

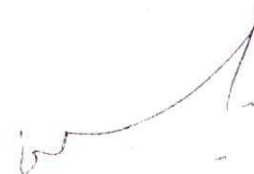
37th Finance Committee Meeting of Maulana Abul Kalam Azad Institute of Asian Studies, Kolkata, held in the Chamber of the Director, MAKAIAS, on 26th November 2018, at 11.30 a.m.

Members Present

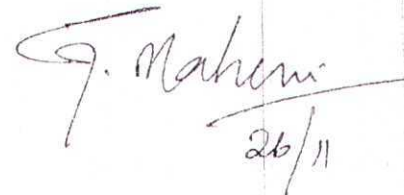
FINANCE COMMITTEE

1. **Dr. Dharmendra Singh Gangwar, IAS**
Additional Secretary & Financial Adviser
Ministry of Culture, Government of India
2. **Prof. K.C. Baral**
Vice Chairman of the Executive Council,
Maulana Abul Kalam Azad
Institute of Asian Studies, Kolkata, &
Professor of Indian Studies &
Former Pro-Vice Chancellor
English & Foreign Languages University
University of Hyderabad
3. **Dr. Krishnakali Basu (Ghosh)**
Associate Professor
Department of English
Barrackpore Rastraguru Surendranath College
4. **Dr. Dhanpat Ram Agarwal**
Economist & Financial Analyst
Visitor's Nominee at Sikkim Central University
Director
ITAG Business Solutions Ltd.
5. Director, MAKAIAS

-- Chairman



-- Ex-officio Member



26/11

Minutes of the 37th Finance Committee Meeting of Maulana Abul Kalam Azad Institute of Asian Studies, Kolkata, held in the Chamber of the Director, MAKAIAS, on 26th November 2018, at 11.30 a.m.

Members present:

1. **Dr. Dharmendra SinghGangwar, IAS** -- Chairman
Additional Secretary & Financial Adviser
Ministry of Culture, Government of India
2. **Prof. K.C. Baral**
Vice Chairman of the Executive Council,
Maulana Abul Kalam Azad
Institute of Asian Studies, Kolkata, &
Professor of Indian Studies &
Former Pro-Vice Chancellor
English & Foreign Languages University
University of Hyderabad
3. **Dr. Dhanpat Ram Agarwal**
Economist & Financial Analyst
Visitor's Nominee at Sikkim Central University
Director
ITAG Business Solutions Ltd.
4. Director-in-Charge, MAKAIAS -- Ex-officio Member

Leave of absence was granted to Dr. Krishnakali Basu (Ghosh), Associate Professor Department of English, Barrackpore Rastraguru Surendranath College, Kolkata, and Member of the Finance Committee, MAKAIAS.

At the outset, the Financial Adviser, MOC, GOI, stressed the need for development of thematic research works based on the Memorandum of Association & Rules and Regulations of MAKAIAS and emphasised collaboration with different Institutions/Universities in West Bengal as well as Nalanda University.

MAKAIAS may collaborate with Business organizations like CIO, ASSOCHAM, FICCI, etc.

Agenda Item No. 1 : To confirm the Minutes of the 36th Finance Committee meeting held on June 23, 2015.

Resolution 1:

Resolved that the Minutes of the 36th Finance Committee Meeting held on June 23, 2015, be confirmed.

Agenda Item No. 2 : To confirm the Action Taken Report of the resolutions taken in the 36th Finance Committee meeting held on June 23, 2015.

Resolution 2:

Resolved that the Action Taken Report on the resolutions taken in the 26th Finance Committee Meeting held on June 23, 2015, be confirmed.

Agenda Item No. 3 : To place before the Finance Committee the Annual Report and Annual Audited Accounts for the year 2017-18 for perusal and approval.

Resolution 3:

Resolved that the Annual Report and Annual Audited Accounts for the year 2017-18 may be approved, subject to following observations/recommendations made by Finance Committee:

Resolved that the provisions made in the Annual Audited Accounts for the year 2017-18 of Rs.1.61 crores lying in the Book of Accounts, MAKAIAS unadjusted advances pending with different Universities/Academic Institutions/Individual Researchers should be settled/liquidated within a period of 1 (one) month.

Resolved that the Universities/institutions/vendors/parties should be intimated immediately about pending utilizations for the fund released to them and settle the advance at the very earliest.

Resolved that a list of defaulters of utilization should be sent to Dr. Dhanpat Ram Agarwal, Member, Finance Committee, MAKAIAS.

Resolved that an Internal Auditor may be recruited soon to take control of the status of accounts of the Institute and total cleaning up of the present accounts of MAKAIAS. The Internal Auditor should be responsible for rectification and amendments required for the unutilized settlements, Institute's lands and Title Deed of the Building, tax systems, and position of filing Income Tax Returns etc.

