GOVT. COLLEGE OF ENGINEERING AMRAVATI

(An Autonomous Institute of Govt. of Maharashtra)



FINANCE COMMITTEE MINUTES OF MEETINGS BOOK

MEETING NO. 01-35

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Minutes of meeting of Finance Committee held on 20/6/2011 at 12.30 p.m. in meeting hall.

First meeting of Finance Committee was held on 20/6/2011 at 12.30 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhary,

Chairman

2. Dr. Abhay Wagh

- Member

3 Dr. G. N. Wankhede

- Member

4. Mr.V. S. Jadhao

- Member

5. Dr. P. M. Khodke

- Special invitee (Ex Chairman of Finance Committee)

6. Smt. N.V. Ramteke

Member Secretary

At the outset, the Chairman welcomed Hon'ble Members of Finance Committee. All members of the finance committee were present.

Item No. 1: To note G.R. No.2009/(160/09)TE-2, Dated 06th July 2010.

Noted However, Finance Committee proposed revision in the constitution as below for its approval from Board of Management (BoM).

Sr. No.	Name of Old member	Name of New Member	Remark
1.	Dr.P.M.Khodke, Chairman of Finance Committee	Prof. D. J. Chaudhary, Chairman of Finance Committee	As Dr.P.M.Khodke deputed as Director. BTE, Mumbai
2.	Dr.S. R. Chandak, Member	Dr. G. N. Wankhede Member	As per new constitution of BOM
3		Dr. P.M. Khodke Invited Member	For getting additional inputs and necessary contribution.

Item No. 2: To discuss and prepare draft copy of duties and responsibilities of Finance Committee.



The draft for "Duties and Responsibilities of Finance Committee" was discussed by the members of Finance Committee and suggested following corrections

Sr. No.	Duties in draft	Proposed correction	Remark
1.	To prepare budget and submit with recommendations to Board of Management.	To review the budget submitted by institute and put up before Board of Management for approval.	
2.	To prepare / modify finance rules.	To propose finance rules and any modification therein.	e capasies de
3.	To prepare various statements of accounts (receipts and expenditure for last financial year) and present to Board of Management		

The committee proposed to get approval from Board of Management.

Item No.3: To recommend draft rules for Finance and Purchase.

Draft Rules for Finance and Purchase are recommended for its approval from BoM subject to issue of relevant G.R. from Government of Maharashtra which is expected in near—future.

• The committee also recommended to prepare Account Code / Account Manual for financial purpose.

Item No. 4: To discuss and recommend annual report on account & finance for financial year 2010-11.

The finance committee discussed the annual report and suggested as below.

- Finance Committee proposed that the annual report on account & finance be prepared in double entry point format.
- The committee suggested taking services of Charted Accountant on consultancy basis for preparing the annual report.
- After preparing the revised annual report and taking opinion of Mr. V. S. Jadhao, Committee Member. Chairman Finance Committee is empowered to put up the same before Board of Management.
- A Charted Accountant preparing the annual report may be requested to remain present during BOM meeting for clarification if any.
- The report should consist of;
 - a) Receipts and Expenditure statement
 - b) Balance Sheet
 - c) Profit and loss statement
 - d) fund flow
 - e) assets and liabilities

Item No.5: To note recommendation of Purchase Committee for financial year 2011-12.

The recommendation of Purchase Committee for financial year 2011-12 were noted by finance committee.

<u>Item No.6 : To note recommendation of Building & Works Committee for financial year 2011-12.</u>

The recommendations of Building & Works Committee for financial year 2011-12 were discussed by finance committee and noted as below,

- The finance committee recommended the provision of Rs.38 lacs for new building of Information Technology department under state Government Plan scheme.
- The civil, maintenance and refurbishment works costing Rs.175 lacs are under going in the campus. The P.W.D. had requested to make the provision of Rs.75 lacs for these works. The finance committee approved to spent Rs.30 lacs on these works through development fund. However the finance

committee also suggested to get these amounts from PLA grant of Directorate of Technical Education, Joint Director of Technical Education, Regional Office, Amravati before spending through development funds.

- For minor works of Rs.50 lacs was proposed (first 20 items of the list enclosed) through development fund and to be executed at institute level.
- The above recommendations of Finance Committee are subjected to G.R. of Govt. of Maharashtra which is expected shortly for the financial transaction in the institute.

Item No.7: To discuss and prepare Budget for financial year 2011-12.

The Finance Committee discussed the Budget for financial year 2011-12 of the institute and accepted by the committee. However, before putting it to the Board of Management, hired services of Charted Accountant may be taken. The Finance Committee also suggested that the budget shall always be a deficit budget indicating the progress of the development of the institute. Plan budget (page no. 39, 40 and 41) should also indicate proposed receipts and budgeted expenditure The receipt and the expenditure shall be given like State Govt. Plan for Library, Equipment, Furniture, etc.

Item No.8: Any other item with the permission of Chair.

No other point was discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

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(Mrs.N.V.Ramteke) Member Secretary Finance Committee Dandhan

(Prof.D.J.Chaudhary) Chairman Finance Committee

Copy to all Hon'ble Members of Finance Committee for information and confirmation.

LIST FOR

The proposal for civil and electrical works, maintenance / refurbishment for the year 2011-12 under various schemes

In view of the accreditation of the Institute various works are proposed to be executed to upgrade the existing infrastructure.

It is proposed to execute the maintenance under three scheme / categories viz. Maintenance through P.W.D. maintenance through discretionary grants of D.T.E. maintenance through Student Development Fund. The majority of the works are proposed to be executed under Maintenance through P.W.D. grants. As per the urgency of works some works will be executed through student development fund. The list of the proposed works to be executed as per the priority is listed in table as below.

Sr. No.	Description	Approximate Cost in lac
1	Replacement of Steel windows with aluminum sliding windows of Mechanical Department	7.50
2	Replacement of Steel windows with aluminum sliding windows of Electrical Department	6.50
3	Replacement of Steel windows with aluminum sliding windows of Civil Department.	12.00
4	Repairs of flooring of Structure Lab of Civil Department	0.95
5	Repairs of flooring of Strength of Material of Civil Department	1.65
6	Repairs of flooring of Concrete Lab of Civil Department	1.50
7	Repairs of flooring of corridor in front of Geo. Tech & F.M. Lab of Civil Department	1.16
8	Repairs of flooring of Measurement Lab of Electrical Department	1.49
9	Repairs of flooring of Control System Lab of Electrical Department	0.90
10	Repairs of flooring of E1 class room of Electrical Department	0.75
	Sr. 01 To 10 Total Rs.	34.40
11	Repairs of flooring of corridor in front of Office and T&P department of Administrative building	1.25
12	Repairs of flooring of Physics, Chemistry department and Dean Office of Administrative building	2.80
13	Repairs of flooring of corridors of Mechanical department	0.55
14	Repairs of flooring of passage of Workshop	0.55
15	Repairs of flooring of entrance foyer of Electronics & Computer department	0.85
16	Renovation of Ladies toilets of Civil department	1.45
17	Renovation of Ladies toilets of Electrical department	1.35
18	Water proofing of roof slabs over PI Lab, MPI Lab of Instrumentation department.	1.90
19	Water proofing of roof slabs over E1 class room and Corridor of Electrical department	1.35
20	Water proofing of roof slabs over class rooms 100, 101, 102, 103,	The second secon

	105A, 105B, 117, 118 of Administrative Building Sr. 11 To 20 Total Rs.	15.55
21	Water proofing of roof slabs over class room 03, 04, Computer Lab of Mechanical department	1.75
22	Coloring of Principals quarter (Inside & Outside)	0.95
23	Coloring of Wardens quarter (Inside & Outside)	2.50
24	Electrification of Principals quarter	0.65
25	Electrification of Wardens quarter	2.35
26	Fixing of paying blocks at pathways of Administrative Building	1.10
27	Fixing of paving blocks at pathways in front of Administrative Building	4.20
28	Fixing of paying blocks at the approach to students section	1.75
29	Fixing of paying blocks at pathways in front of Mechanical department	1.10
30	Fixing of paving blocks at pathways between Mechanical & Workshop department	3.50
	Sr. 21 To 30 Total Rs.	19.85
31	Fixing of paving blocks at pathway at the approach to Canteen	1.10
32	Fixing of paying blocks at pathway at the approach to Health Centre.	0.90
33	Fixing of paving blocks at pathways at the approach to Library	4.50
34	Fixing of paving blocks in front of Electrical department	2.40
35	Fixing of paying blocks at the approach to Civil Department	1.65
36	Fixing of paving blocks at the space in front of Geotechnical Lab & Survey Lab	2.65
37	Three phase supply for RAC lab of Mechanical Department	0.45
38	Construction of Scooter shed in front of Civil department	3.45
39	Construction of Scooter shed for Student & Staff of Mechanical department	3.45
40	Construction of Scooter shed for Student & Staff near Library building	3.45
41	Construction of Shed above Generator of Mechanical department	1.60
42	Preparation of Site Map for college campus	0.35
43	Preparation of Model for college campus incorporating all departments.	0.45
44	Erection of Direction arrow boards for college campus	0.30
	Construction of security cabins for college campus	4.50
45	Construction of security caoms for conege campus	1100

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Minutes of meeting of Finance Committee held on 07/10/2011 at 2.00 p.m. in meeting hall.

Second meeting of Finance Committee was held on 07/10/2011 at 2.00 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhari, - Chairman

2. Dr. Abhay Wagh - Member

3 Dr. G. N. Wankhede - Member

4. Mr.V. S. Jadhao - Member

5. Prof. S.S.Pusadkar - Member invitee

6. Shri A.J.Kanhake - Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee. Dr. P. M. Khodke, Permanent invitee member could not attend the meeting due to some other work and his absence was granted by the committee.

Item No. 9: To confirm minutes of first 1st Finance Committee meeting held on 20-6-2011.

"Duties and Responsibilities of Finance Committee" and "Purchase Rules and Financial Powers 2011" approved by BOM were circulated to all members. The Finance committee approved the minutes of the meeting of first Finance Committee held on 20/6/2011.

Item No. 10: To note and approve action taken on 1st Finance Committee meeting

Mr. V.S.Jadhao give opinion about the quarterly audit and double entry system to be adopted by the institute. He elaborated the audit procedure and the difficulties raised by Mr. A.J.Kanhake regarding the audit clarified. The committee decided to go ahead with quarterly audit by appointing a Chartered Accountant.

Finance committee discusses the various actions completed and approves the action taken by the institute.

Item No. 11: To recommend revision in budget for financial year 2011-12

Finance committee discussed the budget 2011-12 referred back by the BOM on the issue of Library expenses and equipment purchase through development fund. The committee noted and recommended the following:

- The Library budget of 2% was ensured in budget allocation 2011-12.
- The equipment list costing Rs. 82.04 Lakhs submitted before the committee was objected by Mr. V. S. Jadhao due to the limited amount of Rs. 50 Lakhs sanctioned by the BOM for the same purpose.
- Member Secretary explained that the additional provision of the equipment was made to accommodate for non-supplied equipments if any. He assured that total expenditure under this head of Rs. 50 Lakhs will not be exceeded. However, Mr. V.S.Jadhao was not satisfied and insisted for limiting the budget and also suggested to make the provision of only Rs. 50 Lakhs as budget for equipments.
- Mr. V. S. Jadhao instructed to revise the budgetary allocation for each department and list
 of the equipments of Rs. 50 Lakhs shall be sent to BOM for approval. However, some
 equipment without mentioning the cost may be provided in the list so that this approved
 list of equipments may be used if any equipment is not available.
- The proposal for Incubation-cum-Production Center was discussed at length. This concept was appreciated by the committee members. However, members were of the opinion that the present proposal shall be modified to three separate units as the Incubation Center, Production Center & FabLab. The equipment purchase suggested for all the departments need to be reviewed in this aspect. Since Incubation Center, Production Center and FabLab are three distinct areas with different purposes and functions, it is suggested to prepare separate proposal for each of the entities and accordingly the budget shall be prepared and phase wise implementation is expected. The concrete proposal of the incubation center must be put with justification and the output index from the incubation center. Under the proposal of Production Center and associated equipment purchase, it is suggested to include only limited departments taking into consideration the potential strengths like available faculty with Doctoral degree, available facilities in the department, past records and quality of the proposal by the department. While setting up this center the utility of equipment and the benefit to the students shall also be taken in to account. Therefore, Finance committee could not make any financial provision for Incubation Center, Production Center & FabLab.
- Mr. Abhay Wagh explained the concept of Center of Excellence (BOSCH initiative) and the efforts taken up by the Govt. in this regard. The Govt. has decided to setup the centre of excellence at various Engineering Colleges through Govt. grants.

• Finance committee appreciated the patents (17 Patents) filed by the institute and made the provision of Rs. 1 lacs for filing the patents in this financial year.

Item No. 12: To note and approve recommendations of Building & Works Committee

Building Works Committee meeting was held on 7/10/2011 at 11.00 a.m. The Building Works Committee recommended that the earlier recommended list of minor works of Rs. 50 lakhs to be submitted to Director, Directorate of Technical Education, Mumbai for the financial allocation as BOM has already approved this list.

<u>Item No.13</u>: To note borrower amount from development fund & temporarily spent for <u>different work</u>

Finance committee noted the amount temporary spent for different work through the development fund. Mr. Abhay Wagh suggested preparing a proposal for getting sanction the amount from the Govt. and the follow up shall be taken regularly. The PPSS, Electricity charges and Contractual services payment can be temporarily made through development fund in the interest of facility to the students.

Item No. 14: To note borrower amount from laboratory fee & temporarily spent for different work

Finance committee noted the expenditure made through laboratory fee for the material for practical, equipment maintenance and Campus Wide Networking activity. However, the Finance committee proposes to get the approval from BoM for expenses to be made through laboratory fee and the permission to spend the laboratory fee.

Item No.15: To note Tuition fee retain by the institute

Item withdrawn.

Item No. 16: To note and recommend the policy for spending IRG fee

Finance committee addressed that the IRG fee collected may be spent by the institute under various head. The proposal put up before the committee was inadequate to implement. Hence, the Finance committee suggested to form a committee to understand the expenditure made through IRG by other institute such as VJTI, Mumbai, COE, Pune and SGGS, Nanded, GCOE, Aurangabad. Based upon the findings, a best practice shall be suggested by the institute for the approval in the next meeting.

Item No. 17: To note and recommend the hiring of services for different works

Finance committee questioned about the availability of fund for the expenditure to be made for hiring the services. The detailed procedure for hiring the services for Chartered

Accountant, Architect, Interior Designer and Landscaper etc. shall be prepared by institute and put for approval in the next meeting.

Item No. 18: To note and recommend the remuneration to Controller of Examiner

The Finance committee referred back the proposal of remuneration to Controller of Examiner. The Finance committee suggested to prepare a comparative study for such type of work in other institute and resubmit the proposal with justification in the next meeting.

Item No. 19: To note and recommend the revised rates of Testing and Consultancy

Finance committee approved and recommended to BoM, the revised rates for testing and consultancy work to be taken by the various department of the institute.

Item No. 20: To note the proposal for XII five year plan of the institute

Finance committee appreciated the efforts taken by the institute for preparing XII five year plan of the institute for the period of 2012-17. The Finance committee noted the proposal.

Item No. 21: Any other items with permission of chair

Following additional items were discussed with the permission of chair.

a) Contractual services in Dean (Academics) office for Controller of Examiner.

The Finance committee noted and approved the proposal for contractual services to be taken in Dean (Acds.) office for assisting the Controller of Examiner. The proposal of contractual services may be prepared with legal consultation and takes in to account the provisions made by other like institutes.

b) Renewal of contractual services of Prabhat Computers, Amravati with revised rates.

The Finance committee deferred the proposal. The contractual services shall be given based upon the competition between different service providers and the work should be allotted to lowest bidder.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary. wie

> (Mr. A.J. Ranhake) Member Secretary

Finance Committee

(Prof.D.J.Chaudhari) Chairman

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Finance Committee

Copy to all Hon'ble Members of Finance Committee for information and confirmation.



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Minutes of meeting of Finance Committee held on 13/1/2012 at 2.00 p.m. in meeting hall.

Third meeting of Finance Committee was held on 13/1/2012 at 2.00 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhary,

Chairman

2. Dr. G. N. Vankhede

- Member

3. Mr.V. S. Jadhao

- Member

4. Dr. P. M. Khodke

- Member invitee

5. Dr. S. S. Pusadkar

- Member invitee

6. Shri A.J.Kanhake

- Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee. Dr. Abhay Wagh, member could not attend the meeting due to some other work and his absence was granted by the committee.

Item No. 1: To confirm minutes of 2nd Finance Committee meeting held on 7th October 2011

The Finance committee approved the minutes of the Second meeting of Finance Committee held on 7/10/2011 with the correction on page no. 4 of minutes of meeting to be read as 'rejected' instead of 'deferred'.

Item No. 2: To note and approve action taken on 2nd Finance Committee meeting

Finance committee discussed the various actions completed and approves the action taken by the institute with following recommendations under various items.

Agenda Item No.	Page No. minutes	Actions to be taken	Actions Recommended
10	1	To go ahead with quarterly audit by appointing a Chartered Accountant	Member secretary, Finance Committee told that Chartered Accountant (CA) was appointed by a competitive bid process, and asked to prepare a quarterly audit report. After going through the audit report following observations are made by committee members; Mr. V. S. Jadhav objected on Audit report format and expressed concern about the same. Presented audit report is limited to only one account i.e. autonomous fees. However, committee instructed to prepare quarterly audit report of all accounts of the institute including Plan / non-plan government grant / gymkhana/ student development /
		Proposal in get the approval from Bold for explanes to be made through laboratory for and the permission to spend the laboratory for	tuition fee / library fee / internet fee / laboratory fee etc. • Audit report must contain the clear and distinct opinion of CA • Audit report shall be prepared as per guidelines of Association of Chartered
Tor Us	a To and time Com y with its a Since hasts s Purch	The policy for spending 180 for a procedure to our choice appropried the procedure of the p	 Accountant. No abbreviation shall be used. All terms shall be self explanatory. Audit report must contain cost, assets and valuation. It should also give details of bank account. If CA has any doubt on preparation / presentation of audit report, he may contact Mr. V. S. Jadhav Finance Committee Member for clarification. Due to all above reasons, audit report submitted to the meeting is rejected and it should be revised and resubmit in next meeting.
12	2	A letter to Director, Directorate of Technical Education, Mumbai with recommended list of	submitted a letter to Director Directorate of Technical Education

4 To 18	prises the	minor works of Rs. 50 lacks	minor works of Rs. 50 lacks vide letter no. GCOEA/BWC/5258, dtd. 20/10/2011.
13 mile 1-10 mil	3	Preparing a proposal for getting sanction the amount from the Govt. which was temporarily spent for different work through the development fund	 Finance Committee (FC) expressed concern over follow up taken by the institute for getting grant approved from the government and acquiring the grant. FC also feels that high amount of advances acquired from other funds for temporarily expenditure, is great concern. Finance Committee instructed to have constant follow up with government & DTE grant and wait till 31st March 2012 for getting the grant. Then, if grant is not received, the expenditure of 2010-11, may be made through development fund and get it approved from BoM.
14	3	Proposal to get the approval from BoM for expenses to be made through laboratory fee and the permission to spend the laboratory fee	• Dr. P. M. Khodke informed that the procedure of expenditure from laboratory fee is already approved by earlier BOM and action may be taken as per the decision.
16	3	The policy for spending IRG fee	• Finance committee shows great concern over non submission of report of various committees and it is instructed that all committee report to be submitted in next finance meeting.

Item No. 3: To approve procedure to purchase e-journals for library

Finance Committee approved the procedure to be adopted for the purchase of e-journals for library with following recommendations.

- Since rates of e-journals are fixed by AICTE, vendors shall be selected on the basis of reputation and services rendered by the vendor.
- Purchase order / Supply order should have clear terms and conditions.
- Since 100% advance payment is made to the vendors, a bank guaranty of 5-10% of supply order amount may be asked for.
- If e-journals facility is not available for certain period, appropriate penalty clause must be placed in supply order.

Item No. 4: To approve the placement of order of e-journals costing more than Rs. 2 lakhs

Item approved with the same condition as stated in Item No. 3. The Finance Committee instructed that the supply order approval must be routed through Institute Purchase Committee (IPC). Further, Finance Committee clarified that any purchases (Equipments, Books, Furniture, Services, Contract, Refurbishment etc.) at the institute level come under the purview of IPC. This concern of Finance Committee should be brought to the notice of IPC. Finance Committee also instructed to make available the concerned committee members at the time of meeting for further clarification if needed.

Item No. 5: To approve the write off proposal of library to BoM

Finance committee approved the proposal of write off the library books. However, Dr. G. N. Vankhede informed that a new GR is in place for disposal of written-off the books. Therefore, Finance Committee suggested referring said GR for disposal of written-off books.

Item No. 6: To note and recommend the proposal of Building works committee

No proposal is made available by the Building Works Committee and hence item withdrawn.

Item No. 7: To note and recommend the budgetary provision for e-governance

Finance Committee noted the proposal of e-governance costing Rs. 7.31 lacks. As desired, provision of 2 lacks can not be made as there is no such provision in the financial budget approved by BOM for FY 2011-12. However, Finance Committee may consider the proposal at the time of re-appropriation of unspent amount from budget of FY 2011-12. Finance Committee decided to call the meeting for re-appropriation of 2011-12 budget and preparing budget for 2012-13 in third week of Feb. 2012.

Item No. 8: To recommend the purchase of Equipment under Central Government Fund at Institute level as per 'Purchase Rules and Financial Powers 2011'

- Dr. P. M. Khodke, informed that the Finance committee had already recommended 'Purchase Rules and Financial Powers 2011' and the same had been approved by BOM. Under the circumstances the institute should start procurement adhering to these rules and powers. Finance Committee shows its displeasure for not adopting approved Finance Rules. Committee instructed to go ahead as per 'Purchase Rules and Financial Powers 2011'. However, the Finance Committee opined to fellow the following guidelines while making purchases;
 - Institute Purchase Committee must act and adopt the procedure of purchase as per 'Purchase Rules and Financial Powers 2011' with true spirit.
 - No equipment shall be split for purchasing so as to bring within certain cost & power of authority.

- If it is observed that any purchase had been made with the violation of above, it would be viewed seriously.
- While selecting the supplier, the vendor shall be selected based upon
 - o Quality standard of the equipment
 - o Delivery period
 - o Services rendered by the supplier
 - The cost of equipment

Item No. 9: To note and approve the procedure to be adopted for hiring of services for different works

The services of Charter Accountant, Architect, Interior Designer and Landscaper need to be hired by the institute for regular audit, face uplift of institute buildings and campus. These services will be hired for the required work.

Mr. V. S. Jadhav suggested that the procedure to be adopted for hiring the services of Architect, Interior Designer and Landscaper should be decided by Building & Works Committee. However, Finance Committee approved the following procedure for hiring the services of Chartered Accountant.

- a) Criteria
- A Chartered Accountant firm shall have minimum of ten year of practice.
 - The firm should have sufficient manpower required to be deployed in ii. institute for certain period.
 - The firm shall have expose in the field of audit of an educational institute (50% revenue should be from education institute). iii.
 - The firm shall have minimum turn-over of Rs. 10 lacks per year. iv.
- b) Quotation Process
 - Wide publicity shall be given for calling quotations of CA i.
 - Proposal shall be invited for presentation
 - Comparison of various firms shall be carried out as per marking system ii. iii. elaborated in following table;

e	elaborated in following table;	Marking Scheme	Max. Points
S No.	Description Based upon experience- Min. 10 year of experience	3 + 1 point for every additional year of experience	10
2	Average turn over for last three years – min. 10 lakh per year	10 + 1 point for every addition lakh income	20
3	Presentation before expert committee of minimum three members which comprising of Principal as Chairman, Mr. V. S. Jadhav Finance Committee member expert and Member		20
	secretary Finance Committee.	Total	50

- iv. Then lowest bid with quality works may be accepted.
- c) For quarterly audit maximum fee may be prescribed as Rs. 40000/-. However, from the bid received minimum fee shall be charged. In case of tie on bid, stress shall be given for experience and quality work executed.

Item No. 10: To note and recommend the remuneration to Controller of Examiner

This item was placed before the Finance Committee in previous meeting but committee suggested to get information on the practices carried out by different institute for same purposes. Finance committee recommends the remuneration of Rs. 16,000/- per examination to be paid to Controller of Examiner with effect from Winter 2011.

Item No. 11: To note a proposal of Production center, Incubation center and Fab lab

Item Withdrawn

Item No. 12: To note and recommend the procedure to be adopted for spending Tuition Fee

Finance committee recommended distribution of Tuition Fee under different heads of expenditure as follows.

S No	Description	% of Tuition fee
1	Salary / Wages for institute appointment	50
2	Corpus fund	20
3	Development of Infrastructures (equipment, new construction, furniture)	5
4	Depreciation fund	10
5	Student development (training, technical festival etc.)	10
6	Faculty / Staff development	5

Finance committee also recommended opening a new bank account at Sate Bank of India as Saving Plus account for depositing the corpus fund with Rs. 50000/- as money available for regular expenditure with rest money under fix deposit. The detailed procedure for spending this amount under respective heads may be formulated by appointing a committee at institute level and report shall be placed before Finance Committee in next meeting.

The Finance committee recommends the percentage distribution of expenditure under different heads through Tuition fee to BOM for its approval .

Item No. 13: Any other items with permission of chair

No additional item was discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary. Jules

(Mr. A.J.Kanhake)

Member Secretary Finance Committee @Chandlan

(Prof.D.J.Chaudhary)

Chairman

Finance Committee

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> Website- www.gcoea.ac.in E.mail: principal@gcoea.ac.in

Minutes of meeting of Finance Committee held on 9/3/2012 at 2.00 p.m. in meeting hall.

Fourth meeting of Finance Committee was held on 9/3/2012 at 2.00 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhary,

Chairman

2. Mr.V. S. Jadhao

- Member

3. Dr. P. M. Khodke

- Member invitee

4. Dr. S. S. Pusadkar

- Member invitee

5. Shri A.J.Kanhake

- Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee. Dr. Abhay Wagh & Dr. G. N. Vankhede, Member could not attend the meeting due to some other work and his absence was granted by the committee.

Item No. 13: To confirm minutes of 3rd Finance Committee meeting held on 13th January 2012.

The Finance committee observed that the circulated minutes of Third meeting of Finance Committee held on 13/1/2012 and enclosed in the Book of Enclosure-II on page no. 71 to 76 were different. Hence original minutes of meeting were replaced in the Book of Enclosure-II on page no. 71 to 76A. The minutes of meeting of 3rd Finance committee meeting held on 13th Jan. 2012 were confirmed.

Item No. 14: To note and approve action taken on 3rd Finance Committee meeting

Finance committee discussed the various actions completed and brought to the notice actions not completed by the Member Secretary. Finance committee approves the action taken by the institute with following recommendations and additional actions under various items.

Agenda Item No.	Page No. minutes	Actions to be taken	Actions Recommended
2		Submission of Quarterly audit report.	 Quarterly audit report submitted in 2nd Finance committee meeting was rejected and suggested to resubmit revised audit report taking into account all the suggestions made during meeting. Revised quarterly audit report was not submitted in this meeting due to non-preparation by the auditor in the pretext that the complete annual audit report will be prepared after 31st March 2012. However, Mr. V.S.Jadhao, Member enquired about the communication with the auditor, Member Secretary reveals that the instructions to the auditor were given orally. Hence, the committee opined that hence fourth any communication with the auditor shall be in written form. Complete audit report must be acquired from the auditor and put up for approval in the next finance committee meeting to be held in April 2012.
		Follow up of amount which was temporarily spent through Development funds.	Finance committee expressed concerned about the follow up taken by the institute for getting sanction of amount temporarily spent through Development funds. The committee suggested to take rigorous follow up till

		Tuition fee distribution under different heads – a committee report.	31st March 2012 and if the amount spent up to 2010-11 is not received; appropriate budgetary provision may be made in the institute budget for the year 2012-13. A separate item may be included in the next finance committee meeting to make the provision of Electricity bill through laboratory fee. The committee report on tuition fee distribution under different heads was placed before the finance committee. Dr. P.M.Khodke suggested that the procedure laid down in the committee report shall be in form of rules and regulations and shall be put up as a separate item in the next finance committee meeting. He also expressed that the elaboration given by committee for various funds distribution process is very limited and narrow. Hence the report was deferred by the committee and instructed to resubmit a separate rules for spending each fund in the next Finance Committee meeting in April 2012.
3	2	Procedure to purchase e -journals for Library	Finance committee requested to place on record the rules made for the purchase of e-journals for Library as per the recommendation given by Finance committee in next meeting.

