

15th Finance Committee Meeting Himachal Pradesh National Law University, Shimla

Minutes of the Meeting
July 4, 2023

The 15th Meeting of the Finance Committee, HPNLU Shimla was held on July 4, 2023 at 10:00 A.M. The Meeting was presided by Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU Shimla.

Following members were present:

1.	Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU	Chairperson
2.	Sh. Vinay Kumar, Additional Secretary (Finance) Government of Himachal Pradesh (Representative of the Secretary (Finance) Government of Himachal Pradesh	Member
3.	Prof. (Dr.) Vijender Kumar, Vice-Chancellor, Maharashtra National Law University, Nagpur	Member
4.	Sh. Ajay Kumar Sharma, Chairman Bar Council of Himachal Pradesh	Member
	Prof. S.S. Jaswal, Registrar, H.P. National Law University, Shimla	Secretary

Note: -

1. LR-Cum Secretary (Law) to the Government of Himachal Pradesh could not attend the meeting.

PROCEEDINGS OF THE MEETINGS

Item No. 1	To confirm the Minutes and Action Taken Report of the 14th Meeting of the Finance Committee held on 2nd June, 2023.
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Agenda Note	Discussion	Decision
The Vice Chancellor placed the minutes and action taken report of the 14 th Finance Committee Meeting before the members of the Finance Committee.	The Vice-Chancellor explained the details of the minutes of the last meeting and presented the Action Taken Report.	After a brief deliberation over the minutes along with the Action Taken Report, the same were unanimously confirmed.

Item No. 2	To consider and approve the proposal for increase of tuition and other fee for UG, PG Programmes and Ph.D. Programme in Law.
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Agenda Note	Discussion	Decision
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<p>The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the proposal for increase of tuition and other fee for UG, PG Programmes and Ph.D. Programme in Law.</p>	<p>The Vice-Chancellor apprised the esteemed Finance Committee that the University has currently 850 students and 203 teaching and non-teaching employees of the University (34 teaching employees and 169 non-teaching employees). The strength of students will reach 1200 by the next two Academic Sessions. The University, though a State University, has national character. It is a premier legal education imparting Institution in the country.</p> <p>She informed the members that in the last two financial years, the University has appointed several categories of employees for smoothly carrying out administrative, academic and research activities of the University. She stated that in the absence of its own hostels the University has to hire about 13 private buildings in</p>	<p>After thorough deliberations, the members of the Finance Committee unanimously resolved to approve the increase of tuition and other fee for UG, PG Programmes and Ph.D. Programme in Law in the following manner:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Fee Structure B.A./B.B.A. LL.B. (FYIP) (in INR)</th> </tr> <tr> <th style="width: 10%;"></th> <th style="width: 70%;">Heading of the Fee</th> <th style="width: 20%;">Fee</th> </tr> <tr> <th style="text-align: center;">Sr. No.</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Admission Fee</td> <td>6750/-</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Tuition Fee</td> <td>162000/-</td> </tr> <tr> <td style="text-align: center;">3</td> <td>NRI Student</td> <td>7,50,000/- (unchanged)</td> </tr> <tr> <td style="text-align: center;">4</td> <td>SAARC Candidates (Excluding Indians)</td> <td>3,50,000/- (unchanged)</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Facilities Fee</td> <td>35500/- (unchanged)</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Campus Development Fee</td> <td>13500/-</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Examination Fee</td> <td>13500/-</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Library Fee</td> <td>6750/-</td> </tr> <tr> <td style="text-align: center;">9</td> <td>Moot Court</td> <td>6750</td> </tr> <tr> <td style="text-align: center;">10</td> <td>Hostel Charge</td> <td>33750</td> </tr> <tr> <td style="text-align: center;">11</td> <td>Refundable Security</td> <td>20000</td> </tr> </tbody> </table>	Fee Structure B.A./B.B.A. LL.B. (FYIP) (in INR)				Heading of the Fee	Fee	Sr. No.			1	Admission Fee	6750/-	2	Tuition Fee	162000/-	3	NRI Student	7,50,000/- (unchanged)	4	SAARC Candidates (Excluding Indians)	3,50,000/- (unchanged)	5	Facilities Fee	35500/- (unchanged)	6	Campus Development Fee	13500/-	7	Examination Fee	13500/-	8	Library Fee	6750/-	9	Moot Court	6750	10	Hostel Charge	33750	11	Refundable Security	20000
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the vicinity of the University campus which are being used as hostels for boys and girls students. The private buildings involve huge monthly expenditure in the form of payment of rent, water supply, electricity, lease line internet connections employment of security guards, sweepers, girls hostel attendants etc.

