

DAYALBAGH EDUCATIONAL INSTITUTE
DAYALBAGH, AGRA.

Minutes of the meeting of the Finance Committee of the Dayalbagh Educational Institute held at 11.30 a.m. on 9.9.2017 (Saturday) in the Seminar Hall Complex of the Institute.

PRESENT

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| 1. | Prof. Prem Kumar Kalra, Director | --- | In the Chair |
| 2. | Smt. Sneh Bijlani, Treasurer | | |
| 3. | Shri A.P. Sinha, Ex-Treasurer
(Nominee of the Governing Body) | | |
| 4. | Prof. S.P. Srivastava , Dean, Faculty of Social Science | | |
| 5. | Shri Madan Verma, New Delhi
(Nominee of MHRD, Govt. fo India) | | |
| | Prof. Anand Mohan, Registrar | --- | Secretary |

1. The minutes of the last meeting of the Finance Committee of the Dayalbagh Educational Institute held on 3.3.2017, were confirmed.
2. The minutes (by circulation) of the Finance Committee of the Dayalbagh Educational Institute held on 17.7.2017, were also confirmed.
3. Considered the audited Annual Accounts for the financial year 2016-2017 as well as the Balance Sheet of the Institute as on 31st March, 2017 including the Annual Accounts of the DEI Technical College, DEI Prem Vidyalaya Girls' Intermediate College and REI Intermediate College and to submit the same to the Governing Body of the Institute for its approval (Appendix-I).

Resolved that audited Annual Accounts for the financial year 2016-2017 be and are hereby approved for submission to the Governing Body of the Institute with a recommendation that surplus of Rs. 5.00 crore out of Non-Govt. Institute funds be transferred to Corpus Fund of the Institute and Rs.25.00 lacs out of surplus Non-Govt. Institute funds be transferred to the Solar Maintenance Fund.

4. Considered the note from Treasurer on the position of grants (Appendix-II).
The Finance Committee noted that there has been delay in getting Plan Grant from UGC.

Resolved that the matter be taken up with UGC so that Development plan of the Institute progresses as planned as well salaries to staff against posts created during XIth Plan and XII Plan are paid on time.

The committee also noted the delay in implementation of VII Pay Commission recommendations.

Resolved that this delay be taken up with UP Govt and UGC for quick sanction of recommendations of VII Pay revision to all the teaching and non-teaching staff of the Institute.

- 5(a). Considered the agenda items having the financial implications for the proposed Governing Body meeting to be held on 16.9.2017.

Resolved that items given in Annexure-I be forwarded to the Governing Body of the Institute for its approval.

5(b). The Finance Committee noted the items approved by the Governing Body in its earlier meetings (Appendix-V).

Any other item

6.1 Considered the recommendations of the Building Committee dated 7.9.2017 for construction of the following buildings :-

(a) Out of Non-Govt. Grant:

(i) construction of a Workshop for Diploma of Engg. courses at DEI's off campus in Timarni at an estimated cost of Rs.33.47 lacs.

(ii) construction of an Office and a Classroom block for Agriculture Technology courses at an estimated cost of Rs.14.45 lacs.

(iii) construction of 4 nos. Central Studios (54'x30' each) with prefabricated portable/tensile structures at a total cost of Rs.64.56 lacs.

(iv) construction of 1 no. Drawing Studio (40'x30') with prefabricated portable/tensile structure at a total cost of Rs.12.00 lacs.

(v) construction of 2 Nos. Laboratories (50'x50') designed as prefabricated/tensile structures costing at Rs.50.00 lacs.

(vi) construction of 2 Nos. Classrooms (20'x20') designed as prefabricated/ tensile structures with a total plinth area of 800 sq.ft. and costing Rs.8.00 lacs.

(vii) to convert the cycle shed near Electrical Lab, Faculty of Engineering into a lab for Civil Engg at an estimated cost of Rs.7.97 lacs.

(b) Out of Solar Subsidy NEDA Grant:

(viii) construction of a Battery Room in the Dairy Complex at an estimated cost of Rs.7.15 lacs.