4		Placement of order of e – journals	Finance committee demanded the action taken by Institute Purchase Committee for the various orders routed through them. The details about department, equipment/book/e-journal, the amount of order, procedure followed and the supply order details shall be produced in the next Finance Committee meeting.
8	3	Purchase of equipment under Central Govt. fund.	Circular of instruction to all the heads of departments with regards to purchase of equipment under Central Govt. fund was issued and will be placed in next Finance Committee meeting.
9	4	Procedure to be adopted for hiring of services for different works.	

Item No. 15: To approve and recommend the re-appropriation of budget 2011-12.

Item withdrawn.

Item No. 16: To Discuss and recommend annual report (Accounts and Finance) for financial year 2011-12.

Annual report (Accounts and Finance) for financial year 2011-12 submitted to the Finance Committee was up to 29/2/2012. Mr. V.S.Jadhao raised the objection for calling it

as an annual report as the report was only for 11 months. Hence the report was withdrawn and will be placed in next Finance committee meeting. Mr. Jadhao also suggested to state budgeted receipt, actual receipt, budgeted expenditure and actual expenditure in the annual report. Dr. P.M.Khodke commented on the receipt and expenditure of Development fee, Library fee and Examination fee. The expenditure through Development fee and Library fee exceed the receipt amount. The expenditure through examination fee in comparison with the receipt is on higher side, leaving no room for development. Hence details of expenditure incurred through Development fee, Library fee and Examination fee shall be submitted to Finance Committee in next meeting.

Item No. 17: To approve the budget for financial year 2012-13.

The budget for Financial year 2012-13 was placed before Finance Committee for its approval and recommendation. Mr. V.S.Jadhao suggested to put up the budget in next Finance Committee along with the annual report of 2011-12. Hence the budget for financial year 2012-13 will be placed in next Finance Committee meeting.

Item No. 18: To note and recommend the policy for spending IRG Fee.

The report submitted by the committee appointed for spending IRG was placed before the Finance committee. The Finance committee did not accept this report because the components involved in spending IRG are also covered under the tuition fee expenditure scheme. After going through the committee report, TEQIP-2010/(2/10)/TE-2, dt. 16/12/2011 of Higher & Technical Education Deptt., Govt. of Maharashtra and D.T.E. letter dated 4/7/2008 it was resolved that following 4 account heads shall be set up for IRG. These account heads include

- i) Corpus fund
- ii) Faculty/Staff Development fund
- iii) Equipment replacement fund (instead of depreciation fund)
- iv) Maintenance fund.

Hence Finance committee recommended to use the same policy as approved for tuition fee utilization procedure approved under similar account heads.

Item No. 19: To recommend the purchase of new vehicle

The budgetary provision for purchase of new vehicle will be made in annual budget for the year 2012-13 in next Finance Committee meeting with appropriate expenditure head.

Item No. 20: To recommend the appointment of a Supervisor for building works

The proposal for appointment of a Supervisor for building works was submitted by Member Secretary, Building & Works Committee to Finance Committee for recommendation. However, it was observed that the proposal was not recommended and approved by Building & Works Committee. Hence Finance Committee returned the proposal back to Building & Works Committee with the following suggestions/queries:

- I.T.I. (Civil) course is not in existence and hence I.T.I. (Civil) can not become the qualification for the post. Qualification for the post should be appropriately decided by B &WC.
- The remuneration to be paid on daily basis or monthly basis, not distinctly clear from the proposal.
- Recruitment process and procedure not defined.
- Work plan (month-wise) to be executed with the assistance of the Supervisor to be prepared.
- At present which work is under execution at institute level by B & W.C?
- Which works are held up due to unavailability of Supervisor?
- The remuneration paid to Supervisor and Project Assistant for MPCB with respect to the work and qualification are not comparable. Why Rs. 15000/- to be paid to the Supervisor? Justify.

Additional Agenda for 4th meeting of Finance Committee on 9th March 2012 at 2.00 p.m.

Item No. 21: To recommend Budget provision for Production Center and FAB Lab

The budgetary provision for Production Centre and FAB Lab to be made in annual budget for the year 2012-13 in next Finance Committee meeting with appropriate expenditure head.

Item No. 22: To recommend Budget provision for e-governance

The budgetary provision for e-governance to be made in annual budget for the year 2012-13 in next Finance Committee meeting with appropriate expenditure head.

Item No. 23 : To recommend remuneration to Office staff and Faculty in Charge Result section

The proposal for remuneration of Office staff and Faculty in Charge Result Section was turned down by the Finance Committee due to non-availability of fund in examination fee.

Item No. 24: Any other items with permission of chair

No additional item was discussed.

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The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Mr. A.J.Kanhake) Member Secretary

Finance Committee

(Prof.D.J.Chaudhari) Chairman

Schandhan

Finance Committee

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Minutes of meeting of Finance Committee held on 1/6/2012 at 8.30 a.m. in meeting hall.

Fifth meeting of Finance Committee was held on 1/6/2012 at 8.30 a.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W.Z.Gandhare - Chairman

2. Mr.V. S. Jadhao - Member

3. Dr. V.N. Wankhade - Member

4. Dr. P. M. Khodke - Member invitee

5. Prof. D.J.Chaudhari - Special invitee

6. Prof. M.T. Shete - Special invitee

7. Shri A.J.Kanhake - Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee. Dr. Abhay Wagh, Member could not attend the meeting due to some other work and his absence was granted by the committee. Prof. D.J.Chaudhari also welcome newly joined Principal Dr. W.Z.Gandhare.

Item No. 24: To confirm minutes of 4th Finance Committee meeting held on 9th March 2012.

The minutes of meeting of Finance committee held on 9/3/2012 were discussed in detail. Mr. V.S.Jadhao, Member brought to the notice that the certain changes of percentage of I.R.G. has not been included in the minutes. Prof. Chaudhari clarified that the corrected copy of I.R.G. distribution with percentage has also been included in the previous minutes of meeting. The minutes of meeting of 4th Finance committee meeting held on 9th March 2012 were confirmed.

Item No. 25: To note and approve action taken on 4th Finance Committee meeting

Finance committee discussed the various actions completed and brought to the notice actions not completed by the Member Secretary. Finance committee approves the action taken.

Agenda Item No.	Page No. of minutes	Action to be taken	Actions Recommended	
14	2	Submission of Quarterly audit report.	Discussed as separate item.	
	2	Follow up of amount which was temporarily spent through Development fund.	Finance Committee under gone through the amount temporarily spent in Development fund and satisfied for recoup the amount from Govt. Finance committee appreciate the attempt made by institute and expect similar type of action for remaining amount.	
	3	Tuition fee distribution under different heads- a committee report.	Discussed as separate item.	
	3	Procedure of order of e-journals.	Discussed & approved.	
Item Au	4	Purchase of equipment under Central Govt. fund.	Discussed & approved.	
19	6	The budgetary provision for purchase of new vehicle.	Included in budget.	

Item No. 26: To discuss and recommend annual report (Accounts and Finance) for financial year 2011-12.

Shri V.S.Jadhao, Member was not satisfied with the audit report. He brought to the notice, the following observations:

- 1. Date of report not mentioned.
- 2. Detail report is not available.
- 3. Revenue & capital expenditure bifurcation is not given in the audit report.
- 4. Report is common. Detailed audit report considering all heads is expected.
- 5. Single entry points suggestions.

He said single entry is not correct, there should be double entry system of accounting. Meeting of Auditor, Chairman, Finance committee, Member Secretary, Finance committee shall

be take place before 10th of June in the institute by taking appointment of Mr. Jadhao, where in doubts will be clarified and justification can be sought.

Finance committee empowers Chairman to approve the audit report thoroughly on the recommendation of expert of Mr. V.S.Jadhao. This process should be completed within 15 days. Finance committee has also suggested to appoint somebody for double entry work on contract basis, taking the approval of BoM.

Item No. 27: To approve the budget for financial year 2012-13.

Item discussed with following suggestions & approval for budget will be sought with the following changes in next finance meeting.

- i) 2009-10 the amount should be adjusted.
- ii) 2010-11 and 2011-12 expenditure should be adjusted forever & remaining amount of the institute should try to reequip from the Govt.
- iii) The budgeted amount of Rs. 20,58,539/- form M & S for 2012-13 shall be budgeted from SDF.
- iv) The expenditure incurred on visiting faculty, extra remuneration for additional load shall be paid through SDF instead of tuition fee after making payment through PPS.

Item No. 28: To note and recommend the policy for spending tuition fee.

Finance committee gone through the report submitted by the committee for distribution of tuition fee under different heads. Finance committee decided to remove the point no. 2, 3, 5, 6 & 7 in the report. In the report committee suggested 4 points in Corpus fund, the finance committee disagree with them.

Corpus fund shall not be utilized as an administrative fund. The interest on fixed deposit of Corpus fund shall be utilized for maintenance of campus, repairs of building, maintenance of garden etc.. Finance committee also suggested that the Corpus fund shall not be utilized till completion of five years. Finance committee suggested that

- Corpus fund basically shall be used in case of survival of institute when there is no other option.
- ii) Corpus fund shall be used only on capital expenditure on or for creating capital assets like Building, Equipments etc.
- iii) Corpus fund is meant for maintaining a prime objective of institute in case there is no other option available.
- v) Corpus fund can be used in case of natural calamities.

- vi) It will never be used for any other matter without permission of BoM.
- vii) Corpus fund should be kept in fixed term deposit, however, income (interest) may be used for maintenance and the balance interest shall be invested again.
- viii) Head of Institute shall decide the policy for putting corpus fund in FDR at appropriate place (Maximum One year).

Restructure the procedure of student development fund.

- a) The expenditure for Tech-Fest and departments industrial visits, expert industry/institute lectures, mass participation of students in the outside of the campus shall be promoted through this fund.
- b) To promote engineers activities i.e. CSI, IEEE, Professional activities etc.
- c) Faculty & staff development in mass.
- d) Inhouse conduction of ISTE courses.
- e) Visit of the entire department to industry/institute.
- f) Patent fee
- g) Major part of the conferences.
- h) Professional fee- Deleted.
- i) 5% distribution is on head wise instead of department wise.
- j) Proposal of conferences should be submitted to BoM.
 Finance committee noted the committee report with above suggestions and instructed to formulate guidelines based on the above and recommended to BoM for approval.

Item No. 29: To note and approve recommendations of Building & Works committee.

Finance committee discussed and noted the minutes of meeting of Building Works Committee. Finance committee recommended the budgetary allocation for Rs. 40,92,500/- for the execution of the work of replacement of steel windows with aluminum sliding windows of Civil, Mechanical and Electrical department through P.W.D.

Also finance committee discuss the proposal of electrical installation and maintenance for various works in the institute through P.W.D. (Electrical). Finance committee recommend the electrical installation in workshop hall costing Rs. 2,26,609/- through P.W.D. (Electrical). For other works of Sr. 2 to Sr. 8 costing Rs. 11,38,000/-, Finance Committee initially noted the expenditure required for electrical works. But, Prof. D.J. Chaudhari stressed the need of work stated in Sr.2 to Sr.8. These works are essential and need urgent attention. Keeping in view the need, Finance Committee recommended the budgetary allocations of Rs.

11,38,000/- subjected to the submission of detailed estimate before final approval of the budget from BoM.

Finance committee also recommends the proposal for appointment of Maintenance Engineer with a salary of Rs. 15,000/- per month.

Finance committee approved the expenditure of building & electrical works worth Rs. 54,57,109/- through development fund and expenditure of maintenance engineer Rs. 15,000/- per month through tuition fee.

Item No. 30: To note constitution of Prize and Scholarships for students.

Item noted.

Item No. 31: Any other items with permission of chair

No other item discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

Member Secretary

Finance Committee

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Minutes of 6th meeting of Finance Committee held on 4/7/2012 at 2.30 p. m. in meeting hall

Sixth meeting of Finance Committee was held on 4/7/2012 at 2.30 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

Chairman

2. Mr. V. S. Jadhao

Member

3. Dr. V. N. Vankhede

Member

4. Dr. S. S. Pusadkar

- Member invitee

5. Shri A. J. Kanhake

- Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee. Dr. Abhay Wagh & Dr. P. M. Khodke, Member could not attend the meeting due to some other work and his absence was granted by the committee.

Item No. 31: To confirm minutes of 5th Finance Committee meeting held on 1st June 2012

In Item No. 27 the word "reequip" to be replaced by "recoup" and the statement "the budgeted amount of Rs. 20,58,539/- from M & S for 2012-13 shall be budgeted from SDF" with "the spent amount of Rs. 20,58,539/- from M & E for 2011-12 shall be adjusted from SDF".

The minutes of 5^{th} Finance committee meeting held on 1st June 2012 were confirmed with above changes.

Item No. 32: To note and approve action taken on 5th Finance Committee meeting

Finance committee discussed the various actions completed and brought to the notice actions not completed by the Member Secretary. Finance committee approves the action taken by the institute with following recommendations and additional actions.

Agenda Item No.	Page No.	Actions taken	Approved actions by Finance committee
32		Revised audit report for approval.	• The revised audit report of year 2011-12 was discussed and Mr. V. S. Jadhao raised objections on various entries made in receipt and payments. The dates on audit report was not placed on all pages. Mr. V. S. Jadhao expressed the concerned and suggested to revise again the audit report with following suggestions and asked to place in next finance meeting on 9th July 2012. Auditor should give comments on less expenditure, receipt and miscellaneous expenses and payment made. All heads of debit and credit must be same in each audit statement.
	The Coleman South Coleman Cole	Appointment for double entry work will be made.	• Member Secretary informed the committee about the non-availability of expert staff for double entry work. Mr. V. S. Jadhao suggested to out source this work so that the quality and regularity will be maintained. Hence it was decided to out source the double entry work. Necessary action shall be taken for appointing the agency.

<u>Item No. 33: To recommend the utilization of Tuition Fee collected upto 2011-12 for various works</u>

Member Secretary emphasized the vision of present BoM on up-liftment of the institute, development of Production centre and FAB LAB & e-governance along with required

fund for completing this activity. The Finance committee recommended the utilization of Rs. 375 lacs from tuition fee collected up to 2011-12 for fulfilling the vision of BoM.

Item No. 34: To note and recommend Procurement Plan under TEQIP II

The procurement plan of TEQIP II comprising the purchase of equipments, furniture's, books, learning resources & softwares and minor items, minor civil works & consultancy services was discussed and recommended to BoM for approval.

Item No. 35: To approve the budget for financial year 2012-13

Finance committee discussed the budget for financial year 2012-13. Mr. V. S. Jadhao suggested that the budget provisions for 2012-13 shall be in tune with the expenditure made during 2011-12. The budget provision for building works under State Govt. plans shall be made to the full estimated cost. The Library budget shall include the expenditure made in 2011-12. With this suggestion a revised budget will be placed in next financial committee meeting.

Item No. 36: To note and approve recommendations of Building & Works Committee

The finance committee appreciated the idea of central garden vehicle parking for student, which will make the campus environment free from noise pollution, air pollution etc. The finance committee approved Rs. 3.395 lacs through development fund for its construction.

Item No. 37: To note and recommend the rules and Format of application for International Travel of Faculty and staff under TEQIP II

The rules & application for International Travel of Faculty and staff under TEQIP II are recommended to BoM for its approval.

Item No. 38: To note and recommend the Monitory & Non-monitory benefits under Continuing Education Program

Continuing Education Program under TEQIP II are planed by the institute. The monitory and non-monitory benefits for faculties were discussed and recommended for approval to BoM.

Item No. 39: To note and recommend the policy for spending Tuition fee

The policy for Tuition fee utilization for various works under different head was discussed and recommended for approval to BoM.

Item No. 40: To note and recommend the Proposal of utilization of Library fine

The proposal for utilization of Library fine collected was discussed and instructed to make all expenses as per Purchase Powers and Financial Rules 2011. Finance committee recommended for approval to BoM.

Item No. 41: To note and recommend the additional requirement of fund for RPS Equipment

Finance committee recommended the additional fund (Rs. 2.00 lacs) for purchase of single equipment costing Rs. 5 lacs, over and above the amount sanctioned in RPS project by A. I. C. T. E. for approval to BoM.

Item No. 42: To note and approve the Annual Maintenance Contract order of MIS

Member Secretary informed the committee that the contract order GCOEA/1576, dtd. 11/4/2012 is of Rs. 2,85,400 + taxes extra instead of Rs. 2,85,400/- mentioned in the agenda note. The total cost of contract order including taxes is Rs. 3,20,675/-. Finance committee gave post-facto approval to Annual Maintenance Contract order of MIS of value Rs. 3,20,675/-.

Item No. 43: To note and recommend the enhancement of M. Tech. fee

Dr. W. Z. Gandhare suggested to keep the various fees for M. Tech. & Ph. D. student registering through institute same as to B. Tech. level. Dr. Gandhare expressed the need for Ph. D. registration fee due to facility provided by the institute to the Ph. D. students. Finance committee suggested that the tuition fee may be increased if Govt. of Maharashtra enhances the fee. This fee will be applicable to students admitting in the year 2012-13. Finance committee recommended Rs. 48,260/- per year as tuition, development and other fee to the M. Tech. and Ph. D. student for approval to BoM.

Item No. 44: Any other items with permission of chair

With the permission of Chair, following point was discussed.

Dr. W. Z. Gandhare pointed out the embarrass condition of Principal Quarter and the urgent need of its repair for occupying the quarter. He stated that the flooring, electrification, over head water tank, paving block, coloring & along with minor repair works etc. are required to be carried out. P. W. D. shows inability to carry out all these repairs due to lack of fund. P. W. D. agreed to carry out some of the work from their fund. The remaining expenditure for the same is to be borne by the institute. Mr. V. S. Jadhao expresses the concern over the present situation of the quarter and requested to bring the proposal through Building & Works Committee for approval in the next meeting.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

Mr. A. J. Kanhake)
Member Secretary,
Finance Committee,
Govt. College of Engineering,
Amravati

(Dr. W. Z. Gandhare)
Chairman,
Finance Committee,
Govt. College of Engineering,
Amrayati

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Minutes of 7th meeting of Finance Committee held on 12/7/2012 at 3.00 p. m. in meeting hall

Seventh meeting of Finance Committee was held on 12/7/2012 at 3.00 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

- Chairman

2. Mr. V. S. Jadhao

- Member

3. Dr. G. N. Vankhede

- Member

4. Mr. D. J. Chaudhari

Member invitee

5. Dr. S. S. Pusadkar

- Member invitee

6. Shri A. J. Kanhake

- Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

Item No. 45: To confirm minutes of 6th Finance Committee meeting held on 4th July 2012

Finance committee discussed the minutes of 6th Finance committee held on 4th July 2012. Finance committee confirmed the minutes.

Item No. 46: To note and approve action taken on 6th Finance Committee meeting

Action noted and approved.

Item No. 47: To note and approve recommendations of Building & Works Committee

Finance committee discussed the expenditure for repair of Principals' quarter. Building Works Committee recommends the estimate of Rs. 1.83 lacs. Finance committee permitted to spent temporarily this amount through development fund and it should be recoup from minor works grants from the Govt.

Item No. 48: To Discuss and recommend annual report (Accounts and Finance) for financial year 2011-12

Annual report for financial year 2011-12 submitted by the Chartered Accountant placed before the Finance Committee. Mr. V. S. Jadhao was not satisfactory on the audited statement. The present system of keeping the heads of accounts and expenditures makes its difficult to segregate the receipt and expenditure as desired by Mr. V. S. Jadhao. To over come this difficulty, Prof. Wankhede suggested that the double entry system preparation along with the purchase of Tally Software shall be expedite. Finance committee recommended the annual report to BoM for approval.

Item No. 49: To recommend the budget for financial year 2012-13

The budget for the financial year 2012-13 includes Rs. 2150.67 lacs under place Rs. 1308.89 lacs under non-plan and Rs. 661.725 lacs under institute level. Mr. V. S. Jadhao objected on the budgetary provision too high. Member Secretary explained the reasons for making provision on higher side for buildings, traveling allowance & library books. The construction of ESR costing Rs. 53 lacs received the administrative approval and budgetary provision for Rs. 53 lacs is made in addition to the above budget. Finance committee recommended the budget 2012-13 to BoM for approval with this correction.

Item No. 50: To note and recommend the expenditure to be made through Central Assistance Projects

Finance committee noted and recommended the expenditure of Rs. 91.65 lacs as per AICTE approved list of equipment under Purchase Rules and Financial Powers 2011.

Item No. 51: To note and recommend the expenditure to be made through TEQIP II fund

The proposal of the procurement of equipments, furniture, books, software, minor civil works and contractual services worth of Rs. 562.5 lakhs under TEQIP II discussed by the Finance committee. The expenditure under this project shall be made as per Purchase Rules and Regulations approved by National Project Implementation Unit of TEQIP and State Project Facilitation Unit of Govt. of Maharashtra (SPFU). Finance Committee recommend the expenditure.

Item No. 52: Any other items with permission of chair

No other item is discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Mr. A. J. Kanhake)

Member Secretary, Finance Committee,

Govt. College of Engineering,

Amravati

(Dr. W. Z. Gandhare) Chairman,

welchan.

Finance Committee, Govt. College of Engineering,

Amravati

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Minutes of 8th meeting of Finance Committee held on 28/1/2013 at 4.30 p. m. in meeting hall

Eigth meeting of Finance Committee was held on 28/1/2013 at 4.30 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

- Chairman

2. Dr. V. N. Vankhede

- Member

3. Dr. S. S. Pusadkar

- Member invitee

4. Ms. Sandar (Registrar)

- Member invitee

5. Shri A. J. Kanhake

- Member Secretary

Mr. V. S. Jadhao granted absence due to preoccupied work. However, he sent his representative Mr. Ladake for attending the meeting. At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

Item No. 1: To confirm minutes of 7th Finance Committee meeting held on 12th July 2012

Finance committee discussed the minutes of 7th Finance committee held on 12th July 2012. Finance committee confirmed the minutes.

Item No. 2: To note and approve action taken on 7th Finance Committee meeting

Action noted and approved.

Item No. 3: To note and approve recommendations of Building & Works Committee

A] Finance committee discussed the recommendation of Building Works Committee and approve following expenditure through budgeted amount of Rs. 100 lakhs for face upliftment;

i. A block amount of Rs. 40000/- for appointment of private consultant for preparation of master plan

- ii. Rs. 30 lakhs for expenditure towards works necessary for maintenance and refurbishment works such as
 - 1. Providing paver blocks in the surroundings of the department
 - 2. Ottas for trees
 - 3. Fencing for trees
 - 4. Campus cleaning
 - 5. Ground leveling
 - 6. Temporary boundary fencing around the campus
 - iii. For maintenance and refurbishment of Principal quarter for Rs. 2,19,110/-
 - iv. For water pipeline to be replaced in the campus a provision of Rs.15.7 lakh
 - v. Rs. 10,000/- (Ten thousand only) to correct digital map
 - vi. An additional budget of Rs. 878307/- for Garden Central Vehicle Parking for development in PHASE II.

The committee recommended to carry out all the work with APPROVAL form Chairman, B & W Committee on detailed estimate before the commencement of work and shall be executed as per PURCHASE RULES & FINANCIAL POWERS 2011 of the institute.

B] Finance Committee allowed spending **TEMPORARILY** an amount of Rs.23.11 laks from SDF available with the institute after completion of work if necessary. However, an proposal shall be sent to government for administrative approval of additional cost due and requested government for making additional provision for the increased cost. The mater should be expedite and perused to government for approval.

Finance committee noted and approved recommendation of Building Works Committee to BoM for approval.

Item No. 4: To note and recommend the constitution of Dean, Resource Planning & Evaluation with functions

Finance Committee discusses the functions of Dean, Resource Planning & Evaluation to look after various works related finance and resource generation. The committee noted and recommended the Dean, Resource Planning & Evaluation along with the functions.

<u>Item No. 5: To recommend the revision in PURCHASE RULES & FINANCIAL POWERS 2011</u>

Finance committee discussed revision in PURCHASE RULES & FINANCIAL POWERS 2011 and recommended revised PURCHASE RULES & FINANCIAL POWERS 2011 to BoM for approval.

<u>Item No. 6: To note and recommend the remuneration of Library staff for extra working hour</u>

The committee discussed extra time for keeping library open and suggested to allow use of 7 pm to 9 pm for reading. The students should carried out all other work till 6.30 pm. For keeping library open till 9 pm, one assistant librarian, one Library attendant and one peon is allowed for extra work at the rate of Rs. 80, 50 and 35 per hour respectively.

The committee noted and recommended the proposal with above correction.

Item No. 7: To note and recommend the budgetary provision for expenditure of industrial lectures

The proposal of Rs. 1,75,000/- (@ Rs. 25000/- per course) for payment to expert is approved through Tuition fee. However, committee instructed to set up an local committee comprising of Dr. N. D. Ghavaghave as Chariman, Dr. D. S. Chaudhari and Prof. M. M. Deshmukh as member for fixing the guidelines and to suggest the parameter which will bring uniformity in implementing the scheme in the institute;

- The remuneration charges per hr
- ii. Admissible TA & DA
- iii. Other expenses

The committee authorizes Chairman, Finance Committee to accept the recommendation and put for approval to BOM.

The committee noted and recommended the proposal with above correction.

Item No. 8: To note and recommend the remuneration of Office staff

Finance Committee did not recommend the proposal of remuneration of office staff. However, it instructed to resubmit the proposal with justification and information about same

type of remuneration to other autonomous institute. The finance committee also suggested that if possible the feasibility of operating examination fee though COE may also be explored so that additional work on Office staff for disbursement of remuneration to examiners can be carried by COE staff. The revised proposal may be placed in next meeting.

Item No. 9: To note & recommend the proposal of Teaching and Research Assistantship for P.G and Ph. D. Students under TEQIP II

The Finance committee noted and recommended the rules formed by committee for disbursement of **Teaching and Research Assistantship** to PG students and Ph. D. students.

Item No. 10: To approve and recommend the purchase of equipment costing more than Rs. 2 Lakh

The proposal of the procurement of equipments of Rs.8.505 lakhs namely, VOIDAGE PROBE FOR MEASUREMENT OF GAS CONCENTRATION IN THE FLOWING LIQUID STREAM under RPS project is recommended to Chairman, BOM for approval with modification in comparative table. The comparative table shall be accommodated on single page in Table with, S No, Description of equipment, Unit, Name of companies and remarks.

Additional Agenda Points for 8th meeting of Finance Committee on 28th January 2013 @ 4.30 p.m.

Item No. 11: To note and recommend the Guidelines for Payment of Honorarium/Remuneration/etc. Research Supervisors and committee members

The proposal of the Honorarium / Remuneration/etc. to Research Supervisors and committee members was discussed by Finance Committee. The committee proposed the following;

- i. The committee member attending the progress seminar shall be paid `400/- as Honorarium / Remuneration.
- ii. Expert member (from outside the Institute, if any) attending the progress seminar may be paid TA/DA as per institute rules.

The committee noted and recommended the proposal with above correction.

Item No. 12: To note and recommend the proposal of leak proofing in the campus

The proposal of the various building's roof leaking during rainy season was discussed by committee. The committee noted and recommended the expenditure of Rs. 17,05,000/- for leak proofing of Principal quarter, Administrative Building, Mechanical building, Hostel, Civil, electrical department etc. through Face upliftment expenditure of Building Works Committee.

The committee recommended to carry out all the work with APPROVAL form Chairman, B & W Committee on detailed estimate before the commencement of work and shall be executed as per PURCHASE RULES & FINANCIAL POWERS 2011 of the institute.

Item No. 13: To note and recommend Purchase of furniture for IT DEPARTMENT

The proposal of purchase of various furniture such as computer table, laboratory chairs for students, steel almaris, faculty and staff chairs etc. worth of Rs,4,89,000/- is noted and recommended to BOM for approval though Student Development Fund.

Item No. 14: To note and approve the purchase of e-journal

The proposal of purchase E-journals of SCIENCE DIRECT 275 journals costing RS. 381518/- ORDER to be given to International Book House Pvt. Ltd. MUMBAI is noted and approved by the committee.

Item No. 15: To note and recommend the expenditure for Cleaning the CAMPUS

The proposal of cleaning the departments and nearby areas for visits due from UGC & NBA is noted and recommended to BoM for approval as per following table. Dean Academic submitted the proposal on time and it was also recommended by the committee.