She further informed that the University incurs about Rs 1.5 Crores monthly for fixed expenditure with respect to payment of salaries, mess, rent, internet facilities etc., in addition to usual recurring expenditures.

In other words, these fixed expenditures translate into, presently, annual expenditure of Rs. 18 Crores. The only source of revenue for the University is fee charged from students. The total revenue generated from fee charged from students annually amounts to Rs. 13 Crores only.

The Vice-Chancellor submitted before the esteemed members of the Finance Committee that the current fee structure was decided in the year 2016 when the University was established and there has been no increase in the fee charged from the students till date. It is noteworthy that the salary liability of

		(unchanged)
Total Annual Fee		2,98,500/-
First Year (2022-23)		3,13,425/-
Second Year (2023-24)		3,29,096/-
Third Year (2024-25)		3,45,550/-
Fourth Year (2025-26)		3,62,827/-
Fifth Year (2026-27)		3,80,968/-
Fee Structure LL.M. (in INR)		
Heading of Fee		Fee
1	Admission Fee	7500
2	Tuition Fee	1,20,000/-
3	Facilities Fee	47,250/-
4	Campus Development Fee	15,000/-
5	Examination Fee	15,000/-
6	Library Fee	7,500/-
7	Hostel Charge	37500/-
8	Refundable Security	20,000/- (Unchanged)
Total		2,69,750/-

Fee Structure Ph.D. (in INR)			
Heading of Fee		Fee for full time Ph.D. Scholar increase @ 40%	Fee for part time Ph.D. Scholar increase @ 60%
1	Admission Fee (One Time)	7000	8,000
2	Annual Fee (per year)	35000	40,000
3	Library and Computer Lab fee (per year)	7000	8,000
4	Campus Development Fee (One time)	21000	24,000
5	Course work (One Time)	7000	8,000
6	Thesis Submission Fee*	21000	24,000
7	Re-registration Fee*	7000	8,000
8	Reappear in	1400	1,600 (per

the University has multiplied on two counts: Firstly, implementation of the recommendations of the UGC and 7th Pay Commission on the basis of its adoption by the Government of Himachal Pradesh, and secondly multifold increase in number of non-teaching employees of the University. For example, due to implementation of the 7th Pay Commission the salaries of the employees have almost doubled. In addition, since the University, as per the relevant orders or memorandum of the Government, has to implement 7th Pay Commission from 1st January 2016, the implementation involved payment of arrears to the extent of about Rs. 3 Crores.

She also submitted that there is no Budget Head created in favor of the University in the annual budget of the State. And in the last six financial years, the University has received no fund or grant from the State Government for running the University.

The Vice-Chancellor proposes to revise the fee structure of UG, PG and Ph.D. Programmes.

Hon'ble Members of the

	Course Work*		paper)
9	Provisional Certificate Fee	2800	3,200
10	Re-submission of Thesis*	14000	16,000
11	Charge of Supervisor*	7000	8,000
12	Late fee for 6 months progress report*	1400	1,600
Hostel & Mess Charge*			
13	Hostel Charge (if availed)	48,000	48,000
14	Mess Advance (if availed)	48,000	48,000
Refundable Charges			
15	Refundable Security	14000	16,000
Total Fee		91,000/-	1,04,000/-
Subsequent Years (2nd Year)		42,000/-	60,000/-
3rd Year		44,100/-	63,000/-
4th Year		46,305/-	66,150/-
5th Year		48,620/-	69,457/-
Beyond 5th Year		51,050/-	72,929/-

The Committee unanimously resolved to approve the proposed agenda with following modifications:

1. The committee unanimously resolved that the proposal under the agenda item with respect to increase in fee is approved unanimously and the same shall be applicable from the academic session 2024-2025. However, the proposed annual increase in the annual fee @ 5% shall also be applicable prospectively only, *that is*, w.e.f., academic session 2024-2025.
2. The scheme of penalty shall be imposed on students who fail to deposit fee, within the prescribed time. A student who pays annual fee beyond the prescribed time, but within 10 days from the last date of depositing the fee, shall be liable to fine of Rs. 2000/-.
3. A student who pays fee beyond the 10 days delay from the last date of prescribed time, but within 15 days shall be liable to fine of Rs. 5000/-.
4. A student who fails to pay annual fee within 15 days from the last date of prescribed time,

Finance Committee noted the fact that the University is not in the receipt of any financial grant from the Government and in view of the increased expenditure, due to adoption of 7th Pay Commission recommendations and hiring of more employees (Teaching and Non-Teaching), the proposal is justified. The Committee also noted that fee has not been increased by the University since 2016, when the current fee structure was determined.

