

COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

Minutes of the 308th meeting of the Syndicate
held on 28-3-1992.

Place of meeting ; Administrative Buildings
Kochi - 22.

Time : 11.00 a.m.

Members Present

1. Dr. A. N. Maheshwari
Vice - Chancellor (in the Chair)
2. Shri J. S. Badhan
3. Dr. K. V. G. Balakrishnan
4. Dr. K. P. Bafakrishnan
5. Shri Johnson P. John
6. Dr. P. Leelakrishnan
7. Shri K. R. Prasad
8. Dr. D. Rama Kotaiah
9. Prof. A. Ramachandra Dev
10. Shri P. Subramonia Iyer

Also Present : Shri K. Madhusoodanan Nair, Joint Registrar
in - charge

Item No. 308.01 : Report of the Vice - Chancellor on im-
portant developments in the University
since the last meeting.

The Vice - Chancellor reported that the proceedings
of meetings of the selection Committees for recruitment to -

teaching posts shall be placed before the Syndicate in the meeting scheduled on 6th April 1992.

Item No 308.02: Annual Accounts for the year 1990-91—
Consideration of - Reg.

The Syndicate considered, along with the Minutes of the Finance Committee (Statutory) and the Standing Committee of the Syndicate on Finance & Purchase, the Annual Accounts of the University for the year 1990-91.

Resolved that the Annual Accounts of the University for the year 1990-91 be approved.

(Accis)

Item No. 308.03: Revised Estimates for 1991-92 and Budget proposals for 1992-93—
Consideration of - Reg.

The Syndicate considered, along with the minutes of the Finance Committee (Statutory) and the recommendations of the Standing Committee of the Syndicate on Finance and Purchase, the revised estimates for 1991-93.

Resolved that the revised estimates for 1991-92 amounting to Rs 647.49 lakhs and the Budget Estimates for 1992-93 amounting to Rs 642.27 lakhs be approved.

Resolved further that the amount of Rs. 20 lakhs provided under '9. Works 17: Additional Facilities of Laboratory for filling up gaps and strengthening facilities in the area of weakness. iv) School of Management Studies" (extension of Applied Economics) be the total allocation for the construction work of buildings for accommodating the Departments of Foreign Languages and Applied Economics and the School of Management Studies Library.

Resolved, also, that the recommendations of the Standing Committee of the Syndicate on Finance & Purchase as contained in the minutes dated 13.3.1992 as in Appendix be approved.

(Finance)

The meeting came to a close at 2.30 p.m.

Kochi - 22,
3.4.1992.

Joint Registrar - in - charge.

APPENDIX TO ITEM No 308.03

Minutes of the meeting of the Sub Committee of the Syndicate on Finance & Purchase held at 11 a.m. on 13.3.1992

Place & Date of meeting: University Administrative Buildings
13.3.1992

Members Present

1. Shri Johnson P. John
2. Dr. N. Parameswaran Nair
3. Dr. K. G. Balakrishnan

Annual Accounts for the year 1990-91

The Committee scrutinised the Annual Accounts for the financial year 1990-91 and recommended for approval by the Syndicate.

Budget Estimates for the year 1992-93

The Committee scrutinised the revised Estimates for 1991-92 and the Budget estimates for the financial year 1992-93 and the same recommended for approval by the Syndicate.

The Committee suggested the following procedure for preparation of Budget Estimates in future.

- i) The process of taking the Sub - Committee of the Syndicate on Finance and purchase with consultation for the preparation of the Budget should every year commence from the month of August/September onwards. The several Departments of the University should be asked to forward the proposals for every year by 31st July and they should be considered by the Committee by September. The Committee should also have the opportunity to discuss with the different heads of de-

partments who will have to defend their proposals. These process may be continued upto October/November. The final draft of the budget can then be ready by January/February.

ii) The several decisions of the Syndicate especially on developmental matters should be reflected in the budget. This can be done by evolution of a system under which the Finance Officer should be able to assess the final implication of the Syndicate decisions.

iii) A budget is a one year plan as the account year is a one year duration. The budget of each Department should reflected the proposed activities of the Department for the ensuing year. in the same way, the annual accounts reflect the activities and achievements of the Departments for the proceeding year. This is not reflected in the Budget Estimates prepared earlier.

iv) In the preparation of the Budget sufficient care should be taken in making distinction between anticipated receipt and expenditure, lumpsum provision and they should be more or less accurate.

v) The University should make efforts to identify new sources of income through interaction with Industries, Rationalisation of fee structure etc. and reduce expenditure through strict enforcement of economy measures already enforced by the Syndicate/Government.