



THE MAHARAJA BHUPINDER SINGH PUNJAB SPORTS UNIVERSITY, PATIALA
(Established under Punjab Act 11 of 2019)

PROCEEDINGS OF 2ND MEETING OF EXECUTIVE COUNCIL HELD ON 21.07.2020
THROUGH VIDEO CONFERENCING

The following members attended the meeting:-

| Sr. No. | Name | Designation | Capacity |
|---------|---|---|---|
| 1. | Lt Gen (Dr.) J.S. Cheema PVSM, AVSM, VSM(Retired) | Vice-Chancellor, The Maharaja Bhupinder Singh Punjab Sports University, Patiala | Chairperson |
| 2. | Mr. Hussan Lal, IAS | Principal Secretary to Govt. of Punjab, Department of Sports & Youth Services | Ex-Officio Member |
| 3. | Mr. DPS Kharbanda, IAS | Director of Sports, Punjab | Ex-Officio Member |
| 4. | Mr. Dalwinderjit Singh, PCS | Additional Secretary to Govt. of Punjab, Department Of Finance | A representative of Administrative Secretary of Dept. of Finance/Ex-Officio- Member |
| 5. | Prof. (Dr.) J.S Sandhu | Vice-Chancellor, Guru Nanak Dev University, Amritsar | Nominated Member |
| 6. | Prof. (Dr.) Raj Bahadur | Vice-Chancellor, Baba Farid University of Health Sciences, Faridkot. | -do- |
| 7. | Prof.(Dr.) J.S. Naruka | Former Vice-Chancellor, Laxmi Bai National Institute of Physical Education, (LNIPE) Gwalior | -do- |

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| | | | |
|-----|----------------------------|--|----------------------|
| 8. | Prof.(Dr.) M.L. Kamlesh | Former Vice-Chancellor, Laxmi Bai National College of Physical Education(LNCPE), Thiruvananthapuram | -do- |
| 9. | Smt. Madhu Prasar | Principal, Dev Samaj Post Graduation College for Women, Ferozepur | -do- |
| 10. | Brig. Labh Singh (Retired) | Former Olympian; Athletics | -do- |
| 11. | Ms. Heena Sidhu | Olympian and Arjuna Awardee in Shooting. | -do- |
| 12. | Smt. Surabhi Malik, IAS | Registrar, The Maharaja Bhupinder Singh Punjab Sports University, Patiala. | Ex-Officio Secretary |

1. The Vice-Chancellor (Chairperson) welcomed the members of the Executive Council (E.C.) and expressed his gratitude for making it convenient to attend the meeting through Video Conferencing on 21 July, which was earlier scheduled for 20 July 20.

PART I: RATIFICATION AND ACTION TAKEN REPORT

ITEM 1: RATIFICATION OF PROCEEDINGS OF FIRST EC MEETING

2. The E.C. ratified the minutes of the first meeting held on 19 March 2020.

ITEM 2: ACTION TAKEN REPORT

3. The V.C. stated that the Action taken report on the following issues shall be highlighted along with the discussion on Agenda Items:-

- (1) Logo of the University.
- (2) Affiliation of Colleges.
- (3) Eligibility Criteria for Courses.
- (4) Establishment of Joint Advisory Team to define the scope of work.
- (5) Establishment of Committee to Draft Statutes, Ordinances, and Regulations

4. **Registration of University with the Association of Indian Universities (AIU).** The case for registering the University with the Association of Indian Universities (AIU) is pending until 'sanctioning of posts' attains finality.

Decision:-

5. *The E.C. members noted the Action Taken Report.*

PART II: ISSUES FOR APPROVAL

ITEM 3: AMENDMENTS TO STATUTES

6. Section 26 (1) of the MBSPSU Act specifies "*the first Statutes of the University are set out in the Schedule appended to the Act.*" Section 26 (2) of the said Act provides "*the Executive Council may from time to time make new or additional Statutes or may amend or repeal any Statutes referred to in sub-section (1), with prior Approval of the Government.*" Statute 17 also contains the composition of the selection committees for selection of Registrar, Finance Officer, and Controller of Examination and other incidental provisions and amendment thereof is also desirable. The existing and proposed amendments to Statute 17 were attached in Appendix A to the Agenda Points while some additional amendments necessitated by functional requirements were included in Appendix B.

