

DAYALBAGH EDUCATIONAL INSTITUTE
DAYALBAGH, AGRA – 282 005

MINUTES of the Meeting of Finance Committee of Dayalbagh Educational Institute held on 22 October, 2016 (Saturday) at 10.30 a.m in the Committee Room of the Institute.

PRESENT

- | | | |
|----|---|-------------------|
| 1. | Prof. P.K. Kalra, Director, DEI |in the Chair |
| 2. | Smt. Sneha Bijlani, Treasurer, DEI | |
| 3. | Prof. Vibha Nigam | |
| 4. | Shri Madan Verma, New Delhi
(Nominee of MHRD, Govt. of India) | |
| 5. | Shri A.P. Sinha, Ex-Treasurer, DEI
(Nominee of the Governing Body) | |
| | Prof. Anand Mohan, Registrar |Secretary |

The Message received from Shri R.K. Singh, Additional Director, Treasuries, Agra Mandal, Agra that he would not be able to attend meeting due to his pre-occupations.

1. The minutes of the last meeting of the Finance Committee of the Dayalbagh Educational Institute held on 28.7.2016, were confirmed.
2. Considered the Budget of the Institute as prepared by the Treasurer (Revised Estimates for the year 2016-2017 and Budget Estimates for the year 2017-2018) including the Budget 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)

INCOME

(Rs. in thousands)

Sr. No.	Budget Head	Budget Estimate 2016-2017	Revised Estimate 2016-2017	Budget Estimate 2017-2018
1.	Non-Government			
	(a) Self Finance Heads	3,99,00	4,30,03	4,74,68
	(b) Other than fee Heads	6,95,42	6,76,20	7,20,13
	(A) Sub-total	10,94,42	11,06,23	11,94,81
2.	State Government			
	(i) Faculties other than Engg. & Engg. Faculty	23,25,77	21,36,12	22,59,22
	(ii) DEI Technical College	43,618	44,653	46,334
	(iii) DEI PV Girls Inter College	16,353	15,892	16,810
	(iv) REI Intermediate College	21,620	16,307	18,233
	(B) Sub-total	31,41,68	29,04,64	30,72,99
3.	(C) UGC	31,79,21	33,80,39	36,08,71
	TOTAL (A)+(B)+(C)	74,15,31	73,91,26	78,76,51

EXPENDITURE*(Rs. in thousand)*

Sr. No.	Budget Head	Budget Estimate 2016-2017	Revised Estimate 2016-2017	Budget Estimate 2017-2018
1.	Non-Government			
	(a) Self Finance Heads	2,50,75	2,45,90	2,85,00
	(b) Other than fee Heads	8,43,31	8,59,42	9,09,21
	(A) Sub-total	10,94,06	11,05,32	11,94,21
2.	State Government			
	(i) Faculties other than Engg. & Engg. Faculty	23,25,77	21,36,12	22,59,22
	(ii) DEI Technical College	43,618	44,653	46,334
	(iii) DEI PV Girls Inter College	16,353	15,892	16,810
	(iv) REI Intermediate College	21,620	16,307	18,233
	(B) Sub-total	31,41,68	29,04,64	30,72,99
3.	(C) UGC	31,79,21	33,80,39	36,08,71
	TOTAL (A)+(B)+(C)	74,14,95	73,90,35	78,75,91

After considering the Revised Estimates for the year 2016-2017 & Budget Estimates for the year 2017-2018, the Finance Committee resolved that –

- (i) The Revised Estimates for the year 2016-2017 & Budget Estimates for the year 2017-2018 as summarized above be and are hereby approved for submission to the Governing Body of the Institute.
- (ii) The UGC be requested to provide funds regularly to the Institute as per their commitments. Also, sufficient Capital Funds be released so as to enable this Institute to carry out its developmental programme.
- (iii) U.P. State Govt. be requested to provide full funds to the Institute as per their commitments to cover salaries and allowances in the revised grades of pay. Also, the grant for payment of GPF interest arrears be released.

Note: All these salary estimates are based on presently applicable VI Pay Commission scales.

- 3(a). The Finance Committee noted the items which were approved by the Governing Body in its meeting held on 19.9.2016 as given in Appendix-II.
- 3(b) The Finance Committee considered the items as given in Appendix-III which have the financial implications.

Resolved that these items as given in Annexure-I be and are hereby approved and the same be forwarded to the Governing Body for its approval.

