-18 were prepared by the Finance Officer in terms of the provisions of Statute 7 (7)(c) which were presented to the Finance Committee in terms of Statutes 17 (7) for consideration and approval. The Finance Committee considered and approved the Annual Accounts 2017-18 vide item No. 22.6 of its meeting 22nd Meeting held on 20.06.2018. As per the instructions issued in this regard by the Ministry of Human Resource Development Govt. of India, issued vide their D. O. letter No. F. 19-18/2003-IFD dated 23.05.2008, the annual accounts are required to be prepared and got adopted by the Executive Council by 30th June of the following year before being sent to the audit authorities for commencement of audit.

The Annual Accounts 2017-18 were sent to the CAG after getting these approved from the Finance Committee and Executive Council vide letter dated 10.07.2017 for undertaking the audit of the accounts.

The audit party undertook the audit of accounts of the University w. e. f. 27.07.2018 to 10.08.2018. The Draft Audit Comments on the Annual Accounts were received from the CAG on dated 06.09.2018. The reply of the University was sent to CAG vide letter dated 14.09.2018.

The Audited Annual Accounts together with Separate Audit Report (English Version) of the CAG received by the University on 7.12.2018. After that accounts in bilingual have been prepared, printed and are placed before the Finance Committee.

As per sub-section (2) of Section 31 of the Act, a copy of the annual accounts together with the audit report thereon is required to be submitted to the Court and the Visitor along with the observations of the Executive Council. Further, as per sub-section (4) of Section 31 of the Act, a copy of the Annual Accounts together with the Audit Report is also to be submitted to the Central Government, which shall cause to be laid before both Houses of Parliament.

The Finance Committee considered and approved the Audited Annual Accounts together with Audit Report for the year 2017-18. The Finance Committee resolved that the university may submit the audited annual accounts to MHRD as directed by its letter F.No.54-4/2018-CU.III dated 14-12-2018 regarding comments on the Agenda of 23rd Meeting of the Finance Committee which was scheduled to be held on 15-12-2018 and place these before the Executive Council for approval. Further, It was resolved that while preparing next year annual accounts, the

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observations made by the audit/direction given by the MHRD / Govt. of India may be strictly followed.

Item No. 23.11 To place before the Finance Committee the proposal to enhance the rates of remuneration for question Paper Setting for End Semester Examination:

The rates of the remuneration were fixed/notified vide Notification No. Bud. 3-4/CUHP/2010/901-04 dated 23.11.2017 for setting of the question papers for End-Semester examination on the recommendations of the Finance Committee and the approval of the Executive Council is as under:

Sr. No.	Item	Approved Rate	
		Hindi version	English Version
1.	Paper setting for End Semester Examination	Rs. 1500.00	Rs. 1500.00
		Rs.500.00	Rs.500.00
		(For Answer Key)	(For Answer Key)

During the process of paper setting it was observed that the paper setters don't take interest in preparing the answer key for a small amount of Rs.500/- Moreover, there is no need to get the Answer Key prepared in English as well as in Hindi.

So to encourage the paper setters to prepare Answer key, it is proposed that the existing remuneration of Rs.500/- for answer key in English and Hindi each may be merged and revised as under:-

Sr. No.	Item	Proposed rates	
1.	Question Paper setting for End Semester Examination	Monolingual Question Paper	Rs. 1500.00
		Bilingual Question Paper	Rs.3000.00
		Answer Key (Monolingual)	Rs.1000.00 (To Be paid in proportion to the percentage of questions solved)
		Translation of Monolingual Question paper	Rs.1500.00

The Finance Committee approved the enhanced rates and recommended the same for the consideration of the EC. The committee was informed that the proposed rates are based on the rates paid by some other neighbouring universities / institutes.