7. The Council members deliberated the agenda item and stated that for the post of 'Principal of College/Institution maintained by the University,' the Selection Committee therein would be valid for Constituent College only and not for Affiliated Colleges, where the Selection Committee would comprise a nominee of the Vice-Chancellor and be chaired by the Management of the concerned institution. The Vice-Chancellor clarified that the proposed amendment has been suggested for Constituent Colleges only and that the UGC regulations would be duly followed for Affiliated Colleges.

Decisions:-

8. *The E.C. approved the proposed amendments to Statute 17 about the composition of the various Selection Committees and other relevant aspects, as included in Appendix A to the Agenda Points.*

9. *It also approved Serial 1 of Appendix B about additional amendments to other Statutes.*

10. *The E.C approved Serial 2, i.e. Statute 20(1) "An authority and the Vice-Chancellor of the University may appoint as many standing or special committees and their members as it may deem fit and appropriate with a proviso that any Committee constituted by the Vice-Chancellor shall be subsequently got ratified by the relevant statutory body."*

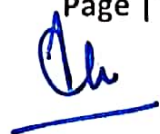
ITEM 4: ELIGIBILITY CRITERIA & SELECTION PROCEDURE FOR TEACHING FACULTY

11. Statute 11(3) (i) of the University Act while defining the powers of Executive Council specifies "*Provided that no action shall be taken in respect of the number and qualifications of teachers and other academic staff otherwise than after consideration of the recommendations of the Academic and Activity Council.*"

12. The eligibility criteria for the Teaching Faculty, other staff, related with academics and Principal of College/Institution maintained by the University' based on UGC Regulations 2010 and minimum qualifications for direct recruitment as given in Government of India, Ministry of Human Resource Development (MHRD), Department of Higher Education for the posts of Registrar, Controller of Examination and Finance Officer and also the Selection Procedure as approved by the AAC was attached as an Appendix C in the Agenda points. Suggestions received from the members of AAC through circulation were highlighted during the meeting.

13. The V.C. highlighted the following aspects for consideration of the E.C.:-

- (1) The UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of



Standards in Higher Education 2010 will be followed till the Punjab Govt. adopts the UGC Regulations 2018.

- (2) The essential eligibility criteria for the appointment of Professors, Associate Professors and Assistant Professors, Principal and Librarian as given in UGC Regulations 2010 be followed. For subjects like Yoga, which are not included in UGC Regulations 2010, UGC Regulations 2018 be followed. A Committee of Experts is proposed to be constituted for core subject specializations.
- (3) For the posts of Registrar, Deputy Registrar, Assistant Registrar, Controller of Examination, Deputy Controller of Examination, Assistant Controller of Examination, Finance Officer, Deputy Finance Officer, and Assistant Finance Officer the minimum qualifications for direct recruitment as given in Government of India, Ministry of Human Resource Development (MHRD), Department of Higher Education Letter No. 1-7/2015-U.11(2), dated 2 November 2017, be followed.
- (4) For the posts of Physical Trainer and Yoga Instructor, the eligibility criteria as given in Appendix C attached be followed.
- (5) The Selection procedure specified in UGC Regulations 2010 be followed.

Decision:-

14. *The E.C. decided to form a Committee of Experts to work out the eligibility criteria for the various posts taking into account the relevant UGC regulations and guidelines. It authorized the V.C. to constitute the Committee for the purpose.*

ITEM 5: AUTHORISATION TO VICE CHANCELLOR TO CONSTITUTE COMMITTEE(S) FOR RECRUITMENT OF ADMINISTRATIVE STAFF

15. It was requested that the Vice-Chancellor be authorized to constitute the Committee(s) to carry out the recruitment of administrative, non-teaching, and ministerial posts as and when sanctioned.

Decision:-

16. *The E.C. approved the Agenda item as proposed.*

ITEM 6: FIRST ORDINANCES FOR THE MBSPSU

17. Statutes 36(2) of the MBSPSU Act specify "No Ordinance in respect of the matters enumerated in sub-section (1) of section 27 of this Act shall be made by the Executive Council unless a draft of such Ordinances has been proposed by the Academic and Activity Council." Section 27 of the Act provides for making Ordinances for several matters. Statute 36 (3) further stipulates, "the E.C. shall not have the power to amend any draft of any Ordinances proposed by the AAC under Clause (2), but may reject the proposal or return the draft to the AAC for re-consideration, either in whole or in part, together with any amendments which the E.C. may suggest." The draft Ordinances with respect to the following matters as proposed by AAC were attached at Appendix D to the Agenda Points:-

- (1) Admission of students to the University and their enrolment.
- (2) Courses of Study offered by the University.
- (3) Eligibility Criteria for Courses.
- (4) Fee Structure.