SN	Department	Amount in Rs.
1	Physics	1500
2	Library	40000
3	Computer	8000
4	Civil	13000
5	Electrical	14000

6	Instrumentation	1500
7	Dean Academic	6000
	Total	84000

The committee noted and recommended the proposal with expenditure to be made through Face upliftment of the campus.

Item No.16: Any other items with permission of chair

No other item is discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Mr. A. J. Kanhake)
Member Secretary,
Finance Committee,

Govt. College of Engineering, Amrayati (Dr. W. Z. Gandhare)

Pollechare

Chairman, Finance Committee, Govt. College of Engineering,

Amravati

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Minutes of 9th meeting of Finance Committee held on 30/7/2013 at 4.00 p. m.

Ninth meeting of Finance Committee was held on 30/7/2013 at 4.00 p.m. in Principal Cabin of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

- Chairman

2. Mr. V. S. Jadhao

- Member

3. Dr. S. S. Pusadkar

- Member invitee

4. Dr. N. D. Ghavghave

- Member invitee

5. Ms. V N Sadar

Member Secretary

Mr. Abhay Wagh and Dr. G. N. Vankhede granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

<u>Item No. 16: To confirm minutes of 8th Finance Committee meeting held on 28th January 2013</u>

Finance committee discussed the minutes of 8th Finance committee held on 28th January 2013. The committee suggested that revised PURCHASE RULES & FINANCIAL POWERS 2011 shall be titled as PURCHASE RULES & FINANCIAL POWERS 2013.

Finance committee confirmed the minutes with above suggestions.

Item No. 17: To note and approve action taken on 8th Finance Committee meeting

Mr. V. S. Jadhav pointed out the revised proposal of office staff remuneration shall be put up in next finance meeting along with justification.

Action noted and approved.

Item No. 18: To note and approve recommendations of Building & Works Committee

Finance committee discussed the recommendation of Building Works Committee. Mr. Jadhav raised objection on block allotment of expenditure provision for various works. He suggested that Building Works Committee recommendations and budgetary provisions pertaining to detailed estimate should only be considered. He told that budgetary provision for works whose estimates are approved by Building Works Committee can be only made by finance committee.

Finance committee recommended following works to BoM for approval through Face upliftment provision made in budget.

S. No.	Name of work	Amount Rs.
1	Special repairs to ground floor meeting hall W. C. & Bathroom Admin. Bldg.	197017
2 .	Special repairs to drinking water unit, W. C. & Bathroom of First floor Admin. Bldg.	189186
3	Providing waterproofing treatment to drinking water unit, W. C., & Bathroom of First Floor Admin. Building	134472
4	Providing and Fixing paving block at Porch of Administrative Building at the Campus	49860
5	Cement Concrete paving block fitting at gymkhana & Canteen building	189355
6	Cement Concrete paving block fitting at Electrical Engineering building	198725
7	Cement Concrete paving block fitting at Civil Engineering building	195060
8	Cement Concrete paving block fitting at Mechanical outside building	188189
9	Cement Concrete paving block fitting at Mechanical building inner side	175998
10	Supply & spreading of 6mm metal at Central Parking of institute	70223
	Total Rs.	1588085

Finance committee noted and approved recommendation of Building Works Committee of Rs. 1588085 to BoM for approval.

Item No. 19: To note the objection raised by PLA audit party on expenditure made as per BoM decision

Finance Committee discusses the objection raised by PLA auditor. Mr. V. S. Jadhav suggested sending compliance report on the findings of government auditor for the period of 2006-2013. The compliance shall be put in next Finance Committee meeting. The power of Principal / BoM / Finance committee shall be sought confirmation from government. Member secretary informed that a letter in this regard is already sent to government.

Mr. V. S. Jadhav also suggested that institute should have its accounting code / manual and clear accounting policy should be decided and the recommendation of auditor shall be considered during preparation of policy / manual. He further stated that the account code may be prepared from practicing Chartered Accountant by hiring the services.

The committee noted with above suggestions.

Item No. 20: To Discuss and recommend annual report (Accounts and Finance) for financial year 2012-13

Annual report for financial year 2012-13 submitted by the Chartered Accountant placed before the Finance Committee.

Finance committee recommended the annual report to BoM for approval.

Item No. 21: To recommend the budget for financial year 2013-14

The budget for the financial year 2013-14 includes Rs. 744.691 lacs under plan, Rs. 1414.22 lacs under non-plan and Rs. 716.498 lacs under institute level. Finance committee recommended the budget 2013-14 to BoM for approval.

Item No.22: To note and recommend the additional requirement of fund for RPS equipment

The supply order costing Rs. 15,37,875/- was placed by DTE vide No. 11/DTE/MOD/123/COEAmra/11-12(12-13)/34 dtd 2/3/13 against AICTE RPS project for the purchase of Precision LCR meter. GR No. Purchase – 2013/(34/13)/TE-3 dtd 8/2/2013 asked to spent Rs. 9,37,875/- through students development fund.

The finance committee noted and recommended for approval to BoM.

Item No.23: To note and recommend the enhancement of M. Tech fee

The fees for M. Tech. students was kept minimum at the level of B. Tech. Finance committee suggested that the tuition fee may be increased if Govt. of Maharashtra enhances the fee. This fee will be applicable to students admitting in the year 2013-14. Finance committee recommended Rs. 53,621/- per year as tuition, development and other fee to the M. Tech. student for approval to BoM.

Item No.24:To note and recommend the contract of man power by Dean (Academic)

Finance committee noted and recommended to BoM for approval.

Additional Agenda Points for 9th meeting of Finance Committee on 30th July 2013 @ 4.00 p.m.

Item No. 25: To note and recommend the budgetary provision for industrial lectures

Finance committee recommended the budgetary provision of expenditure for Industrial lectures of Rs. 3.5 lakh per year for all seven departments.

Item No. 26: To note and recommend fees for transcripts and verification

The provision of fees for transcripts certificates and student education verification was revised by the Chairman, Finance Committee. The same was kept for post facto approval. The Finance committee recommended the provision of fee for Transcripts Certificates and Student Education Verification as below;

Timouro	S and Student Education	Amount Rs.	
S. No.	Description	2000	
	Transcripts Certificates for Five copies	3000	
		200 for each additional	
2 Tr	Transcripts Certificates for more than 5 copies		
2	Student Education Verification	1000	
3	Student Education Verm		

Item No. 27: To note and recommend arrangement for double entry system of account

At present, account in office is kept based on cash flow. The auditor recommended that double entry system to be adopted for maintaining the account. As no expert is available in office for this work, Finance committee recommended that this work may be carried out by external CA on work basis.

Item No.28: Any other items with permission of chair

No other item is discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Ms. V. N. Sadar) Member Secretary, Finance Committee, Govt. College of Engineering,

Amravati

Coelhone (Dr. W. Z. Gandhare) Chairman,

Finance Committee, Govt. College of Engineering, Amravati

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Minutes of meeting of Finance Committee held on 26/02/2014 at 4.00 p.m. in Principal Cabin

Tenth meeting of Finance Committee was held on 26/02/2014 at 4.00 p.m. in Principal Cabin of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W.Z. Gandhare

- Chairman

2. Dr. G.N. Vankhade

- Member

3. Dr. S. S. Pusadkar

- Member

4. Shri A.J.Kanhake

- Member Secretary

Mr. Abhay Wagh and Mr. Vijay Jadhav granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

Item No. 1: To confirm minutes of 9th Finance Committee meeting held on 30th July 2013.

Finance committee discussed the minutes of 9th Finance committee held on 30th July 2013.

Finance committee confirmed the minutes.

Item No. 2: To note and approve action taken on 9th Finance Committee meeting

Action noted and approved.

Item No. 3: To note approve recommendations of Building & Works Committee.

Finance committee discussed the recommendation of Building Works Committee. Hon. Member suggested that Building Works Committee must submit detailed estimate of the work to be considered.

Based upon minutes of meeting of Building Works Committee, Finance committee recommended following works to BoM for approval through Face upliftment provision.

Sr.no.	Name of work	Amount Rs.
1	Fencing work from Shegaon-Rahatgaon Road	201730
2	Approach road to Library in College campus	715950
3	Miscellaneous civil works	484560
4	Minor civil works in Dean (Academic) office	856970
5	Works of Bore well of Water supply & repairs of pipe line	200000
	Total Rs.	2459210

Finance committee noted and approved recommendation of Building Works Committee of Rs. 2459210 to BoM for approval subject to submission of detailed estimates of the work.

<u>Item No. 4: To note approve recommend honorarium to External members of sub-committee.</u>

Dr. G. N. Vankhade proposes Rs. 2000/- per meeting as a honorarium to attend meeting of Sub-committee by member of BoM & Academic Board.

The finance committee recommended to BoM for approval.

Item No. 24: Any other items with permission of chair

To note & recommend the expenditure of Singapore Study tour of 20 faculty under TEQIP- II to BoM

Dr. W. Z. Gandhare informed the committee that a team of 20 faculties were sent to Singapore on study tour with prior approval of BoM Chairman. The expenditure of Rs. 20 lakh was also approved by BoM chairman under TEQIP II. He requested the committee to note and recommend the expenditure of Rs. 20 lakh to BoM for approval.

The finance committee noted and recommended the Rs. 20 lakh expenditure under TEQIP II to BoM for approval.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Mr. A.J.Kanhake) Member Secretary

Finance Committee

Govt. College of Engineering Amravati (Dr. W. Z. Gandhare)

Chairman

Finance Committee

Govt. College of Engineering

Amravati

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NO.GCOEA/FC/2014/2335 Date: - 2-4-2014

Minutes of 11th meeting of Finance Committee held on 2/4/2014 at 4.00 p. m.

Eleventh meeting of Finance Committee was held on 2/4/2014 at 4.00 p.m. in Principal Cabin of Govt. College of Engineering, Amravati and following members were present.

I. Dr. W. Z. Gandhare

Chairman

2. Dr. G. N. Wankhade

Member

3. Dr. S. S. Pusadkar

Member

4. Dr. N. D. Ghavghave

Member invitee

5. Mr. A. J. Kanhake

Member Secretary

Mr. Abhay Wagh and Mr. V. S. Jadhao granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

Item No. 1: To note and recommend the remuneration of extending the library timings

Prof. P. S. Lande, Library in charge submitted the proposal for extending the library time up to 10 pm, in view of the request from students. The principal issued order to keep library open till 10 pm vided. Notice No. 1995 dtd 18/3/2014. Finance committee discuss the proposal and proposed that instead of all staff extending up to 10 pm, only four staff may be called for on temporary basis. The record of students and library affairs may be properly maintained. The expenditure may pay through library fee / SDF / Tuition fee depending upon the availability of fund. Finance committee recommends the following remuneration for various staff;

S. No.	Designation of staff	No. of staff	Remuneration per hour
17	Asst. Librarian		Rs. 100/-
2	Library attendant	1.	Rs. 50/-
3	Peon	1	Rs.35/-
4	Contract basis unskilled worker	- V-1/1 - 1-1-1	Rs. 20

The library shall keep the record and keep the library open till 10 pm during the running session. Finance committee noted and recommended to BOM approval.

Item No. 2: To note and recommend the renew subscription of E-journals from different agency

The library issued an order for purchase of e-journal for the year 2014 (1st Jan 14 to 31st Dec. 14) costing more than Rs. 2 lakhs for which finance committee approval is necessary. Library submitted it for post facto approval. The details of order and amount are as below;

. S. NO.	Publisher	E content	Annual subscription in Rs	Name of supplier	Supply order no.
1	IEEE	IEEE – 145 e-Journals + back file access since 2000	3,70,500	Global Information Systems Technology Pvt Ltd, Gurgaon	GCOEA/LIB/IEEE- e-journals/14/191 dtd. 10/1/2014
2	Springer	Journals + back file access since 1997	2,05,390	Global Information Systems Technology Pvt Ltd, Gurgaon	GCOEA/LIB/IEEE- e-journals/14/193 dtd. 10/1/2014
3	Elsevier	275 e- Journals + back file access since 2000	4,65,810	Global Information Systems Technology F Ltd, Gurgaon	GCOEA/LIB/IEEE- e-journals/14/197 dtd. 10/1/2014

Finance committee granted post facto approval with note that the supply order shall be placed with prior approval.

Item No. 3: To note and recommend the Data centre / CWN Urgent requirements

The coordinator data center proposes enhancement of broad band connection bandwidth form 10 mbps to 155 mbps for placing the order for this year. However, the budgetary provision for the 10 mbps line was Rs. 15 lakhs in financial year 2013-14. The enhancement cost increases to approximately Rs. 32 lakhs. Also WEBSENCE and network antivirus software licenses need to be renewed urgently. The expected expenditure for both is Rs. 12 lakhs. Since the budget for 2014-15, is not placed and approved, for fulfilling request of datacenter, interim budget approval is necessary, which will became the part of main budget.

Finance committee noted and recommends the interim budget provision of Rs. 44 lakhs.

The separate item is added for interim budget.

Item No.4: Any other items with permission of chair

Item No. 4(1): To confirm minutes of 10th Finance Committee meeting held on 26th February 2014

The member brought in the notice that no item is placed for confirming the minutes of X finance committee. Then Finance committee discussed the minutes of 10th Finance committee held on 26th February 2014.

Finance committee confirmed the minutes.

Item No. 4(2): To note and recommend TEQIP II sub-items for approval

Finance committee discussed the following proposals

- i. Activity Plan as per PIP for 2014 (Jan 2014-Dec 2014)
- Procurement Plan for 2014 (Jan-Dec 2014) Contd..
 LIST OF EQUIPMENT/CIVIL WORKS (submitted for Post facto approval)
- iii. International Travel Proposals-
- iv. International Study Tour Proposal (Post-Facto Approval)
- v. Re-appropriation of TEQIP-II (Post Facto Approval)
- vi. Appointment of staff for TEQIP Office-

Finance committee noted and recommends to the BOM for approval.

Item No. 4(3): To recommend Interim Budget Provisions for various items in year 14-15

UGC committee for autonomy extension is scheduled on 8-9th April 2014. There is need for few notice boards, display board, indicators and cleaning of playing ground. The approximate expenditure is Rs. 3.5 lakhs as proposed by Workshop Superintendent. Since the budget for 2014-15, is not placed and approved, for fulfilling request of datacenter (item no. 3) and Workshop superintendent, interim budget approval is necessary, which will became the part of main budget. The expenditure may pay through Internet fee / SDF / Tuition fee. Following provision of interim budget 14-15 is recommended by Finance Committee for approval to BOM.

S No	Department	Description	Interim Budget provision for 14-15 Amount in Lakhs
-1	Data Center	BSNL bandwidth enhancement from 10 mbps to 155 mbps	32
	• •	Websence	7
		Network Antivirus	5
2	Workshop Superintendent	Notice board	0.5
		Display board with cover	1
		Arrow indicator	. 0.5
		Radium	0.5
, 4 1 1		Vision mission board	0.65
		Ground work	0.35
		Total Rs. (Lakhs)	47.5

Finance committee noted and recommends to the BOM for approval. Toh 51 law

No other item is discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

Mr. A. HKanhake)
Member Secretary

Finance Committee
Govt. College of Engineering

Amravati

(Dr. W. Z. Gandhare)

Chairman

Finance Committee

Govt. College of Engineering

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NO.GCOEA/ FC/2014/3856

Date: - 09/07/2014

Minutes of 12th meeting of Finance Committee held on 9/7/2014 at 4.00 p. m.

12th meeting of Finance Committee was held on 9/7/2014 at 4.00 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

- Chairman

2. Dr. G. N. Wankhade

- Member

3. Mr. V. S. Jadhao

- Member

4. Dr. S. S. Pusadkar

- Member

5. Dr. N. D. Ghavghave

- Member invitee

6 Mr. A. J. Kanhake

- Member invitee

7. Ms. V N Sadar

- Member Secretary

Mr. Abhay Wagh granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble M embers of Finance Committee.

Item No. 5: To confirm minutes of 11th Finance Committee meeting held on 2nd April 2014

Finance committee discussed the minutes of 11th Finance committee held on 2nd April 2014. Finance committee confirmed the minutes.

Item No. 6: To note and recommend the Building & Works Committee

Finance committee discussed the recommendation of Building and Works Committee meeting held on 8/7/2014. The principal stated the urgent need of the compound wall for avoiding the encroachment within the campus and providing the safety to students and college property. BW &C recommended construction of precast RCC compound wall after the presentation by agency with various suggestions by BW&C committee members. Mr. Jadhav shows concern about the stability of precast RCC wall and regular compound wall. Principal told that precast RCC wall also stable and proper precautions will be taken as suggested by BW&C committee members. He further stated that a demo of precast wall will be given in the campus and after satisfying the committee, order will be placed. The

cost of precast RCC wall construction Rs. 60 lakhs recommended by committee will be budgeted in Financial year 2014-15.

BW & C requested Finance Committee for post-facto approval to the work of Rs.2.687 lakhs. Mr. Jadhav shows great concern on post facto approval. He said that this committee is constituted for planning the expenditure and institute should forecast the need and get the approval first and then to be executed. Mr. Jadhav also suggested that Finance Committee should not accept any proposal for post facto approval hence forth. For urgent need, an emergent meeting of Finance Committee shall be called and approval shall be sought with proper budgeted provision. However, for the present expenditure of Rs. 2.687 lakhs, Finance committee—gave post factor approval.

BW & C requested Finance Committee to make a budget provision for carrying out various works in the institute of Rs. 92.17 lakhs. The total budget provision suggested by BW & C including compound wall is Rs. 154.857 lakhs. BW & C requested to make additional provision of Rs. 195.45 lakhs for various constructions.

Finance Committee will recommend the budget for BW & C for various works to be taken in financial year 2014-15 in next agenda point. Finance committee suggested that BW & C should decide the priority of work based upon need and requirement and execute the various works.

Mr. Kanhake requested Finance Committee to sought utilization certificate and work completion certificate from BW & C for the money handed over to PWD for construction of various works from PWD. The works need to be completed within stipulated time period. Finance Committee approves the request and requested BW & C to submit utilization certificate and work completion certificate for earlier works.

Finance committee noted and recommended minutes of meeting of Building Works Committee with above suggestions.

Item No. 7: To note and recommend M. Tech. Registration fee for dissertation work

M. Tech registration fee for dissertation work only was put up before Finance Committee for post facto approval. The principal explain need of the circular and benefit of the students. Mr. Jadhav said that this circular should not be hampering the interest of students.

Finance committee noted and recommended to BoM for approval.

Item No. 8: To note and recommend revision in utilization of rules of tuition fee

The utilization of tuition fee for different heads of expenditure were approved by BoM. However, due to less grant available from government for payment of B. Tech / M. Tech extra load or Electrical / Telephone/water bills /Contractual Services for guard/ Sweeper etc. All these services are required regularly and need to pay.

Finance committee recommended to BoM for approval to inclusion of these payment through tuition fee for any short fall of fund.

Item No. 9: To note DTE letter regarding placement of order of Central Assistance Project

The project under Central Assistance Projects includes Research Promotion Scheme (RPS), Modernization and Removal of Obsolescence (MODROB), Direct Central Assistance (DCA), Staff Development Projects etc. These projects are of short duration and to be utilized for specified items. The purchase of equipment for these funds were carried out as per Purchase Rules and Financial Power -2013. However, DTE issued a circular no. 11/TSS/Proposal/14-15/177 dated 03.05.2014 regarding purchase of equipment through these fund at DTE level.

Finance Committee discuss the issue and suggested to write a letter to DTE, requesting them to allow the purchase of equipment's for RPS/MODROB/DCA projects as per Purchase Rules and Financial Power -2013.

Finance committee noted.

Item No.10: To note auditor letter

Finance Committee discusses the letter given by auditor for completing the audit with two week. However, Mr. Jadhav for placing a budget without audit report. He told that audit report will clearly give introspect to income, expenditure and balance to be carried forward to next financial year and availability of funds. Hence, Mr. Jadhav made remarks that audit shall be carried out first and based on audited report, budget shall be prepared.

However, Mr. Kanhake told the procedure adopted for audit and assured house that it will be completed within two weeks and will be placed in next meeting.

Finance committee noted with above suggestions.

Item No. 11: To note and recommend the budget for Financial Year 2014-15

The budget for financial year 2014-15, was submitted to Finance Committee to recommend to BoM for approval. However, Mr. Jadhav said this budget is based on unaudited expenditure of Financial Year 2013-14 and hence may need certain correction after audit report. Hence, he said to put a remark that budget provisions may need modification if required.

Mr. Jadhav asked to put reference letter number vide which budget has been prepared as submitted by the department. He also asks to put a summary sheet for of budget.

Dean(Academics) asked for Rs. 12 lakh (Dean(A)/SS/2014/446 dtd 9/7/14) for paying to Sant Gadge Baba Amravati University, Amravati affiliation fee. Finance Committee recommended it through tuition fee. Finance Committee also recommended the budgetary provision of Rs. 150 lakhs for various works suggested by BW &C. The priority of work and need to be decided by BW &C.

Finance committee recommended the budget for financial year 2014-15 to BoM for approval with above remarks.

Item No.12: Any other items with permission of chair

Item No. 12(1): To note and recommend honorarium to Rector and Warden of the hostels

The rector and warden are performing duties after office hour also. They demanded waive off water and electricity bill for allotted quarter and honorarium of extra work. Mr. Kanhake told that electricity and water bill can't be waived off as per govt. rules.

Mr. Jadhav asked then to fix honorarium for rector and wardens, He suggested giving Rs. 3000 per month to Rector and Rs. 2000/- per month to Warden after approval of BoM. The principal accepted the honorarium and the expenditure for this shall be made through Tuition fee.

Finance committee noted and recommends to the BOM for approval.

No other item is discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Ms. V N Sadar)
Member Secretary,
Finance Committee,
Govt. College of Engineering,
Amravati

(Dr. W. Z. Gandhare) Chairman,

Finance Committee, Govt. College of Engineering,

Amravati

Copy to all Hon'ble Members of Finance Committee for information and confirmation



GOVT. COLLEGE OF ENGINEERING, AMRAVATI – 444 604

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NO.GCOEA/FC/2014/6255

Date: - 15-12-2014

Minutes of 13th meeting of Finance Committee held on 6/12/2014 at 4.00 p. m.

13th meeting of Finance Committee was held on 6/12/2014 at 4.00 p.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

- 1. Dr. W. Z. Gandhare
- Chairman
- 2. Dr. G. N. Wankhade
- Member
- 3. Mr. V. S. Jadhao
- Member
- 4. Dr. S. S. Pusadkar
- Member invitee
- 5. Dr. N. D. Ghavghave
- Member invitee
- 6 Mr. A. J. Kanhake
- Member invitee
- 7. Ms. V N Sadar

Member Secretary

Mr. Abhay Wagh granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble M embers of Finance Committee.

Item No. 13: To confirm minutes of 12th Finance Committee meeting held on 9th July 2014

Mr. V. S. Jadhav asked about the status of various decision recommended in last Finance Committee specifically about boundary wall construction etc. Dr. W. Z. Gandhare informed that area measurement of the institute was completed by Maharashtra Bhumilekh department and only demarcation on ground remained. After the demarcation is completed, the boundary wall construction will be carried out. Similarly, Mr. Jadhav verified the payment procedure.

Finance committee discussed the minutes of 12th Finance committee held on 9th July 2014. Finance committee confirmed the minutes.

Item No. 14: To note and recommend audit report of financial year 2013-14

Mr. V. S. Jadhav made remarks on Audited statement presented by M/s Lakade & Associates, Amravati that the statement shows remarks which can be eliminated easily if the details required are submitted and produced. Ms. Sardar, Registrar and Mr. Kanhake, AO assured the committee that missing

details will searched and produce before M/s Lakade & Associates, Amravati for verification immediately.

Mr. Jadhav reiterated that since the audited statement needs revision, it can't be accepted and recommended to BoM for approval. Hence, after the correction is completed, it can be discuss in next meeting before BoM meeting scheduled on 23/12/2014.

Mr. V. S. Jadhav stresses the need of forming an Account Manual which will be helpful to auditor and institute for making true audit report. The Account Manual may be based upon University Account manual and other autonomous institute such as Walchand College of Engineering, Sangli or College of Engineering, Pune if they are using it. Dr. G. N. Wankhede stated the Account Manual of University is very helpful for financial management of Universities. It was decided that a Charter accountant having knowledge of college and university financial management, may be appointed for the preparation of Institute Account Manual and CA should ask to do presentation to Finance Committee before finalization.

Finance committee returned audit report for further clarification and correction needed.

Item No. 15: To note and recommend the Building & Works Committee

Finance committee discussed the recommendation of Building and Works Committee meeting held on 4/12/2014. The budgetary provision of Rs. 150 lakh was made for the financial year 2014-15 for various work in 12th meeting of finance committee.

The building works committee meeting held on 4/12/2014 further demanded additional amount for the following works;

Бо.	,		
i.	Proflex shed in Electronics Department	=	Rs. 30.0 lakh
ii.	Post facto approval to various works	=	Rs. 4.79 lakh
iii.	Various civil works in the campus	=	Rs. 96.61 lakhs
iv.	Post facto approval to cleaning campus around		
	Computer dept	=	Rs. 0.48 lakh
٧.	Post facto approval to coloring tress on campus	i ,	
	Construction of granite otta near Civil dept,		
	repairing of parking places, minor repair of		
	culvert otta carried out in 2013-14	=	Rs. 2.16 lakh

Total =

Mr. Jadhav shows great concern on post facto approval. Dr. Wankhede shows displeasure for the post facto approval process. However, Mr. Jadhav said that the expenditure is already carried out by the committee and hence approval may be given. Hence, for the present expenditure of Rs. 7.43 lakhs, Finance committee recommended for post factor approval to BoM.

Rs. 134.04 lakh

BW & C requested Finance Committee to make a additional budget provision for carrying out various works in the institute of Rs. 126.61 lakhs in 2014-15. However, Dr. Wnakhede and Mr. Knhake brought to the notice that the expenditure to be made on various constructions may be restricted to 5% of tuition fee as approved norms by BoM guidelines. Mr. Jadhav said that BW&C has recommended the construction and repair of various structures in the institute campus depending upon its need. Dr. Gandhare told that no money is received for doing various repair and construction from the government. These repairs are necessary from aesthetic and safety point of view of the students and institute. Hence, for initial period we will require more money for campus improvement which may be more than 5% of tuition fee. Mr. Jadhav said the looking into the need of the campus and BW & C recommendations; we must request BoM to allocate the expenditure provision more than 5% of tuition fee.

Finance Committee recommends the total additional budget provision of Rs. 100 lakh for BW & C for various works to be taken in financial year 2014-15. Finance committee suggested that BW & C should decide the priority of work based upon need and requirement and execute the various works. However, Mr. Kanhake again stressed the need to obtain Utilization certificate from PWD for the money handed over by BW & C.

Mr. Kanhake requested Finance Committee to sought revision in distribution of tuition fee and other fees received by the institute. Mr. Jadhav asked to place the revised utilization percentage distribution of all fees in next meeting.

Finance committee noted and recommended minutes of meeting of Building Works Committee with additional provision of Rs. 100 lakh.

Item No. 16: To note and recommend temporary allotment of Rs. 2.00 core for TEQIP -II from college fund

TEQIP-II program is in progress for development of research and post graduation education which is supported by state and central government. Dr. Gandhare told that the grant under TEQIP – II of Rs. 3.00 crore will be issued by government soon. Since the expenditure is under way to continue the program, the stagnation of bill of the supplier are piled up. The suppliers were continually demanding for the bills to be passed. Hence, Rs. 1.00 crore was temporarily released urgently vide a letter 4638 dtd 28/8/14. Further, TEQIP-II coordinator requested for Rs. 1.00 crore again vide letter dtd. 4/12/14 for payment and other expenses. Mr. Jadhav asked whether the transfer of amount is permanent or temporary. Mr. Knahake told that it is temporary and will be transferred back to institute account once TEQIP-II grant is received.

Finance committee noted and recommended to BoM for approval.

Item No. 17: To recommend supplementary budget for financial year 2014-15

Dr. Gandhare told the committee that purchasing of 40 computers for IT department are only essential. Further, he told that, no provision is required to be made for purchase of air

conditioner, laptop, printers, Xerox machine, LCD/DLP projectors, steel cup boards, vacuum cleaner, LED monitor, UPS and scanners.

Finance committee recommended the supplementary budget with above modifications.

1tem No. 18: To note and approve purchase order of Library

The supply orders of e-journal of Rs. 3.87 lakh, Rs.2.10 lakh and Rs. 4.85 lakh were issued by The Principal on 26/11/2014 for the period of 1st January 2015 to 31st December. 2015. Dr. Gandhare told that e-journals procurement is necessary for the student to do research during the project and dissertation work.