Resolved that these recommendations be forwarded to the Governing Body of the Institute for its approval.

6.2 Considered the supplementary list of (Annexure-II) having financial implications for approval by the Governing Body.

Resolved that the items listed in Annexure-II be forwarded to the Governing Body of the Institute for its approval.

The meeting ended with a vote of thanks to the Chair.

Date: 9.9.2017

(Prof. Anand Mohan)
REGISTRAR

Note: Appendices referred in these minutes relate to the agenda. Annexure-I, I(a) and II related to these minutes are enclosed.

Item No.5(a)

Considered the proposal/request received from the various departments/faculties seeking approval for purchasing the following items/equipment:-

(i) Prof. M.M. Srivastava, Department of Chemistry, Faculty of Science and the Coordinator of AYUSH Programme:

Out of DEI Non-Govt. Funds

S. N.	Item	Specification	Qty	Cost each item (Rs.)	Total (Rs.)
1	Computer	I-3 with 17 inches monitor with standard configuration (HP)	9	34,000	3,06,000
2	LCD	15 inches Smart Android	4	80,000	3,20,000
3	LCD Projector	Roof mount with motorized screen	2	60,000	1,20,000
4	Colour Printer	Laser	1	40,000	40,000
5	Xerox Machine	Photocopier/Scanner/Printer (both side) with capacity printing	1	1,71,670	1,71,670
				Total	9,57,670

The proposal has the financial clearance dated 27.2.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(ii) The Dean, ICT Centre, Amritsar-

(a) Purchase of equipment for six labs of Diploma in Electrical Engg. programme at ICT Centre, Amritsar at the total cost of Rs.2.25 lacs out of TC Misc. Account. The list of equipment is given in the Annexure-I(a). The proposal has the financial clearance dated 13.6.2017 from the Treasurer.

(b) For Designing and Fabrication of Distribution Board etc. with installation at ICT Centre, Amritsar at the total cost of Rs.2,05,000/- out of DEI Non-Govt. funds. The proposal has the financial clearance dated 28.6.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(c) Out of DEI Non-Govt. Funds:

Establishing lab for Dairy Technology (Civil works) at ICT Centre, Amritsar	Rs.1,55,000/-
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The proposal has the financial clearance dated 16.8.2017 from the Treasurer.

Resolved that the proposals as above (a), (b) and (c) be and are hereby approved and forwarded to the Governing Body for its approval.

- (iii) The Coordinator, Distance Education Programme for purchasing 550 Reams – 70 GSM (585x91 cm.)

No. of Quantity: 550 reams

Rate per unit: 1400/-

Total cost Rs.7.70 lacs

Out of DEI-DEP Cell Account. The proposal has the financial clearance dated 1.7.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (iv) The Controller of Examinations, CAO for Electrical & Civil work and Installation of Furniture for Examination Section at the total estimated cost of Rs.2.11 lacs out of UGC(M) (Repair of Buildings) Grant. The proposal has the financial clearance dated 26.7.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (v) Prof. D. Bhagwan Das, Department of Electrical Engineering, Faculty of Engineering for the following break-up out of DST SERI R&D Project on Smart Micro Grid (2nd Installment):

	Recurring	Rs. (in lacs)
(a)	Staff Existing : 1 JRF, 1 PA Additional posts sanctioned by DST- 1 JRF, 1 PA	6.00
(b)	Consumables	1.40
(c)	Travel	0.50
(d)	Contingency	0.60
(e)	Others	0.50
(f)	Overheads	1.00
	Total	10.00

The proposal has the financial clearance dated 12.7.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (vi) The Head, Department of Home Science, Faculty of Arts:-

Out of Home Science Non-Govt. Funds.

