

5th Meeting of Finance Committee Himachal Pradesh National Law University, Shimla

**Minutes of the Meeting
July, 20 2020**

The 5th Meeting of the Finance Committee, HPNLU Shimla was held on July 20, 2020 at 10:30 A.M. at the HPNLU Campus through online mode via Google Meet. The Meeting was presided by Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU Shimla.

The following members were present:

1.	Professor (Dr.) Nishtha Jaswal, Vice-Chancellor, HPNLU	Chairperson
2.	Prof. Ranbir Singh, Vice-Chancellor, National Law University, Delhi	Member
3.	Sh. Ramakant Sharma, Chairman, Bar Council of Himachal Pradesh	Member
	Prof. S.S. Jaswal, Registrar, H.P. National Law University, Shimla	Secretary

Note: Secretary (Finance) to the Government of Himachal Pradesh & LR-Cum Secretary (Law), Government of Himachal Pradesh could not attend the meeting.

PROCEEDINGS OF THE MEETINGS

Item No. 1	To Confirm the Minutes & Action Taken Report of the 4th Meeting of the Finance Committee held on February 20, 2020.	
Agenda Note	Discussion	Decision/Resolved
The Vice Chancellor placed the minutes of the 4 rd Meeting of Finance Committee along with the ‘Action Taken Report’ before the members of the Finance Committee.	The Vice-Chancellor explained the details of minutes of last meeting, and presented the ‘Action Taken Report’ and members appraised the proceedings.	After brief deliberation over the minutes along with the Action Taken Report, the same were confirmed.

Item No. 2	To consider Creation of Three new Centers: <u>Center of Human Resource Development & Center for Parliamentary Studies & Center for Alternate Dispute Resolution and Professional Skills.</u>	
Agenda Note	Discussion	Decision/Resolved
The Vice-Chancellor apprised the members of Finance Committee that all the Centers are of perennial importance. Center of Human Resource Development becomes even more significant in the COVID-19 crisis as all of us have been witness to the sufferings of migrant workers. At this juncture the training and workshops for the administrative staff becomes more relevant because of mental health issues due to COVID-19 Pandemic Crisis. Center for Alternate Dispute Resolution and Professional Skills is the need of the hour especially when main concentration is on Clinical Legal Education.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.

Item No. 3	To consider the Creation of Teaching Post for three new Centers: Center of Human Resource Development, Center for Parliamentary Studies & Center for Alternate Dispute Resolution and Professional Skills.		
Agenda Note	Discussion	Decision	
The Vice-Chancellor Informed the members of the Finance Committee that no Center can function without the Faculty Members. However, appointments will be made on priority basis.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.	

Item No. 4	To consider and approve the appointment of Mr. Vijay Verma [Assistant Registrar (Retd.) Himachal Pradesh High Court Shimla] as Assistant Registrar, on Contract Basis for a period of One Year on the consolidated salary of Rs. 30,000/- (Rs. Thirty Thousand) per month.		
Agenda Note	Discussion	Decision	
The Vice-Chancellor apprised the members of Finance Committee that Mr. Vijay Verma was associated with Himachal Pradesh National Law University as Assistant Registrar when the University was established in 2016. The Vice-Chancellor also emphasized that the University needs an experienced person to monitor the office work and fill up the administrative gap between the Superintendent Establishment and the Registrar of the University.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.	

Item No. 5	To consider and approve the appointment of Professor/s Emeritus in Himachal Pradesh National Law University.	
Agenda Note	Discussion	Decision
<p>The Vice-Chancellor apprised the members of Finance Committee that Himachal Pradesh National Law University, Shimla is an upcoming University having a National Status and Standards. To enable the University to compete in the Education World, experienced Academicians/Professor/s are required to be appointed. The appointment of Professor/s Emeritus will benefit the students as well as enrich the knowledge source of the University. They will help in teaching, research, innovations & guidance.</p> <p>Eligibility for appointment as Professor/s Emeritus:- The target group shall be highly qualified having atleast 10 years experience as Vice-Chancellor or Professor (Serving or Superannuated) of recognized Universities/Institutes. The eligibility will be based on the quality of research & published work contributed by the teacher in his/her service career.</p> <p>It is further, submitted to approve the payment of last salary drawn by the Professor Emeritus so as to attract good Academicians to join the University.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p> <p>It was suggested by Prof. (Dr.) Ranbir Singh that in case of Vice-Chancellor, 10 years experience may be reduced to 05 years of experience.</p>	<p>The Finance Committee unanimously approved the proposal with the change in eligibility for appointment as Professor/s Emeritus i.e. the target group shall be highly qualified having 5 years experience as Vice-Chancellor or 10 years experience as Professor (Serving or Superannuated) of recognized Universities/Institutes. The eligibility will be based on the quality of research & published work contributed by the teacher in his/her service career, and recommended the same to the Executive Council for further approval.</p>