Finance committee given post facto approval to the supply order.

/ Item No.19: To note and recommend honorarium to Accountant & Peon of TEOIP II

TEQIP-II appointed an accountant on fixed consolidated payment of Rs. 12000/- per month and a peon on daily wages basis at Rs. 150/- per day. The request was made them to enhance the payment.

Finance committee recommended Rs. 15000/- per month for account and RS. 200/- per day for peon.

Item No. 20: To note GR of e-tendering purchase costing more than Rs. 3 lakh.

Govt. of Maharashtra issued a GR No./MTS/Nasti-2012/PK273/39 dtd 26/11/2014 for enforcing the e-tendering process for all tender costing more than RS. 3.00 lakh. Mr. Jadhav said that e-tendering is good process for transparency point of view and should be implemented for tendering as per PURCHASE RULES & FINANCIAL POWERS 2013.

Finance committee noted GR.

Item No.21: Any other items with permission of chair

No other item was discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members to Member Secretary.

(Ms. V N Sadar) Member Secretary,

Member Secretary, Finance Committee,

Govt. College of Engineering,

Amlewati

(Dr. W. Z. Gandhare)

Deceliare

Chairman,

Finance Committee,

Govt. College of Engineering

AmravaH

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> NO.GCOEA/ FC/2015/ Date: - 09/4/2015

Minutes of 14th meeting of Finance Committee held on 09/4/2015 at 11,00 a.m.

14th meeting of Finance Committee was held on 09/4/2015 at 11.00 a.m. in meeting hall of Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

- Chairman

2. Dr. G. N. Vankhade

- Member

3. Mr. V. S. Jadhao

- Member

4. Dr. S. S. Pusadkar

- Member invitee

5. Dr. N. D. Ghavghave

- Member invitee

6 Mr. A. J. Kanhake

- Member Secretary

Dr. Kiran Patil and Ms. V. N. Sadar granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble M embers of Finance Committee.

Item No. 22: To confirm minutes of 13th Finance Committee meeting held on 6th December 2015

Finance committee discussed the minutes of 13th Finance committee held on 6th December 2015.

Mr. Vijay Jadhav pointed out that the audited statement of financial year 2013-14 was not approved in the last finance committee meeting. After clarification sought from the Auditor and AO of the institute, the member accepted the Audited report and asks AO to comply the shortfall immediately and put up the report in next financial committee. Finance committee approves the audited statement of financial year 2013-14 and recommended to BoM for approval.

The finance committee in meeting held during 2012, had specified the 5% of tuition fee for infrastructure development but considering the increased fund requirement for the development of the institute, the committee now resolved to approve the actual and proposed expenditure / allocation of fund as per the direction and recommendations of the various other committee. However, the committee hereby proposes for specific % of expenditure to be incurred for development of institution in future in coming meeting.

1

The finance committee recommended temporary allotment of Rs. 2crore for TEQIP-II from college fund till the institute received from SPFU. Now, the institute receives the Rs. 3 crore from SPFU, hence the institute had deposited Rs. 2crore in institute fund vide letter no. GCOEA/TEQIP-2/Cash/2014/2327 td 6/4/15 and chq. No. 955190 dtd 7/4/15. Finance committee noted the same.

Finance committee confirmed the minutes.

Item No. 23: To note and recommend the Building & Works Committee minutes of meeting

Finance committee discussed the recommendation of Building and Works Committee meeting held on 7/4/2015.

Mr. Jadhav suggested that the building work committee should utilize the fund for the purpose for which it was allocated.

The finance committee recommended the expenditure through Tuition fee to BoM;

• The following works of Rs. 2,59,431 /- for post facto approval for the completed work

Sr.	Name of civil works	Bill amount (Rs.)
1	Providing paving blocks in front of workshop	Rs. 190161=00
2	Providing and fixing interlock concrete pavers surrounding brick masonry Chabutra around the tree near Civil Engg. Department	Rs. 30477=00
3	Cleaning and grubbing of land boundary (north side)	Rs. 27760=00
4	Minor repair works of pipeline	Rs. 11033=00

 The following works of Rs. 1,29,36, 147/- for new works of repair / renovation and new minor work for the financial year 2015-16.

Sr.	Name of work	Estimated cost(Rs)
1	Construction RCC compound wall from Shegaon naka to Asiad colony road of 0.310 km and 2.10 m height	Rs. 2046240=00
2	Renovation of flooring of Strength of Material laboratory in Applied Mechanics Department	Rs. 273210=00
3	Renovation of flooring of Structure laboratory in Applied Mechanics Department	Rs.141916=00
4	Renovation of cabins of Fluid Mechanics laboratory in Civil Engineering Department	Rs.203290=00
5	Providing & laying sewer pipeline from Administrative building to Main sewer pipeline	Rs. 83101=00
6	Providing and constructing C.C. platform for erecting 15 ft height natural sculpt near Civil Engineering Department including transportation and installation of sculpt	Rs. 2 74490=00
7	Expenditure for proposed garden in front of Jijajoo girls Hostel including unpaid garden expenditure, construction of fountain, street lights and solar lights.	Rs. 1390130=00
8	Repairs of solar street lights in the premises of institute	Rs.191613=00
9	Expenditure for electrical works including renovation of	Rs. 756275=00

- 112	E.I. and change over facility	Rs. 454335=00
0	workshop department	
11	Repairs of shed in moulding shop in workshop	Rs. 485270=00
12	department Providing paving blocks in front of main gate and sewer line in workshop department	Rs. 167450=00
13	Providing paving blocks in cycle stand, repairing of shed and electrification in workshop department	Rs.361600=00
14	Providing paving blocks in front of cycle stand and along the road in workshop department	Rs.276830=00
15	Providing paving blocks in east side of workshop department	Rs143810=00
16	Renovation of meeting hall in the Administrative building	Rs. 325484=00
17	Repairing of girls common room in the Administrative building	
18	Construction of Umbrella near canteen, Providing Granite for otta near canteen, Colouring, Cleaning the campus at different places, Building huts an different places in campus and pending bills of different civil works executed by Prof. Deverankar	Rs. 2093580=00
19	Construction work of RPS project by Prof. Khante	Rs.87791=00
20	Construction of new basket ball ground	Rs. 2900000=00
21	Concrete Benches for Garden	Rs. 60000=00
22	Providing Cement pipe 28 inches dia. for sewer line near canteen (4 Nos.)	Rs. 35000=00
23	Expenditure for Electric motor and accessories in the well in Civil Engineering Department for supplying water in F.M. lab and gardening purpose	
24	Providing supply cable to E.I. of Dean Cabin	Rs. 43000=00

 The following works of Rs. 1,32, 85, 481/- for new works of repair / renovation and new minor work approved in the financial year 2013-14 were extended for the financial year 2015-16

Sr.No.	Name of work	Estimated cost(Rs)
1	Repairing of warden quarters including colouring, repairing floor, replacement of windows, repairing of doors and providing paving blocks in adjoining area	Rs. 1515514=00
2	Construction of otta for security chowki (3 nos) with concrete paving blocks in adjoining area	Rs.505286=00
3	Refurbishment of Switch gear lab in Electrical department	Rs.534664=00
4	Replacement of existing windows with aluminium windows in Sahyandri and Satpuda boys hostels	Rs.16,45,600=00
5	Providing water proofing treatment in terrace of Sahyandri and Satpuda boys hostels	Rs.4,94,340=00
6	Refurbishment of T&P department includes ceramic tiles,	Rs.39,69,600=00

	aluminium doors & windows, painting, granites, partitions etc	
7	Providing and fixing channel gate in rear side of concrete lab in Applied Mechanics department	Rs.10000=00
8	Refurbishment of Dean (Finance) cabin in administrative building	Rs.45600=00
10	Providing paving blocks around library building	Rs 863920=00
11	Refurbishment of M. Tech class room in Mechanical Department	Rs.165165=00
12	Construction of Proflex shed in Electronics department	Rs.3535800=00

The finance committee recommended that the building works may be carried out by institute instead of handing over to PWD. The committee recommended that Rs. 29 lakhs r be budgeted additionally for the additional work incurred during the financial year 2015 so that total expenditure of Building works committee will not exceed Rs. 3 crore.

Finance committee noted and recommended minutes of meeting of Building Wo Committee with above suggestions.

Item No. : Any other items with permission of chair

- (i) Dr. N. D. Ghavghave, Associate professor, Electrical Engineering, requested to allot 5.7 lakhs for the support of RPS project sanctioned by AICTE due to shortage of fund. Final committee recommended to BoM for approval for the financial year 2015-16.
- (ii) Prof. P. N. Chatur proposed the purchase of new LCD projector with screen of 6'x 8's complete PA system with speaker and mike for the meeting hall of the institute. The to expenditure of Rs.2, 75,385 /- is expected for the same. Finance committee recommended BoM for approval for the financial year 2015-16.
- (iii) BoM proposed to purchase of e-journal of IEEE with unlimited seats at the cost of I 17 lakhs. Finance committee recommended for the expenditure in the financial year 2015-16.

Finance committee noted and recommends to the BOM for approval.

No other item is discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and ail Hon'b members by Member Secretary.

(Mr.-A. J. Kanhake)

Member Secretary, Finance Committee Govt. College of Engineering Amravati

Edleliare Z. Gandhare) Chairman, Finance Committee

Govt. College of Engineering

Amravati

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NO.GCOEA/ FC/2015/ Date: - 30/7/2015

Minutes of 15th meeting of Finance Committee held on 27th July 2015 at 4.00 pm

15th meeting of Finance Committee was held on 27/7/2015 at 4.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

- 1. Dr. W. Z. Gandhare
- Chairman
- 2. Dr. G. N. Wankhade
- Member
- 3. Mr. V. S. Jadhao
- Member
- 4. Dr. S. S. Pusadkar
- Member invitee
- 5. Dr. N. D. Ghavghave
- Member invitee
- 6 Mr. A. J. Kanhake
- Member Secretary

Dr. Kiran Patil and Ms. V. N. Sadar granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble M embers of Finance Committee.

Item No. 25: To confirm minutes of 14th Finance Committee meeting held on 9th April 2015

Finance committee discussed the minutes of 14th Finance committee held on 9th April 2015.

Dr. S. S. Pusadkar brought into notice the incorrect date of 13th finance meeting in minutes of meeting of 14th Finance meeting. It is to be corrected as 6th December 2014.

Mr. Vijay Jadhav asked about the compliance report of the Audit report of 2013-14 which was to be placed in the present meeting. Mr. Kanhake told the committee that the reply is getting ready and will be submitted soon.

Mr. Vijay Jadhav also asked about the proposal to revise the % distribution of expenditure through Tuition fee as against 2012 guideline in pretext of higher expenditure on infrastructure. He also stressed the need to look into this aspect and proposed the new allocation in next meeting. Mr. Kanhake assured about presenting the distribution guideline for expenditure through tuition fee and other fee collected as per govt. guidelines.

Mr. Vijay Jadhav also enquired about the procedure followed by BWC committee for the various constructions and check the all document related to providing & fixing interlock concrete pavers surrounding brick masonry Chabutra around tree near Civil Engineering department. He also suggested to prepare estimates at rate lower than PWD CSR rates so that we can save money which is not spent overhead expenditure. Dr. Gandhare told that he will communicate to BWC member secretary and will take appropriate care for the works to be carried out at institute level.

Finance committee confirmed the minutes with above correction and suggestions.

1

Item No. 26: To note and recommend the Building & Works Committee minutes of meeting held on 8/7/2015

Finance committee discussed the recommendation of Building and Works Committee meeting held on 8/7/2015.

Mr. Vijay Jadhav suggested that a utilization certificate shall be sought from PWD for works carried out through PWD and for the amount handed over to them. He also recommended that estimate shall be prepared at a lower rate than PWD CSR. He also requested Dr. Gandhare sir to invite BWC member secretary for the Finance Committee meeting. Dr. Gandhare agreed for the same.

Finance committee recommended following building works for approval to BoM;

Sr. No.	Name of Works	Approximate Estimated Amount
1	Minor electrical works to be carried out in Civil Engineering department	34201
2	Providing EI to switch gear of microprocessor laboratory	20123
3	Purchasing and installing 30W LED lights (36 No)	144560
4	Providing EI to cash section in Administrative building	71733
5	Providing renovation EI to staff quarter (3 Nos)	199248
6	Providing aluminum partition in Geotechnical and computer laboratory of civil engineering department	75543
7	Renovation of entrance of civil engineering department including flooring of vitrified tiles and coloring	354010
8	Repairing of cabin and toilet of HoD Civil engineering department	115132
9	Renovation of Administrative office in Administrative building	530833
10	Providing vitrified tiles inside the passage of civil Engineering department in ground floor	363485
11	Repairing of slab of staircase in warden quarter	h13367
12	Providing vitrified tiles and coloring to the office of P.A to Principal and Dean (Administration) in Administrative Building)	83198
13	Providing vitrified tiles in the faculty cabin in Civil Engineering Department at ground floor	122847
14	Repairing of quarter existing in Government Polytechnic premises for QIP and M. Tech. student residence	80850
15	Installing fuse switch (100 amP) for street light along with necessary wiring and trenching in the premises of college	32165
16	Garden repair	42000
7	Coloring of hall of Renewal Energy Research Centre	30000
8	Repairing of drainage system near HoD Civil cabin	15000
9	Increase in the length of Compound wall	364000
9	Sub-Total	
-	1,1	28 Lakh

Finance committee noted and recommended minutes of meeting of Building Works Committee for approval with above suggestions.

Item No.27: To note and recommend the M. Tech. Registration fee for desertion work

The circular issued by the Principal for the payment of fees for M. tech. dissertation work to be completed by students in increased time was discussed by the Finance Committee. The student should pay the fees for completion of M. Tech. dissertation work as per the increased time in odd semester or even semester as per the proposal. Mr. G. N. Wankhade suggested that if student doesn't take admission in consecutive semester then fee shall be charged as per the revised UG fee of the current year.

Finance committee also suggested that the proposal shall be implemented every year with the proposar shall be implen a per Govt. of Maharashtra direction for UG course. Finance committee noted and recommended to BoM for approval with above noting.

ttem No.28: To note and recommend the Ph. D. Registration fee

The finance committee discussed the proposal of Dean (R & D) for the revision in fee for Ph. D. scholars as follows

SN	Particular		
	Callion money (at the time of Greek	Existing Fee	T D 1
		5000	Proposed revision 5000
3_	Other fee (Library, internet etc)	35000	12538
		15000	18230
	Total (Sr. No. 2 & 3)	50000	60769

Finance committee suggested that the proposal shall be implemented every year with the modification required in fee as per PG course fee.

Finance committee noted and recommended to BoM for approval with above noting.

Item No.29: To note and recommend the Fee of issuing duplicate Bonafide certificate and I card

Finance committee discussed the proposal of Dean (Academic) for charging the fee to issue duplicate bonafide certificate and identity card.

Finance committee noted and recommended to BoM for approval.

Item No.30: To recommend the annual audit report (Accounts and Finance) for financial year 2014-15

The annual report on account and finance for financial year 2014-1. ould not submitted by the auditor and hence not placed during the meeting. Mr. Vijay Jadhav held a discussion with the auditor and requested for submission at the earliest.

Item No.31: To recommend the budget for financial year 2015-16

Mr. Vijay Jadhav suggested that the budget cannot be discussed today, since the audit report is not ready. However, he observed that the collected fee shown in the budget is not correct figures with respect to number of students present in the institute. Mr. Kanbake told that the previous year balance is shown as per eash book entry while estimated receipt was anticipated amount in the year 2015-16. He agreed to collect the information from Dean Academics for the admitted students and will make appropriate correction in estimated receipt.

Mr. Vijay Jadhav also insisted to computerize the complete process of accounting and cash record along with linking to bank so that all financial data will be collected on one click. Dr. Gaadhare told the committee that computerization process will be taken care of. Mr. Vijay Jadhav extended his full help to support the computerization.

Mr. G. N. Wankhade suggested to hold the next finance committee meeting on 2nd August 2015 for recommendation of 2015-16 budget to BoM.

Finance committee agreed to hold next meeting on 2/8/2015.

Item No.32: Any other items with permission of chair

No other item was discussed.

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member recuen

Secretary.

Member Secretary, Finance Committee

(Dr. W.Z. Gandhare)

Chairman, Finance Committee

Copy to all Hon'ble' Members of Finance Committee for information and confirmation



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> NO.GCOEA/ FC/2015/4204 Date: - 2/8/2015

Minutes of 16th meeting of Finance Committee held on 2nd August 2015 at 2.00 pm

 $16^{\rm th}$ meeting of Finance Committee was held on 2/8/2015 at 2.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1. Dr. W. Z. Gandhare

- Chairman

2. Dr. G. N. Wankhade

- Member

3. Mr. V. S. Jadhav

- Member

4. Dr. S. S. Pusadkar

- Member invitee

4. Dr. S. S. Fusadkar

- Member mynee

5. Dr. N. D. Ghavghave

Member invitee

6. Dr. S. P. Tatewar

- Special Invitee Member

7. Prof. S. D. Govardhan

- Special Invitee Member

8. Mr. A. J. Kanhake

- Member Secretary

Dr. Kiran Patil and Ms. V. N. Sadar granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

Item No. 32: To confirm minutes of 15th Finance Committee meeting held on 27th July 2015

Finance committee discussed the minutes of 15th Finance committee held on 27th July 2015.

Dr. G. N. Wankhade asked about the proposal for distribution of tuition fee. Dr. Pusadkar told the committee that the redistribution of tuition fee is placed as a separate item. Dr. Wankhade also brought into notice of Dr. Tatewar, Member Secretary, Building Works Committee that estimated value of the works shall be less than the PWD CSR rate. Dr. Tatewar told the committee that estimates are prepared as per PWD CSR and contractor quote accordingly. But Dr. Wankhade told that the administrative expenditure of PWD which is charged by PWD and not to be included in the estimate of institute works. Dr. Tatewar agreed to follow guidelines suggested.

Finance committee confirmed the minutes with suggestions.

Item No. 33: To recommend the annual audit report (Accounts and Finance) for financial year 2014-15

The annual report on account and finance for financial year 2014-15 was not submitted by the auditor and hence not placed during the meeting. Dr. Wankhade asked committee member to take note of non-submission of audit report very seriously and appropriate action shall be taken to make the audit report ready at the earliest.

Dr. Gandhare told committee that he will take a meeting with auditor and associated office staff associated on 4/8/2015 and will see that it will be completed at the earliest. Then a separate Finance meeting will be called to discuss the audit report.

Finance committee noted.

Item No.34: To recommend the budget for financial year 2015-16

The budget for financial year 2015-16, was submitted to Finance Committee to recommend to BoM for approval. However, Mr. Jadhav said this budget is based on unaudited expenditure of Financial Year 2014-15 and hence may need certain correction after audit report. Hence, he said to put a remark that budget provisions may need modification if required.

Dr. Pusadkar told that the budgetary allocation made in 14th Finance meeting for a RPS project of Dr. N. D. Ghavghave (Rs. 5.7 lakh) and equipment for meeting hall (Rs. 2.74 lakhs) are not included in the present budget allocation. Also a provision of Rs. 1.5 lakh for AC maintenance of the institute is to be provided. The committee agreed for these inclusion.

The budget of Rs. 2448.01 lakh was proposed to government for plan and non-plan expenditure. The budget for institute level expenditure through fees was proposed for Rs. 1031.209 lakh. The budgetary expenditure is planed to develop campus infrastructure, equipment, library and internet services.

Finance committee recommended the budget for financial year 2015-16 to BoM for approval with above remarks.

Item No.35: Any other items with permission of chair

(i) Proposal for fixing the % of different head for other fee collected from student

The distribution of present other fee amount was proposed as per the old structure of other fee. However, Dr. Wankhade proposed that the caution money deposit which was Rs. 500/- shall be kept same as old fee and the balance amount shall be redistributed as per the need of the institute. The committee agreed for the same and it proposes the distribution of other fee as follows;

S NO	Description	Proposed % of (X-500)
1	Library fee	20
2	Gymkhana	12.5
3	Training & Placement	4.5
4	Internet fee	15
5	Social gathering	3
6	Caution Money Deposit	Rs. 500
7	Laboratory fee	45
	Total	100
	X – is total other fee in F	Rs.

Finance committee recommended to BoM for approval

(ii) Proposal for fixing the % of different head for Tuition fee

The tuition fee is retained by the institute from 2010 and BoM approved the distribution of tuition for the utilization for different work in 2012. However, looking into aspects of the upliftment of the campus and development of infrastructure, the amount available for spending is very meager. Hence, Finance Committee recommends the revised redistribution keeping in view the present need as follows;

SNO	Description	Present %	Proposed %
1	Salary head	50	30
2	Corpus fund	20	20
3	Development of infrastructure including, building, equipment maintenances etc.	5	25
4	Depreciation fund	10	10
5	Student development fund	10	10
6	Faculty & Staff development	5	5
	Total	100	100

Finance committee recommended to BoM for approval

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Mr. A. J. Kanhake)

Member Secretary, Finance Committee

(Dr. W. Z. Gandhare) Chairman, Finance Committee

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GOVERNMENT COLLEGE OF ENGINEERING AMRAVATI – 444 604

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Towards Global Technological Excellence

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> NO.GCOEA/ FC/2016/ 2039. Date: - 12/4/2016

Minutes of 17th meeting of Finance Committee held on 7th April 2016 at 4.00 pm

17th meeting of Finance Committee was held on 7/4/2016 at 4.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhary

- Chairman

2. Dr. R. S. Dalu

Member

3. Prof. A. S. Sindekar

- Member

4. Dr. S. S. Pusadkar

- Member

5. Dr. S. N. Khante

Member invitee

J. DI. S. IV. KHAIRC

Member invitee

6. Mr. A. J. Kanhake

Member invitee

7. Mr. K. D. Nichat

Special Invitee Member

8. Ms. V. N. Sadar

- Member Secretary

Mr. V. S. Jadhav granted absence due to preoccupied work. At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee.

Item No. 1: To confirm minutes of 16th Finance Committee meeting held on 2nd August 2015

Finance committee discussed the minutes of 16th Finance committee held on 2nd August 2015.

Prof. Sindekar and Dr. Khante sought information on % of different head for other fee collected from student and % of different head for tuition fee. Mr. Kanhake explained the basis on which the distribution was carried out. Ms. Sadar explained that in last finance meeting only the % distribution was revised and will be followed till next revision.

Finance committee confirmed the minutes of 16th Finance committee.

Item No. 2: To Discuss and recommend Compliance report on annual report(Accounts and Finance) for financial year 2013-14

The annual report on account and finance for financial year 2013-14 was submitted by Shree. Lakade & Associates, CA, Amravati. Mr. Kanhake told that the points raise by Audit firm were justified with proper documentation and sought reply from the concerned firm and will be placed in next finance committee meeting if submitted by the firm. Prof. Choudhary enquired about the delay of compliance report of year 2013-14. Mr. Kanhake told that the delay was due to collection of document from various departments and

changeover of cashier. However, Prof. Chaudhary was of the opinion that the compliance report shall be submitted within 30 days of the audit report. Ms. Sadar assured the committee that such delay will not be occurred in future and reported that compliance report of Audit report of year 2014-15 was prepared and submitted within a week.

Mr. Nichat objected pursuance of double entry system in this audit report and told the committee that double entry system cannot be implemented in government department as the entry in cash book is not taken without payment made to the party. Hence, Finance committee agreed for keeping the single entry system.

Finance committee recommends Compliance report on annual report (Accounts and Finance) for financial year 2013-14 to BoM.

Item No.3: To Discuss and recommend annual report (Accounts and Finance) for financial year 2014-15

The annual report on account and finance for year 2014-15 as regards to the actual expenditure on salary, non-salary recurring, and the equipment under different schemes like non-plan, plan, discretionary grants, central assistance and institutional funds was prepared and submitted by CA. K. D. Nichat, Chartered Accountant, Amravati.

Finance committee gone through objection raised by auditor and observed that due to insufficient classification of heads, the record of receipt and payments were wrongly posted. Mr. Kanhake assured the committee that from financial year 2016-17, additional heads in cash book will be created as suggested by Mr. Nichat to give correct and accurate figures of receipt and payment in proper head and figures in miscellaneous head will be posted in proper head.

Mr. Kanhake also told that the deduction as per Income tax deduction are made regularly and will proper check in this regard. Mr. Nichat stress on huge cash in hand shown in balance sheet. Mr. Kanhake told it is not the actual cash available with the cashier but it is advances taken by various faculties to carry out different program. Mr. Kanhake assured the committee that these advance will dealt seriously and within a month maximum advance amount will be settled.

Finance committee recommends annual report (Account and Finance) for year 2014-15 to BoM.

Item No.4: To Discuss and recommend Compliance report on annual report (Accounts and Finance) for financial year 2014-15

The compliance on annual report (Account and Finance) for financial year 2014-15 was sent to Shri. K. D. Nichat and Co., Charter Accountant, Amravati for the remarks and suggestion if any. The reply from the concerned firm will be placed in next finance committee meeting if submitted by the firm. Mr. Nichat assured that the he will go through the compliance report and submit his report before next finance committee. Mr. Kanhake told the committee that compliance to the audit report was justified with document.

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He also assured that the various suggestions for improving the account policy and maintaining the cash book will be implemented in next financial year.

Finance committee recommends Compliance report on annual report (Accounts and Finance) for financial year 2014-15 to BoM.

Item No.5: To note and recommend the Building& Works Committee minutes of meeting

The minutes of meeting of Building Works Committee held on 21/12/2015 were placed before the finance committee. The BWC sought post facto approval for the various civil works and electrical works under taken amounting Rs. 1027062/- and Rs. 430569/- respectively. The finance committee earlier meeting also told to BWC committee that post facto approval was not good practice of governance. The committee shows displeasure over the practice of post facto approval. BWC recommends additional budgeted works in the month of Dec. 15 in the tune of Rs. 126.38 lakhs and Rs. 42.47 lakhs.

Finance committee expressed that the BWC works should be budgeted civil or electrical works in regular budget and only very urgent works to be given for supplementary budget works. Also BWC recommend allocating to PWD Rs. 24.58 laks for various works undertaken in the campus and Rs. 100 lakhs for hostel works. Since this meeting is in the month of April 2016, it is improper to recommend the civil works budget to BOM. However, Finance committee recommend Rs. 1027062/- and Rs. 430569/- for post facto approval to BoM for the works completed. Finance committee suggest to BWC for other works the appropriate budgetary provision shall be made in the financial year 2016-17 and estimates for all the proposed works also to be submitted:

Finance committee recommends BWC minutes with above comments to BoM.

Item No.6: To note recommendation of Board of Governance (BoG) as per minutes of meeting of meetings held on 15/2/2016 and 14/3/2016

BOG in meeting held on 15/2/2016 recommended to pay Rs. 24,58,082 to PWD for old works but payment shall be made only after submission of work completion certificate and utilization certificate. Finance committee recommend to allotment in budget 2016-17 after verifying by BWC committee the work carried out by PWD and obtaining necessary certificates from them.

BOG also allowed to pay Rs. 100 lakhs to PWD after due approval of Finance Committee for the repairing and maintenance of the boys hostel. The finance committee requested BWC to submit the estimates and plan of work to be carried out in the boy's hostel to be funded by institute and make the provision in budget of 2016-17.

BOG also allowed to pay Rs. 1.5 lakhs for "Prajwalan" after due approval of Finance Committee. The Prajwalan is student activity for which major fund is raised through sponsorship and by conducting workshops. Hence Finance committee approve the provision RS. 1.5 lakh expenditure of Prajwalan.

Finance committee noted and recommends to BoM for approval.

Item No.7: To discuss and note request of Alumni Association of GCOEA

Alumni Association of Govt. College of Engineering, Amravati requested to clear the payment of Caution money to be transferred to them on request of concerned student and raise the deposit to Rs. 1000/-. Ms. Sadar madam told that the payment of caution money on request of student is handed over to alumni association as and when request is received from student. At present no guidelines are available to enhance the caution money from the government. Hence Finance committee could not approve and recommend.

Finance committee recommended to BoM for approval

Item No.8: To discuss GR SPS-2014/PK82/Dvn II/Industry-4 dtd 30/10/2015

GR SPS-2014/PK82/Dvn II/Industry-4 dtd 30/10/2015 issued by the Govt. of Maharashtra also includes the guideline for autonomous institute. Finance committee discussed its relevance with respect to institutes' PURCHASE RULES & FINANCIAL POWERS 2013. Finance committee shall present revised PURCHASE RULES & FINANCIAL POWERS with amendment in next finance committee meeting.