S.N.	Item	Qty.	Total (Rs.)
1	Capture Card	1	40,000/-
2	Desktop	1	45,000/-
3	Camera	1	80,000/-
4	PA System	1	20,000/-
5	Projector	1	50,000/-
		Total	2,35,000/-

The proposal has the financial clearance dated 29.6.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(vii) Prof. Gur Saran, Dept. of Mathematics, Faculty of Science

(A) Out of MCREI Assistance for Murar Non-Govt. Funds

S.N.	Item	Qty.	Rate	Total (Rs.)
A.	Non-Recurring			
1	One Time Charges (OTC) for laying the circuit at Derhgaon		1,40,000/-	1,40,000/-
2	Router + Media Converter	1 each	70,000/-	70,000/-
B.	Recurring			
3	Annual Rental for 8Mbps MPLS Connection at Derhgaon		2,80,000/-	2,80,000/-
	Total (A+B)			4,90,000/-

The proposal has the financial clearance dated 5.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(B) Out of UGC (M)- ICT Delhi Grant

S.N.	Item	Qty.	Rate (Rs.)	Total (Rs.)
1	Router for ICT Centre Delhi (replacement)	1	70,000/-	70,000/-
2	Extension of Microsoft Dream Spark License to 3 years	1	39,000/-	39,000/-
3	Repair of Faulty TVs		50,000/-	50,000/-
	Total			1,59,000/-

The proposal has the financial clearance dated 21.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(viii) Dr. Akbar Ali, Post Doctoral Fellowship, Department of Botany, Faculty of Science:-

Out of second grant for the financial year 2017-18 by SERB, Department of Science & Technology (DST), Government of India.

S.N.	Item	Rs.
1	Fellowship @ 55,000/- per month	6,60,000/-
2	Research Grant	1,65,932/-
3	Overheads	1,00,000/-
	Tpta;	9,25,932/-

The proposal has the financial clearance dated 1.7.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

ix) The Principal, DEI Technical College –
For setting YTS (Yamaha Training School) at Information Centre, Derhgaon and ICT Centre, Amritsar at the total estimated expenditure of Rs.1,84,812/- (approx.) and Rs.1,35,610/- (approx.) respectively out of TC Misc. Fund A/c Interest. The proposal has the financial clearance dated 18.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

x) The Head, Department of Chemistry, Faculty of Science.

Out of UGC SAP Infrastructure Grant.

Two Air Conditioner @ Rs.49,800/-
Total cost Rs.99,600/-

The proposal has the financial clearance dated 14.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

xi) Dr. Rajiv Ranjan, Department of Botany, Faculty of Science.

Out of DBT Grant

S.No.	Item	Total (Rs.)
1	Consumables	2,00,000/-
2	Registration & Travel	8,00,000/-
	Total	10,00,000/-

The proposal has the financial clearance dated 23.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

xii) Shri Gaurav Pratap Rana, Faculty of Engineering.

Out of Solar-NEDA Grant

Sl. No.	Item	Qty	Cost (Rs.)	Total (Rs.)
1	Import Export Meter with Mac Demand Measurement	11	12,450/-	1,36,950/-
2	AC DC Coil contactors 65A, 80 Amp)	30	12,000/-	3,60,000/-
3	AC DC Coil Connectors (110 Amp, , 200 Amp, 300 Amp)	20	30,000/	6,00,000/-
			Total	10,96,950/-

The proposal has the financial clearance dated 18.4.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

xiii) Dr. Mange Ram, Deputy Librarian, Central Library.

(a) Out of UGC- Shodhganga ETD Grant.