Item No. 6	To consider the request of Professor S.C. Raina, former Vice Chancellor HPNLU Shimla, to release arrears of salary due to revision in pay scale at his parent University i.e. University of Delhi.			
Agenda Note		Discussion	Decision	
<p>The Vice-Chancellor apprised the members of Finance Committee that this item was placed before the 4th Meeting of Finance Committee held on February, 20th 2020, wherein esteemed members of the Committee resolved that:</p> <p><i>“The Finance Committee unanimously resolved and authorized the Registrar to inquire as to the date of implementation of 7th Pay Commission in University of Delhi, and only after implementation of the 7th Pay Commission in Himachal Pradesh, the arrears may be cleared.”</i></p> <p>The Registrar, HPNLU, Shimla inquired from Registrar University of Delhi, who had confirmed the implementation of 7th Pay Commission in the University of Delhi.</p> <p>The Registrar also inquired and found that 7th Pay Commission has not been implemented in the State of Himachal Pradesh.</p>		<p>The Finance Committee deliberated the matter thoroughly.</p> <p>The Finance Committee resolved that the arrears shall be released as and when 7th Pay Commission is implemented in the State of Himachal Pradesh.</p>	<p>The Finance Committee unanimously decided that the arrears shall be released as and when implemented by the State of Himachal Pradesh and recommended the same to the Executive Council for further approval.</p>	
Item No. 7	To consider and adoption of Himachal Pradesh National Law University, Shimla Financial Regulations, 2020.			
Agenda Note		Discussion	Decision	
<p>The Vice-Chancellor apprised the members of Finance Committee that that no University can run without appropriate Financial Regulations, which cater to solve the day to day financial matters.</p> <p>Referring to the University Act, the Vice-Chancellor stated that University may frame its regulations under Section 5 (zh) of the Himachal Pradesh National Law University Act, 2016 which provides that “The powers and functions of the University shall be :</p>		<p>The Finance Committee deliberated the matter thoroughly.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>	

<p>“....to make such statutes, regulations and other instruments as may, from time to time, be considered necessary for regulating the affairs and the management of the University and its properties and to alter, modify and rescind them;”</p> <p>Section 35 (2) provides:</p> <p>“.... Subsequent regulations or modifications in the first regulations shall be made by the Executive Council.”</p> <p>Section 39 (4) provides:</p> <p>“....The University Fund may be expended for such purpose of the University and in such manner, as may be prescribed by regulations.”</p>		
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Item No. 8	To consider and adoption of The Himachal Pradesh National Law University, Shimla Executive and Service Regulations, 2020, Volume-I & II		
	Agenda Note	Discussion	Decision
	<p>The Vice-Chancellor apprised the members of Finance Committee that due to difficulties being faced in functioning of the University, in view of the Executive and Service Regulation, 2016 it is proposed to replace Executive and Service Regulation 2016 with Himachal Pradesh National Law University Shimla Executive and Service Regulations, 2020, Volume-I & II. It is also submitted that these regulations have been framed in consonance with “The Himachal Pradesh National Law University, Act, 2016” and UGC Regulations.</p> <p>The Vice-Chancellor pertinently submitted that University may frame its regulations under Section 5 (zh) of the Himachal Pradesh National Law University Act, 2016 which provides that <i>“The powers</i></p>	<p>The Vice-Chancellor informed the members of the Finance Committee the issues regarding adoption of the Child Care Leave, Study Leave and Sabbatical Leave. However, she was deeply concerned with the academic and personal needs of Faculty Members.</p> <p>The Finance Committee deliberated the matter</p>	<p>The Finance Committee unanimously approved the proposal and decided that Child Care Leave, Study Leave and Sabbatical Leave is to be granted after 10 years of establishment of the University. The Finance Committee unanimously recommended its resolution to the Executive Council for further approval.</p>