The members raised the issue of sitting fee paid to different members for attending official meetings. It was recommended to the Academic Council and Executive Council that the sitting fee may be enhanced as per the details given in the table below:

Sr. No.	Title / Description of meeting	Existing Rate of Honorarium	Enhanced Rate of Honorarium
1	Sitting Fees/ Honorarium to Members of University Authorities	Rs. 2000/-	Rs.3000/-
2	Expert / Members of various university level committees - planning & monitoring committees / selection committees / screening committees / academic advisory committee	Rs. 2000/-	Rs.3000/-
3	Expert / members of ad-hoc board of studies / curriculum development committees / school level / department level committees	Rs. 1000/-	Rs.2000/-

The above honorarium shall be payable only to the External Members and shall not be applicable in case of the Internal Members.



Countersigned

Professor Kuldeep Chand Agnihotri
Vice Chancellor-Chairman



(Professor H R Sharma)

Finance Officer (Additional Charge) & Secretary
Central University of Himachal Pradesh

F.No. 54-4/2018-CU.III
Government of India
Ministry of Human Resource Development
Department of Higher Education

Shastri Bhawan, New Delhi
 14th December, 2018

To

**The Finance Officer,
 Central University of Himachal Pradesh,
 PO Box: 21, Dharamshala,
 District Kangra,
 Himachal Pradesh-176215.**

Subject: Meeting of Finance Committee of CU HP.

Sir,

Please refer to the agenda items of the 23rd meeting of the Executive Council of the Central University of Himachal Pradesh to be held on 15th December, 2018 at 5:00 P.M at AIU Guest House, New Delhi.

2. Our comments on the Agenda items are as under:-

Item	Particular(s)	Comments
23.1	Confirmation of the minutes of the 22 nd meeting of the Finance Committee held on 20.06.2018.	Minutes of the last meeting may be discussed and decided subject to their compliance with Government of India rules, regulations, etc.
23.2	Action Taken Report on the decisions of the 22 nd meeting of the Finance Committee held on 20.06.2018.	May be considered.
23.3	To place before the Finance Committee the status of Audit Paras as directed by the MHRD for reporting vide letter F. No. 9-2/2014-IFD dated 23 rd March 2017.	May take immediate steps to settle the pending audit paras.
ITEMS FOR REPORTING AND RATIFICATION		
23.4	To place before the Finance Committee the progress of expenditure as on 30.09.2018	May be discussed.
23.5	To place before the Finance Committee the Minutes of 4 th Building Committee held on 17.09.2018.	May be discussed.
23.6	To place before the Finance Committee the letters received from the UGC regarding deduction of an amount of Rs. 1.00 Crore from the Non-Salary grant of the University.	May be discussed.
23.7	To place before the Finance Committee the letters received from the UGC regarding Approval of	May be discussed.

	Budget Estimates for the year 2018-19 under Recurring & Salary Head.	
23.8	To place before the Finance Committee the letters received from the UGC regarding Grants-in-Aid approved and released for Salary & Recurring components for the year 2018-19.	May be discussed.
23.9	To place before the Finance Committee Research Projects sanctioned by different funding agencies after the last meeting of the Finance Committee.	May be discussed.
ITEM FOR CONSIDERATION AND APPROVAL		
23.10	Audited Annual Accounts together with Separate Audit Report for the financial year 2017-18.	Annual Accounts may be submitted to the Ministry immediately for laying the same in Parliament.
23.11	Enhancement in remuneration for setting of the question papers for the End Semester Examination.	May be considered in accordance with UGC guidelines.
	Any other item with the Permission of the Chair	May not be encouraged.

3. Further, the University, while considering the agenda items must strictly follow the instructions issued by MHRD vide letter No. 61-19/2015-Desk U dated 3.3.2016. Rules and Regulations of Govt. of India and amendments/modifications issued thereunder from time to time especially those relating to the GFRs, DFPRs and the Guidelines/Instructions issued by Department of Expenditure, CVC, etc. may also be strictly followed. It is the sole responsibility of the University and its concerned officials to ensure strict compliance to the above mentioned extant rules, instructions and guidelines issued by the Govt.

4. This issues with the approval of Joint Secretary(CU), MHRD.

Yours faithfully,



(C.P. Ratnakaran)

Under Secretary to the Government of India

Copy to Prof. Kuldeep Chand Agnihotri, Vice Chancellor of Central University of Himachal Pradesh.