- (5) Medium of instruction.
- (6) Attendance Rules.
- (7) The establishment of the Board of Studies/ Board of Sports Studies and Specialised Laboratories.
- (8) Scheme of Study and Course Curricula.
- (9) Examinations.
- (10) Appointment of Paper Setters and Evaluators.
- (11) Re-evaluation and Re-Checking.
- (12) Grading of Students.
- (13) Modification of result.
- (14) Promotion to Next Class.
- (15) Award of Degrees, Diplomas, and Certificates.
- (16) Distinction, Merit Certificates, and Medals.
- (17) Appointment of Amanuensis.
- (18) Use of Unfair Means and Misconduct in Examinations.
- (19) Students Discipline.

Decision

18. *The E.C. deliberated and approved the Ordinances as given in Appendix D to the Agenda points.*

ITEM 7: RESERVATION POLICY

19. The V.C. highlighted the following provision of the MBSPSU Act:-

(1) Section 7 of the University Act further specifies "*The University shall be open to persons of any sex and of whatever caste, creed, race or class and it shall not be lawful for the University to adopt or impose on any person, any test whatsoever of religious belief or profession in order to entitle such person to be appointed as a teacher of the University or to hold any other office therein or to be admitted as a student in the University or to graduate thereat or to enjoy or exercise any privilege thereof.*

Provided that nothing in this Section shall be deemed to prevent the University from making special provisions for the employment or admission of women, persons with disabilities or of persons belonging to weaker sections of the society and, in particular, of the Scheduled Castes, the Scheduled Tribes and the other socially and educationally backward classes of citizens or those citizens who have passed their 10+2 examinations from the State and in accordance with the policy of the Government.

Provided further that no such special provision shall be made on the ground of domicile.

20. The above provision of the Act permits the University to make special provisions for certain sections of the society, i.e, the reservation of seats. The Department of Higher Education, Department of Medical Education & Research, and the Department of Technical Education & Industrial Training have issued their reservation policies separately. Copy of the Reservation Policy issued by the Department of Higher Education, Govt. of Punjab vide their Letter No 11/53/92-6 Edu.I/9729,9938 dated 10.05.02 and 15.05.2002 could not be traced. The reservation policy followed by Punjabi University and GNDU, being part of the Higher Education Deptt, are tabulated below. Pending issue of the policy by the Sports Deptt, it was proposed that the E.C. recommends to the Govt. to adopt the following interim reservation policy for the MBSPSU for the ensuing academic session 2020-21. —

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| Sr. No. | Category | Pbi Univ (Percentage) | GNDU (Percentage) | Proposed Interim Policy for MBSPSU for 2020-21 (%) |
|---------|--|-----------------------|---|--|
| (1) | Scheduled Castes/Scheduled Tribes | 25 | 25 | 25 |
| (2) | Backward Classes/OBC | 10 | 10 | 10 |
| (3) | Border Area/Backward Area | 2 (1% Each) | 2 (1% Each) | 2 (1% Each) |
| (4) | Sports Persons | 1 | 1 | 3 A 3% reservation has been notified in supersession of all other Sports Policies vide Govt. of Punjab Department of Sports and Youth Services Notification No. 3/79/2006-ISS/-53 dated: 08 March 2019. Being a Sports University, it is considered essential to incorporate the laid down reservation for sportspersons. |
| (5) | Children/Grand Children of Freedom Fighter of Punjab | 1 | 1 | 1 |
| (6) | Children/ Grand Children of Terrorist Affected Persons | 1 | 1 (Including Army Deserters Killed) | 1 [[As per Pbi Univ] |
| (7) | Children/ Grand Children of Sikh Riot Affected Persons | 1 | 1 | 1 |
| (8) | Disabled Persons (Blind/Deaf & Dumb/Other handicapped) | 5 | 5 | 5 |
| (9) | Children /Widows of Defence Personnel | 1 | 1 | 1 |
| (10) | Children /Widows of Para Military Forces Personnel | 1 | 1 | 1 |
| | TOTAL | 48% | 48% | 50 % |



The suggested distribution of seats is as follows:-

(1) **For Seats more than 30.** The following categories will be clubbed:-

- (a) Sports Quota (3%) and Children/Grand Children of Freedom Fighters of Punjab, Terrorist Affected Persons and Sikh Riot Affected Persons (3%) = 6%
- (b) Children /Widows of Defence Personnel, Para-Military Forces Personnel (2%) and Disabled Persons (4%) = 6%

(2) **For Seats up to 30.** The following categories will be clubbed:-

- (a) Children/Grand Children of Freedom Fighters of Punjab, Terrorist Affected Persons and Sikh Riot Affected Persons (3%) and Children /Widows of Defence Personnel, Para-Military Forces Personnel (2%) and Disabled Persons (3%) = 8%

22. **The V.C. introduced a Table Agenda for the Reservation Policy for Recruitment of Teachers** and suggested that this will be circulated online and requested the members to forward their comments/suggestions.

