

DAYALBAGH EDUCATIONAL INSTITUTE
DAYALBAGH, AGRA – 282 005

MINUTES of the Meeting of Finance Committee of Dayalbagh Educational Institute held on 21.7.2018 (Saturday) at 2.30 p.m in the Chamber of the Director of the Institute.

PRESENT

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|----|---|-------------------|
| 1. | Prof. P.K. Kalra, Director, DEI |in the Chair |
| 2. | Smt. Sneha Bijlani, Treasurer, DEI | |
| 3. | Prof. Satya Prakash
(Nominee of the Governing Body) | |
| 4. | Shri A.P. Sinha, Ex-Treasurer, DEI
(Nominee of the Governing Body) | |
| 5. | Shri Rama Shankar Singh
(Nominee of MHRD, Govt. of India) | |
| | Prof. Anand Mohan, Registrar | Secretary |

Shri Susheel Kumar Gupta, Additional Director (Treasury) expressed his inability to attend the meeting on account of his prior engagement.

1. The minutes of the last meeting of the Finance Committee of the Dayalbagh Educational Institute held on 16.3.2018 were confirmed.
2. Considered the audited Annual Accounts for the financial year 2017-2018 as well as the Balance Sheet of the Institute as on 31st March, 2018 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 2017-2018 be and are hereby approved for submission to the Governing Body of the Institute with a recommendation that surplus of Rs. 10.00 crores out of Non-Govt. Institute funds be transferred to Corpus Fund of the Institute.

3. Considered the following amounts for financial assistance out of Institute Fund to students for carrying out research activities in Institutions/ Universities/ Research Labs having MoUs with DEI:-

Head	In India	Abroad
Travel Assistance	Rs. 7500/- OR up to 3AC train fare with incidental expenses whichever is less	Rs. 75000/- or actual whichever is less
Assistance for boarding and lodging	Rs. 3500/- maximum per month (on pro rata basis) or actual expenses whichever is less	500 dollars per week (on pro rata basis) or actual whichever is less.
Registration fee (if any)	Actual	Actual

Resolved that the proposal as above be and is hereby approved and forwarded to the Governing Body for its approval. However, UGC guidelines be followed till Institute guidelines are formulated. A Standing Committee of Academic council will recommended financial assistance for foreign travel to the Director for approval.

- 4(a). Considered the agenda items having the financial implications for the proposed Governing Body meeting to be held on 28.7.2018 (Appendix-II).

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

- 4(b) The Finance Committee noted the items/equipment approved by the Board of Management (Governing Body) in its meeting held on 20.4.2018. These proposals had the financial clearance from the Treasurer. (Appendix-III)
5. Considered removing the upper limit of Rs.20 lacs per annum from the budget provision for Stipend and Internship Scheme.

Resolved that the upper limit of Rs.20.00 lacs per annum for the Budget provision for stipend and internship scheme be removed.

6. The Finance Committee noted that UGC vide its letter Nos. F.11-1/2017(CU) dated 21.3.2018 and F.No.11-4/2017(CU) dated 19.6.2018 enclosing therewith letter No. 1-1/2017-U.II dated 11.6.2018 issued by MHRD, Department of Higher Education, Government of India, has intimated the implement the revision of pension as per the revised pay matrix (7th CPC) to all the employees (teaching and non-teaching) who retired before or after 1.1.2016 from Central Universities and UGC funded deemed to be universities whose maintenance expenditure is met by the UGC.
7. The Finance Committee noted that in terms of provisions contained in UGC's letter No. F.4-5/2009(JCRC) dated 9-7-2010 read with O.M.No. 35034/3/2009-Estt.(D) dated 19-5-2009 issued by the Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training), Government of India, the Director of the Institute, on the recommendations of Screening Committee of the Institute, has approved the First/Second/Third Financial Upgradation on completion of 10/20/30 years of service respectively, as the case may be, under Modified Assured Career Progression Scheme to the following Non-Teaching staff working on the UGC financed post from the date of their eligibility as shown below:-

S. N.	Name/Designation/ Faculty/ Dept.	Service Particulars on the present post			Date of Eligibility for Ist/Ind/IIIrd Upgradation	Next Pay Band/ Grade Pay due after Ist/Ind/IIIrd Upgradation	Position after giving Next Grade Pay (Rs.)		
		Date of appointment	Pay Band & Grade Pay (Rs.)	Band Pay/ Date of increment			Date	Band Pay	Grade Pay
1	Sh. Agam Kumar Srivastava Technician Gr-III Faculty of Science	23.2.1988	5200-20200 GP 2800/-	13610/- 1.7.2017	23.2.2018	9300-34800 GP 4200/- (IIIrd)	23.2.2018 1.7.2018	13610/- 14620/-	4200/- 4200/-
2	Sh. Vijay Dev Sr.Tech.Asstt. Faculty of Science	17.2.1988	9300-34800 GP 4600/-	20730/- 1.7.2017	17.2.2018	9300-34800 GP 4800/- (IIIrd)	17.2.2018 1.7.2018	20730/- 22280/-	4800/- 4800/-