सत्यमेव जयते

F.29-6/2017(CU)

The Finance Officer
Central University of Himachal Pradesh
PO Box 21, Dharamshala
District Kangra – 176 215,
Himachal Pradesh

Subject : Comments on the Agenda items for the Meeting of Finance Committee of Central University of Himachal Pradesh to be held on 15th December, 2018 at 05:00 P.M. in the AIU Guest House, New Delhi - regarding.

Sir,

Please refer to your e-mail dated 13.12.2018 on the subject mentioned above, the undersigned is direct to convey the comments of UGC on the agenda items as under:-

Item No.	Name of the Item	Comments of CU Bureau
Item No.23.1	Confirmation of the minutes of the 22 nd meeting of the Finance Committee held on 20.06.2018 (Annexure-23.1A).	Subject to strict compliance of the relevant statutory provisions of the University and also strict compliance of the related Govt. of India instructions and guidelines including those issued by the Central Vigilance Commission, the minutes may be confirmed. Further, the comments of the IFD of MHRD the minutes of the previous meeting as communicated vide letter No.29-6/2017(CU) dated 12.07.2018 may also be taken into the account.
Item No.23.2	Action Taken Report on the decisions of the 22 nd meeting of the Finance Committee held on 20.06.2018 (Annexure-23.2A).	As above.
Item No.23.3	To place before the Finance Committee the status of Audit Paras as directed by the MHRD for reporting vide letter F.No.9-2/2014-IFD dated 23 rd March, 2017 (Annexure-23.3A).	The observations of Audit are extremely serious and needs to be discussed in detail in the FC meeting. University is required to take necessary action as per rules and in case of irregularities the responsibility may be fixed and make recoveries wherever necessary. Further, university may constitute a Standing Audit Committee to review the Audit Paras and settle the audit paras at the earliest under the intimation of UGC/MHRD.
Reporting and Ratification		
Item No.23.4	To place before the Finance Committee the progress of expenditure as on 30.09.2018 (Annexure-23.4A).	May be discussed in the Finance Committee. However, university must ensure that necessary recovery for overpayment to the Registrar due to wrong fixation of pay, as already communicated by UGC vide its letter

Item No.	Name of the Item	Comments of CU Bureau
		No.F.71 6/2012(CU) dated 23.01.2018 (copy enclosed) may be done under the intimation to UGC.
Item No.23.5	To place before the Finance Committee the Minutes of 4 th Building Committee held on 17.09.2018 (Annexure-23.5A).	May be discussed in the Finance Committee meeting.
Item No.23.6	To place before the Finance Committee the letters received from the UGC regarding deduction of an amount of Rs.1.00 Crore from the Non-Salary grant of the University (Annexure-23.6A).	University explains the action taken on this matter.
Item No.23.7	To place before the Finance Committee the letters received from the UGC regarding Approval of Budget Estimates for the year 2018-19 under Recurring & Salary Head (Annexure-23.7A).	Noted.
Item No.23.8	To place before the Finance Committee the letters received from the UGC regarding Grants-in-Aid approved and released for Salary & Recurring components for the year 2018-19 (Annexure-23.8A).	In place of reporting the letter received from UGC, University has to place the agenda on the budgetary requirement for the year 2018-2019 as per actual requirement of the University. It is also a mandatory requirement of the University as per Act of the University to pass the budget with the statutory bodies of the University.
Item No.23.9	To place before the Finance Committee Research Projects sanctioned by different funding agencies after the last meeting of the Finance Committee.	Noted.
<u>Items for consideration and Approval</u>		
Item No.23.10	To place before the Finance Committee the Audited Annual Accounts together with separate Audit Report for the financial year 2017-18. (A hard bound copy of the Annual Accounts 2017-18 to be placed separately at the time of meeting).	The Annual Accounts for the financial year 2017-18 is not enclosed with the agenda. Therefore, No comments to officer on this item. This may be discussed in the Finance Committee meeting.
Item No.23.11	To place before the Finance Committee the enhancement in remuneration for setting of the question papers for the End Semester Examination.	May be discussed in the Finance Committee meeting.

This has the approval of Joint Secretary (CU), UGC.

Yours faithfully,

(Kulvinder Kaur)
Under Secretary