Prof. Vijender Kumar suggested that a scheme of penalty may be imposed on students who fail to deposit fee, within the prescribed time. A student who pays annual fee beyond the prescribed time, but within 10 days, should be liable to fine of Rs. 2000/-. Further, if a student pays fee beyond the period of 10 days but within 15 days from the prescribed time, should be liable to fine of Rs. 5000/-. Further, a student who fails to pay annual fee within 15 days from the last date of prescribed time, should be issued a notice of cancellation of his/her admission to the course. The responses to the notice shall be reported to and decided by the Executive Council.

Sh. Vinay Kumar, Additional Secretary (Finance) suggested that

shall be issued a notice of cancellation of his/her admission to the course. The responses to the notice shall be reported to and decided by the Executive Council.

It was also resolved to amend the Financial Regulations of Himachal Pradesh National Law University, Shimla, accordingly.

The Committee recommended the same to the Executive Council for its approval.

some rebates may be granted to students who deposit fee within prescribed time. The Committee observed that the suggestion should be taken into account once the University becomes financially stable.

The Committee unanimously opined that the proposal is worth approval, in view of the fact and circumstances. However, the proposed annual increase in the annual fee @ 5% should be applicable prospectively only, i.e., from the academic session 2024-2025.

The matter was thoroughly deliberated by the members and resolved to approve the same.

Item No. 3 To consider and approve the imposition of charges @ 200 Rs. for issuance of Duplicate Admit Card with respect to End Term Examinations of UG and PG Programme and Ph.D. Course Work.

Agenda Note	Discussion	Decision
<p>The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the imposition of charges @ 200 Rs. for issuance of Duplicate Admit Card with respect to End Term Examinations of UG and PG Programme and Ph.D. Course Work.</p>	<p>The Vice-Chancellor apprised the esteemed members that for the smooth conduct of examination and ensuring standard of examination, the examination branch issues Admit Card/Hall Ticket with respect to end term examinations. It is intended to ensure fair and impartial examinations.</p> <p>She informed that admit card is issued free of cost to each students by the Examination Branch. Admit card is mandatory for entry of candidates to the</p>	<p>After thorough deliberations, the members of the Finance Committee unanimously resolved to approve the imposition of fine for issuance of Duplicate Admit card with respect to End Term Examinations of UG, PG and Ph.D. Programme as specified below:</p> <ol style="list-style-type: none"> 1. For the issuance of first duplicate admit card (end-term) the fine shall be Rs. 500/- 2. If the student needs second duplicate admit card, the fine

	<p>examinations premises.</p> <p>She further informed that many students take it causally and often misplace their admit card and report to the Examination Hall without the card.</p> <p>She proposed that that a nominal fee of Rs. 200/- be imposed for issuance of duplicate admit card.</p> <p>The Committee members suggested that there should be two layers/stages of fine and the amount of fine may be increased. For the issuance of first duplicate admit card (end-term), the fine should be Rs. 500/- and if the student needs second duplicate admit card, the fine should be Rs. 1000/-.</p> <p>The item was thoroughly deliberated by the members and resolved to approve the same.</p>	<p>shall be Rs. 1000/-.</p> <p>The Committee recommended the same to the Executive Council for its approval.</p>
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Item No. 4	To consider and approve the expenditure being incurred for the construction of University Ramp for persons with disability in the Academic Block-C.	
Agenda Note	Discussion	Decision
<p>The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the expenditure being incurred for the construction of University Ramp for persons with disability in the Academic Block-C.</p>	<p>The Vice-Chancellor apprised the members that the University is in its 7th year of existence and the integrated campus of the University has been partially constructed. The University has been requesting to the State Government and its agency for making suitable additional construction for ensuring barrier free access of Persons with Disabilities to the buildings of the University.</p> <p>She further apprised that the HP PWD has not heeded to our</p>	<p>After thorough deliberations, the members of the Finance Committee unanimously resolved to approve the agenda item with the following resolutions:</p> <ol style="list-style-type: none"> 1. That the University shall write to the Government attracting attention that the buildings constructed and handed over to University by HPPWD must be in accordance with statutory requirement i.e., barrier

requests. The HPPWD has not considered our request for installing capsule lift in the Academic Block-B, which could have ensured barrier free access to and movement between Academic Block B & C and Administrative Block-A.