Any other item

1. Considered creation of teaching posts purely on temporary basis who will not be eligible to claim appointment on regular basis in the Institute, to meet the need based requirement of the Institute (Number of each category to be decided based on need of courses but the total expenditure on these posts will not exceed Rs.2.55 crores on yearly basis. Fixed Remuneration at minimum of scale of the 7th CPC as under would be payable from Non-Govt Funds. UGC norms for filling up of posts will be followed). Initially following posts are proposed to be created:-

Name of Posts	No.	Remuneration in Rs.	Period in months	Total (Rs.in lacs)
Guest Faculty	25	Maximum Rs. 25,000 based on no. of lectures @ Rs.1000/- per lecture or as amended by UGC from time to time	10	62.50
Assistant Professor	20	57,700	10	115.40
Associate Professor	2	1,31,400	10	2.63
Professor	2	1,44,200	10	2.88
			Total	183.41

It is also proposed that if due to some reason a position in a particular category cannot be filled, then the same will be filled by a lower category posts.

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

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

Date: 21.7.2018

(Prof. Anand Mohan)
REGISTRAR

Note: The appendices referred in these minutes relate to the agenda. Annexure-I to resolution no.4(a) is enclosed.

Annexure-I
Agenda Item No. 4(a)
Finance Committee Meeting
Dated: 21.7.2018

Considered the following purchase proposals-

(i) the request of Assistant Registrar (Administration) seeking approval to purchase (i) A4 size Built Power Paper (Total 3000 nos.) (ii) A4 size coloured paper (total 200 nos.) at the total cost of Rs.5,20,000/- from the UGC (M) contingency grant. It is noted that the proposal has the financial clearance dated 7.5.2018 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 request of the Principal, DEI Technical College seeking approval for the following items out of TC Misc. Account-

S.N.	Item	Qty.	Rate per unit	Total (Rs.)
1	D-link Cat- 6 I/O	94	330.00	31,020.00
2	D-link Cat-6 1m Patch Cord	184	175.00	32,200.00
3	Cat- 6 Patch Panel (24 Port)	04	4,000.00	16,000.00
			Total	99,220.00

It is noted that the proposal has the financial clearance dated 1.2.2018 from the Treasurer.

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

(iii) the request of the Dean, ICT Centre, Amritsar-

(a) seeking approval to purchase and installing 16 CCTV Cameras at the ICT Centre for security purpose at the total cost of Rs.1,92,000/- out of UGC Plan Equipment (Capital Assets). It is noted that the proposal has the financial clearance dated 4.5.2018 for the Treasurer.

(b) seeking approval to purchase one Heavy Duty Photocopier at the total cost of Rs.1,50,000/- out of UGC Plan Equipment (Capital Assets) Grant. It is noted that the proposal has the financial clearance dated 4.5.2018 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 request of Shri Rajat Setia, USIC, out of UGC (Plan) Equipment (Capital Assets) Grant, as given below:-

S.N.	Item	Unit	Total (Rs. In lakhs)
1	Robo Labs (Basic)	1	25.00
2	ROBOTMASTER Robot Simulations	1	10.00
3	Robotics Arm Application System	1	3.50
4	Wireless Mobile Robotic Training system (set of 3)	1	0.60
5	Internet Controlled ARDUINO based Robots (Set of 5)	1	0.90
6	Swarm Robotics System	1	4.00
7	Humanoid Robotic System	1	4.00
		Total	48.00

It is noted that the proposal has the financial clearance dated 16.7.2018 from the Treasurer.

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

(v) the request of Prof. Soami Piara Satsangee, Coordinator, B.Voc. Water, Sanitation & Solid Waste Management Program, out of UGC Plan (Capital Assets), as given below:-

S.N.	Item	Unit	Total (Rs.)
1	Leaf Shredder150-200 Kh/hr		2,00,000.00
2	Hydropulper	2 Qty.	2,20,000.00
3	Univat	1 Qty.	58,000.00
4	Screw Press	1 Qty.	88,000.00
5	Calending Machine	1 Qty.	2,20,000.00
6	Manual Cutter & Accessories		80,000.00
7	Beater	1 Qty.	3,00,000.00
8	Plastic to Oil Machine		14,00,000.00
		Total	25,66,000.00

It is noted that the proposal has the financial clearance dated 18.7.2018 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 request of Head, Department of Electrical Engineering, Faculty of Engineering,

(a) out of AICTE MODROBS Grant, as given below:-

S.N.	Item	Units	Rate(Rs.)	Total Amount (Rs.)
1	Desktop System (Intel i7/equiv. Processor with CUDA graphics card)	4	80,000/-	3,20,000.00
2	Desktop System (Quad-core i5/equiv. Processor with integrated graphics)	1	50,000/-	50,000.00
			Total	3,70,000.00

It is noted that the proposal has the financial clearance dated 10.7.2018 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 TEQIP-III Grant-

Item	Units	Rate(Rs.)	Total Amount (Rs.)
Chairs and Computer tables/Desks for Computer Centre, Faculty of Engineering, English Dept. etc.	90	9,000/-	8,10,000/-

It is noted that the proposal has the financial clearance dated 20.7.2018 from the Treasurer.

