

**Minutes of the 16<sup>th</sup> Meeting of the Finance Committee of INFLIBNET Centre held on Saturday, the 4<sup>th</sup> December, 2010 at Ahmedabad**

The meeting was attended by the following members:

Prof. S.K. Khanna                      Chairman, FC & GB

**Members**

Prof. J.P. Gupta	Vice Chancellor, JIITU, Noida
Dr. Jagdish Arora	Director, INFLIBNET Centre
Dr. (Mrs.) Niloufer A. Kazmi	Secretary, UGC
Dr. P. Prakash	Additional Secretary / Director (Admn.), UGC
Shri Manoj Kumar K.	Scientist-D(CS), INFLIBNET Centre
Shri D.P. Negi	Admn. Officer (F) / Non-Member Secretary

**Special invitees (Members of the Governing Board)**

Prof. D.P. Kothari	Advisor to Chancellor, VIT University
Dr. S. Majumdar	Librarian, University of Delhi

Dr. A.K. Dogra, Jt. Secretary & Financial Adviser, UGC could not attend the meeting due to prior commitments.

**1. Welcome Address**

At the outset Prof. S.K. Khanna, Chairman, Governing Board and Finance Committee extended a warm welcome to the members and requested all the members to introduce themselves. Thereafter, he requested Dr. Jagdish Arora, to initiate the proceedings of the meeting. Dr. Arora, in turn, requested Shri D.P. Negi, Admn. Officer (F) and Non-Member Secretary, FC, to take up the agenda items.

**2. Confirmation of the Minutes of 15<sup>th</sup> Meeting of the Finance Committee held on 24<sup>th</sup> July, 2010 at Ahmedabad**

Shri D.P. Negi informed the Committee that the Minutes of the 15<sup>th</sup> Meeting of the Finance Committee held on 24<sup>th</sup> July, 2010 at Ahmedabad were circulated to all the members. It was resolved that the Minutes may be treated as confirmed since no comments were received from any of the members.

**3. Action taken on Decisions Made in the 15<sup>th</sup> Meeting of the Finance Committee**

Shri Negi apprised the members regarding action taken on decisions made during the 15<sup>th</sup> Meeting of the Finance Committee. Dr. Arora informed the members that as advised by the Chairman, Finance Committee in the previous meeting, second meetings of the Finance Committee is being convened in the same Financial Year.

**4. Presentation of Revised Budget Estimates for the FY 2010-11 and Budget Estimates for the F.Y. 2011-2012 and Approval Thereof**

Shri D.P. Negi presented the revised budget estimates for the FY 2010-11 and Budget Estimates for the FY 2011-12 of the Centre to the Committee. The Committee considered the budgetary projections made by the Centre under different heads for plan and non-plan expenditure in the budget document. Taking into account all the aspects, the Finance Committee approved the following budgetary provisions for the Centre to cover expenditure on all its activities including establishment expenses, e-journal subscription / Digital Repository of Research in Universities and Colleges, UGC Infonet / Internet connectivity, training / awareness programmes, conferences / conventions, union database creation, Electronic Thesis and Dissertations (ETD) in universities, construction of permanent institutional building, setting up of IT and other infrastructures / facilities in the new building, operational requirements, procurement of furniture and fixtures, scientific equipment, etc.