She informed that it is a statutory mandate for all the educational Institutions to provide barrier free education to the persons with disabilities.

The Vice-Chancellor further informed that the budget of the University (2023-2024), duly approved by Finance Committee and Executive Council, contains sanction of Rs. 4 Crores under the heading 'Capital Expenditure'. The University, therefore, has initiated process for the construction of ramp in the Academic Block-C, which will involve expenditure of about Rs. 8-10 Lakh. This will ensure access for persons with disabilities to the classrooms situated in Academic Block-C.

The Committee members noted that the HPPWD has failed to comply with statutory requirements in constructing University buildings, which should be barrier free. The members suggested that the University should write to the government for the reimbursement of the expenditure incurred on the construction of ramp. The members noted that it is expedient to construct the ramp in the interest of students with disabilities.

The members of the Finance Committee thoroughly deliberated

free access.

2. That because the HPPWD failed to do the same, the University is constructing a ramp, on its own expenditure and the expenditure incurred for the same by the University should be reimbursed by the Government.

The Finance Committee unanimously approved the proposal and recommended it to Executive Council for further approval.

upon the agenda item and resolved to approve the same.

Item No. 5 **To consider and approve the Regularization of the Pay Band and Grade pay as advertised on 20th July, 2021 and 12th August, 2021 by the HPNLU for the post of Section Officer, Junior Assistant, System Analyst and Driver-cum-Office Attendant.**

Agenda Note	Discussion	Decision
<p>The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the Regularization of the Pay Band and Grade pay as advertised on 20th July, 2021 and 12th August, 2021 by the HPNLU for the post of Section Officer, Junior Assistant, System Analyst and Driver-cum-Office Attendant.</p>	<p>The Vice-Chancellor informed the esteemed members that the appointments of Section Officer, Junior Assistant, System Analyst and Driver-cum-Office Attendants were made by the HPNLU as per the Pay Band and Grade Pay as applicable to these posts as per the HPNLU, Executive and Service Regulations 2020.</p> <p>She further informed that the HPNLU has adopted the Revised Pay Rules 2022 as per Notification No-Fin-(PR) B (7)-1/2021 Dt. 03-01-2022 of Govt. of Himachal Pradesh and accordingly fixed pay as per applicable level based on the Himachal Pradesh Civil Services (Revised Pay) Rules 2009.</p> <p>The Vice-Chancellor stated that in the case of the above said posts where appointments were made after the applicability of the Revised Pay Rules 2022 notification but the advertisement for the appointment of these posts was made prior to the issue of these rules, based on the pay scale as per the HPNLU, Executive and Service Regulations 2020, such posts were not getting the benefit of any prior period pay arrears as the appointment was made after 03-01-2022. The Pay of these posts is fixed at first cell in the level of pay matrix applicable to the post as per the advertised Pay Scale and Grade Pay according to the Revised Pay Rules 2022 instead of pay Band and pay grade based on Himachal Pradesh Civil Services (Revised</p>	<p>The Finance Committee, resolved to approve the protection of the advertised pay scale for the posts of Section Officer, Junior Assistant, System Analyst and Driver-cum-Office Attendant, as per HPNLU, Executive and Service Regulations 2020.</p> <p>The Finance Committee further unanimously authorized the Vice-Chancellor to get the Pay Band and Grade Pay of other non-teaching employees verified in the light of HPNLU Executive and Service Regulations, 2020 and Revised Pay Rules 2022 as per Notification No-Fin-(PR) B (7)-1/2021 Dt. 03-01-2022 of Govt. of Himachal Pradesh. After the verification, it should be reported to the Finance Committee, with the following modifications:</p> <ol style="list-style-type: none"> 1. That the pay fixation should be in accordance with the University Regulations because University is an autonomous institution having its own regulations. 2. The beneficial interpretation should be adopted in favor of the employees. 3. The University is unanimously authorized to revise pay fixation of all employees and report it to the Finance Committee. <p>The Finance Committee unanimously approved the proposal and recommended it to</p>