S N	Particulars/Name	N o.	Rate Per Unit (Rs)	Total amount(Rs)
A	Non-Recurring (Non-Consumable)			
1	HP ML350 Gen 9 Server Intel Xeon E5-2620v4 Processor (2.1 GHz / 8 Core / 20 MB / 85W) (Dual Processor Capable), 16 GB DDR4-2400 Registered Memory (Slots 24 Maximum Memory 768GB), HP Smart Array P440ar/2GB Controller, 8 Hot Plug SFF SAS / SATA HDD Bays, upgradeable to 48, HP SATA 9.5 JB Optical HDWR, 2 x HP 800W FS Plat Hot Plug Power Supply Kit HP iLO (Firmware iLO4 2.0) 2GB NAND, 3 Years 24 x 7 4 Hour Support	1	185000	185000
	HP 900GB SAS 12G Enterprise 15k rpm SFF (2.5in) SC 3 years Warranty HDD	3	54000	162000
	16GB x 1 RAM (making total 32GB RAM)	1	25000	25000
2	HP All-in-One PC - Intel Core i7/ 16 GB RAM/2.0 TB HDD/24" LED Display/ 4 Gb Graphics/Win10/ 3 years	1	80000	80000
3	HP All-in-One PCs Intel Core i5 /8 GB / 1 TB/ 22" LED, Wireless KBD/Mouse/Win 10	3	50000	150000
4	BARCODE/LABEL Printer - TVS LP45	2	18500	37000
5	LASER Printer -	1	26000	26000
6	APC/Numeric 2KVA UPS	1	35000	35000
7	Fujitsu ScanSnap SV600 Scanner	1	50000	50000
Grand Total				7,50,000

B	Recurring (Consumable)			
	Converting approx. 500 thesis into PDF (readable) according to Metadata and upload of them to Shodhganga Repository	500 Approx.	Approx. Re1 per page	200000
	Acrobat Adobe Prof	1	17000	17000
	Portable External HDD 4 TB	4	11000	44000
	Network Hub 8 Port	4	1000	4000
	Batteries for UPS (150AH)	6	13000	78000
	Printer Cartridge	4	4500	17000
	Monitor	2	7000	14000
	External DVD Writer	1	2000	2000
	Computer Chairs	4	2500	10000
	Accessories Network Wire, patch codes, installation, Pen Drive Papers etc.			50000
Total				4,36,000
Grand Total A + B				11,86,000

The proposal has the financial clearance dated 16.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(b) Out of UGC- Maintenance of Equipment Grant

Item	Qty	Rate (Rs.)	Total (Rs.)
Excide Battery 32 AH, 12 Volts	16	4000/-	64,000/-
		Total	64,000/-

The proposal has the financial clearance dated 16.8.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

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Item No.6.2

1 Considered the proposal/request received from the various departments/faculties seeking approval for purchasing the following items/equipment in continuation to Agenda item No.5(a) (Appendix-III) :-

i) The Principal, DEI Technical College –

- (a) for new e-class rooms in the Faculty of Education for combined live classes of second year students –
Purchase of two seater benches - @ Rs.3100/-; total quantity- 80
Total cost Rs.2,48,000/- out of TC Misc. funds.

The proposal has the financial clearance dated 25.7.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (b) Purchase of a Bus-40 seater – Non-AC at a total cost of 20,00,000/- (approx.) out of TC Misc. Account.

The proposal has the financial clearance dated 6.9.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

ii) Dr. Bani Dayal Dhir, Department of English, Faculty of Arts-

(a) Out of UGC(M) Grant :-

S.N.	Item	Qty.	Rate (Rs.)	Total (Rs.)
1	Water Cooler/Drinking Water facility	1	26,000/-	26,000/-
2	Notice Boards	2	5000/-	10,000/-
3	Projection Screen	1	8,000/-	8,000/-
4	Audio System with Speakers	1	40,000/-	40,000/-
5	Audio Mixer	1	20,000/-	20,000/-
6	AKG Wireless Mic	2	15,000/-	30,000/-
7	Head Phones	15	250/-	3,750/-
8	Camera Tripod	1	4,000/-	4,000/-
9	Almirah	2	10,000/-	20,000/-
10	Networking Switches, Cables	--	--	30,000/-
11	Misc.	--	--	25,000/-
	Total			2,16,750/-

The proposal has the financial clearance dated 4.9.2017 from the Treasurer.