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

Date: 22.10.2016

Prof. Anand Mohan
REGISTRAR

Note: The appendices as above referred to Agenda items. The Annexure-I to resolution no.3(b) is enclosed.

Annexure-I**Finance Committee Meeting Dated: 22.10.2016****Annexure-I to Resolution no.3(b)**

- (i) Considered the proposal of the DEI to have its own payment gateway in order to comply with UGC's instructions of e/digital payments and receipts in future.

Resolved that the Director of DEI be authorized to incur expenditure for this within his powers of sanction.

- (ii) Considered the request of the Registrar seeking approval for the repair of colour Photocopier Machine (No. IRC-2550I-Canon) at the total cost of Rs.45,000/- out of UGC Maintenance Grant. The proposal has the financial clearance dated 6.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (iii) Considered approving the expenditure of Rs.12.00 lacs approx. for payment of salary at existing rates for the months from September to November, 2016 for outsource services made by societies, due to delay in finalizing the tendering process on account of EPF and related issues.

Resolved that the proposal as above be and is hereby approved.

- (iv) Considered the request of Ms. Dipti Rai, the Course Coordinator, B.Voc. Food Processing, seeking approval to purchase the following items, out of DDU Kaushal Kendra/Start-up/Equipment/Food Grant:-

S.N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs.in lacs)
1	UV Visible Spectrophotometer	1	1.40	1.40
2	Pasta making machine	1	8.00	8.00
3	Water activity meter	1	2.50	2.50
4	Viscometer	1	2.55	2.55
5	pH meter	1	0.44	0.44
6	BOD Incubator cum shaker	1	2.50	2.50
7	Hunter colour lab	1	1.70	1.70
			Total	19.09

The proposal has the financial clearance dated 19.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (v) Considered the request of Administrative Officer (Computer) seeking approval for purchase the one A3 size Column Printer at a total cost of Rs.1.60 lacs out of UGC Remedial Coaching Scheme Grant. The proposal has the financial clearance dated 19.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (vi) Considered the request of Prof. C.M. Markan, Department of Physics & Computer Science, Faculty of Science seeking approval to purchase/repair the following equipment out of UGC Maintenance Grant:-

S. N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs.in lacs)
(a)	<u>Repair and Maintenance of Digital Lab (Physics & Computer Science Department)</u>			
1	CRO Repair	10	0.05	0.50
2	Upgrade of outdated CRO	5	0.15	0.75
3	Battery replacement	4	0.10	0.40
(b)	<u>Repair & Maintenance of Optical fiber network (Specialized Equipment) as part of security lab, Physics & Computer Science Department</u>			
4	OTDR for breakdown maintenance	1	2.50	2.50
5	Fiber splicing machine for breakdown maintenance	1	2.50	2.50
(c)	<u>Repair and Maintenance of Security Lab in Physics & Computer Sc, CCTV network infrastructure</u>			
6	Replacement of NVR hardisk	6	0.18	1.08
7	Replacement of Batteries of UPS 5KVA	16	0.06	0.96
8	Repair of cameras	10	0.048	0.48
9	Repair of PTZ camera	2	0.20	0.40
10	Repair of Large display Screen	3	0.20	0.60
11	Replacement of of worn out outdoor LAN cables	1000m	Rs.50/- per meter	0.50
12	Optical fiber spares	2000m	Rs.15/- per meter	0.30
13	RCC Poles	10	0.05	0.50
14	HDMI Extender over LAN	21	2340	0.49
			Total	11.96

The proposal has the financial clearance dated 18.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (vii) Considered the request of Superintendent of Works, Works Department seeking approval for the following items:-

S. N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs. in lacs)	Name of Grant
1	Tractor (Four wheel drive)	1	10.00	10.00	XII Plan Equipment Grant
2	Trolley (Hydraulic for Tractor lift)	1	1.50	1.50	XII Plan Equipment Grant
3	Water Tanker	1	1.00	1.00	XII Plan Equipment Grant
4	Renovation (addition and alteration) of DEI Food Processing Outlet) Phase-II	--	3.60	3.60	B.Voc. (Food Processing)
			Total	16.10	

The proposal has the financial clearance dated 18.10.2016 and 20.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (viii) Considered the request of Shri Major Singh, the Course Coordinator, B.Voc. Automobile, seeking approval to purchase the following items out of B.Voc. Auto-Start-up/Equipment grant:-