Finance committee recommended to BoM for approval

Item No.9: Any other items with permission of chair

Prof. Chaudhari as a Chairman introduced following items

 Payment Rs. 23.21 lakhs to Maharashtra Jeevan Pradhikaran on account of construction of Water Tank (ESR)

Prof. Chaudhari informed Finance committee that Maharashtra Jeevan Pradhikaran constructed the water tank (ESR) in institute premises to cater the need of students in hostel and institute as whole. The old ESR is severely damaged. The ESR is completed but revised administrative approval is yet to be sanction from Govt. of Maharshtra. It is in process and hence, the additional burden of Rs. 23.21 lakhs is yet to be approved by government. However, in spite the completion of tank, MJP is not in position to handover to institute due to short of fund. The institute needs the ESR urgently to cater the need of the institute. Finance committee is of opinion that the same proposal shall come through BWC and to be budgeted in year 2016-17. BWC shall include this provision in budget of 2016-17. But due to urgent need, the finance committee recommend to BoM to approve temporary allotment of handing over Rs. 23.21 lakhs to MJP so that ESR will function and the same amount shall be return back by MJP after the money is received from the government.

ii. Purchase of Furniture for New Hostel

Prof. Chaudhari also pointed out the provision for the purchase of furniture of new hostel. Finance committee recommends that the allotment for the purchase of furniture shall be made in regular budget of 2016-17.

- iii. Prof. Chaudhari brought to the notice of Finance Committee the minutes of meeting held with Hon'ble BOG member, Er. Dhananjay Dhawad, on 28/3/2016. The minutes of meeting states the following expenditure amount which will be deposited to MJP or PWD;
 - Water distribution system renovation costing RS. 23 lacs to be carried out through MJP.
 - b. Repairs of warden quarter costing RS. 15 lacs to be carried out through PWD.
 - c. CAC repair work of RS. 7.5 lac to be carried out through PWD

Finance committee recommends that the allotment for these shall be made in regular budget of 2016-17 and route through regular BWC meeting.

Finance committee recommended to BoM for approval

The meeting ended with vote of thanks to Hon'ble Chairman and all Hon'ble members by Member Secretary.

(Ms. V. N. Sadar)

Member Secretary, Finance Committee

(Prof. D. J. Chaudhari)

Quandhan

Chairman, Finance Committee

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NO.GCOEA/ FC/2016/2775

Date: - 19/05/2016

Minutes of 18th meeting of Finance Committee held on 18th May 2016 at 4.00 pm

18th meeting of Finance Committee was held on 18/05/2016 at 4.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhari - Chairman

2. Prof. Dr G. N. Vankhede - Membe

3. Mr. V. S. Jadhav - Member

4. Dr. S. S. Pusadkar - Member invitee

5. Dr. S. N. Khante - Member invitee
6. Mr. A. J. Kanhake - Member invitee

7. Mr. K. D. Nichat - Special Invitee Member

8. Ms. V. N. Sadar - Member Secretary

At the outset, the Member Secretary welcomed all Hon'ble Members of Finance Committee. The Chairman, Prof. Chaudhari introduced Dr. S. N. Khante, Presently Dean, Academics and designated Dean Finance and Procurement.

Item 10- To confirm minutes of 17th Finance Committee meeting held on 7th April 2016

The minutes of meeting of 17th meeting held on 07/04/2016 were discussed.

- 1. As per item no. 2, finance committee agreed for keeping the single entry system. Mr. Jadhav explained need and advantages of double entry system and also pointed out that from the beginning Finance committee is insisting for double entry system. The necessary hardware and software must be made available to the accounts. Shri Kanhake informed that the institute is about to procure ERP software. The institute is presently following single entry system. There are some difficulties in implementing double entry system. In the due course of time the institute shall overcome it. It was decided that in future double entry system shall be adopted.
- 2. As per item no. 4 it is stated that 'Mr. Kanhake told the committee that the compliance to the audit report was justified with documents'. It was decide to correct it as 'Mr. Kanhake told the committee that documents are submitted for the compliance to the audit report,'

- As per item no. 5 Finance committee recommended Rs. 1027062/- and Rs. 430569/- for Post facto approval to BoM for the works completed. Mr. Jadhav suggested that in future post facto approvals should be avoided.
- In item no. 6 Mr. Jadhav enquired about amount transferred to PWD. Prof. Chaudhari and Mr. Kanhake explained the procedure.
- 5. It was suggested that since the finance committee is usually scheduled before BoG, there are less number of meetings and a result some times there is need of post facto approvals. To avoid this four to six meetings of Finance committee shall be conducted in a financial year. It was decided that the meeting shall conducted in first week of month after every three months.
- Mr. Jadhav pointed out that as per GR in item 8, institute may come out with 'to do' and 'not to do' lists and revise financial rules taking the GR as guideline.

The minutes were confirmed with these corrections.

Item 11- To note and recommend the Building & Works Committee minutes of meeting

The minutes of Building Works Committee minutes were oted.

- 1. As per item 72 of BWC, it was made clear that total expenditure of Rs. 73.36 lacs was to be incurred for ESR construction. The Govt. allotted Rs. 50 lacs fund. Remaining amount of Rs. Approx. Rs. 24 lacs is expected from Govt. Due to non availability of funds the water tank work is withheld and as a result institute and its stakeholders are deprived of water from new ESR. It was decided that temporarily Rs.24 lac will be made available from institute funds. The same will be reimbursed from PWD by book adjustment as soon as this fund will be made available to PWD by Govt.
 - The amount of Rs. 14.90/- lacs was approved for new distribution pipe line, which will replace non functional old pipeline.
- 2. It was decided that the budgetary provisions for emergency work shall be 5% of the budgeted amount and shall be included in the budget in the form of amount (figure) and not percentage.
- The Member Secretary, BWC was requested to categorize work as 1. Priority Work 2. Non-priority Work and resubmit the lists.

The finance committee noted and recommended minutes to BoG along with above suggestions.

Item 12- To recommend Budget for the Financial year 2016-17

The Finance committee discussed the budget for financial Year 2016-17 in details.

- To meet the budgeted amount complete development fee balance is exhausted. Mr. Kanhake pointed out that half of it should be maintained as the balance.
- 2. There is repetition of some items.
- 3. Few items are not priority and need not essentially be purchased through institute grant.
- The revenue or income from various sources is not mentioned in the Dean and Heads Budget.
 Same should be mentioned.

- 5. It was decided that a subcommittee shall interact with Deans and Heads and divide the list into 1. Priority 2. Non-priority for budgeting purpose.
- 6. Details of list of purchase with cost, justification, etc shall be provided by all Deans and
- 7. The work of revival and restructuring of budget shall be completed in 20 days.

It was decided to revise the budget for 2016-17 in light of above suggestions and the same shall be recommended to BoG for approval after revision.

Item 13- To discuss and recommend Honorarium to TEQIP II official staff

The Finance Committee was of the opinion that the procurement or distribution of amount under TEQIP II do not come under purview of this committee. The same is submitted to BoG for decision.

The meeting ended with vote of thanks.

(Ms. V. N. Sadar)

Member Secretary, Finance Committee Govt.College of Engineering, Amravati

(Prof. D. J. Chaudhari)

Shangthen

Chairman,

Finance Committee

Govt. College of Engineering,

Amravati

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GOVERNMENT COLLEGE OF ENGINEERING AMRAVATI – 444 604

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> NO.GCOEA/ FC-19/2016/5102 Date: - 7/9/2016

Minutes of 19th meeting of Finance Committee held on 2nd September 2016 at 4.00 pm

19th meeting of Finance Committee was held on 02/09/2016 at 4.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1. Prof. D. J. Chaudhari - Chairman

2. Mr. V. S. Jadhav - Member

3. Mr. Snajay Supe - Member

4. Dr. S. N. Khante - Member

5. Dr. R. S. Dalu - Special Invitee

6. Mr. A. J. Kanhake - special invitee

7. Ms. V. N. Sadar - Member Secretary

The Member Secretary Ms.V.N. Sadar welcomed all the members. The Chairman, Prof. Chaudhari welcomed Hon'ble Shri Sanjay Supe, nominee of BoG. Shri Supe enquired about powers and responsibilities of Finance Committee. Prof. D. J. Chaudhari, Chairman, Finance Committee and Mr. Jadhav, Member Finance Committee described the same.

Item 15- To confirm minutes of 18th Finance Committee meeting held on 18/05/2016

The minutes of meeting were read and discussed. Prof. R. S. Dalu enquired about agenda item 13. The finance committee reiterated its decision that the procurement and distribution of TEQIP II funds don't come under purview of this committee.

The minutes were confirmed and approved.

Item 16- To note action taken report for 18th Finance Committee meeting held on 18/05/2016

The action taken report was noted with following observations.

 Revision of finance rules- It was informed that the BoG has appointed a committee for the purpose. As two members in the committee left institute, the work of the committee is hampered. The BoG was requested to modify committee as below

The committee constitution

- 1. Prof. S. N. Khante, Dean Finance and Procurement, Chairman
- 2. Nominee of Jt. Director, Industries, Amravati- Member
- 3. Nominee of Jt. Director, Accounts and Treasury, Amravati- Member
- 4. Prof. Dr S. S. Pusadkar, Dean Systems, Member(In place of Dr. Virulkar)
- 5. Smt. V. N. Sadar, I/C A. O., Member Secretary (In Place of Shri Kanhake)

BoG was further requested to include name of Auditor/ C.A as an additional member.

Item 17- To discuss & recommend the annual audit report (Accounts and Finance) for financial year 2015-16

The annual audit report for financial year 2015-16 was noted. The members recorded following comments.

While going through the Auditor's remark the members observed that the
unimportant, unnecessary remarks due to lack of availability of regular information
can be avoided by providing necessary information at the time of audit only and by
maintaining necessary rapport with the Auditor. In future Audit, Office shall appoint
one coordinator for audit, who will coordinate with the Auditor to avoid simple
objections due to unawareness.

The annual audit report for financial year 2015-16 was recommended to BoG for approval.

Item 18- To discuss & recommend the Compliance report (Accounts and Finance) for financial year 2015-16

It was observed by the Hon'ble Members that the compliance Report (Accounts and Finance) covers the objections raised in Audit Report. The remarks column mostly shows actions to be taken in future rather than action completed.

It was clarified that the compliance report was immediately prepared in view of finance committee meeting. Most of the actions at that time were incomplete.

The members requested the Member Secretary to complete all the pending actions, if any and prepare new report. It was decided that the revised report approved by Hon'ble Chairman, Finance Committee shall be paced in the ensuing BoG meeting.

Item 19- To discuss & recommend the budget for financial year 2016-17

The Finance committee discussed the budget in details. Following were observations

- The budget for Building works Committee shall be Rs.3.00 Crores (Rs. Three Crores only) and The emergency fund shall be Rs.15.00 lakh (Rs. fifteen Lakh only).
- It was pointed out by Prof. R. S. Dalu that the total amount of departmental budget was incorrect. Hence the Budget for Mechanical was insufficient, the same may be increased to Rs. 80.00 lakh(Rs. eighty lakh only). After due deliberations it was approved.
- The Budget forDean, testing and Consultancyfor developing testing Laboraties was decided to be Rs.1.00 Crores from Development fee.

The Budget with these corrections was recommended to BoG for approval.

Item 20- To discuss and recommend revised testing charges proposed by Dean, Testing Center

It was informed that the issue of revision of testing charges is pending with the Govt. for last so many years. It was opined that the revision of testing charges may affect revenue of the institute. In absence of rise in the testing charges of other institutions providing the facility, the prospective clients may approach the institutions providing services with lower rates.

It was decided that the demand is long pending. The state Govt. is also in the process of revision of rates.

The testing revised rates are approved and recommended to the BoG for revision as suggested.

Item 21- Any other item with the permission of Chair

Following items were permitted for discussion and approval by Hon'ble Chairman, Finance Committee

Item 21.1- To approve use of Tally for accounting

The use of Tally software for account System was approved. The difficulties to be faced by office while implementing Tally system were discussed in detail along with solutions to be applied. The members suggested two options

To computerize Book of Accounts, a person with sound knowledge and experience
of Tally may be appointed on contract for about one year. He/ she shall maintain
the Book of Accounts independently without disturbing office and its process of
maintaining accounts. The regular manual record keeping shall continue

simultaneously. The contract person then in due course of time preferably within six months, shall educate accountant and Cashier about computerized book keeping. At the end of year the book of accounts shall be ready in two forms viz. manual and Electronic (hard and Soft copy). The Tally system shall be followed thereafter.

- The work of computerized book keeping and educating accountant and Cashier of
 it, shall be entrusted to agency on contract. The A. O./ Registrar shall decide the
 scope of work and implementation process in order to appoint agency. The regular
 manual record keeping shall continue simultaneously. The period shall be same i.e.
 one year.
- This arrangement shall be for one year only i.e. from next year the system shall be implemented by available regular staff of institute.

It was decided that the Process shall be implemented from next financial year i.e. 2017-18.

Item 21.2- To approve and recommend additional Grant to AICTE RPS project

The AICTE sanctioned RPS project "performance of exterior Beam column joint under cyclic load" to the institute. The Principal Investigator Dr.S.N. Khante informed that the equipment purchase under the project is under completion. To utilize the set up to its complete potential some additional equipment are necessary.

The Finance committee approved additional budget of Rs.5,10,000/- (Rs. Five lakh ten thousand only). The same was recommended to BoG for approval.

Item 21.3- To approve and recommend grant for pending expenditure for 'Prajwalan 2015'

The Prajwalan 2015 Coordinator informed that the bills of amount Rs. 3,08,000/- are still pending due to non- availability of funds. SBI (Rs.50,000/-) Wipro ltd. (Rs.50,000/-) and Cognizant (Rs.1,00,000/-) made commitments but could not fulfill it after repeated requests. The Professor in-charge requested for budget provision of Rs. 3,08,000/-.

It was decided and recommended to BoG, that the budget provision shall be made for Rs. 3,08,000/- so as to approve bills through Gymkhana after due approval of Gymkhana Committee. The Finance committee also requested to the in-charges of various events that it will be difficult to fund for all such programs. It should not be considered as precedence for future. The Prajwalan in-charge in future shall specifically make arrangement for funds and ensure its receipt from sponsors in advance before expenditure.

Item 21.4- To approve and recommend additional budget provision for construction work suggested by BoG

The list of the work suggested by BoG was submitted by Member Secretary Building and Works Committee. The total cost of the works is Rs.9,46,498/-.

The Finance Committee approved and recommended suggested construction work to BoG with following conditions

- 1. The works will be duly approved by Building and Works committee in its ensuing meeting.
- 2. The works shall be completed within already allotted budget to the building works committee, i.e. no additional budget provision shall be made for this expenditure.

Item 21.5- To approve and recommend revision of remuneration rates for viva voce examination of M. Tech Dissertation exam

It was informed that the remuneration rates for M. Tech. Dissertation Exam are presently too less. The same were recommended for revision by Exam committee from Rs.300/- to Rs.2000/-. The rates were not revised from the inception of autonomy.

The finance committee approved the remuneration rates for Dissertation Exam for internal and external of Rs.2000/- each payable through exam fee from academic year 2017-18

Item 21.5- To approve and recommend revision of Examination fee for 2nd year M. Tech students in the form of Dissertation evaluation fee

In order to avoid financial burden on the institute due to rise in Dissertation remuneration, the Examination Committee further suggested hike in exam fee in the form of Dissertation Evaluation fee of Rs.6000/- Rs. Six thousands only.

The Finance committee approved the same and recommended to BoG for approval.

Item 21.6- To approve and recommend revision of remuneration rates for evaluation of 'Question papers'

From academic audit point of view the question papers are to be evaluated by external faculty. The current rates for evaluation are Rs.100/- per Question paper of End Semester Exam (ESE). The examination committee approved and recommended Rs.300/- Rs. three hundred per ESE question paper for evaluation.

The Finance committee approved and recommended to BoG, remuneration to external expert faculty Rs.300/-(Rs. three hundred) per question paper for evaluation of question paper payable through exam fee.

Item 21.7-To approve and recommend temporary provision of funds for TEQIP II

It was informed that the total grant sanctioned under TEQIP II is 12.5 crores. The bills for Rs. 2.64 crore are to be paid. The amount available with institute is Rs. 1.14 crores. Out of the total sanctioned amount, of Rs. 1.5 crore is not presently made available to the institute by the State Government. The Coordinator TEQIP II requested to make temporary provision of Rs. 1.5 Crore. As soon as the State Govt. shall transfer the fund of Rs. 1.5 crores to the institute same shall be replenished.

The Finance Committee approved and recommended to BoG temporary provision of Rs. 1.5 crores for TEQIP II expenditure. However, it was decided that the same being book adjustment will not be part of Budget 2016-17.

Item 21.8- To approve and Recommend Rs. 110/-lakh for new hostel completion

The hostel facility for boys is under construction. It was informed that following three work items are incomplete

Sr. No.	Description	Estimated cost
1	Corridor tiles and plinth protection	42 lakh
2	Approach road	18 lakh
3	Internal and external electrification	110lakh

The finance committee deliberated following points

- The Building Works Committee shall check if the funds can be obtained from the State Govt. It was informed that the request has been already sent to State Govt. Finance committee was of the opinion that the Institute shall make whole hearted effort to receive grant from State govt.
- Is it priority, from the point of view of students? Being mid-session, all the students in need of hostel accommodation are settled. When the funds should be made available?
- The detailed estimates are unavailable. The authenticity of the estimated amount be checked.
- If partial funds (depending on priority) are to be made available, what amount it shall be?

The Building works committee was requested to go through all the practical aspects of the funding of the remaining construction of hostel building. In absence of Finance committee meeting the building works Committee recommendations can be submitted to Chairman,

Finance Committee, who is empowered to approve the same and recommend to BoG for approval.

Item 21.9-To approve and recommend to BoG budget of Rs. 1.00 crore (Rs. One Core only) for 11 kV Express feeder

The institute faces menace of power cut regularly. The situation aggravates when some event is organized by the institute. To have continuous electric supply Electrical Engineering Department proposed 11 kV Express feeder. The total estimated expenditure is Rs. 1.00 crore(Rs. One Core only).

The finance committee observed that

- The express feeder doesn't guarantee continuous electric supply.
- The continuous supply can also be obtained by one or two well-maintained DG sets of sufficient capacity.
- Instead of installing Express Feeder, the institute should sort out problem of switching from MSEB Power to DG Set power (and vice versa) and its efficient monitoring and coordination with PWD Electrical.

The Finance committee rejected the proposal.

The meeting ended with vote of thanks.

Encls.

- 1. Approved Budget 2016-17
- 2. Revised testing Charges

(Ms. V. N. Sadar)

Member Secretary,
Member Secretary, Finance Committee
Govt. College of Engineering
Amravati

(Prof. D. J. Chaudhari)

Schandham

Chairman,
Chairman, Finance Committee
Govt. College of Engineering
Amravati

Copy to all Hon'ble Members of Finance Committee for information and confirmation

GOVERNMENT COLLEGE OF ENGINEERING

AMRAVATI - 444 604

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Towards Global Technological Excellence

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> NO.GCOEA/ FC/2016/ Date: - 19/05/2016

Minutes of 20th meeting of Finance Committee held on 14th October 2016 at 11.30 am

20th meeting of Finance Committee was held on 14/10/2016 at 11.30 a.m. at Govt. College of Engineering, Amravati and following members were present.

1. Dr. R. S. Dalu

Chairman

2. Mr. V. S. Jadhav

- Member

3. Mr. Sanjay Supe

Member

4. Prof. D. J. Chaudhari

Special Invitee

5. Dr. S. N. Khante

Member

6. Ms. V. N. Sadar

Member Secretary

The Member Secretary Ms. V. N. Sadar welcomed all the members.

Item 22- To confirm minutes of 19th Finance Committee meeting held on 02/09/2016

The minutes of meeting were read and discussed. Following changes were suggested by hon. Members

- Member Mr. V. S. Jadhav suggested change in item No. 17 as In future Audit,
 A. O. /Registrar will coordinate with the Auditor to avoid simple objections due to unawareness.
 - Chairman Dr.R.S.Dalu suggested change in item No. 19 'sum' instead of 'total amount'
- Member Dr.S.N. Khante suggested that service tax may be included in testing and consultancy charges. Mr.V.S. Jadhav informed the committee that if the income is more than Rs. 10 lac, service tax is must. It was decided that Ms.V.N.Sadar shall check the total income and accordingly shall apply for the registration of Service tax.

- Member Mr.Sanjay Supe pointed out that the responsibility for implementation of Tally software should be fixed. A.O/ Registrar shall monitor implementation of Tally software. More so ever, presently preparation for ISO is in progress. It was decided that Dr.S.S.Pusadkar, Dean, Systems shall help in devising system for Tally implementation in association with ISO Consultant.Mr.Sanjay Supe himself extended his support for this cause.
- Member Mr.V.S. Jadhav and Mr.Sanjay Supe suggested that there should be some support extended by institute for 'Prajwalan'. Prof. Chaudhari suggested seed money to start the expenses for the event. It was decided that Institute shall provide 30% or Rs.3.00 lac (whichever is less) as seed money.

The minutes were confirmed and approved with above changes.

Item 23- To note action taken report for 19th Finance Committee meeting held on 02/09/2016

The action taken report was noted with following observations.

As the BoG meeting is awaited after last i.e. 19th Finance committee meeting, most of the actions are still pending. It is proposed that in next Finance committee meeting action taken report for 19th and 20th meeting shall be taken up again.

Item 24- To discuss & recommend the revised Compliance report (Accounts and Finance) for financial year 2015-16

The annual revised audit report for financial year 2015-16 was noted. The members recorded following comments.

- It was decided to write at 2 .ii. in compliance column 'Noted' instead of 'रोख पुस्तिकेची पुन्हा पडताळणी करून तशी दूरूस्ती करण्यात येईल'.
 - The Mr.V.S. Jadhav pointed out that for 5. iii and iv the entries should be checked, for different months, different expenditure other than Bank interest, etc. and explanation for the amount mentioned should be given accordingly.
 - The compliance for 6.iv shall be as below.
 - The institute was regularly deducting Income tax at source. It was by mistake not deducted in this particular case.

 Mr. Jadhav and Mr.Sanjay Supe suggested to pay income tax directly to department and obtain certificate. The contractor should be contacted to pay the due amount to the institute.

The finance Committee approved the compliance report with these corrections and recommended to BoG.

Item 25-To discuss and recommend minutes of meeting of Building Works Committee held on 6th October 2016

The minutes of meeting of Building works Committee held on 6ht Oct. 2016 were discussed. The finance committee deliberated on following points.

- In item no. 82 it is mentioned that the delay in transfer of funds of Rs. 15.29 lacs for warden's Quarter was due to delayed Finance committee meeting. Mr.V.S.Jadhav requested the Member secretary to inform Member Secretary, Building Works Committee that the objection is denied. In absence of approved budget the Building Works Committee should have followed necessary procedure for emergency works. The Finance committee in past has given Post facto approval to emergency works.
- In item no. 83, Mr.V.S.Jadhav and Mr.Sanjay Supe enquired about consultation fee to Interior Designer. Prof.A.M. Mokadam, Dean Construction and Maintenance informed that the charges are decided on the basis of quotations and are based on area to be covered.
- Mr.Sanjay Supe suggested that wherever, the amount to be budgeted is high selfexplanatory notes are to be added in future by Building Works Committee.
- Mr. Supe highlighted (item no. 85) the need of Structural Audit of the buildings suggested by BWC. He further stressed need from safety point of view of students and staff and all other stake holders. It was decided to complete the structural audit at the earliest. Prof. P. S. Lande has been informed to get the work of Structural Audit completed immediately.
- It was pointed out by Dr.S.N.Khante that in item No. 86 details about various electrical work be provided by BWC. So as to recommend the same to BoG.
- As regards to item no. 87, Mr. Supe requested to provide following details
 - o To define scope of work of Estate Engineer and Technical Assistant.

- o Their responsibilities
- o Feed-back of the works completed.
- It was recommended to stop services of both the contract employees.
- The supporting staff for Estate Engineer can be filled through agency with same honorarium (RS.15000/-).
- The reappointment can be given to Estate Engineer (retired person) with honorarium of Rs.20000/-
- The Finance committee approved the decision of BWC (item No. 88 of minutes of meeting held on 6th Oct.) in regards to additional fund by the institute for Completion of work of Boys Hostel Building and concurred with BWC for pursuing Govt. for the funds. No Budgetary Provisions for Completion of Boys' Hostel are made in the budget of 2016-17, Same is recommended to BoG.
- As the institute is proposing Structural Audit for Administrative building and other buildings by external agency, it was decided to undertake the renovation work after the positive structural audit report, except BoG Office.
- The works mentioned in the minutes of meeting of BWC on 6th Oct 2016 were approved by Finance Committee subject to corrections mentioned above within previously proposed budget provision (Rs.3.00 crores and emergency Provision of Rs.15.00/- lacs) i.e. no additional budget provision for BWC is proposed. The Finance Committee requested BWC to decide priority of the works and complete all requirements of institute regarding new construction, face upliftment, maintenance of buildings and Garden, etc.

The Finance Committee approved the works suggested by BWC with the corrections mentioned above and recommended to BoG for its approval.

Item 26-Any other item with the permission of Chair

No item was received for discussion.

The meeting ended with vote of thanks by Member Secretary Finance Committee.

(Ms. V. N. Sadar)

Member Secretary, Member Secretary, Finance Committee Govt. College of Engineering (Dr.R.S.Dalu)

Chairman, Chairman, Finance Committee Govt. College of Engineering

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> NO.GCOEA/ FC/2017/4774 Date: 2/11/2017

Minutes of 21st meeting of Finance Committee held on 28th ugust 2017 at 2.00 pm

21st meeting of Finance Committee was held on 28/08/2017 at 02.00p.m. at Govt. College of Engineering, Amravati and following members were present.

> Dr. R. S. Dalu 1.

Chairman

Mr. V. S. Jadhav

Member

Mr. Sanjay Supe

Member

Prof. A. S. Sindekar

Member

Dr. S. N. Khante

Invited Member

Shri, K. D. Nichat

Special Invite

Shri. A. J. Kanhake 7.

Special Invitee

Shri P. P. Bhatkar

Member Secretary

The Member Secretary Shri Bhatkar welcomed all the members. Dr. Khante brought to the notice of Members that Shri Bhatkar Replaced Ms. Sadar as Registrar in the Institute and hence he will be Member Secretary for Finance Committee. Shri Kanhake also joined Back as Administrative Officer in the Institute recently. The Committee welcomed Shri Bhatkar and Shri Kanhake.

Item 1- To confirm minutes of 20th Finance Committee meeting held on 14th October 2016

The minutes of meeting were read and discussed. The minutes were confirmed and approved.

Item 2- To note action taken report for 19th and 20th Finance Committee meetings held on 2nd September 2016 and 14th October 2016

The action taken report was noted with following observations.

1. Shri Jadhav enquired about number of meetings of Finance committee to be held in a financial year. He pointed out that last 20th Finance Committee meeting was held in October 2016. The 21st Finance Committee meeting is held after substantial gap. As a result some of the previous decisions could not be monitored by Finance Committee and are still pending. It was decided that at least three Finance Committee meeting shall be conducted in a Financial Year.

- 2. It was informed that implementation of 'Tally' Software for double entry system is still pending. Hon. Members Shri Jadhav and Shri Supe recorded discontent and instructed to implement the system at the earliest. It was decided to implement Tally software by awarding contract to agency by following procedure mentioned in 19th and 20th meetings of Finance Committee. It was decided that budget for the same shall be allocated from present Office component (Tuition Fee). The task shall be compled in following steps
 - To buy 'Tally' software
 - b. To appoint agency for one year / six months for smooth transition and parallel implementation with single point entry system.
 - c. To implement double entry system from financial year 2017-18.
 - 3. Service Tax is abolished and GST is to be implemented. The Institute revenue generation being more than 20 lakh per year, it was decided to register for GST. Shri Bhatkar shall complete necessary procedures of registration and implementation.

Item 3- To discuss & recommend the Audit report (Accounts and Finance) for financial year 2016-17

The annual audit report for financial year 2016-17 was noted. The members recorded following comments.

- All the objections raised by the Auditor were discussed in detail.
- Shri Nichat, Auditor explained audit points. Shri Jadhav provided expert comments and guidance related to Audit points and objections.
- It was decided to devise a system to lend fresh advances.
- Principal shall conduct surprise visits/ checking of the cash balance and cash book.
- It was informed by Shri Kanhake that some bills were not supported by necessary documents. It was decided that Office shall send circular to all departments that the bills shall be submitted in future along-with necessary documents. In order to ensure availability of documents, a format in the form of covering letter which will include checklist of documents shall be prepared. Shri Supe extended his help for the cause.