23. The V.C. also highlighted the provisions of Section 6(3) (i) of the University Act that specifies "admission of students and recruitment of faculty' shall be made on 'all-India basis' through appropriate procedure adopted by the E.C., which shall be in accordance with the policy laid down by the Government from time to time." It was intimated that the policies issued by the Department of Higher Education, Department of Technical Education and Industrial Training, Department of Medical Education and Research for the division of seats (85% seats will be reserved for the candidates from within the State of Punjab, and 15% seats will be open to candidates of other States/UT.s based on the merit of Common Entrance Test (CET) prepared on all India basis excluding Punjab" **cannot be applied by the MBSPSU due to the provision of Section 7 of the Act that debar any special provisions made on the grounds of domicile.** A case has been taken up with the Govt. seeking clarification for the application of this policy to the constituent colleges/affiliated colleges.

Decisions

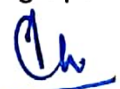
24. *The E.C. deliberated the agenda item and recommended that the proposed reservation policy for admission of students as given in Para 20 and the distribution of seats in Para 21 be sent to the Govt. for Approval as an Interim Policy for the ensuing academic session. The Govt. may after that, notify a policy for the subsequent years.*

25. *The E.C. approved the suggestion of the V.C. to circulate to the members the Policy wrt Reservation for Recruitment of Teachers and after incorporating their suggestions, forward the same to the Govt. for its consideration and issue.*

26. *The E.C. took note of the provisions of Section 6(3) (i) of the University Act and the related aspects highlighted in Para 23 above.*

ITEM 8: STANDARDS AND NORMS FOR PHYSICAL FITNESS TEST (PFT)

27. Consequent to the affiliation of the physical education colleges to MBSPSU, the Deptt of Higher Education appointed the University as the competent authority to conduct the CET and centralized counseling for admission into BPED (Two Years) of all Govt., Govt.-aided, and Self-Financed Colleges of Punjab, Punjabi and Guru-Nanak Dev Universities (Total: 15 Colleges) including the constituent college of MBSPSU. A Committee was constituted to determine the standards and norms of PFT and centralized counseling for admission into BPED (Two Years). The scope of the same Committee was enhanced to work out the norms and standards of PFT for admission into BPES for MBSPSU, Four



Years Integrated BPED, and MPED courses for the affiliated and constituent colleges. The AAC has recommended the standards determined by the Committee and have been included in the Ordinances in Appendix C for BPES Course of the MBSPSU. The norms and standards established for Two years BPED, Four Years Integrated BPED, and MPED courses were attached as Appendix E to the Agenda Points for consideration and Approval of the E.C.

Decision

28. *The E.C. approved the Agenda Item.*

ITEM 9: SOP FOR CONSTITUENT AND AFFILIATED COLLEGES

29. A-Team, as approved by the E.C. in the last meeting, was constituted to prepare an SOP for the affiliated/ constituted colleges. It has been observed by the Team that there is a wide variation in the rates of various funds deposited by the colleges to the universities. The F.C. has approved the University proposal to maintain the status quo for the ensuing academic year 2020-21. One of the members of the AAC had suggested including the responsibilities of the Colleges to the University, and vice-versa that will be incorporated.

Decision

30. *The Council members noted the Agenda item and endorsed the decision of the Finance Committee.*

ITEM 10: CONDUCT OF EXAMINATION AND PROMOTION

31. The Government instructions to conduct examinations for only the final year classes are being implemented for the PGD Diploma Course in Yoga. The feasibility of conducting an online examination for the PGD Yoga is being examined. BPES I will be promoted to BPES II without the exams as per the UGC guidelines.

Decision

32. *The E.C. members ratified the agenda item.*

**ITEM 11: PROPOSAL TO REVIEW EARLIER DECISION OF EC IN ITS MEETING HELD
ON 19.03.18 ON AGENDA ITEM 2.2 PARA 14**

33. A need has been felt to increase the number of seats in the BPES Course and change the nomenclature of the Master's Degree Course in Yoga to align with the MHRD Report on Yoga. The AAC has accorded Approval to the following proposals; the E.C. was requested to consider and approve the same:-

Agenda Item 2.2 Para 14 Undergraduate Courses
For intake capacity of BPES Course as 40 Seats
Increase intake capacity to 50 Seats.