Revised Budget Estimates for the F.Y. 2010-11	₹ in lakhs	Budget Estimates for the F.Y. 2011-12	₹ in lakhs
<b>Non-Plan</b>	450.00	<b>Non-Plan</b>	550.00
<b>Plan</b> (This includes the provision of Rs.50.00 lakhs as Centre's Plan budget for capital expenditure, Rs. 11982.00 lakhs for E-subscription Scheme/Digital repository of research in universities and colleges, Rs.2000.00 lakhs for UGC Infonet / Internet connectivity, Rs.1030.00 Lakhs for Electronic Thesis and Dissertations (ETD) in universities and Rs.1050.00 lakhs for construction of permanent Institutional building.	16,112.00	<b>Plan</b> (This includes the provision of Rs.300.00 lakhs as Centre's Plan budget for capital expenditure, Rs.13114.00 lakhs for E-subscription Scheme/ Digital repository of research in universities and colleges, Rs.1200.00 lakhs for UGC Infonet / Internet connectivity, Rs. 500.00 for Electronic Thesis and Dissertations (ETD) in universities and Rs.975.00 for construction of permanent Institutional building.	16,089.00
<b>GRAND TOTAL</b> (Non-plan plus Plan)	<b>16,562.00</b>		<b>16,639.00</b>

While discussing the budgetary projections made by the Centre, Dr. (Mrs.) Niloufer Kazmi, advised that the Centre may utilise the unspent balance of grant provided by the UGC for digital repository in universities and colleges (E-Subscription Scheme) and submit a utilisation certificate so that further grant for the current FY for this programme may be released. Director, INFLIBNET Centre assured the Members that the Centre has already initiated the action to issue purchase orders for renewal of the subscription for the year 2011 for e-resources and payment for e-resources will be released from the unspent grant as soon as the invoices are received from the publishers. The utilisation certificate will be submitted to the UGC immediately thereafter. He also apprised the Committee that the payment towards subscription to e-resources is normally made only at the time of renewal of subscriptions that becomes due on 1<sup>st</sup> January of the year (for most of the resources) or placement of orders for new / additional resources. With regard to budgetary projections made by the Centre for ETD in the universities, Dr. Prakash mentioned that UGC has already allocated a grant of Rs.5.50 Crores for this project and the same will be released soon for implementation of the project. For smooth and timely implementation of the project, Dr. Majumdar and Dr. Prakash suggested

that the Centre may deploy services of a centralised agency (preferably Government agency) for undertaking digitization work in universities. The Secretary, UGC also enquired about optimal usage of the e-resources provided to the universities / institutions under UGC-INFONET Digital Library Consortium in terms of cost effectiveness. In response, Dr. Jagdish Arora mentioned that cost-effectiveness of e-resources is measured in terms of number of download of articles from a publisher's Web site. Dr. Arora mentioned that the Centre conducts elaborate study on economics of subscription to e-resources in consortia mode and such studies are reported in the Annual Report of the Centre. Responding to the query regarding revised budget estimates for the construction of Institute building, Dr. Arora mentioned that the following factors contributed to revision in the cost of construction of building:

- i) The Institute Building had to be completely re-designed with completely new approach considering the fact that i) the roads on both the sides of the plot had to be at least 6 Metres wide as per GUDA regulations. Moreover, since the length of the plot is more than 100 Mtrs., one of the roads had to be at least 9 Mtrs wide; and ii) the auditorium that was planned in the basement originally, could not be located into the basement because of fire regulations. Since the total width of the plot is only 40 Metres, the Architect is left with only 25 Mtrs. (in width) to construct the building. As such, the building that was originally planned to be build in three floors, had to be raised to seven floors in the new design because of severe limitation of build-up area in width.
- ii) The requirement of physical infrastructure was enhanced on the request of the Centre given the fact that the Centre has been given additional responsibilities for launching the college consortium for more than 6,000 colleges as well as for executing the project on Electronic Theses and Dissertations (ETD) for all universities.
- iii) Numbers of guest rooms were also increased in the revised requirement because of increased requirement of training programmes for new initiatives.
- iv) Initial estimated expenditure based on PWD rates submitted to the UGC did not provide for i) air-conditioning of the building; ii) power back-up (Generator); iii) furniture and fixtures etc; and iv) cost of supervision including deployment of Executive Engineer, Jr. Engineers or PMC services.