Similar format is devised and already available with him. The same may be considered as guide line.

The finance Committee recommended audit report to BoG with a note that, compliance report shall be prepared at the earliest and be placed in ensuing Finance Committee meeting. Shri Jadhav and Shri Nichat informed the committee that they will extend their help, whole hearted support and guidance in preparation of compliance report.

Item 4- To discuss and recommend minutes of meeting of Building Works Committee on 30th June 2017

The minutes of meeting of Building works Committee held on 30th June 2017 were discussed.

The Finance Committee was of the opinion that some of the long term requirements of Institute may be discussed in the Building works committee with long term financial allocation, such as

- Auditorium
- · Compound Wall
- · Face upliftment

The Finance Committee approved the financial provision for works suggested by BWC and recommended to BoG for its approval.

Item 5- To recommend Budget for the financial year 2017-18

The Budget for financial year 2017-18 was discussed in detail. It was observed by the Members that the budget 28.35 crores is more than double of the yearly expected income of the institute i.e. 13.72 crores. The budget demanded by the departments is disproportionate with the income generated. It was decided that the committee shall not reduce the budgeted amount of the respective components. The in-charge authorities and The Principal shall take combine judicious decision. The same was approved and recommended to BoG for approval.

Item 6-To approve Rules and regulations for Finance and Procurement

The State Govt. issued G. R. भां ख स -२०१४/ प्र क्र ८२/भाग ॥ /उद्योग -४ dated 01 Dec.2016. The GR laid down procedures for purchase of stores. As the implementation of G R is mandatory as per letter issued by DTE, It was decided The GR shall be accepted in the form of "Rules and Regulations for Finance and Purchase". The same is recommended to BoG for approval.

Item 7-Any other item with the permission of Chair

To approve Amount per patent to faculty and to make budget provision for the same

Prof. Khante pointed out that provision of Rs.15,000/- was available to faculty to file Patent under TEQIP. Since the project ended this year, Provision for Patent is not available. Shri Supe highlighted importance of patent and suggested strongly to encourage filing of patent for progress of Institute. It was decided that as per recommendation of Committee, for the applicant faculty from this institute the maximum permitted expenditure including fees and consultancy charges per patent shall be Rs.30,000/-. In order to motivate the faculty monetary incentive or Rs. 5000/- shall be awarded after award of patent to applicant from this institute. This provision shall also be applicable to the pending applications of patent from last financial year 2016-17. Same was recommended to BoG for approval. It was further decided that budget provision for Patent filing shall be within the sanctioned budget of R & D though not specifically mentioned.

The meeting ended with vote of thanks by Member Secretary Finance Committee.

(Shri P. P. Bhatkar)

Member Secretary, Finance Committee

(Prof. Dr. R. S. Dalu)

Chairman, Finance Committee

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> NO.GCOEA/ FC/2018/ Date: 26/2/2018/

Minutes of 22nd meeting of Finance Committee held on 26th February 2018 at 10.30 am

22nd meeting of Finance Committee was held on 26/02/2018 at 10.30 a.m. at Govt. College of Engineering, Amravati and following members were present.

1. Dr. R. S. Dalu

Chairman

2. Mr. V. S. Jadhav

Member

3. Mr. Sanjay Supe

Member

4. Dr. S. N. Khante

Invited Member

5. Shri, A. J. Kanhake

Special Invitee

6. Dr. M. L. Gulhane

Invitee

7. Shri P. P. Bhatkar

Member Secretary

The Member Secretary Shri Bhatkar welcomed all the members. It was informed that the meeting is emergent meeting and hence items such as confirmation of previous minutes and action taken are excluded from agenda. The same shall be part of agenda in subsequent regular meeting.

Item 8- To note the budget for construction of new building of Mechanical and Electrical Engineering

Principal, Dr. Dalu explained the background for the item. It was informed that the Mechanical and Electrical buildings were in dilapidated state. These buildings were declared structurally unsafe by PWD after structural Audit. Presently these buildings are vacated and the department students and staff are facing lot of problems like availability of classrooms, practical performance, lack of space for laboratories, shifting of heavy equipment, etc. The State Govt. was requested to approve the funds and plans for these buildings. The State Govt. enquired whether the Institute can contribute to the Mechanical Electrical Building cost and to what extent? The Building Works committee in its meeting dated 22/02/18 recommended to contribute 15% of the total amount i.e. Total cost of Buildings (Electrical and Mechanical) = Rs.2640.96 lakhs contribution of the institute Rs.396 lakh approx. Shri Jadhay enquired about letter for Mechanical Department building as the Book of

Enclosure included letter by Govt. for Electrical Department Building only. The letter was presented in meeting. It was made clear that at this stage only commitment from the Institute is expected without any budget provision in financial year 2017-18. Shri Supe and shri Jadhav asked for basis on which 15% of the cost is decided. They pointed out that the inflow of income is very less as compared to budget allocation and the present commitment shall further widen the gap. Dr. Dalu, Principal and Chairman, explained that provision of this amount by institute shall reduce burden on Govt. and shall help in speeding up the process of sanction. Dr. Khante suggested that instead of amount in percentage, same may be committed in terms of lump-sum amount so as not to have precedence for approval of construction for every building. Dr. Gulhane suggested to include in institute letter that in unavoidable situation the institute may contribute requisite specific amount.

It was decided to recommend to BoG commitment of Rs300lakh to Rs.400lakh to State Govt. for both buildings i.e. Mechanical and Electrical Engineering Department.

Item 9-Any other item with the permission of Chair

 To approve and recommend post facto sanction to urgent civil works taken up by Building Works Committee.

The Building works Committee in its meeting dated 22/02/18 as per item no. 104 approved post facto sanction to the civil works. The Institute completed two civil works costing Rs. 1,11,975/-. It was informed that the works were to be completed urgently. The finance committee approved the expenditure form the existing allocated budget to Building works committee. The committee recommended same to BoG for approval.

ii) To approve and recommend financial provision for organization of one week orientation program and one day workshop

As per recent guidelines of AICTE, the institute have to organize training programs. Presently it is proposed to organize one week orientation program on 'Innovative Teaching and research methods' and one day workshop on 'Introduction to Hydraulic and Pneumatic System,- A low cost optimization'. It was decided that the expected expenditure for the program Rs.90,000/- and Rs.70,000/- is approved. The same may be spent from in-house training head in budget of 2017-18.

The meeting ended with vote of thanks by Member Secretary Finance Committee.

(Shri P. P. Bhatkar)

Member Secretary, Finance Committee

(Prof. Dr. R. S. Dalu)

Chairman, Finance Committee

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> NO.GCOEA/ FC/2018/ 4424 Date: 25/10/20/8

Minutes of 23rd meeting of Finance Committee held on 2nd July 2018 at 03:00 pm

23rd meeting of Finance Committee was held on 02/07/2018 at 03.00 a.m. at Govt. College of Engineering, Amravati and following members were present.

1. Dr. R. S. Dalu

Chairman

2. Mr. V. S. Jadhav

Member

3. Mr. Sanjay Supe

Member

4. Dr. A. S. Sindekar

Member

5. Dr. S. N. Khante

- Invited Member

6. Dr A. I. Dhatrak

Invitee

7. Mr. K. D. Nichat

Special Invitee

8. Shri. A. J. Kanhake

Special Invitee

9. Shri P. P. Bhatkar

Member Secretary

The Member Secretary Shri Bhatkar welcomed all the members. Shri V. S. Jadhav, hon'ble Member, pointed out that minutes of meeting of 22nd meeting were not included in the items and agenda notes for noting and approval. The minutes of meeting of 22nd meeting were circulated and the minutes and related action taken was taken as agenda point in the last item with the permission of chair. The 22nd meeting was emergent meeting and hence items such as confirmation of previous minutes and action taken were excluded from agenda.

Item 1: To confirm minutes of 21st Finance Committee meeting held on 28th August 2017

The minutes of meeting of 21st Finance Committee meeting held on 28th August 2017 were approved and confirmed.

Item 2: To note action taken on minutes of meeting of 21st Finance Committee meeting held on 28th August 2017

The action taken on minutes of meeting of 21st Finance Committee Meeting were noted with following comments

• Mr. Jadhav asked about Progress of Tally software implementation. Mr. Nichat informed that the entry process of Receipt and Payment is in progress. Balance sheet of the institute is in pending in absence of Assets Register. Dead Stock Registers available with all the departments can be helpful for balance sheet. Mr. Jadhav enquired about transfer Deed of Assets from State Govt. to Autonomous Institute in 2006. It was informed that under Autonomy as per GR none of the property will be transferred to Institute and State Govt. Shall remain rightful owner of all Assets.

Item 3: To approve Budget for Financial Year 2018-19 for the Institute

The Budget for Financial Year 2018-19 was approved and recommended to BoG with following Suggestions.

- Mr. Nichat suggested that the Budget for the Financial Year is delayed and this will hamper progress of the Institute. The budget should be prepared in the month of Feb i.e. before starting of new Financial Year. Mr. Jadhav explained practical difficulty that unless previous balance is available the budget cannot be prepared. It was decided that the Institute may experiment Budgeting in two steps in the form of Interim Budget (February end of the previous financial year) and Final Budget (April / May of the present financial year). It was also thought that the paper work and efforts to be put by the staff shall be more in this process due to repetition of documentation.
- Mr. Supe asked why the expenditure is very less in comparison to Budgeted amount during last financial year 2017-18. Prof Dr Dalu, Chairman, informed difficulties faced by Institute in the form of
 - Availability of limited time to process the proposals of purchase
 - Space scarcity with departments like Mechanical, Electrical and Electronics due to shifting of Electrical and Mechanical in Electronics Building.
 - The budgeted amount on higher side in order to cover all the items needed by the department

It was pointed out by the Hon'ble Members Mr. Jadhav and Mr. Supe that at least 50% budgetary provisions made by the departments must be realistic and shall be consumed during this financial year.

- It was pointed out by Dr. Khante that different departments purchase or hire services for the same item with expected different rates for e.g. AMC of photocopier. It was decided to establish central Store. The services of the Store keeper (presently with different departments) shall be made available centrally. The Dean, Purchase shall devise procedure for the same.
- The Budget of the department shall be proportionate. It should be linked with the previous financial year's expenditure by the respective department. The budgeted amount for a particular department should not be more than 10 to 15% higher than previous years expenditure.

- The budgeted amount by certain departments under a particular head is exceptionally high for example, Electronics department provision for the equipment is exceptionally high i.e. 153 lakh. The same may be procured in steps in subsequent financial years. The Department may submit project proposal to AICTE, UGC, Dept. of Science., etc. for grant.
- The budget for Instrumentation for R & D was reduced to 11.1 lakh instead of 23.22 lakh.
- The budgeted items for Dean, students Welfare new modified by deleted second items and added sanitary napkins vending machine of same cost.

Item 4-To approve and recommend remuneration rates for Warden and Rector

The remuneration rates for Wardens and Rectors were discussed. Mr. Supe enquired about difference between Rector (Off campus) and Rector (On campus). The terminology was explained by Dr. Dalu, Chairman. It was decided that the committee appointed for the purpose shall give detailed report for the same. The report shall include previous remuneration rates, proper justification for rise and its financial viability.

Item 5-To approve and recommend revised remuneration rates for Examination related work

The remuneration rates for exam related works were discussed. Following were the suggestions by the members.

- Mr. Supe suggested that the report should include justification for the increase in rates
 from the point of view of increase in work load, the work load is in addition to his / her
 regular duties, its financial implications, how the funds will be generated, etc.
- It was decided that the beneficiary should not be members of committee.
- It is also discussed that the hike in remuneration rates should be in proportion to hike in examination fees.
- The remuneration rates of other institutes GCOE, Aurangabad, GCOE, Jalgaon, Walchand Engg. College, Sangli, SGGS, Naded should be compared in order to have practicable rise in remuneration rates.
- The rates cannot be applied with back effect. The same will be applicable after approval of BoG.

It was decided that the committee will be reappointed for revised report and shall take into account suggestions from the finance committee. The same shall be placed in the next Finance Committee meeting.

Item 6-To approve and recommend revised rates for Examination Fees

The Finance committee discussed the revision in Examination fees suggested by the committee. The Praposed revised in examination fee has been accepted and recommend for approved to BOG. It was further decided to correlate fee hike with remuneration rates as specified in item 5.

Item 7-To approve and recommend the expenditure for the items of NBA accreditation

The members were informed that the Institute applied for NBA accreditation. Civil and Mechanical Departments are eligible departments. In order to prepare for NBA, some urgent purchases are to be made. A meeting of SPC was held on 18/06/18. The committee approved the expenditure excluding the items which are already included in the regular Budget.

Item 8- To note and recommend the budget for building work committee.

The Finance Committee noted minutes of meeting of Building Works Committee (BWC). It was pointed out that budgeted amount increased drastically from submitted budget to budget suggested by BWC. It was informed by Dr. S. P. Tatewar, M.S. BWC, that many departments provided their requirements after submission of Budget. The same are included in the recent meeting held on 30/06/18.

The finance committee approved the budget and recommended the same to BoG.

Item 9- To note and recommend the norms for expenditure on industry institute interaction.

The finance committee noted the norms and recommended the same to BoG. It was decided that the GRs shall prevail in case of ambiguity.

Item 10- To note and recommend the committee report for rate/honorarium for M. Tech. Dissertation work.

It was decided that whenever the teaching load excluding Dissertation guidance will satisfy teaching load norms of faculty, he/she shall be eligible for lump sum remuneration of Rs. 15,000/- per dissertation (inclusive of all semesters for a dissertation, generally two), after successful completion of Dissertation by the student. The onus of maintaining necessary records shall be on faculty. The same is recommended to BoG.

Item 11-Any other item with the permission of Chair

i) To confirm minutes of 22nd Finance Committee meeting held on 26th Feb 2018

The minutes of meeting of 22nd Finance Committee meeting held on 26th Feb 2018 were approved and confirmed.

ii) To note action taken on minutes of meeting of 22nd Finance Committee meeting held on 26th Feb 2018

The action taken on minutes of meeting of 21 Finance Committee Meeting were noted and approved.

The meeting ended with vote of thanks by Member Secretary Finance Committee.

iii) To note proportion of funds allocation in Budget

It is generally observed that while submitting budget the departments in absence of guidelines submit exaggerated budget. Due allocation of the exaggerated amount, it becomes difficult for department and institute to stick to the realistic expenditure. A committee was set up for the purpose. The committee submitted its report the same was discussed in meeting. It was principally agreed with modifications as indicated in annexure A. These allocations shall serve as guidelines. The departments shall be allowed to differentiate by 10%, with the permission of chairman. For extraordinary deviation approval of Finance committee shall be necessary. It was decided that the Member Secretary shall circulate the revised report to the stakeholders.

Encls. Annexure A

(Shri P. P. Bhatkar)

Member Secretary, Finance Committee

(Prof. Dr. R. S. Dalu)

Chairman, Finance Committee

Copy to all Hon'ble Members of Finance Committee for information and confirmation

Budget Guidelines for Fin. Year 2018-19 onwards

Total expected income amount

	100	%
To be spent	85	%
Reserved	15	%

part 1- A] Academics departments- in proportion of students

		41 % of budget amount			
	UG	PG	Total		%
1 Civil		60	36	96	6.159624
2 Mech		60	36	96	6.159624
3 Electrical		60	18	78	5.004695
4 Electronics		60	18	78	5.004695
5 Comp		60	18	78	5.004695
6 IT		60	0	60	3.849765
7 Instru		30	0	30	1.924883
8 App Mech		30	18	48	3.079812
9 First Year		60	0	60	3.849765
10 Workshop		15	0	15	0.962441
		total		639	41
D1 A	and the second	Commence of the American			

part 1- B] Academics departments- in proportion of amount

8 % of budget amount

	proportion	
11 Data Center	0.17	1.36
12 Library	0.515	4.12
13 Students Affairs	0.095	0.76
14 T&P	0.22	1.76
total		8

To encourage consultancy and testing activities 15% of collected amount shall be made available to respective department

Part 2 Administration

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0		
1 Office		11.75
2 Hostel		1.45
5 Gymkhana		2.65
6 Consultancy Testing		0.4 **
7 Construction		12
10 Garden		0.9
11 Dean Academics office		3.75 *
12 Others Miscellaneous		2.1
total	0	35

^{*} In addition to Exam Fees

^{** 15%} of amount collected from testing consutancy as additional amount

GOVERNMENT COLLEGE OF ENGINEERING

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Member Secretary

NO.GCOEA/ FC/2019/1383 Date: 11/03/2019

Minutes of 24th meeting of Finance Committee held on 12th February at 03:00 pm

24th meeting of Finance Committee was held on 12/02/19 at 03.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

Dr. R. S. Dalu Chairman 1. Member Mr. Sanjay Supe 2. Member Dr. A. S. Sindekar 3. Invited Member Dr. S. N. Khante 4. Dr A. I. Dhatrak Invitee 5. Special Invitee 6. Mr. K. D. Nichat Special Invitee Shri. A. J. Kanhake 7.

The Member Secretary Shri Bhatkar welcomed all the members. Shri V. S. Jadhav, hon'ble Member, conveyed his inability to attend meeting. He was granted leave of absence.

Item 1: To confirm minutes of 23rd Finance Committee meeting held on 02/07/2018

The minutes of meeting of 23rd Finance Committee meeting held on 02/07/2018 were approved and confirmed with following modifications.

• It was decided to prepare assets register.

Shri P. P. Bhatkar

8.

- The land and buildings belong to State Govt., hence same shall not be part of assets register.
- The central store for the institute shall be established. To decide modalities following committee is formed
 - o Chairman- Prof. R.S. Dalu, Principal
 - o Members All Heads
 - o Members-Dean Finance and Purchase
 - o Member Work shop Superintendent

- o Member Secretary- Administrative Officer
- The equipment in all departmental Dead Stock registers are to be entered to central Dead Stock register.

Item 2: To note action taken on minutes of meeting of 23rd Finance Committee meeting held on 02/07/2018

The action taken on minutes of meeting of 23rd Finance Committee Meeting were noted

Item 3: To approve additional supplementary budget for Financial year 2018-19

The additional supplementary Budget for Financial Year 2018-19 was approved with following modifications and recommended to BoG.

Sr. no. 1 was not approved in absence of time availability for purchase procedure. The requirements shall be submitted in regular budget for 2019-20.

Sr. No. 2, 3, 4 were approved.

Sr. No. 5 was approved with a modification that Gate software purchase demand shall be submitted for central library. The same shall be purchased for 3 years subscription instead of 10 years. (Rs.9,00,000/- not approved.)

Sr. No. 6- For startup projects policy need to be framed. The budget was not approved. Since the submitted project was related to Food and tiffin following points were discussed.

- What shall be role of institute? Clarify role and responsibility. Institute shall have some or no stake/ partnership in the project.
- What shall be future of the project? how it will be continued in future? Whether institute shall be part of the project only in initial phase?
- What shall be deliverables?
- What are the policies of other institutes?
- How Many projects shall be funded? What shall be budget for funding in a financial year?
- What shall be criterion for selecting startup for funding?

To answer these and other relevant questions a policy of the institute shall be formulated. It was accepted in principle to provide seed money to students. A committee was appointed as below to decide policy.

•	Chairperson	Dean R & D
	Member Secretary	Prof. P.L.Paikrao
	Member	Prof. M. M. Deshmukh
	Member	Dr. P.R.Pachghare
	Member	Dr. M.L.Gulahane
•	Member	Dr. R.B.Sharma
	Member	Prof. B.V. Wakode

The committee shall submit its report within fifteen days to the Chairman, Finance Committee.

Sr. No. 7,8 were approved.

Sr. No 9 was approved with modifications as below.

- Black cotton soil shall be obtained from road construction in institute. Same shall be coordinated by I/C Gardens. The amount for Black cotton soil was not sanctioned.
- The SC/ST hostel garden area is being shown as 2250 sq. m. Similar is the case with Boy's hostel. It was instructed to reduce this area for 200sq. m. and recalculate the amount.
- Due to scarcity of water in summer the plantation shall be postponed to rainy season as result the plantation amount is not sanctioned.
- A judicious decision may be taken between concrete Benches and steel benches.
- Unnecessary constructions to be avoided.

Sr. No.10,11 were approved.

Sr. No.1 from change in equipment list was approved. Without any additional budget.

Item 4- To approve Audit report and compliance for financial Year 2017-18

Shri Nichat briefed the committee about Audit and its compliance. He informed that the single entry is still continued and parallel double entry system is in process. The double entry System is approximately 80% completed shall be finalized before April End this year. Shri Kanhake expressed his concern about non-stable office staff and informed that in future also the double entry shall be outsourced. For next year both the systems (Single Entry and Double Entry) shall continue together.

Shri Supe, Member pointed out that main concern is advances to the staff and its non-clearance. In-spite of issuing repeated letters still huge amount of advance is pending with teaching and non-teaching staff. It was decided to follow system for advances as below.

- The maximum limit for advance shall be Rs.30,000/- for teaching and Rs.10,000/- for Non-Teaching staff.
- The advance shall be cleared by respective faculty by submitting necessary bills and getting it approved by office. Maximum time span shall be 3 months. In case the Bills against the advance are pending against Teaching and Non-Teaching staff for more than 3 months, office shall deduct the same from his/her salary.
- The office shall devise detailed rules and inform all the concerned.

Shri Supe suggested that the compliance cannot be open ended. Every compliance shall specifically mention dead line.

Shri Nichat informed the committee that report on compliance report shall be submitted to the institute in two weeks.

Item 5- To note and approve submission by Shri Bhatkar, Member Secretary, Finance Committee

Shri Bhatkar requested to relieve him from the duty of Member Secretary, Finance Committee. He pleaded that the Member Secretary, Finance Committee is responsibility to be entrusted to Professor level staff. He cited GRs in his support. Prof. Dalu, Chairman informed that his application is forwarded to Higher Office. He was requested to check the status of other institutes such as GCOE, Aurangabad, Karad, etc.

Item 6- To note the procurement of equipment- a proposal by Dean Procurement

The finance committee noted Procurement of equipment. It was observed that similar equipment like computers were procured for different costs and different specification. Shri Supe suggested that such items requirement for Institute should be consolidated and procured with best specifications and after due negotiations with the vendor so as to benefit the institute.

Item 7-Any other item with the permission of Chair

Following items were considered with the permission of chair.

Item 7(i) To approve budget for firefighting equipment

The workshop Superintendent submitted budget of Rs.10,00,000/- for firefighting equipment. It was decided that the fire audit of the institute shall be completed. A budget provision of Rs.1,00,000/- (Rs. One lakh only) was approved for initial expenditure, such as fees to be paid to auditor for financial year 18-19. In next phase equipment can be purchased.

Item 7(ii) To Approve budget provision for Software for Plagiarism

The students of the institute regularly publish research in the journal. It is basic requirement that the research papers shall be free from plagiarism. It was decided that software for checking plagiarism shall be purchased centrally in central library and made available to all departments. A budget provision of Rs.6,00,000/- (Rs. Six One Jakh only) was approved for software.

Encls. Annexure A

(Shri P. P. Bhatkar)

Member Secretary, Finance Committee

(Prof. Dr. R. S. Dalu)

Chairman, Finance Committee

Copy to all Hon'ble Members of Finance Committee for information and confirmation

Annexure A
ADDITIONAL (SUPPLYMENTRY) BUDGET -2018-19

TOTAL AMOUNT IN LAKHS	Budjet Rs	Subject	Sr No
1942765	19427650.00	Sanctioning the Requirment of Additional Funds for Modernization of Computer Centre	1
135499	742620.00	Smart Class Room & Geo Tech Lab (Civil Deptt)	2
384000	612375.00 2040000.00	NBA (M-tech Production)	3
364000	1800000.00	NBA (M-tech Thermal Engg)	
373500	1000000.00	Civil M-tech Giotechnical Engg.student purchase in Software 10000	
	2000000.00	सर्वेक्षण प्रयोगशाळेत उपकरणे खरेदीबाबत	
	735000.00	Proposal for Solid Waste Management for the Institute	
1392000	92000.00	Request for Budget Allocation towords expenses for Ignited innovators od India competition	5
	100000.00	Monocrome Photocopy Machine	
	300000.00	Scanner Printer and Photocopy color A3 Size	
	900000.00	GATE च्या तयारीकरणे संबंधीचे Software संबंधी	
12000	120000.00	Devlopment Requirments	6
16900	148500.00	Submitting Electrical Specifications of sine wave inverter for Principal Cabin	7
	20500.00	Meeting Hall	Het
26600	100000.00	Molded Cushion Chair	8
	166000.00	Carpet	
91400	129000.00	संगणक विभाग बाजु क्र.१ ३०० Sq Mtr	9
	105000.00	संगणक विभाग बाजु क्र.२ २०० Sq Mtr	
	275000.00	मुलांचे नविन वसतीगृह ९०० Sq Mtr	
	405000.00	SC-ST वसतीगृह २२५० Sq Mtr	
7500	75000.00	change in Lab Iquipment requirment(२०१८-	10
5000	50000.00	Laserjet colour printer, printer, copier	11
3134364	31343645.00	Total Rs	

		Change in Lab Equipment List		
Sr No	Deppt.	Subject	Budjet Rs	TOTAL IN LAKHS
2	Chemistry	The budgeted list of equipment for chemistry	390000.00	
		Total Rs	390000.00	

Budget Guidelines for Fin. Year 2018-19 onwards

Total expected income amount

100 %
To be spent 85 %
Reserved 15 %

part 1- A] Academics departments- in proportion of students

41 % of budget amount

		11 /0 01	baaber anno	uiic	
	UG	PG	Total		%
1 Civil		60	36	96	6.159624
2 Med	:h	60	36	96	6.159624
3 Elec	trical	60	18	78	5.004695
4 Elec	tronics	60	18	78	5.004695
5 Com	ip	60	18	78	5.004695
6 IT		60	0	60	3.849765
7 Instr	^u	30	0	30	1.924883
8 App	Mech	30	18	48	3.079812
9 First	Year	60	0	60	3.849765
10 Wor	kshop	15	0	15	0.962441
		total		639	41

part 1- B] Academics departments- in proportion of amount

8 % of budget amount

	proportion	
11 Data Center	0.17	1.36
12 Library	0.515	4.12
13 Students Affairs	0.095	0.76
14 T&P	0.22	1.76
tota	al E	8

To encourage consultancy and testing activities 15% of collected amount shall be made available to respective department Part 2 Administration

35 % of budget

		0		
1	Office			11.75
2	Hostel			1.45
5	Gymkhana			2.65
6	Consultancy Testing			0.4 **
7	Construction			12
10	Garden			0.9
11	Dean Academics office			3.75 *
12	Others Miscellaneous			2.1
		total	0	35

^{*} In addition to Exam Fees

^{** 15%} of amount collected from testing consutancy as additional amount

GOVERNMENT COLLEGE OF ENGINEERING

AMRAVATI - 444 604

(An Autonomous Institute of Govt. of Maharashtra)

Towards Global Technological Excellence

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> NO.GCOEA/ FC/2019/4288 Date: 27/9/19

Minutes of 25th meeting of Finance Committee held on 11th September 19 at 03:00 pm

25th meeting of Finance Committee was held on 11/09/19 at 03.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

- 1. Prof. R.P. Borkar
- 2. Mr. V. S. Jadhav
- 3. Mr. Sanjay Supe
- 4. Dr B. D. Karhad
- 5. Dr V. N. Ghate
- 6. Dr Rajesh Sharma
- 7. Shri. A. J. Kanhake
- 8. Shri P. P. Bhatkar
- 9. Dr. S. N. Khante

- Chairman
- Member
- Member
- Member
- Invited Member
- Invited Member
- Invited Member
- Member
- Member Secretary

The Member Secretary Dr Khante welcomed all the members. Prof. Borkar, Chairman welcomed Dr B. D. Karad, Mr. V. S. Jadhav, Mr. Sanjay Supe by offering them a book.

At the outset Hon'ble Chairman informed the house about 3rd agenda point for the meeting, wherein the committee has to approve and recommend its own constitution to BoG. It was thought prudent to discuss this agenda point at the beginning of meeting. The committee was informed about changes in the committee constitution and associated reasons. (G.R., Gazette, UGC guide lines, etc.) The committee decided to unanimously approve and recommend revised constitution to BoG.

Item 1: To read and confirm minutes of 24th Finance Committee meeting held on 02/09/19

The minutes of meeting of 24th Finance Committee meeting held on 02/09/2019 were read, approved and confirmed with following suggestions.