Agenda Item 2.2 Para 14 Master's Degree Course
For MSc Yogic Sciences
Approve nomenclature as MSc Yoga

Decision

34. *The agenda item was deliberated and approved as proposed.*

ITEM 12: SELECTION OF ONE MEMBER OF FINANCE COMMITTEE

35. Mr. Yasanjit Singh, nominated as one of the members of the Finance Committee during the first meeting of the E.C. held on 19 March 2020 requested vide his email dated 01 July 2020, to nominate another member in his place in the Finance Committee as he has been transferred from the Deptt of Finance. Proposing acceptance, the V.C. requested the E.C. to nominate one member out of the panel given in Appendix F or any other member as deemed appropriate.

Decision

36. *The E.C. members approved the nomination of Prof (Dr.) Inderjeet Singh Sidhu from the panel as the non-official member of the Finance Committee in place of Sh. Yashanjit Singh, IRTS.*

ITEM 13: CONSTRUCTION OF UNIVERSITY CAMPUS

37. The E.C. in the last meeting had approved the composition of the Joint Advisory Team to define the scope of work for the University Campus. The scope of the work was worked out online after interaction amongst the members due to covid lockdown. Based on the defined scope of the work, the Senior Architect, Patiala has prepared a draft design of the campus that will be sent to the members to enable them to study. The V.C. requested the members to forward their suggestions.

Decision

38. *The Council members agreed to forward individual suggestions to the Vice-Chancellor.*

ITEM 14: BILINGUAL LOGO

39. The University Logo, implementing the suggestion of making it bilingual in the first E.C. meeting, was shown to the members for their Approval.

Decision

40. *The E.C. approved the bilingual Logo and recommended the deletion of the word "The" in the name of the University.*

ITEM 15: FIXATION OF TRAVELLING ALLOWANCE OF VICE-CHANCELLOR

41. Statute 1(3) of the MBSPSU provides "the salary and allowances of the V.C. shall be equivalent to an IAS officer of the State Govt. in the rank of Principal Secretary". Statute 6 (iii) of the Act further specifies "the Vice-Chancellor shall be entitled to traveling allowance at such rates as may be fixed by the Executive Council." The E.C. was requested to fix the T.A. of the V.C.

Decision

42. *The Council members deliberated on the Agenda and decided that the Travelling Allowance for the Vice-Chancellor should be as per the Punjab Govt. allowances fixed for an officer in the rank of Principal Secretary to the Govt. of Punjab.*



ITEM 16: FINANCE COMMITTEE MEETING AND DECISIONS

43. The first meeting of the Finance Committee (F.C.) was held on 06 July 2020. The decisions taken/ points ratified/ approved are given in the succeeding paragraphs. Post the F.C. meeting, the F.D. had forwarded its observations on 08 July to the University, which are being discussed under the heading **Observation of the F.D.** under relevant Agenda Item.

ITEM 17: RATIFICATION OF ACTUAL EXPENDITURES BY MBSPSU, APPROVED IN THE FIRST MEETING OF THE FINANCE COMMITTEE

44. The following expenditure, as ratified by the F.C., was put up for Approval.

(1) **Cleanliness & Housekeeping Services in MBSPSU:** The Vice-Chancellor accorded approval u/s 11(3) of the MBSPSU Act for availing the services of M/s Sulabh International Social Service Organisation for an amount of Rs 21,850 per month inclusive of the workforce, supervision, and material for ensuring cleanliness and housekeeping services of the University. The F.C. had approved the extension of the same.

(2) **Furnishing of Office of MBSPSU and Residence of V.C.:** Estimates of Rs. 13.45 lakh and Rs. 5.54 Lakh were approved by the Govt. for furnishing the office of MBSPSU and residence of V.C., respectively. The work was got done through PWD(B&R) through open tenders, and U.C.s for the same, upon submission by PWD (B&R), shall be brought on record shortly.


(3) **Foreign Tour of V.C., MBSPSU with Minister, SYS, and P.S. (SYS) to Loughborough University, U.K.:** The Govt. vide its order dated 13.01.2020 accorded Approval for the foreign tour to Loughborough University at the expense of the University/Punjab State Sports Council. Accordingly, Ticket Booking Bills for Rs 8, 01,475 (for the Minister, Principal Secretary, and the V.C.); Hotel Charges of Rs. 1,71,090 and Incidental Expenditure by the V.C. (i.e., Taxi, Visa Bills, etc.) of Rs. 12,475.00 were ratified by the Finance Committee.