Dr. Arora mentioned that the revised budget estimates of ₹30.03 crores has been sent to the UGC along with necessary supporting documents with a request to convey its in-principle approval for construction of remaining portion of the building. Additional funds of ₹8.27 crores required for constructing remaining portion of the building may be released as and when Utilization Certificate is produced. The Chairman, Finance Committee and the members made a special request to the authorities of UGC to give a commitment and arrange allocation of funds for construction of remaining portion of the building as per revised budget estimates. The Secretary and Additional Secretary, UGC who were present in the meeting assured that they will try to extend full support in this regard.



**5. Briefing on the replies furnished to the Internal Audit Wing of UGC in compliance with Audit Queries Relating to the Accounts of the Centre for the FY 2006-2007, 2007-08 and 2008-09**

The Committee considered the audit queries and para-wise replies furnished by the Centre to the Internal Audit Wing (IAW) of UGC. After seeking certain clarifications, the members were satisfied with the replies furnished.

Meeting ended with a vote of thanks to the Chair.

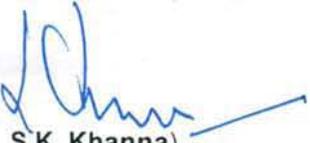
**Minutes prepared by**



**(D P Negi)**  
Admn. Officer (F) and  
Non-Member Secretary, FC

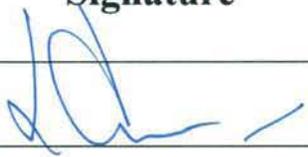
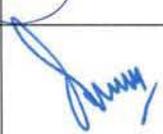
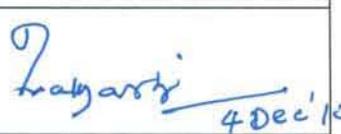
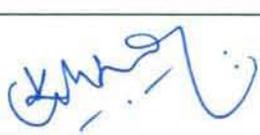
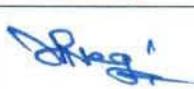
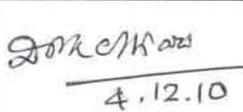
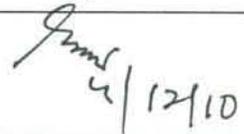


**(Jagdish Arora)**  
Director, INFLIBNET Centre



**(Prof. S.K. Khanna)**  
Chairman, FC & GB, INFLIBNET Centre

**Information and Library Network Centre  
An IUC of University Grants Commission  
Navrangpura, Ahmedabad – 9.**

ATTENDANCE SHEET 16 <sup>th</sup> Meeting of the Finance Committee of INFLIBNET Centre Held on 4 <sup>th</sup> December, 2010 at Hotel Royal Orchid Central, Ahmedabad.		
Sr. No.	Name of the Finance Committee Member	Signature
1.	Prof. S. K. Khanna <b>Chairman, FC &amp; GB</b> of INFLIBNET Centre	
2.	Prof. J. P. Gupta Vice Chancellor, Jaypee Institute of Information Technology, Noida <b>Member, FC</b>	
3.	Dr. Jagdish Arora Director, INFLIBNET Centre, Ahmedabad <b>Member, FC</b>	
4.	Dr. (Mrs.) Nilofer A. Kazmi Secretary, UGC, New Delhi <b>Member, FC</b>	
5.	Dr. P. Prakash Additional Secretary, UGC, New Delhi <b>Member, FC</b>	 4 Dec '10
6.	Dr. A. K. Dogra Joint Secretary/FA, UGC, New Delhi <b>Member, FC</b>	—
7.	Shri Manoj Kumar K. Scientist – D (CS), INFLIBNET Centre, Ahmedabad <b>Member, FC</b>	
8.	Shri D. P. Negi Admn. Officer (F), INFLIBNET Centre, Ahmedabad <b>Non-Member Secretary, FC</b>	
9	Prof. D. P. Kothari Former Director, IIT Delhi Advisor to Chancellor, VIT. Uni, Vellore 672014	 4.12.10
10	Dr. S. MATUMDAR Librarian Univ. of Delhi	 4/12/10