Minutes of 23rd meeting were not received by the members. Mr. Bhatkar, then
Member Secretary, informed that minutes of meeting were circulated amongst all
Heads including Finance Committee members. It was decided to promptly
circulate minutes of meeting to all members.

• Dr Karhad pointed out that negotiations with vendor after receiving Quotations are not permitted. It was told that negotiations with L1 are permitted. Technical negotiations can be permitted.

Item 2: To note and approve action taken on minutes of meeting of 24th Finance Committee meeting held on 02/09/2019

The action taken on minutes of meeting of 24th Finance Committee Meeting were noted and approved. The action taken report in agenda notes was incomplete. The committee reviewed complete action taken as follows.

Sr. No.	Item No.	Action to be taken		Action suggested / proposed by current finance Committee
1	1	To prepare assets register	Under Process	Dr Karhad, Hon'ble Member suggested that Office automation
2	Budget in hs n	The central store for the institute shall be established	Committ ee report awaited.	software may be useful for maintaining Assets Register. It will be also helpful in various day to day activities in the office. A thought may
3 Dads	The me	The equipment in all departmental Dead Stock registers are to be entered to	As soon as committee report is received process shall be	 be given to Barcoding the assets. This automation may help the institute in preparation for NACC. Mr. Supe, Hon'ble Member suggested that all the actions decided should be measurable. He suggested using
	miler Scient	central Dead Stock register	initiated	'Tally', being standard software for managing assets. In order to safeguard from unauthorized access
	to BoC ₃₁ committe us., (C R ccomman	ad its own constitution which is a second to the constitution of t	upd ail is mio ince Commune colutitence salt incessory sche tun of bebieeb	and manipulations, the office should ensure that Rules and regulations should be added to Tally along with
5	02/09/19 2019 9 cs	sittee meeting held on ceiling held on - 02/09		
4	oer mike		uggestions. not received by	and procurement.
B	in legacia In mora	eeting were circulated to	at minutes of me amittee members all members	avagasted to sheek negsibility of

• 15	DAGE.	Asserting as hos only	(el Bolineled s	Accounts, Procurement, assets, etc.
4	3 at 89 The Si Present stuff 6	startup projects policy need to be framed	Committee report awaited.	• Prof. Borkar, Chairman informed that a committee for R &D procedures is appointed. Same shall submit its report, which will include policy for start-up.
12 d A 10	ent sulli de IVAC dediver il Dean C Scibility Gouse-	advances to the staff and its non-clearance	In last meeting upper limit for advances were decided. It was also decided that if previous advance is pending fresh advance shall not be issued.	 The committee revised and decided that the Principal shall have discretion to issue multiple advances and advances above limit in exceptional condition with proper justification. The committee expressed its concern about pending advances. Shri Kanhake, A.O. was asked to submit report about advances before and after last meeting i.e. after 02/09/2019. The office shall send a circular about rules decided by the Finance Committee to Institute Staff regarding advances.
6	4	Report on compliance report shall be submitted to the institute in two weeks	report awaited	It was decided to write a letter to Shri Nichat. Requesting him to submit the same within 15 days.
7 5	5 which which are the control of the	Shri Bhatkar requested to relieve him from the duty of Member Secretary, Finance Committee	A new constitution for Finance Committee was proposed and accepted.	Dean, Finance / Planning and Administration is assigned Member Secretary responsibility.
8	6 min	It was observed that similar equipment like computers were procured for different costs and	inclient Thollow said not be mor s in the budget. Is and should no	The committee suggested that list of equipment to be procured should be sorted based on similarity/ specifications. The list of such items should be consolidated at institute

	plessisi	different	hat medicilization	level and purchased as per
	d bernel	specification. Shri	gold that neggi	Government procedure of
	ermbess	Supe suggested that	Higd.	procurement.
	timeles	such items	eas t	diamed awaite
	E Jalest	requirement for	dige on minute	of meeting of 24th Finance Committee .
		Institute should be	mheld on 02/	9/2019
	a feath leafe	consolidated and	un of the Hone	or Cerum upp Martin amount nated and
	de Site	procured with best	genda notes v	milwompleto, Hanessavings reviewed
	per hydren	specifications and	or timit	clearance
	mitmoor	after due	vances adv	NE 101
	la l	negotiations with the	Action taken	Action suggested / proposed by correct
	DESCRIPTION OF	vendor so as to	of Language	shipsh
do		benefit the institute.	de mio	Service Control of the Control of th
9	7(i)	It was decided that	fire audit of	• Dr Karhad, Hon'ble member
	ile bes de	the fire audit of the	the institute	pointed out that different audits
	1.01053	institute shall be	is completed	should be conducted for NACC.
	or mode	completed	flo. to 1	Such as energy audit, Bio-diversity
	soulines:	ided by the Enginee C	mb dec	audit, Safety audit, etc. Dean Q A
	Passerie	in goldenger Dai 2 omil	and	shall note and check possibility of
		and the same of th		conducting these audit in House.
10	7(ii)	software for	Under	• Dr Karhad, Hon'ble member
	or rati	checking plagiarism	process.	informed that the Plagiarism
	tiredus	shall be purchased	adalik I	software available with SGBAU can
		centrally by central	LOGICA No.	be used for checking Plagiarism at a
		library and made	milimel	nominal cost, till procurement of
		available to all		Institute plagiarism software.
		departments		

Item 3-To approve and recommend constitution of Finance Committee

The Finance committee constitution was accepted, approved and recommended to BoG. The Finance committee constitution is included in the minutes of meeting as annexure 'A'.

Item 4- To approve and recommend budget for financial year 2019-20

The budget for financial year 2019-20 was discussed. Prof Borkar Hon'ble Chairman explained the budget in nutshell. Following points were discussed.

- As per G.R. the prices of the items should not be more than 10% above and 20 % below the price stated in budget. All the items in the budget shall be checked for its nearness to actual price of the items.
- The amount in miscellaneous is too high and should not be more than 2% of the budget.

- Dr. Karhad pointed out that the Budgeted amount for Gymkhana is in Rs. Instead of Lakh. Same should be corrected.
- The Seed money for Prajwalan should be renamed as grant for initial expenditure.
- Presently no support staff is available for Deans other than Dean Academics. Support staff for Deans should be employed on contract basis.
- The budgeted amount for various heads was exceptionally large as compared to receipt.
 The different budget heads shall be revised as per receipts. With proper justification the amount shall be re-appropriated from other head(s) where more budget is required. Some of the budget heads where receipts were less and budgeted amount is more are-

Sr No	Department		Budgeted Amount	Deficit
a unite	LEGISTRATE RESERVED.	Receipts in lakh	in lakh	rise the badgets -
1	Laboratory Fee	166	258.91	92.91
2	Development fee	728.06	1351.33	623.27
3	Internet fee (Data center)	60	225.1	165.1
4	Gymkhana	50	122.44	72.44
5	Library Fee	80	100.64	20.64
6	Examination Fee	45.68	84	38.32
7	Tuition Fee (BWC + Office + others)	274.05	619.54	345.49
8	T&P	18.34	104.24	85.9
9	CMD	10	0	-10
10	Miscellaneous	12	0	-12
O VIEW	Total	1444.13	2866.2	1422.07

- All the departments shall revise the budget as per actual requirement and amount which
 can be effectively spent and necessary to be spent from students' requirement and
 curriculum point of view. The Heads shall write detailed specifications of the items. They
 will also justify quantity required and quantity available in the department.
- Mr. Jape, Controller of Exams informed that the bill register for CoE and Dean,
 Academics are different and hence the total expenditure for Exams is difficult to be
 ascertained. It was decided that the bill register for Dean, Academics shall be only one,
 which will also include bills from Controller of Exams. To avoid deficit to regularize the
 mechanism of budget and expenditure in Dean, Academic office, it was decided to
 appoint committee
- It was pointed out that the budgeted amount is nearly double of the expected receipts for financial year 2019-20. It was decided that though the sanction for budget shall be given to the items proposed by the departments the amount shall be restricted so as to limit within receipt. The amount sanctioned shall be on the basis of guidelines approved by Finance Committee as below.

Budget Guidelines for Fin. Year 2019-20

Total expected incor	Total expected income amount		
	100	%	
To be spent	85	%	1227.511
Reserved	15	%	216.6195

part 1- A] Academics departments- in proportion of students

		41	% of budget amount				
		UG	PG	Total		%	
1	Civil	35	36		71	4.779967	69.02894
2	Mech	60	36		96	6.463054	93.3349
3	Electrical	60	18		78	5.251232	75.83461
4	Electronics	60	18		78	5.251232	75.83461
5	Comp	60	18		78	5.251232	75.83461
6	IT	60	0		60	4.039409	58.33432
7	Instru	30	0		30	2.019704	29.16716
8	App Mech	25	18		43	2.89491	41.80626
9	First Year	60	0		60	4.039409	58.33432
10	Workshop	15	0		15	1.009852	14.58358
			total		609	41	592.0933

part 1- B] Academics departments- in proportion of amount

9 % of budget amount

		p	proportion		
11	Data Center		0.17	1.53	22.09519
12	Library		0.515	4.635	66.93543
13	Students Affairs		0.095	0.855	12.34731
14	T&P		0.22	1.98	28.59377
		total		9	129.9717

To encourage consultancy and testing activities 15% of collected amount shall be made available to respective department

Part 2 Administration

35 % of budget

1	Office			11.75	169.6853
2	Hostel			1.45	20.93989
5	Gymkhana			2.65	38.26945
	Consultancy				
6	Testing	**		0.4	5.77652
7	Construction			12	173.2956
10	Garden			0.9	12.99717
11	Dean Academics office	*		3.75	54.15488
12	Others Miscellaneous			2.1	30.32673
	total		0	. 35	505.4455

^{*} In addition to Exam Fees

Total 1227.511

^{** 15%} of amount collected from testing consutancy as additional amount

- It was suggested by Mr. Jadhav, Hon'ble member that the caution Money deposit available with the institute should be spent on students' welfare. It should be used as discretionary fund by the Principal for the students. The institute should start new schemes for student benefit such as-
 - Earn and learn scheme
 - Partial reimbursement of fee/ expenditure incurred for GATE coaching for final year B. Tech. students
 - Financial Aid for needy and economically backward students, etc.

The committee approved and recommended Budget for financial year 2019-20 to BoG. The committee also authorized Principal and Chairman, Finance Committee to revise the budget before submission to BoG in light of above suggestions.

Item 5 - Any other item with the permission of Chair Item 5 a-To note and approve Expenditure for financial year 2018-19

The proposed item 4 is 'to approve and recommend budget for financial year 2019-20'. On instructions from Hon'ble Chairman, It was decided that last financial year's expenditure should be discussed prior to current year's budget. This item was taken up for discussion prior to item 4.

The committee observed and expressed its displeasure about unspent budgeted amount during financial year 2018-19. The committee also observed the budgeted amount is not proportionate with the yearly income of the institute. It was decided that a letter shall be issued to seek justification for very less expenditure as compared to budgeted amount.

The less expenditure for Data Center was explained by Mr. Uike, Dean Data center. One of the reasons was non availability of technical expertise. Mr. Supe, Hon'ble member explained that help from retired experts from the field can be sought.

A regular review of budget and expenditure shall be taken in order to monitor the expenditure.

Item 5 b-To approve and recommend budget for Computer Center

The computers and furniture in the computer center are to be procured. The Budget of Rs 1.943/-crores was submitted

- Mr. Devrankar, Head computer explained the budget for computer center. The budget
 was submitted last year but could not be sanctioned due to technical difficulties. He
 informed the committee that modernized Computer center shall be useful not only for
 institute T & P activities but also for generating IRG.
- Dr Karhad, Hon'ble Member informed that the amount should be sanctioned in phases.
 The stages should be procurement of furniture, development of infrastructure and procurement of computers. The budget should be phased out so that procurement

- procedure should be completed within stipulated time. The computer department shall submit the revised budget as per instructions.
- The members questioned the outsourcing. It was decided to finalize the policy and mechanism for outsourcing the facility without disturbing institute placement and academic activities. The computer department shall submit the report in this regard.

Chairman, Finance Committee was empowered to approve and recommend budget to BoG for computer center after due changes and justification report.

Item 5 c-To approve and recommend budget for furniture for Electrical Department

Additional Budget for Electrical Engineering Department of Rs. 1.83 Lakh for furniture was sanctioned. The budget was approved and recommended to BoG, subjected to guidelines issued for budget for financial year 2019-20.

Item 5 d-To approve and recommend budget for civil works approved by Building Works Committee

Budget of Rs17.90 lakh was proposed for building works by Building Works Committee (BWC) in its meeting recently held on 10/09/19. This is in addition to requirement submitted by Dean, Construction and Member Secretary BWC. The budget was approved and recommended to BoG, subjected to guidelines issued for budget for financial year 2019-20.

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

Encls. Annexure A

(Dr S. N Khante)

Member Secretary, Finance Committee

(Prof. R.P. Borkar)

Chairman, Finance Committee

Copy to

- 1. All Hon'ble Members of Finance Committee for information and confirmation
- 2. All the Heads and Deans for necessary action(s).
- 3. Shri Nichat, C. A.

GOVERNMENT COLLEGE OF ENGINEERING AMRAVATI – 444 604

(An Autonomous Institute of Govt. of Maharashtra)

Towards Global Technological Excellence

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NO.GCOEA/ FC/2020/ 312-6

Date: 13/10/2020

Minutes of 26th meeting of Finance Committee held on 05th October 20 at 03:00 pm

26th meeting of Finance Committee was held on 05/10/2020 at 03.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1. Prof. R.P. Borkar

Chairman

2. Mr. V. S. Jadhav

Member

3. Mr. Sanjay Supe

Member

4. Dr B. D. Karhad

Member

5. Dr D. V. Jadhav

Member

6. Dr V. N. Ghate

Invited Member

7. Dr Rajesh Sharma

Invited Member

8. Dr. S. N. Khante

Member Secretary

The Member Secretary Dr Khante welcomed all the members. Prof. Borkar, Chairman also welcomed all members. Shri A. G. Kanhake, Administrative Officer and member of committee was absent due to medical reason with due intimation, therefore leave of absence was granted to him.

At the outset Member Secretary explained the Hon'ble members, the Book of Enclosures and documents put before them for meeting and narrated that it is arranged in the form of agenda notes, Book of enclosures I (all documents except Budget 20-21) and Book of enclosures II for Budget.

Item 1: To read and confirm minutes of 25th Finance Committee meeting held on 11/09/19

The minutes of meeting of 25th Finance Committee meeting held on 11/09/2019 were read, approved and confirmed with following suggestions.

The item No. 1 should be read as Item 1: To read and confirm minutes of 24th Finance Committee meeting held on 02/09/19-12/02/19

Item 2: To note and approve action taken on minutes of meeting of 25th Finance Committee meeting held on 11/09/2019

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The action taken on minutes of meeting of 25th Finance Committee Meeting were noted and approved as per tabular form given below.

Sr. No.	Item No.	Action to be taken	Action taken by respective finance Committee in-charges
1	2	Preparation of Assets register	Details of various and Shri Sanjay Supe insisted for Preparation of Assets register at the earliest. There shall be two asset registers. All the assets shall be transferred to central assets register equipment/fu from the departmental DSR, if any. However, Prof. Borkar suggested that since establishment of college from 1964, taking entries in central dead stock register is huge task, instead a photo copy of DSR of all departments register is in bound form will be taken in Central store. All members agreed upon it. It was decided that the asset
2	2	The central store for the institute shall be established	Central store is prepared by Member Secretary Planning and Evaluation Committee. Central purchase is done through central procurement committee which includes departmental coordinator Tregister for buildings shall be prepared by Member Secretary Planning and Evaluation Committee. The asset register for equipment shall be prepared by Procurement officer at central store. It was decided to complete the work by March 31st 2021. The concern shall update The Chairman progress of work regularly at least bimonthly. Some members suggested that if it is not possible to take entry on DSR, internally the work may be
3	2	The equipment in all departmental Dead Stock registers are to	Central DSR is prepared in November 2019. Entries of last yrs. Outsourced, with due permission from competent authority. The obsolete and nonworking equipment should be written off. The ERP software may be used for this

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>		be entered to central Dead Stock register	GeM purchases are recorded on central DSR recording on earlier DSR items is in progress.	satisfaction as central DSR is
4	2	startup projects policy need to be framed	Committee report awaited.	 The student policy was submitted. The committee approved the policy, appreciated efforts taken and suggested following changes. Specify account Head from where the funds will be made available. Preface may be added that for technical events such as training, patent, industrial visit, etc. students were sanctioned some amount by the Head of Institute previously also. This policy is documentation to systematize the process. The components of the policy should be presented in tabular form. Startup should be included in the policy. Dean R & D shall prepare revised document. The Chairman, Finance Committee is authorized to approve the final document.
5	2	advances to the staff and its non-clearance	In last meeting upper limit for advances were decided. It was also	 The committee expressed its satisfaction about efforts taken for clearing pending advances. Suggested following changes to policy The advances are to be cleared within 6 months. No additional advance shall be issued before

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8	2	Identification and purchase of Office automation software	decided that if previous advance is pending fresh advance shall not be issued. In process. Few institutes are contacted for information.	clearing previous advance 2. In exceptional case, after application and due justification, The Principal, may permit additional limit to the extent of 6 months. 3. The advances not cleared within 1 year should be reported to F. C. for noting. The use of Tally ERP may be explored for office automation. Other institutes may be contacted for office automation software.
9	5-a	The committee also observed the budgeted amount is not proportionate with the yearly income of the institute. It was decided that a letter shall be issued to seek justification for very less expenditure as compared to budgeted amount.	A meeting to discuss budget for 2020-21 was conducted on 02/09/2020. All were communicate d about gap between budgeted amount and expenditure	 It was observed that the Deans / Heads/ In-charge and departmental Procurement In-charge not being expert in Budget preparation need inputs from experts. It was decided to organize workshop for budget preparation and utilization. Prof R. P. Borkar, Chairman informed the committee that presently all the Deans/ Heads and In-charge are instructed submit planning related to their portfolio. The Budget shall be based on this planning. Hon'ble member Shri Sanjay Supe suggested that, based on planning, Institute priorities may be identified and the Budget shall be based on these priorities. It was reiterated that the Budget activity should be completed before March 31st of the preceding year.
10	5-a	A regular review of budget and	It is planned to submit	Till the Beans Heads in things

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expenditure shall be taken in order to monitor the expenditure	monthly expenditure to the Principal by the office in order to take review. Office shall submit monthly expenditure for last months in	shall regularly monitor the budget expenditure. The Administrative Officer shall crosscheck the expenditure with bills submitted in office for passing and submit quarterly report to the Principal through Dean Planning and Administration.
	this F. Y.	

Item No. 03

To note and approve expenditure of the institute in financial year 2019-2020

The member Secretary pointed out the typographical mistake in the Agenda notes Total Budgeted amount is mentioned as Rs. 2866.196/- lakh against actual Rs.2799/- lakh. The Members expressed their dissatisfaction about expenditure of Rs. 513.89 lakh in financial year 2019-20. They noted that less expenditure shall reflect in progress and development process of the institute. It was informed that total expenditure from the budget for 19-20 is

- Rs. 531.89 lakh (during Financial year19-20) +
- Rs. 323.19lakh (expenditure during Financial year 20-21)
- Total Rs855.08 lakh.
- Which is approx. 30.55%

It was informed that the exact figures are awaited from Procurement Officer. The same will be reported to committee if modified due to updating of record. It was suggested that the Budget monitoring committee should be appointed to monitor Budget expenditure. The committee shall take regular overview of the budget expenditure and take necessary steps to monitor the same.

The Budget Monitoring Committee shall be as follows

Chairman- Dean, Planning and Administration

Members- Procurement Officer and In-charge Procurement for the departments

Member Secretary- Administrative Officer/ Registrar

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The committee shall meet quarterly and submit its Quarterly and Yearly report to The Principal.

The committee also enquired why the expenditure for some departments is exceptionally less? PEC coordinator Prof M N Hedaoo informed that BoG instructed to follow procedure for appointment of contractor. As this was first time, time elapsed in following the procedure prescribed. The members suggested that in such case the BoG may be requested to allow ongoing procedure for some time and step by step application of the new procedure.

The expenditure of the institute in financial year 2019-2020 noted, approved and recommended to BoG for approval.

Item No. 04

To approve and recommend payment of pending bills from financial year 19-20 during current financial year 2020-21

It was suggested by Hon'ble member Shri Jadhav to add one additional column of 'date of bill' in the submitted list. The Finance Committee authorized Principal to approve and recommend purchases presently in progress, for which Purchase Order (P.O.) / Supply Order is issued before 31st March 2020.

In view of, G.R Arths 2020/ pra.kra 65/ Arth 3 dated 04/05/2020, committee approved and recommended to BoG payment of pending bills from financial year19-20 and previous years, if any, during current financial year 2020-21.

Item No. 05

To approve and recommend revised budget Heads as per G R PLA-2015(pra. kra. 168/2015) Tan shi-3 dated 01/01/2018

The Revised Budget heads (based on fee structure and G.R PLA 2015(168/2025) Tan-shi 3 dated 01/01/18) submitted were approved and recommended to BoG. The revised budget heads are enclosed in Annexure I. The budget submitted for approval is in the old format and requires minor correction. However committee approved the document of budget heads and asked to follow hence forth. The corrections as per approved format shall be done before submission to BoG for final approval.

Item No. 06

To approve and recommend post facto emergency purchases due to Covid- 19 pandemic in this current financial year

The committee observed that all expenditure was not emergency purchases. It was also observed that purchases were necessary from the institute point of view. The total bill amount is Rs.

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.74.96/- Lakh was noted and approved. The committee suggested that in absence of budget for a particular F. Y. the institute is permitted for "Lekha Anudan" or Account Grant at institute level.

The committee approved and recommended post facto purchases in this current financial year 2020-21.

Item No. 07

To approve and recommend purchase of NETSIM software

The committee observed that there are many complications in the purchase procedure. It was observed by Hon'ble members Dr B. D. Karhad, Shri Jadhav and Shri Supe that this will lead to audit objections.

It was decided that the vendor should supply the software as per terms and conditions of P.O or else the order shall be cancelled and the vendor should be issued show cause notice.

Item No. 08

To note the minutes of Meeting of Planning and Evaluation Committee held on 05/08/2020

The minutes of meeting of Planning and Evaluation Committee held on 05/08/2020 were read and noted.

Item No. 09

To discuss, approve and recommend the Existing Limit of Civil Work excluding Taxes-Proposal from PEC

The committee observed that for budgeting purpose the cost of civil work shall include taxes. As a result the cost cannot be considered excluding taxes.

It was resolved to approve and recommend the Existing Limit of Civil Work including Taxes as before.

Item No. 10

To Discuss and Recommend to carry forward the unspent amount of BWC Budget 2019-20 to PEC Budget 2020-21

It was resolved and Recommended to BoG to carry forward the unspent amount of BWC Budget 2019-20 to PEC Budget 2020-21 with the limitations decided in agenda item 12.

Item No. 11

To Discuss and Recommend the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance and Garden-Cleaning services) for 2020-21

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It was resolved and Recommended to BoG the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance and Garden-Cleaning services) for 2020-21 with the limitations decided in agenda item 12 for institute budget. The Committee authorized the Chairman, F.C. to prioritize the works as per urgency and to do minor modifications during emergency as per essential requirements of the institute.

Item No. 12

To approve and recommend budget for financial year 2020-21

The budget includes

- unspent amount from F. Y 2019-20 already approved by BoG and institute is desirous to spend in F. Y. 2020-21. and
- New provision for F. Y. 2020-21.

The Chairman informed the committee that as per G. R. Arths 2020/ pra.kra 65/ Arth 3 dated 04/05/2020, the institute can spend 33% of the budgeted amount. Looking to this requirement the committee decided to allocate total budget of Rs.2520/-lakh as below

- Rs. 1616.30/- lakh (last year i.e. F. Y. 2019-20 sanctioned by BoG and unspent budget carried forward as requested by departments as a special case in view of Covid 19 Pandemic) and
- 33% of Rs. 2713/-Lakh(budget for F. Y. 2020-21)= Rs. 895.26 lakh.
 The budget amount shall be distributed and prioritize as per following
 - 1. The departments complete/partial demand from 2019-20 +
 - 2. Share in budget of 2020-21 of Rs. 895.26/- lakh.

The distribution of the Budget is enclosed in Annexure II. The committee authorized the Principal to re-appropriate budgeted amount within the limit amongst departments as per institute requirements. The committee also authorized the Principal to do minor changes in list of equipment, furniture within the constraints of the budgeted amount, as per emergency and essential requirements.

Following additional corrections were suggested

- a. To modify the budget as per latest format as per item 5
- To correct few budget heads within department, without changing its total budgeted amount.
- c. Budget provisions of Rs.2.00lakh for diesel under head CO07 is to be made without altering the overall allocated budget to the Mechanical Department.
- Budget provision of Rs. 13.00 lakh is made for Dean, Q and A. within overall limit of Budget

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 e. Budget provision of Rs.40.00 lakh is made for Language lab within overall limit of Budget

In absence of the BoG approval to the budget 20-21, all the departments shall limit the individual item expenditure to Rs. 5.00lakh including taxes i.e. they will purchase items costing more than Rs. 5.00lakh after due approval from BoG / Competent Authority only.

The finance Committee approved and recommended budget for financial year 2020-21 to BoG.

Item No. 13

To discuss, approve and recommend the statutory audit report of the Institute for F. Y. 18-19

The finance Committee discussed, approved and recommended the statutory audit report of the Institute for F. Y. 18-19 to BoG. On observing remarks in the audit, Shri Jadhav, Hon'ble member, instructed to comply at the earliest. The institute shall submit satisfaction report from the C. A. based on compliance report in the next meeting.

Item No. 14

To approve and recommend Center of Excellence proposals

The Chairman, Finance Committee Prof. R. P. Borkar emphasized need of Center of Excellence in the Institute, its importance from the point of view of development of students, Accreditation of the Institute, etc. Dr D. V. Jadhav, Joint Director, Technical Education highlighted importance of the Center of Excellence in Technical Education and informed house that Hon'ble Secretary, Technical Education is very much keen to establish. Center of Excellence in all the Technical Institutes in Maharashtra. The Hon'ble members asked the financial Model of the Center of Excellence proposal and its viability. It was informed that the approximately 50% share shall be borne by Institute and Industry each. The institute will be benefitted due to development of state of art research and consultancy facility. The industry shall get social as well as research, innovation benefit.

The budget requirement for the proposal was submitted as lump sum. The coordinators asked for breakup of the cost same was provided by the companies. The cost proposal is enclosed in the Annexure III

The finance committee approved both the proposals and recommended the same to BoG as follows.

1. "IoT" institute share Rs. 49.56 lakh, Scope of DIVY it solution Pune with supply, lab set up and training Rs. 50.00 lakh.

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 "Instrumentation Control and Automation" institute share Rs. 49.56 lakh Scope of DIVY it solution Pune with supply, lab set up and training Rs. 55.00 lakh.

Item No. 15

To discuss and approve bills (from previous financial years) of face upliftment of campus

The old bills submitted were found in order as reported by the institute. The budget provision is made in the F. Y. 2020-21. The total bill amount is Rs. 147030/-. The Finance committee approved the bills and recommended to BoG to approve the Budget amount in the F. Y. 20-21.

Item No. 16

To discuss, approve and recommend power of purchase as per Purchase rules 2013

The Finance committee approved delegation of purchase powers of Rs.5.00 lakh and below to Chairman, Finance Committee i.e. Principal, Govt. College of Engineering, Amravati after due approval by Finance Committee to Budget. For Books and associated items and consumables ceiling of 5 lakh will not be applicable but will be regulated as per Circular of Govt. of Maharashtra, Finance Department, Circular No. IFP-1061/12195/VII dated 28/02/1962 and GR/circulars issued by Govt. of Maharashtra from time to time

Item No. 17

To approve appointment of CA for statutory Audit for the Institute for Financial Year 19-20

The members were of the opinion that the CA for statutory audit should be changed after 3 years in order to ensure transparency. Since the Statutory audit of F. Y. 19-20 is already delayed, a repeat order may be issued to Shri Nichat, C.A for the statutory audit for 2019-20. The committee also insisted for new process of appointment and quotations for the Year 2020-21 by requesting C A association for names of the CA dealing in Educational Institute Audit.