(4) **Approval of Travel Expenditure incurred by the V.C. on Various Domestic Tours:** Total expenditure of Rs. 30,030.00 for domestic tours by the V.C., MBSPSU to Pune (Symbiosis School of Sports Sciences and Institute of Sports Science & Technology), Mumbai (IISM), Gwalior (LNPIE) and Vadodara (SGSU) were ratified by the Finance Committee.

(5) **Preparation of Website of MBSPSU:** Tenders were called for the preparation of the website of MBSPSU, and Outline Systems India Pvt. Ltd. emerged as L1 with a bid of Rs. 3,70,881. Approval was accorded by Finance Committee for carrying out negotiations with L1. Post negotiations, L1 offered the final bid value of Rs. 3,61,721 and work orders are in the process of being issued for the same.

Decision

45. The E.C. approved the actual expenditure incurred, as highlighted above. Dr.Raj Bahadur, VC, Baba Farid University, suggested that the University should contemplate hiring cleanliness services for the future through an open tender system instead of the Sulabh International Social Service Organisation. The suggestion would be put up before the next meeting of the Finance Committee.


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ITEM 18: RECRUITMENT OF UNIVERSITY STAFF THROUGH OUTSOURCING

46. The table in the succeeding paragraph gives the status of posts of staff approved (apart from the Officers of the University), actual status, and manner of filing of the posts. Attention is drawn to the post of P.S. to V.C., hired through outsourcing as an experienced retiree at 'Last pay drawn minus pension' as approved by Govt. dated 31.12.2016. It may be noted that the approved grade pay for the regular appointment of P.S. to V.C. is Rs. 4600. However, since Mr. Satish Kumar was hired through outsourcing at 'Last Pay drew minus pension' with the prior Approval of Govt. and his last pay drawn in Govt. included Grade Pay of Rs. 6600/- hence his grade pay has been considered as Rs.6600/- for purposes of remuneration.

| Sr. No. | Name of Post | No. of Posts Approved | Pay Scale | Actual Status |
|---------|---------------------------|-----------------------|-----------------------|---|
| 1. | Private Secretaries | 3 | 9300-34800+4600 GP | 1. One post of P.S. to V.C. has been filled on last pay minus pension as Rs. 63,936 (including GST & service charge) 2. One more P.S. post has been filled on a D.C. rate, which is Rs. 16842.00 per month (including GST & service charge). |
| 2 | Executive Assistants (EA) | 4 | 10300-34800+4400 G.P. | Posts of 2 E.A.s have been filled through outsourcing at D.C. rates (i.e., Rs 16842.00 per month, including GST & service charge) |
| 3 | Drivers | 3 | Outsourcing | Post of 1 Driver for V.C. filled through outsourcing at D.C. rates (i.e., Rs 14785.00 per month including GST & Service charge). |
| 4 | Peons | 4 | Outsourcing | Posts of 3 Peons filled through outsourcing at D.C. rates (i.e., Rs 13138 per person per month, including GST & service charge). |

47. Apart from the above-approved posts, the University felt the urgent requirement of security guards to secure the premises and protect the property. On-file Approval was obtained from Minister, SYS on 25.09.2019. Accordingly, 3 Security Guards were hired on outsourcing basis from the same outsourcing agency as above on D.C. rates, from 8 November 2019 onwards at Rs 12,041 (including GST & Service charge) per person per month.

8. **Observation of the F.D.** "Matter regarding the creation of 76 posts pertaining to various categories is under consideration of the Finance Department. It is also advised to take prior Approval of F.D. before filling up these posts. However, it is also observed that A.D. has not approached F.D. before taking decision to fill up 08 posts outsourced basis; hence A.D. should take up matter with F.D. for obtaining ex-post-facto Approval."

49. The Vice-Chancellor informed that a case for seeking ex-post-facto Approval of Finance Department for filling of 11 posts, including 3 Security Guards, would be recommended to the Administrative Department (A.D.) (SYS).

Decision

50. *The E.C. noted the Action being taken.*

ITEM 19: PURCHASE OF CAR FOR VC AND RELATED EXPENDITURE

51. A car (as authorized under the Act) was required for the V.C., MBSPSU, upon his joining. The Registrar and Finance Officer, being on additional charges, already had cars allotted to them from their parent departments. The case for the Vice-Chancellor's car was sent to Government for Approval, and an Innova Car was purchased through Punjab State Sports Council at an expenditure of Rs 13,58,553 as informed by D.C. (F&A) in their letter Endst. No. PSCC-Acctt-20/179 dated 15.01.2020. A sum of Rs 52125/- was paid towards Car insurance by the University.