<p><i>and functions of the University shall be :</i></p> <p style="text-align: center;"><i>“....to make such statutes, regulations and other instruments as may, from time to time, be considered necessary for regulating the affairs and the management of the University and its properties and to alter, modify and rescind them;”</i></p> <p>Section 35 (2) provides:</p> <p><i>“.... Subsequent regulations or modifications in the first regulations shall be made by the Executive Council.”.</i></p>	<p>thoroughly.</p>	
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Item No. 9	To consider and adoption of the Himachal Pradesh National Law University, Shimla, Policy for Appointment on Compassionate Grounds.		
Agenda Note	Discussion	Decision	
The Vice-Chancellor apprised the members of Finance Committee that it is a universal truth that nobody can predict the death. Any Institution must be proactive and should not wait till some tragedy occurs.	The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.	

Item No. 10	To consider and approve the Purchase/Installation of Enterprise Resource Planning System (ERP).		
Agenda Note	Discussion	Decision	
The Vice-Chancellor placed before the members of Finance Committee the need for purchasing and installing the Enterprise Resource Planning System (ERP).	The Vice-Chancellor informed the Members of the Finance Committee that Enterprise Resource Planning System (ERP) is an asset for the organization. It is the need of the time to have this system for the transparent & efficient functioning of the University	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.	

	<p>in all the matters like Examination, Library, Finance, Students' attendance, circulation of information, notices to students & teachers and so on.</p> <p>The Finance Committee deliberated the matter thoroughly.</p>	
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Item No. 11	To consider and approve travelling of Vice-Chancellor in the Executive Class in the Air Travel within the Country as well as while going abroad.
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Agenda Note	Discussion	Decision
The Vice-Chancellor placed before the members of the Finance Committee to consider and approve travelling of Vice-Chancellor in the Executive Class in the Air Travel within the Country as well as while going abroad.	The Vice-Chancellor apprised the members of the Finance Committee that it is permissible under UGC Regulations. The Finance Committee deliberated the matter thoroughly.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.

Item No. 12	To consider and approve the payment of Ph.D. Increments to the Faculty members as per UGC Norms.
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Agenda Note	Discussion	Decision
The Vice-Chancellor apprised the members of Finance Committee of the UGC Guidelines regarding payment of Ph.D. increments to the Faculty Members.	The Finance Committee deliberated the matter thoroughly. Prof. Ranbir Singh appreciated the implementation of UGC Guidelines.	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.

Item No. 13	To consider the change in the designation of Steno-Typist-cum-Computer Operator.
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Agenda Note	Discussion	Decision
The Vice-Chancellor apprised the members of Finance Committee of the fact that initial appointments of administrative staff were made through	The Vice-Chancellor informed the members of the Finance Committee that they are performing the duties of	The Finance Committee unanimously approved the proposal and recommended the same to

<p>High Court of Himachal Pradesh, Shimla and appointment of Steno-Typist was made with the designation 'Steno-Typist-cum-Computer Operator.'</p> <p>She also informed that there is no designation "Steno-typist -cum-Computer Operator" in any Government or Semi Government Department in Himachal Pradesh and the designation is only Steno-typist in all the Government or Semi Government Department.</p>	<p>Steno-Typist, therefore they may be designated as Steno-Typist and the words "Computer Operator" may be deleted.</p> <p>The Finance Committee deliberated the matter thoroughly.</p>	<p>the Executive Council for further approval.</p>
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Item No. 14	To consider and approve the Purchase Committee and expenditure on the furnishing of under construction Girls Hostel.	
Agenda Note	Discussion	Decision
<p>The Vice-Chancellor brought to the notice of the Finance Committee that under construction Girls Hostel which will accommodate 136 students, warden and other staff, requires expenditure of approximately Rs. 35 Lac for its furnishing.</p> <p>The Vice-Chancellor also submitted to authorize the same Purchase Committee constituted by the Executive Council in its meeting held on 20th March, 2019 for this purpose.</p>	<p>The Finance Committee deliberated the matter thoroughly and it was suggested that the constitution of the Purchase Committee should be for a specific period at a time.</p>	<p>The Finance Committee unanimously approved the same Purchase Committee as approved by the Finance Committee and Executive Council in the meetings held on 20th March, 2019. The tenure of the Purchase Committee was fixed for a period of two years.</p> <p>The Finance Committee recommended the same to the Executive Council for further approval.</p>