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

(vii) the request of Head, Department of Drawing & Painting, Faculty of Arts-
(a) out of E-PG Pathshala Project, as given below:-

S.N.	Item	Total Amount (Rs.)
1	Content Writers, Language Editing and Content Review	6,10,000.00
2	Honorarium to Contributors/Co-ordinators/PI	7,35,000.00
3	Audio, Video and Multimedia	4,85,000.00
4	Workshops/Meeting/PRSG	10,000.00
5	Contingency/Travelling/ Office Expenses/ Hardware	2,60,000.00
	Total	21,00,000.00

It is noted that the proposal has the financial clearance dated 9.7.2018 from the Treasurer.

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

(b)(i) out of UGC Plan (Capital Assets) Grant-

S. N.	Particulars	No. Unit	Rate per Unit	Total (Rs.)
A	Non Recurring			
1	Electric Wheels	05	48,000.00	2,40,000.00
2	Slab Rollers	01	1,42,000.00	1,42,000.00
3	Pottery Tools			1,18,000.00
4	Ball Mill 2'x2.5' with stand	01	1,39,000.00	1,39,000.00
5	Pot Mill with 4 pot stand	01	1,03,000.00	1,03,000.00
6	Gas Furnace	01	2,48,000.00	2,48,000.00
			Total	9,90,000.00
B	Recurring			
1	Sculpture Lab Accessories			2,00,000.00
2	Pottery Design Accessories			1,10,000.00
			Total	3,10,000.00
			Grand Total	13,00,000.00

It is noted that the proposal has the financial clearance dated 20.7.2018 from the Treasurer.

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

(b)(ii)

S.N.	Particulars	No. Unit	Rate per Unit	Total (Rs.)
A	Non-Recurring			
1	Apple I Pad Pro 10.5" (Keyboard+Pencil)	01	95,000.00	95,000.00
2	Digital Projector with screen	02	63,000.00	1,26,000.00
3	LFD (Commercial Display) 49"/55"	04	52,000.00	2,08,000.00
4	DSLR Canon 80D Kit	01	1,15,000.00	1,15,000.00
5	Go Pro 6 Hero Camera	01	75,000.00	75,000.00
6	Go Pro Accessories		20,000.00	20,000.00
7	Camera Accessories			86,300.00
	a. Grip Battery	02	6000.00	
	b. Tripod	02	2500.00	
	c. DSLR Camera Batteries	02	3500.00	
	d. Trigger	02	5500.00	
	e. DSLR Remote	02	3700.00	
	f. Monopod	02	12000.00	
	g. SD Cards	05	3500.00	
	h. Battery Charger	02	1200.00	
8	Haptic Studio Accessories			83,400.00
	a. Portable Photo Studio	01	7000.00	
	b. Backdrop Stand Kit	02	8500.00	
	d. Flash Lights	02	9000.00	
	g. Tri-Leg Stands	06	2500.00	
	h. Reflectors	04	1600.00	
	i. Cables/Boards		20000.00	
9.	Lights for Still/Video			82,000.00
	a. Umbrella Lights	02	16000.00	
	b. Lights Indoor	04	6000.00	
	c. Lights Outdoor	04	6500.00	
10.	Video Accessories			48,000.00
	a. Pro Video Stablizing Handle	02	11000.00	
	b. Zib Crane Stand	01	26000.00	
11.	Document Camera	01	52000.00	52000.00
			Grand Total	9,90,700.00

It is noted that the proposal has the financial clearance dated 20.7.2018 from the Treasurer.

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

(b)(iii)

S.N.	Particulars	No. Unit	Rate per Unit	Total
A	Non-Recurring			
1	Software for Video Editing Final Cut Pro X Bundle	04	38,000.00	1,52,000.00
2.	Software for Audio Editing Logic Pro X	02	20,000.00	40,000.00
3	Adobe Suit Master Collection Software CS	05	30,000.00	1,50,000.00
4	Corel Draw CS	05	41,000.00	2,05,000.00
5	Lithography Press 36"x72" Bed	01	1,60,000.00	1,60,000.00
6.	Litho Stones	05	12,000.00	60,000.00
7.	Litho Accessories		34,000.00	34,000.00
8.	Recording Studio			84,000.00
	a. Sound Craft Mixer Signature 12	01	25,000.00	
	b. Microphone Rode nT1a	02	40,000.00	
	c. Microphone 990/991 set	01	10,000.00	
	d. Microphone M3	01	9,000.00	
			Total	8,85,000.00
B.	Recurring			
1	Recording Studio Installation			2,40,000.00
			Total	2,40,000.00
			Grand Total	11,25,000.00

It is noted that the proposal has the financial clearance dated 20.7.2018 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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