52. **Observation of F.D.** "It is advised to take up the matter with F.D. in view of instructions dated 15.01.2019 and in reference to provisions made under clause 3(VI) of instructions dated 1.04.2020."

53. The Vice-Chancellor informed that a case for ex-post-facto Approval for purchase of car for Vice-Chancellor would be recommended to the Administrative Department (A.D.) (SYS) to process with the F.D.

Decision:-

54. *The E.C. noted the Action being taken.*

ITEM 20: FIXATION OF SALARY OF VC, MBSPSU

55. The salary of the Vice-Chancellor was approved by the then ACS (SYS) on File on 18/11/2019 under the provisions of Statute 1(3) of the MBSPSU Act that specifies: "The Vice-Chancellor shall be a whole-time salaried officer of the University, whose salary and allowances shall be equivalent to an IAS officer of the State Government in the rank of Principal Secretary." The Agenda was placed before the Finance Committee for information and ratification as above. The F.C. decided to maintain Status Quo regarding the disbursement of salary till the finalization of the decision of the Cabinet on the Creation of Posts. It, however, directed that the comments of the Finance Department be brought on record in the next meeting of the Finance Committee.

56. **Observation of F.D.** "It is advised to take up the matter with F.D. for obtaining prior approval of F.D."

57. The V.C. informed that the case for fixing the salary of the Vice-Chancellor was already under consideration of the Govt. in the same file as 'creation of posts'.

Decision:-

58. *The Council members felt that the salary of the Vice-Chancellor should be got fixed by the A.D. (SYS) with the F.D. as per Govt. rules. Status Quo, as recommended by the Finance Committee, be maintained until such time the Govt. fixes the salary.*

ITEM 21: DELEGATIONS OF FINANCIAL POWERS OF MBSPSU

59. No Financial Powers have been defined in the Act. The proposal for delegating the financial powers was taken up with the F.C. The F.C. approval for the delegation of financial powers, and procurement policy is given in the succeeding paragraphs.

60. The following Financial Powers were approved:-

(1) Finance Officer – Up to Rs 15,000/-

(2) Registrar - Up to Rs 30,000/-

(3) Vice-Chancellor- Above Rs 30,000/- to Rs 2.00 Crore. Approved by F.C for the MBSPSU.

61. One of the members had raised a point that there should be further sub-classifications of the financial powers for administrative ease instead of clubbing all types of expenditures under a single category. It was clarified that the proposed financial delegations were an interim measure until detailed financial regulations of the University were prepared and got approved. The V.C. GNDU highlighted that there is no upper limit to the financial powers of the V.C.

Procurement Policy

62. One of the members had pointed out that since University did not get DAVP rates in publications of advertisements in the newspapers; the expenditure incurred on placing advertisements in newspapers for tenders between Rs 1 lakh and Rs 5 lakh would be disproportionately high as compared to the total value of the tender itself. The Committee accepted this point and approved the following procurement policy:-

(1) Procurement without Quotations: Up to Rs 5,000.00.

(2) Procurement with Quotations : Above 5,000.00 and up to Rs 1,00,000.00.

(3) Procurement through Tendering: Above Rs. 1,00,000.00 as per the following guidelines:-

(a) Tenders of amounts between Rs 1 lakh – Rs 5 lakh would be publicized on the Notice Board and the website of the University.

(b) Tenders beyond Rs 5 lakh would be publicized through newspapers.

(c) There would be e-tendering for all procurement beyond the value of Rs 1 lakh.

(4) Imprest Amount. The MBSPSU has been allowed to keep an imprest amount of Rs 25,000/-for running day to day expenses.

63. **Observation by F.D.** "It is advised to take up the matter with F.D. in view of provisions made under Punjab Financial Rules."

64. The V.C. highlighted that this observation of the F.D. was not discussed in the Finance Committee in which the F.D. representative was present. The agenda item was deliberated in the E.C. meeting wherein there was a difference of opinion on the Approval of Delegation of Financial Powers to the University by the statutory body or by the Govt. It was clarified in the F.C. that the proposed financial delegations were an interim measure until detailed financial regulations of the University were prepared and got approved.