	<p>Pay) Rules 2009.</p> <p>The Vice-Chancellor submitted before the esteemed committee to protect the advertised pay scale in respect of the said posts for fixation of applicable level in the pay matrix as given under Schedule appended to the Revised Pay Rules 2022 as per Notification No-Fin-(PR) B (7)-1/2021 Dt. 03-01-2022 of Govt. of Himachal Pradesh.</p> <p>She further submitted that to authorize the Vice-Chancellor to get the Pay Band and Grade pay of other non-teaching employees verified in the light of HPNLU Executive and Service Regulations, 2020 and Revised Pay Rules 2022 as per Notification No-Fin-(PR) B (7)-1/2021 Dt. 03-01-2022 of Govt. of Himachal Pradesh. After the verification it will be reported to the esteemed Finance Committee.</p> <p>The members noted that the University is an autonomous body and has its own regulations regulating the service conditions of the Non-Teaching Employees. The employees of the University are required to work beyond the hours unlike government department employees.</p> <p>The pay fixation after adoption of 7th pay commission, accordingly, should be made in accordance with the Regulations of the University mainly. The members also opined that the pay fixation/revision in light of the adoption of the 7th pay commission is a gigantic task. The Vice-Chancellor should be authorized to undertake the task of revision/pay fixation of concerned employees/cadres of the University. After completing the fixation/revision of pay matrix may again be reported to the Finance Committee before releasing the same.</p>	<p>Executive Council for further approval.</p>
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	The members of the Finance Committee thoroughly deliberated upon the agenda item and resolved to approve the same.	
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Item No. 6	To consider and approve the revision of payment of maximum amount of sitting fee/honorarium per day.
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Agenda Note	Discussion	Decision
The Vice-Chancellor placed the agenda item before the Finance Committee to consider and approve the revision of payment of maximum amount of sitting fee/honorarium per day.	<p>The Vice-Chancellor informed the members that the in the 9th meeting of Finance Committee held on 10th December, 2021, it was resolved to revise the rate of sitting fee/honorarium which is as following:</p> <p>To professors, Vice-Chancellors or any other equivalent post <u>Rate of Honorarium</u> • Rs. 5000 per sitting or maximum Rs. 10,000 per day plus TA/DA as per Rules</p> <p>To Assistant Professors, Associate Professors, or any other equivalent post <u>Rate of Honorarium</u> • Rs. 3000/- per sitting or maximum Rs. 6000/- per day plus TA/DA as per Rules.</p> <p>The Vice-Chancellor stated that keeping in view, the time constraint with the experts who are invited for different administrative and academic purposes, more than two meetings/programs are scheduled in a single day. Under these circumstances, it appears in appropriate to not to make payment for all the meetings attended or programs conducted. It needs special emphasis that holding more meetings in a single day also saves expenditure on payment/reimbursement of travelling expenses.</p>	<p>After thorough deliberations, the committee unanimously resolved to approve the agenda item with the following:</p> <ol style="list-style-type: none"> 1. The agenda item is unanimously approved and the same shall be suitably incorporated in the Financial Regulations of the University. 2. The Vice-Chancellor is authorized to approve payment beyond the ceiling limit of Rs. 10,000/- for per day on case to case basis. 3. If the senior lawyer, judges, academicians, who is in old age visit the University on invitation, the University shall bear expanses for one attendant in respect of TA/DA. <p>The Finance Committee unanimously approved the proposal and recommended it to Executive Council for further approval.</p>

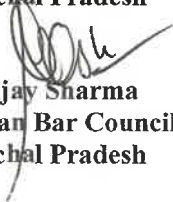
	<p>She submitted before the esteemed members of the Finance Committee to approve the payment for actually attended meetings/programs, with the special approval of the Vice-Chancellor. Hon'ble member Professor Vijender Kumar suggested that if a Senior Judge/Academician who is in old age, visits the University, the University should provide TA/DA for one of his/her attendant, if accompanied by such attendant.</p> <p>The members of the Finance Committee thoroughly deliberated upon the agenda item and resolved to approve the same.</p>	
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Item No. 7	Any other item with the permission of the Chair.
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The Vice-Chancellor concluded the meeting by expressing her gratitude towards the esteemed members of the Finance Committee.



Sh. Vinay Kumar
Additional Secretary (Finance)
To the Government of
Himachal Pradesh



Sh. Ajay Sharma
Chairman Bar Council
Himachal Pradesh



Prof. (Dr.) Vijender Kumar
Vice-Chancellor
MNLU, Nagpur



Prof. S.S. Jaswal
Registrar
HPNLU, Shimla



Prof. (Dr.) Nishtha Jaswal
Vice-Chancellor
HPNLU, Shimla