S.N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs.in lacs)
1	Permanent Megnet (10KW 48 V, 13.4 HP, BLDC Motor) with controller	1	2.72	2.72
2	15" Laptop (500GB HDD, 4gb ram, Core i3, Windows, for advanced 4 channel scope & NVH diagnostic kit)	1	0.40	0.40
3	Electric Smart Drifting Scooter (self balancing)	1	0.35	0.35
			Total	3.47

The proposal has the financial clearance dated 19.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (ix) Considered the request of Prof. Soami Piara Satsangee, Department of Chemistry, Faculty of Science seeking approval to purchase the following items:-

S. N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs.in lacs)	Name of Grant
1	Dustbin	80 of 100 Lit. 15 of 240 lit	2.00	2.00	XII Plan Swatch Bharat
2	Tools (Implements, weighing machine and other tools)	1	0.50	0.50	UGC Maintenance Grant
3	Chemicals & Glassware (Microbiology culture & Glass ware, chemicals)	--	1.50	1.50	UGC Maintenance Grant
			Total	4.00	

The proposal has the financial clearance dated 19.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (x) Considered the proposal of Dr. Parul Bhatnagar, the Course Coordinator, B.Voc. Textile Design, seeking approval to purchase the following items out of Start up/Equipment grant:-

S.N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs. in lacs)
1	3D Vacume Heat Press Machine	1	0.55	0.55
2	Washing Machine	1	0.30	0.30
3	High Speed stirrer	1	0.55	0.55
			Total	1.40

The proposal has the financial clearance dated 19.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (xi) Considered the request of the Head, Computer Centre, seeking approval for the following out of UGC Maintenance Grant:-

S. N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs. in lacs)
1	Cisco ASA Firewall License annual renewal charges	1	3.25	3.25
2	Repair & maintenance of 70 computers	--	--	1.00
3	AMC of two Cisco switches	2	0.25	0.50
4	Batteries (replacement)	48	0.08	3.84
			Total	8.59

The proposal has the financial clearance dated 18.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (xii) Considered the request of Dr. K. Soami Daya, Dept. of Physics & Computer Science, Faculty of Science, seeking approval to purchase the following items :-

S. N.	Particulars	Unit	Rate (Rs.in lacs)	Total (Rs.in lacs)	Name of Grant
1	Calibration and measurement Kit for Software defined radios	--	2.20	2.20	XII Plan Equipment Grant
2	Smart Board with projector	--	2.00	2.00	XII Plan Equipment Grant
3	UPS with batteries (5 KW)	--	0.70	0.70	XII Plan Equipment Grant
4	Repair, Painting of Mechanics Lab, Digital Lab, Electronics Lab and Work Experience Lab.	4	0.25	1.00	UGC Maintenance Grant
5	Repair/Replacement of Experimental Setup/ Parts in Mechanics Lab.) (a) Stop Watch (b) Vernier Callipers (c) Spherometer (d) Simple Pendulum BOB (e) Bar Pendulum (f) Katers Pendulum (g) Maxwell Needle (h) Inertia Table (i) CRO (j) Function Generator (k) Multimeter		1.00	1.00	UGC Maintenance Grant
			Total	6.90	

The proposal has the financial clearance dated 20.10.2016 from the Treasurer.

Resolved that the proposal as above be and is hereby approved.

- (xiii) Considered the request of Prof. Pravin Saxena, Incharge, Lawns & Gardens, seeking approval to purchase two Electric Lawn Mover at a total cost of Rs.60,000/- out of UGC Maintenance Grant. The proposal has the financial clearance dated 21.10.2016.

Resolved that the proposal as above be and is hereby approved.

- (xiv). the request of Prof. P.K. Dantu, Department of Botany, Faculty of Science, seeking approval to purchase the following items out of UGC Maintenance Grant:-

Particulars	Quantity	Rate (Rs.)	Total (Rs. in lacs)
Trees and Plants along with transport	5000	40/- per plant	2.00
		Total	2.00

The proposal has the financial clearance dated 22.10.1016 from the Treasurer.

- (xv) the request of Dr. K.Srinivas, the Course Coordinator, B.Voc. Dairy Technology, seeking approval to purchase the following items out of B.Voc. (Dairy Technology) Start-up/Equipment grant:-

S.N.	Particulars	Quantity	Rate (Rs. in lacs)	Total (Rs. in lacs)
1	Bottle Filling Machine	1	0.98	0.98
2	Butter Churn	1	0.95	0.95
			Total	1.93

The proposal has the financial clearance dated 22.10.2016 from the Treasurer.