Item No. 15	Reporting Item	
Agenda Note	Discussion	Decision
<p>The Vice-Chancellor narrated the Reporting Item to the members of Finance Committee that Office of the Vice-Chancellor is under renovation and approximately Rs. 5 lakh will be spent on furnishing of the Committee room attached to the Office of the Vice-Chancellor.</p>	<p>The Finance Committee deliberated the matter thoroughly.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>

Item No. 16	Reporting Item	
Agenda Note	Discussion	Decision
<p>The Vice-Chancellor apprised the Reporting Item to the members of Finance Committee that As per Himachal Pradesh letter No. PER (AP)-C-B(2)-1/2019 dated 22nd April 2020 of the Government of Himachal Pradesh, Department of Personnel (AP-III) the Non-Teaching employees of the University were appointed on Contract Basis to be regularized on the completion of three years.</p> <p>As per the above mentioned H.P. Government Notification, the services of contractual appointees who have completed three years of continuous service as on 31.03.2020 shall be regularized from 01.04.2020. Further, the service of contractual appointees who are completing three years of continuous service as on 30.09.2020 shall also be regularized after 30.09.2020.</p>	<p>The Vice-Chancellor informed the members of the Finance Committee that meeting could not be held in March/April because of lockdown due to COVID-19 Pandemic crisis. The meeting of Screening Committee was held on 2nd July, 2020 and their service regularization was approved giving them benefit w.e.f. 1st April, 2020. The Finance Committee deliberated the matter thoroughly.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>

Item No. 17	To amend Annexure I & II of Part -IV (The Himachal Pradesh National Law University Shimla, Examinations Regulations, 2020) of The Himachal Pradesh National Law University Academic Regulations, 2019.	
Agenda Note	Discussion	Decision
<p>The Vice-Chancellor apprised the Current Item to the members of Finance Committee that to consider and approve the Honorarium/Remuneration of Rs. 500/- to be paid to the External Examiners/Evaluators of Term-Paper for Post-Graduate Course and Honorarium of Rs. 4/- (Per Student, Per Paper) to Scrutinizer (including End-Term/Mid-Term/Presentation Award-Lists and entry in the tabulation register).</p> <p>It is further submitted that approval of charges for late fee of Rs. 500, Rs. 500 and Rs. 100, for submission of Term</p>	<p>The Finance Committee deliberated the matter thoroughly.</p>	<p>The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.</p>

Paper., for submission of Dissertation and for Exam Fee respectively.		
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Item No. 18		
To consider and approve the purchase of online platform Cisco Webex.		
Agenda Note	Discussion	Decision
The Vice-Chancellor emphasized on the need for the purchase of online platform Cisco Webex.	<p>The Vice-Chancellor stated that all the academic works like conducting the classes, seminars, workshops, conferences etc. shall be through online mode in the next semester. It cannot be foreseen when the University will be able to conduct the regular offline classes. It is further submitted that in the present circumstance due to COVID-19 Pandemic, the meetings have also to be conducted online.</p> <p>The Vice-Chancellor placed before the members of the Finance Committee for approval of the purchase of online platform Cisco Webex. The Finance Committee deliberated the matter thoroughly.</p>	The Finance Committee unanimously approved the proposal and recommended the same to the Executive Council for further approval.

Prof. (Dr.) Ranbir Singh

Sh. Ramakant Sharma


Prof. (Dr.) S.S. Jaswal


Professor (Dr.) Nishtha Jaswal