Resolved that a Sub-Committee may be constituted for overall monitoring with the following Members:

1. Dr. Dhanpat Ram Agarwal – As Chairman of the Committee
2. Prof.K.C.Baral – Member
3. Director - MAKAIAS – Convener of the Committee

The Internal Auditor will submit its final report of the Accounts of the Institute to the above Sub-Committee for compliance and to be placed in the next Finance Committee Meeting.

Further resolved that the Annual Report and Annual Audited Accounts for the years 2015-16 and 2016-17, be approved.

Agenda Item No. 4 : To consider and approve the Budget Estimate for the year 2018-19 and detailed head/activity-wise provisions and achievements thereon as per MoU 2018-19.

Resolution 4:

Resolved the Budget Estimate for the year 2018-19 and detailed head/activity-wise provisions and achievements thereon as per MoU 2018-19 be approved.

Resolved that the MoU for the year 2019-20 will be formulated with proper justifications.

Agenda Item No. 5 : To report to the Finance Committee seeking approval regarding closure/transfer of the Bank Accounts of MAKAIAS.

Resolution 5:

Resolved that the following three SBI Bank Accounts of MAKAIAS be closed, subject to approval of the next Executive Council of MAKAIAS:

1. Saving A/c.11400018143
2. Savings A/c.10958876337
3. Current A/c.11000010187

Agenda Item No. 6 : The Finance Committee is requested for Additional Financial support from the Ministry of Culture for the following programmes :

The Budget approved for the financial year 2018-19 has limited funds for award of Research Fellowships and to undertake projects for meaningful research initiatives and interventions in the area of Humanities and Social Sciences Research in Asia.

Existing programmes not implemented so far for limitation of funds :

1. Senior fellowship (5-7 awarded annually)
2. Maulana Azad fellowship (1-2 awarded annually)
3. Projects : MAKAIAS Projects and Projects approved for Scholars)

Resolution 6:

Resolved that the Committee discussed the proposal of the additional financial support from the Ministry of Culture, for Senior Fellowship/ Maulana Azad Programme/ Projects and recommended that it may be taken up in the next finance year 2019-20.

Agenda Item No. 7 : The Finance Committee is requested to discuss the issue related to the purchase of Library Books as per the report submitted by the Library Committee, MAKAIAS and to review its purchase modality.

Resolution 7:

Resolved that the Library Committee of MAKAIAS will look after the purchase of books and strictly adhere to the policy of procurement/purchase of books/journals etc. relevant to research areas as per the objective of MAKAIAS.

It was further resolved further that MAKAIAS should coordinate with the National Virtual Library of India (NVL) (Ministry of Culture, Government of India) under the control of Mission Director (NML) & DG, Raja Rammohun Roy Library Foundation (RRRLF), Kolkata, for uploading and make available digitized books/journals of MAKAIAS to NVLI site, which requires no financial involvement.

Agenda Item No. 8: To consider and approve the proposal(s) regarding introduction/implementation as well as purchase/procurement of (i) e-Procurement/e-Tendering/e-Auction system (ii) Office Accounts Digitalization system and its connectivity to EAT module of PFMS/ GeM portal (iii) Internet Banking system (iv) preparation of Digital Inventory for Fixed Assets including Library Books and conducting physical verification of the by external professionals at MAKAIAS with immediate effect.

Resolution 8:

Resolved that the proposals submitted by MAKAIAS regarding introduction/implementation as well as purchase/procurement of (i) e-Procurement/e-Auction system (ii) Office Accounts Digitalization/PFMS system (iii) Internet Banking System (iv) preparation of Digital Inventory of Assets, be approved, subject to recommendation of Purchase Committee and duly approved by the Executive Council of MAKAIAS.

Agenda Item No. 9 : The Finance Committee is requested to consider and approve of the proposed additional Grant-in-Aid of Rs. 25.00 Lakhs on North-East India Region Projects budget head for the Year 2018-19 (proposal already submitted to the MoC vide Revised Estimate 2018-19 and 2nd batch of Supplementary Demands for 2018-19).

Resolution 9:

Resolved that the matter may be taken up with the Ministry of Culture, GOI, as per requirement.

Resolved further that the Finance Committee may meet half yearly.

The meeting ended with Vote of Thanks to the Chair.

Dr. Dharmendra Singh Gangwar, IAS
Chairman, Finance Committee
Additional Secretary & Financial Adviser
Ministry of Culture, Government of India

Prof. K.C. Baral
Vice-Chairman, MAKAIAS
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