Decision:-

65. *The E.C. finally recommended that a case be taken up by the Administrative Department with the Finance Department, who should reply in a time-bound manner to delegate the financial powers to the University as approved in the F.C. or as deemed appropriate by the F.D.*

**ITEM 22: FEES STRUCTURES FOR PROPOSED COURSES FOR PROPOSED COURSES
FOR THE ACADEMIC YEAR 2020-21**

66. The following provisions of the University Act pertaining to the fee were highlighted:-
- (1) Section 27(1) and (e) of the MBSPSU provide that "subject to the provisions of this Act and the Statutes; the Ordinances may provide for all or any of the following matters, namely:-
(e) *"The fees to be charged for courses of study in the University and for admission to examinations, degrees, and diplomas of the University."*
 - (2) Statute 13(d) of the Act further provides "subject to the provision of this Act, the Statutes and the Ordinances, the Academic and Activity Council shall, in addition to all other powers vested in it, have the following powers, namely:-
(a) *"to frame such regulations and rules consistent with the Statutes and the Ordinances regarding the academic functioning of the University, discipline, residence, admissions, the award of fellowships and studentships, fees, concessions, corporate life, and attendance."*
 - (3) Statute 16(3) of the Act further provides that
"The Finance Committee shall exercise superintendence and control over all financial matters and all matters having financial implications."
67. The AAC has approved the recommended Fee structure circulated via email on 24 June 2020. The Finance Committee recommended the proposed fee structure to be placed before the Executive Council for Approval. The recommended Fee Structure is included in the Ordinances at Annexure in Appendix C.
68. The V.C. highlighted to the members that Section 6 (1)(xx) specifies *"to demand and receive payment of fee and other charges as approved by the Governing Body."* Since the Governing Body has not been constituted, Section 11 (5) of the Act provides a way out. The Section specifies, *"The Vice-Chancellor, may, if he is of the opinion that immediate action is necessary on any matter, with the prior approval of the Government, exercise any power conferred on any authority of the University, except the Chancellor, by or under this Act if that authority has not been constituted or not in existence for the time being."* Due to the necessity to include the Fee Structure in the Prospectus for the ensuing academic session 2020-21, the case will be taken up with the Govt. to accord Approval to the Fee Structure.

Decision

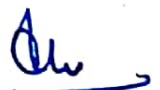
69. *The Council members deliberated upon the fee structure and recommended the fee Structure be forwarded to the Govt. for Approval under Section 11(5) of the Act since the Governing Body has not yet been constituted.*

ITEM 23: BUDGET ESTIMATES FOR THE FINANCIAL YEAR 2020-21 FOR MBSPSU

70. The Budget Estimates for Recurring and Non-Recurring expenditure for the Financial Year 202-21 were placed in Appendix K to Agenda Points for Approval of the E.C.

Decision

71. *The Council noted the Agenda item and approved the same.*


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ITEM 24: HONORARIUMS TO BE GIVEN FOR ATTENDING MEETINGS OF AAC, F.C., AND EC AS WELL AS HONORARIUM FOR MEMBERS OF TEAMS/COMMITTEES CONSTITUTED BY AUTHORITIES/VC OF MBSPSU

72. The Govt. under section 11(5) of the University Act has approved the following Honorarium rates to the non-official members for attending the meetings:-

- (1) For attending one meeting in a day: Rs. 3,000.00.
- (2) For attending two meetings on a single day: Rs.4500.00

73. The F.C. also approved the TA/DA as per Govt. rates to be paid to Committee members for attending meetings of the University.

74. For Honorarium proposed to be paid to members of the Committees/Teams constituted by any Authority/V.C., the F.C. approved the rates to be paid to be Rs. 5000, Rs. 10000, Rs. 15,000, and Rs. 20,000, depending upon the scope of work and time taken by the Committee to complete their mandated work. The Committee authorized the V.C. to decide the applicable rates on a case to case basis. The TA/DA rates will be the same as per the Govt. rates.

Decision

75. *The E.C., after deliberating the agenda item, approved the decision of the Finance Committee.*

ITEM 25: BALANCE SHEET FOR FINANCIAL YEAR 2019-20

76. The balance sheet was put up to the F.C. in which one of the members had some observations and suggested a standard format. The Committee took note of the suggestion and directed the University to get the Balance Sheet re-examined/corrected by the C.A. and place the modified version in the next meeting of the F.C.

Decision

77. *The Executive Council noted the decision of the F.C.*



Chairperson Executive Council-cum
Vice-Chancellor, Maharaja Bhupinder Singh
Punjab Sports University, Patiala

07 August 2020