(b) Out of Non-Govt. Funds:-

S.N.	Item	Qty	Rate (Rs.)	Total (Rs.)
1	Tables for Teachers	4	5,000/-	20,000/-
2	Chair for Teachers	4	2,500/-	10,000/-
3	Classroom Chairs	65	1300/-	84,500/-
4	Chairs for General use	10	650/-	6,500/-
5	Desktop	5	45,000/-	2,25,000/-
6	LED Projector	1	60,000/-	60,000/-
7	49" LED	2	45,000/-	90,000/-
8	Luninus document camera	1	70,000/-	70,000/-
9	Digital Podium	1	1,00,000/-	1,00,000/-
10	Sony VCU Camera	1	1,90,000/-	1,90,000/-
11	Toll He Honc education	1	50,000/-	50,000/-
			Total	9,06,000/-

The proposal has the financial clearance dated 4.9.2017 from the Treasurer.

(c) Out of PLAN-LLLE

Item	Total (Rs.)
Books / DVDs and S/W related to English, Sanskrit language (Assorted)	50,000/-
Total	50,000/-

The proposal has the financial clearance dated 5.9.2017 from the Treasurer.

Resolved that the proposals as above (a),(b) & (c) be and are hereby approved and forwarded to the Governing Body for its approval.

iii) The P.A. to the Director

out of Non-Govt. Grants for ICT Centre, Jodhpur.

S.N.	Item	Qty.	Rate (Rs.)	Total (Rs.)
1	LG LED TV (43 LH 567	1	42500/-	42500/-
2	Dell Desktop Computer System Intel Core i3	5	33850/-	1,69,250/-
3	Deskjet Colour, Colour Printer Canon G1000	1	7950/-	7950/-
4	Laser Printer Canon LVP 2900B	1	8750/-	8750/-
5	Photocopier Machine Conika Minolta	1	56350/-	56350/-
			Total	2,84,800/-

The proposal has the financial clearance dated 10.8.2017 (item no.1) and 6.9.2017 (item no.2 to 5) from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

(iv). Considered the proposal of the Coordinator, Distance Education Programme4eking approval to purchase the various items as per the details given in financial clearances received from the Treasurer out of DEI-DEP Grants:-

- (i) Books- 1,94,383/- (F.C. dated 5.9.2017).
- (ii) Equipment (Jodhpur)- 2,53,000/- (F.C. dated 1.9.2017).
- (iii) Equipment for Computer lab Murar- 3,70,000/- (F.C. dated 8.9.2017).
- (iv) Capital Equipment (Kolkata, Pune, Agra City, Bhopal And Vizianagaram)- 4,74,500/- (F.C. dated 8.9.2017).

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (v). Considered the proposal dated 7.9.2017 of Prof. C. Patvardhan, Faculty of Engineering & PI, Essar Steel Project seeking approval for the following items subject to release of funds of Rs.18.98 lacs from Essar Steel India Ltd., Surat:-
- (i) Creation of one post of Research Assistant with salary Rs.20000/- p.m.
 - (ii) 5 students to be employed on hourly basis at the rate of 100/- per hour
 - (iii) Purchase of the following equipment:

High end Work station/computer (1)	Rs.6,00,000/-
Personal Desktop Computer (3)	Rs.2,10,000/-

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (vi). Considered the proposal of Prof. Gur Saran, Department of Mathematics, seeking approval to purchase the various items costing approximately Rs.47,32,000(Rs.18,50,000/- + Rs.28,82,000/-) as per details given in financial clearance dated 9.9.2017 received from the Treasurer, out of Non-Govt. Grants.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (vii). Considered the proposal of Prof. D. Bhagwan Das, Dept. of Elect. Engg., Faculty of Engg. seeking approval for replacement of defective components of Solar Power System installed at Faculty of Science at the total expenditure of Rs.15.00 lacs out of Solar NEDA grant as per details given in the financial clearance dated 7.9.2017 received from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

- (viii). Considered the proposal of the Head, Department of Chemistry, Faculty of Science seeking approval for purchase of a Micro-Processor controlled UV-Vis Double Beam Spectrophotometer at the total cost of Rs.7.00 Lacs out of UGC-SAP DRS-II Grant. The proposal has the financial clearance dated 1.9.2017 from the Treasurer.

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval.

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