Item No. 18 Any other items with permission of chair

a. To approve appointment of Firm for Data entry in tally software for the Institute for Financial Year 19-20

Hon'ble member Dr Karhad, informed that generally the firm who is involved in statutory audit should not be entrusted with responsibility of data entry. Since Shri Nichat and his firm are providing these services last so many years it was decide that this year also same shall be continued. The committee approved appointment of Shri Nichat and his firm for Data entry in tally software for the Institute for Financial Year 19-20.

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b. To discuss, approve and recommend the panel of advocates for Institute court cases in various courts

The committee approved the process of appointment of Advocates for the Institute Court cases. As the process of appointment shall take time, the committee also allowed stop gap arrangement to appoint advocate and pay the remuneration for such activities from the similar process of other Autonomous Govt. Engineering College e.g. Govt. College of Engineering, Jalgaon. It was also decided to make budget provision of Rs.10.00 lakh in office budget without exceeding total amount.

c. To approve and recommend provision of 10% old bill for Garden

The Committee approved the 10% bill amount of the old bill for development of fountain in garden Rs. 1,08,129/- to be paid to the contractor.

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

Encls. Annexure I, II and III(a) and (b)

(Dr S. N Khante)

Member Secretary, Finance Committee

(Prof. R.P. Borkar)

Chairman, Finance Committee

Copy to

- 1. All Hon'ble Members of Finance Committee for information and confirmation
- 2. All the Heads and Deans for necessary action(s).
- 3. Shri Nichat, C. A.

ANNEXURE L



शासकीय अभियांत्रिकी महाविद्यालय, अमरावती (महाराष्ट्र शासनाची स्वायत्त संस्था)

"Towards Global Technological Excellence"

दुरध्वनी क्र. : ०७२१ — २५३१९२९ - २५३१९३०

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फॅक्स क्र.: ०७२१ - २५३१९३१

ई-मेल आयडी - principal@gecoea.ac.in

क्र.शाअमअ/लेखा/का.आ/२०२०/ २६५७

दि: 98/09/२०२०

सुधारीत कार्यालयीन आदेश

संदर्भ :- १.क्र.शाअमअ/लेखा/का.आ./२०२०/२५०२ दि.०१/०९/२०२० रोजीचा कार्यालयीन आदेश. २. Minutes of Meeting No.GCOEA/FC/SNK/२५८२, Date - ०५/०९/२०२०

संदर्भ क्र.१ अन्वये संस्थेचे लेखा शिर्ष ठरविण्यात आलेले होते. परंतू संदर्भीय क्र.२ अन्वये झालेल्या बैठकीमध्ये त्यावर चर्चा करण्यात आली. त्या चर्चेच्या अनुषंगाने खालील बदल करून स्वायत्त लेखा शिर्ष व वित्तीय शक्तीचे वर्णन करण्याबाबचा सुधारित आदेश काढण्यात येत आहे.

संकेत क्र.	लेखाशिर्ष (HEAD)	वित्तीय शक्तीचे वर्णन
A	TUITION FEES	
AT o1	Office Expenses	वित्तीय अधिकर नियम पुस्तिका १९७८, भाग-पहिला व उपविभाग
AT •2	Wages ,Contractual Services, AMC (other than lab equipments), Repairing & Maintenance (other than lab equipments)	एक, पाच-उपविभाग पहिला - मुंबई वित्तीय नियम १९५९ अंतर्गत नियमाखाली प्रदान करण्यात आलेले वित्तीय अधिकार, उपविभाग दोन- महाराष्ट्र आकस्मिक खर्च नियम १९६५ अन्वये प्रदान करण्यात आलेले वित्तीय अधिकार. १.शासन निर्णय क्रं. विअप्र. २०१३/प्रक्र.३०/२०१३/विनियम, भाग-२,
AT 03	Telephone, Electricity & Water Charges	दि. १७ एप्रिल २०१५ २शासन निर्णय क्रं. विअप्र. २०१४/प्रक्र.८२/२०१३/विनियम, भाग-iii
ATo4	Rent, Rate & Tax	/ उदयोग - ४, दि.१६ डिसे.२०१६
AT 05	Minor Work (Civil / Electrical) including Refurbishments & Maintenance (Below 3 lakhs)	7 3441 1 = 0, 14.14 1311.1014
AT06	Advertisement.	_
AT 07	Travel Expenses	महाराष्ट्र शासन निर्णय क्र.प्रवास- १०१०/ प्रक्र.२/ सेवा-५ दि.०३.०३.२०१० नुसार शासकीय कर्मचा-यांना अनुदेय असलेल्या प्रवास व दैनिक भत्याच्या देयकास मुंजूरी देणे (International travel for conferences / Training)
AT 08	Professional Services	शासन निर्णय क्रं. सिकर्ण -२०१६/ प्र.क्र.१००/१६/तंशि-१ दि. १७ मार्च २०१७ अन्वयेअतिथी अधिव्याख्याता यांचे मानधनावर होणारा खर्च
AT 09	Institutional Reforms	Meeting and visits Of BOM/AC/EC/BWC/APEC/FM/ BOS/DFB/NBA/NACC/ Other Committee University Affiliation Fees.Autonomous Visit by UGC/ University/ Recruitment Activity.
AT 10	Miscellaneous Fund	Expenditure not covered in any of the above classification AT 01 to 09
В	DEVELOPMENT FEES	महाराष्ट्र शासन निर्णय क्र. संकीर्ण १००२/ ६१०/२००२/आस्था-१
BD 01	Equipments Furniture&Library (e-purchase)	दि.११.नोव्हे.२००२ च्या निर्णयानुसार अखिल भारतीय तंत्रशिक्षण परिषदेने शिफारस केल्यानूसार व शासनाने मान्य केल्यानुसार संस्थेच्या विकासासाठी दरवर्षी विदयार्थ्यांकडून घेण्यात येणारी

	Assets, Major Work (Civil / Electrical) including Refurbishment & maintenance (Above 3 lakhs)	रक्कम व त्याच उदिष्टाखाली खर्च करण्यात येते.
BD 03	Faculty / Staff Developments, Organization of Conferences, Training Programme etc. Publication, Faculty / Staff Development Programmes	Attending and Organizing Conference including International conference, Trainings ,etc. Attending STTP/ Workshop /Seminar/ Study Tours, Higher Education /Seed Money/Patent.
BD 04	Student Technical Activity, And co curriculer activity	Workshop, Training, Study Tour, Award & Incentive, Industrial Visit, Unnat Bharat, Unnat Maharashtra.
BD 05	Establishment / Development of Incubation Centre, Centre of excellence, etc.	Innovation, startup, Incubation centre, centre of excellence etc. Joint actions between industry & institute
BD 06	Miscellaneous Fund	Major activities which are not included in BD 01 to BD 05
С	OTHER EXPENCES	
CO 01	Gymkhana Fees Including Annual Gathering, Student Aid Fund (SAF), Magazine .etc.	महाराष्ट्र शासन शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्था- १, दि.११ नोव्हे.२००२ च्या निर्णयानूसार संस्थेतील विदयार्थी संस्थेच्या विविध कार्यक्रमासाठी प्रवेशघेतेवेळी दरवर्षी घेण्यात येणारे शुल्क त्याच करणासाठी खर्च करण्यात येते. Weaker Student/ Emergesncy Necessity
	Library Fee	महाराष्ट्र शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्था-१, दि.११नोव्हे.२००२ च्या शासन निर्णयानुसार संस्थेतील ग्रंथालयतील
CO 02		विकासासाठी पुस्तके व इतर अनुषंगिक बाबोंसाठी खर्च करण्यासाठी घेण्यात येणारी रक्कम.
CO 03	University Fee/ Instt. Other Fee	महाराष्ट्र शासन शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्था- १, दि.११नोव्हे.२००२ च्या शासन निर्णयानूसार संस्थेतील विदयार्थी प्रवेशावेळी दरवर्षी घेण्यात येणारे शुल्क त्याच करणासाठी खर्च करण्यात येते.
CO 04	T & P Fees	महाराष्ट्र शासन शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्था-१ दि.१ नोव्हे.२००२ च्या निर्णयानूसार संस्थेतील विदयार्थी संस्थेच्या विविध कार्यक्रमासाठी प्रवेशावेळी दरवर्षी घेण्यात येणारे शुल्क त्याच कारणांसाठी खर्च करण्यात येते. तसेच विदयार्थ्यांच्या प्लेसमेंटसाठी Campus Interview इ.साठी येणारा खर्च भागविण्यासाठी करण्यात येते. Inndustry Institute Interraction activities, Interview conduction Training Programmes
CO 05	Internet & Emails Fees	महाराष्ट्र शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्था-१ दि.११ नोव्हे.२००२ च्या निर्णयानूसार संस्थेतील विदयार्थ्यासाठी दरवर्षी इंटरनेट सुविधा पुरविण्यासाठी खर्च करण्यासाठी घेण्यात येणारी रक्कम. CWN data center equipments, maintenances. Software, Web site Hosting expenses Sevrer system
CO 06	Caution Money Deposit	महाराष्ट्र शासन शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्थ १, दि.११नोव्हे.२००२ च्या शासन निर्णयानूसार संस्थेतील विदया प्रवेशावेळी दरवर्षी घेण्यात येणारे शुल्क त्याच करणासाठी ख करण्यात येते.
CO 07	LABORATORY FEES Material & Supply, Repairing & Maintenance, Project, for Laboratory Equipment, AMC	महाराष्ट्र शासन शासन निर्णय क्र. संकीर्ण १००२/६१०/२००२ आस्थ १ दि.११ नोव्हे.२००२ च्या निर्णयानूसार संस्थेतील प्रयोगशाळेच विकासासाठी व इतर अनुषंगिक बाबीसाठी खर्च करण्यासाठी घेण 130कम Including (innovation, startup, Incubation cent centre of excellence, etc.)

CO 08	Examinations Fees	All Remuneration & expenses For Academics and Examination related Stationary & Printing, Consumable for Examination, All Exam related expenditure
D	FOUR FUND ADD equaly	
DF 01	Corpus Fund	Reserved Fund
DF 02	Equipment Fund	New Equipment Purchase
DF 03	F S D Fund	Faculty Programmes such as STTP / Workshop/ Seminer Foreign Vist for Paper Presentaion, Higher Education
DF 04	Maintenance Fund	Maintenances & Repair of equipments of Laboratories Systems which are developed under TEQIP/AMC
E	CENTRAL GOVT. FUND & OTHER LOCAL BODIES FUND Such as AICTE, UGC,DST, DRDO etc.	
R	RECURRING	•
ER01	Maintenance	
ER02	Salary/ Wages/ Remuneration/ Honorarium	
ER03	TA/DA	
ER04	Consumable/ Stationary	
ER05	Other Expenses including IE/ISTE/and other chater activities	As per guidelines of Funding Agency/ Institutional
NR	NON RECURRIONG	guideline approved by BOG
ENR01	Equipment/ Machinery	
ENR02	Furniture	
ENR03	Software & renewal as Licences Fee	
ENR ₀ 4	Services , AMC, Civil, Electrical Work etc.	
ENR05		

प्राचार्य, शासकीय अभियांत्रिकी महाविद्यालय, अमरावती

प्रत - माहिती व आवश्यक कार्यवाहीकरिता —

- 1. Dean Plannig & Administration
- 2. Administrative Officer
 - 3. All HOD स्थापत्य अभियांत्रिकी विभाग/ विद्युत अभियांत्रिकी विभाग /यंत्रशास्त्र विभाग/माहिती व तंत्रज्ञान विभाग/ धातुशास्त्र विभाग/संगणक विभाग /अणुविद्युत विभाग/उपयोजित यंत्रशास्त्र विभाग/कर्मशाळा विभाग/ उपकरणीकरण विभाग/ग्रंथालय/वसतिगृह मुलांचे/मुलींचे/अधिष्ठाता(शै)/रसायनशास्त्र/विज्ञान/पदार्थ विज्ञान/ गणित विभाग/
 - 4. All Deans
 - 5. Reserch & Development
 - 6. I/C Gymkhana, Students Welfare, BWC, Robotic Forum, Data Center,
 - 7. Procurement Officer, W.S. Superintendent, Prof. Sharma, Electrical engg.
 - 8. COE

Annexure II

Rs.

Budget Guidelines for Fin. Year 2020-21

Component 1- Unspent budget carried forward from 19-20 Budget Proposed for F. Y 20-21 Component 2- Budget approved for F. Y. 2020-21 (33%)

Total approved budget for F. Y. 2020-21 in Lakh Rs.

part 1- A] Academics departments-

	1616.30
4	2712.91
	895.26
	2511.56

Sr. No.	Department	Budget for 20-21 (Unspaaent amount Carried forward from19-20)Rs. in lakh	Budget exclusively for 20- 21 (Rs. In Lakh)	Approved Total budget for F. Y. 2020-21 in lakh Rs.
1	Civil	15.80	36.20	52.00
2	Mech	51.90	15.00	
3	Electrical	75.72	32.40	00.50
4	Electronics	210.00	49.00	259.00
5	Comp	180.60	48.20	228.80
6	IT	57.00	58.65	115.65
7	Instru	30.23	57.00	87.23
8	App Mech	28.51	22.00	
9	First Year (phy/Chem/ Maths)	18.35	7.00	50.51 25.35
	Workshop	40.00	15.00	
	SUB TOTAL	708.11	340.46	55.00 1048.57

part 1- B] Academics departments-

11	Data Center	203.29	175.00	378.29
12	Library	47.48	33.00	80.48
13	Students welfare	0	5.50	5.50
14	T&P	25.20	5.00	30.20
	SUB TOTAL	275.97	218.50	494.47

Part 2 Administration

Total		1616.297	895.266	2511.563
	SUB TOTAL	632.22	336.31	968.53
-	Langauge lab	0.00	40.01	40.01
	Dean Q A	0.00	13.00	13.00
	Dean P and A	0.20	1.30	1.50
	Robotics	0.00	3.00	3.00
-	Dean R & D	15.00	8.00	23.00
	Dean Academics office	42.44	80.00	122.44
	Construction	174.62	92.00	266.62
_	Gymkhana	20.00	22.00	42.00
_	Hostel	0.36	9.00	9.36
_	Office	379.60	68.00	447.60

Finance Committee

Member Lessetary Finance Committee

ANNEXURE I (9)

Sensital

S.N	tem Description	Qty in Nos.	Qty in Nos.	of III
1	Device Connectivity Module			国际企业和工作。 课程 [2
-		01	498000	498000
2	Asset Management	01		
			499000	499000
3	Application Gateway Service Module	01		
		54	499000	499000
1	Internation Decimals	01		
4	Interaction Designer Module			
			496400	496400
5	Reporting and Diagnostics Module	01		
	reporting and biagnostics Module			
		01	498439	498439
6	Security Manager Module	01		
			498900	498900
_	0 11 11 11 11 11	01	430300	498900
7	Sensital's MQTT server			1
-			498800	498800
8	Client Application Module for Students	01		
	The state of State its		400750	1
47.0		01	498760	498760
9	Sensital Runtime Engine			.
			489758	489758
10	Implementation and sotup of Samethal DL 16			
	Implementation and setup of Sensital Platform			a.j
	reion A 1: 1		478943	478943

Submission of list recieved from Sensital for mecessary action.

Note: For 20 Students

OF Coadmater

100 in IT

IRAI France ANNEXURE IL (b)

Sr.No.	Descriptions	Qty in	Rate/Unit in Rs.	Total in Rs
1.	Hydraulic Simulation Tool	Nos. 20	140500.00	
2.	Pneumatic Simulation Tool		449500.00	449500.00
3.	Digital electronic Simulation Tool	20	477500.00	477500.00
4.	Electrical Simulation Tool	20	467500.00	467500.00
5.	SCADA Software	20	449500.00	449500.00
6.	Mitshibishi and Omron PLC Support tools with	20	445435.00	445435.00
33454	programming software like Ladder, Logic, Flow chart, Literal, Function blocks, Grafcet/SFC, CEI 1131-3, Compatible PLCs or targets: OMRON (C, CV, CS), MITSUBISHI (FX, Q).		447500.00	447500.00
7.	Schneider PLC software support tools with programming software like Ladder, Logic, Flow chart, Literal, Function blocks, Grafcet/SFC, CEI 1131-3, Compatible PLCs or targets: SCHNEIDER (PB, SMC, TSX17-10, 17-20, 47, 07, 37, 57, ZELIO, ZELIO2, TWIDO, M340).	20	478500.00	478500.0(,
8.	Siemens PLC software Support tools with programming software like Ladder, Logic, Flow chart, Literal, Function blocks, Grafcet/SFC, CEI 1131-3, Compatible PLCs or targets: SIEMENS (S5, S7).		475355.00	475355,00
9.	ABB PLC software support tools with programming software like Ladder, Logic, Flow chart, Literal, Function blocks, Grafcet/SFC, CEI 1131-3. Compatible PLCs or targets: ABB (CS31, AC31), KLOCKNER-MOELLER (PS3, PS4, PS414.	20	448500.00	448500.00
10.	GE-Fanuc PLC software support tools with programming software like Ladder, Logic, Flow chart, Literal, Function blocks, Grafcet/SFC, CEI 1131-3, Compatible PLCs or targets: GE-FANUC (90 Micro, 9030), CEGELEC (C50, C100, 8005,8035).	20	449235.00	449235.00
11.	Festo and Panasonic PLC software support tools with programming software like Ladder, Logic, Flow chart, Literal, Function blocks, Grafcet/SFC, CEI 1131-3, Compatible PLCs or targets: FESTO and PANASONIC. LEGO RCX, LANGUAGE C, PC (I/O drivers available for I/O driving - use a PC as a PLC), others.	20	457435.00	457435.00

C.Y. Pab) Head Instru.



(An Autonomous Institute of Govt. of Maharashtra)
"Towards Global Technological Excellence"

Phone: 0721-2531930 Website: www.gcoea.ac.in

Fax: 0721-2531931 Email: principal@gcoea.ac.in

NO.GCOEA/ FC/2021/ 3842_

Date: 14/10/2024

Minutes of 27th meeting of Finance Committee held on 08th October 21 at 03:00 pm

 27^{th} meeting of Finance Committee was held on 08/10/2021 at 03.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1.	Prof. A.M. Mahalle	-	Principal	Chairman
2.	Mr. V. S. Jadhav	-	Member	Member
3.	Mr. Sanjay Supe	-	Member	Member
4.	Dr B. D. Karhad	2	Member	Member
5.	Shri. A. G. Kanhake	-	Administrative officer	Member
6.	Prof. R.P. Borkar	2	Ex. Principal	Invited Member
7.	Prof. P.P. Bedekar	-	BoG Member	Invited Member
8.	Mr. S.W.Thakre	-	Procurement officer	Invited Member
9.	Mr.R.H.Sarda	2	Nodal Officer Finance	Invited Member
10.	Dr V. N. Ghate	-	Dean P & A	Member Secretary

The Member Secretary Dr. Ghate welcomed all the members, and informed to house that Prof. R. P. Borkar, Principal has transferred to GCOE Nagpur and Prof. A. M. Mahalle has taken over the charge of Principal, GCOE Amravati. Hence, house noted and welcomed the new Chairman Prof. A. M. Mahalle.

At the outset Member Secretary explained the Hon'ble members, the documents submitted. It is arranged in the form of agenda notes, Book of enclosures I and Book of enclosures II for Budget.

Item 1

To read and confirm minutes of 26^{th} Finance Committee meeting held on 05/10/20

The minutes of meeting of 26^{th} Finance Committee meeting held on 05/10/2020 were read, approved and confirmed.

Item 2

To note and approve action taken on minutes of meeting of 26th Finance Committee meeting held on 05/10/2020

The action taken on minutes of meeting of 26th Finance Committee Meeting were noted and approved as per tabular form given below.

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Sr. No.	Item No.	Action to be taken	Action taken by respective in-charges	y Action suggested / proposed by current finance Committee
1	2	Preparation of	Asset Register as on	
		Assets register	30th June 2021 was	appreciated by all Hon.
			prepared.	Members and suggested that it
				should be updated every year
				and total asset to be reflected on
				first page. In addition to this Mr.
				V.S. Jadhav and Dr. Karad
				suggested that Asset register in
				the form of Inventory (Soft
				copy) to be prepared so that at
				any point, number and
				equipment can be trace. For the
				same if required some software
				may be purchased or may be
		2		developed in the institute. If
				required one committee may be
				formed for this.
2	2	The equipment in	Equipments purchased	The members expressed their
		all departmental	under GeM are	satisfaction as central DSR is
		Dead Stock register	recorded on Central	prepared and old DSRs are to be
		are to be recorded	DSR and about Old	converted in Digital form. In
		in central Dead	DSRs it is decided to	addition to this as suggested
		stock register	convert in digital form.	above (point no.01) all DSR are
				to be converted in Electronic
				form (Soft copy). The ERP
				software may be used for this
				purpose. Data entry work may
				be outsourced, with due
				permission from competent
				authority.
	2	Student policy	Dean Corporate Affairs	Mr. V.S. Jadhav expressed the
		including start up	is preparing the policy.	concern in delay in preparation





of Policy. House suggested Dean Corporate Affairs and team should prepare the putthin three months. 2 Advances to the A drive was taken at staff and its non-clearance advances. As per the for clearing pending advances and suggested that the
team should prepare the part within three months. 2 Advances to the staff and its non-clearance advances. As per the for clearing pending advances.
2 Advances to the A drive was taken at Staff and its non-clearance advances. As per the within three months. The committee expresse satisfaction about efforts advances. As per the for clearing pending advances.
Advances to the Staff and its non-clearance advances. As per the Adrive was taken at The committee expresse satisfaction about efforts advances. As per the for clearing pending advances.
staff and its non- clearance advances. As per the for clearing pending advances.
clearance advances. As per the for clearing pending advances
The state of the s
policy if previous and suggested that the
advance is not clear policy should be continue
the additional advance clearing the advances.
is not sanctioned
excluding some
exceptional cases as
well very old advances
are deducted from
salary or dues of the
concerns.
2 Identification and In process. Few Regarding office automation
purchase of Office institutes are Ghate presented the pro-
automation contacted for received from MasterSoft,
software information. Solutions Pvt. Ltd. Nagpur.
Information is discussion on the
incomplete Members suggested
Institute should redefined
requirement and search
good software. Hon'ble men
Mr. Sanjay Supe suggeste
revisit the Tally software
showed his readiness to g
regarding this issue.
- San arrig and 155 de.
05 a Organize a A pocket meeting was House is in oninion that
05 a Organize a A pocket meeting was House is in opinion that
workshop or expert held of Dean Finance year Expert Lecture shoul
workshop or expert held of Dean Finance year Expert Lecture shoul Lecture on and Accountant with arranged as early as possib
workshop or expert held of Dean Finance year Expert Lecture shoul





		of Budget	to deliver the expert	
			lecture off line but due	
1			to Covid 19 pandemic	
			situation could not be	
			possible	
	05 a	A regular review of	Three Members	House noted the action taken
		budget and	Committee (Dean P &	and asked to continue the
		expenditure shall	A, A0 and	practice.
		be taken in order to	Procurement officer) is	
		monitor the	constituted and	
		expenditure	expenditure monitored	
			in Dec.20 and Feb.21	
	13	Statutory audit	Statutory Audit Report	All Hon. Members suggested to
		report of the	of 2018-19 and 2019-	expedite the process and make
		Institute with	20 received by the	compliance as early as possible
		satisfaction report	institute and	and present the satisfactory
		from the C. A.	compliance process of	report of both years in next
		based on	both years is in	meeting.
		compliance report	progress.	
	17	Appointment of CA	Mr. Shashikant Lakade,	Hon. Members suggested that
		for statutory Audit	Lakade Associates	the appointment of the CA
		for the Institute for	Vivekanand Coloney	should be in advance for the
		Financial Year 20-	Amravati has been	current financial year. Hence
		21	Appointed as CA for	appointment should be made
			statutory Audit for the	for FY 2021-22. For this the
			Institute for Financial	Chairman of the committee is
			Year 20-21.	authorized.

Item No. 03

To discuss and approve expenditure of the institute in financial year 2020-2021

The member Secretary presented the expenditure of the institute during the financial year 2020-21 to the house. The total Budgeted amount for F. Y. 2020-21 was Rs. 4327.75 lakh and expenditure during F. Y 2020-21 is Rs. 1034.61 Lakh under various budget heads. In addition to this some expenditure is done subject to the approval from FC/BOG. (Book of Enclosures-I page No. 15, total expenditure 34.652 lakh)

mo

The expenditure of the institute in financial year 2020-2021 noted, approved and recommended to BoG / GoM for approval.

Item No. 04

To approve and recommend post facto emergency purchases due to Covid- 19 pandemic in this current financial year (21-22)

In view of Covid-19 pandemic situation and delay in Finance committee meeting, in order to provide immediate solutions to the problems purchase procedures were completed in anticipation of approval by Finance Committee. (Book of Enclosures-I page No. 16-25, total expenditure 280.306 lakh). Hon. Members suggested that List should be modified adding the description of the items.

The committee has post facto approved, and recommended to BoG / GoM for approval.

Item No. 05

To note the minutes of Meeting of Planning and Evaluation Committee held on 07-09-2021

The minutes of meeting of Planning and Evaluation Committee held on 07-09-2021 were read and noted.

Item No. 06

To discuss, approve and recommend the Existing Limit of Civil Work excluding Taxes-Proposal from PEC

The member Secretary presented proposal of PEC to the house. After discussion it is approved and recommended to BoG / GoM that financial power of chairman finance committee of Civil work and Electrical work is to be raised from 3.0 lacks to 5.0 lacks.

Item No. 07

To discuss, approve and Recommend the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance and Garden-Cleaning services) for 2021-22

It was discussed approved and recommended to BoG / GoM the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance and Garden-Cleaning services) for 2021-22 with the limitations decided in agenda item 06 for institute budget. The Committee authorized the Chairman, F.C. to prioritize the works as per urgency and to do minor modifications during emergency as per essential requirements of the institute.

Item No. 08

To discuss, approve and recommend budget for financial year 2021-22

Hon. Member Mr.V.S. Jadhav pointed out the typographical mistake on page no.02 of Book of Enclosures –II, last column of the table should be **2021-22** instead of 2020-21. He also suggested to modify the abstract tables format so that and receipt and expenditure/budgeted



A.

amount to be clearly mentioned. Hon. Members also expressed the concerns regarding delay in finance meeting and suggested that Finance committee meeting for 2022-23 should be before 31st March 2022.

The committee authorized the Principal to re-appropriate budgeted amount within the limit amongst departments as per institute requirements. The committee also authorized the Principal as per emergency and essential requirements to do minor changes in lot of equipment, furniture within the constraints of the Budgeted amount.

In absence of the BoG approval to the budget 21-22, all the departments shall limit the individual item expenditure to Rs. 5.00lakh including taxes i.e. they will purchase items costing more than Rs. 5.00lakh after due approval from BoG / Competent Authority only.

With above suggestions the finance Committee approved and recommended budget for financial year 2021-22 to BoG / GoM.

Item No. 09

To note the minutes of meeting with Hon. Minister Higher and Technical, GoM, held on 24th June 2021

Prof. Borkar informed the house regarding meeting with Hon. Minister Higher and Technical, GoM, held on 24th June 2021 at VJTI Mumbai and he attended the meeting. Committee noted the minutes of meetings of the same.

Prof. Borkar pointed out that as per the point no. 3 of the minutes of meeting the budget for 2020-21 is principally accepted and hence the items from the same budget costing more than 5.0 lakh can procured. Hon. Members asked to prepare and attached the list of such items to minutes of meetings and approved this point and recommended to BoG. (List of such Items attached herewith as Annexure-I -total four pages)

Item No. 10

To discuss the proposal of Smart Rooms

The proposal of the Smart rooms is discussed in the house and proposal is approved and recommended to BoG.

Item No. 11

Any other items with permission of chair

a. Discuss the proposal of Establishment of two Center of Excellence namely Electrical Vehicle (E-Mobility) and Robotics and Mechatronics

The Chairman, Finance Committee Prof. A.M.Mahalle and Dr. D.V.Rojatkar emphasized need of Center of Excellence in the Institute, its importance from the point of view of development of students, Accreditation of the Institute. The Hon'ble members asked to prepare the detailed report of establishment of incubation center, two Center of Excellence namely Electrical

140

Vehicle (E-Mobility) and Robotics and Mechatronics, mentioning institute will be benefitted due to development of state of art research and consultancy facility.

The committee approved the proposal and recommended to BoG / GoM.

b. To approve the extension given to existing contractual services contracts

- Gardening
- Cleaning
- Library

Prof. R.P. Borkar mentioned that in view of Covid-19 pandemic situation and non availability of BoG the existing contractual services contract has been extended for the required period at the same cost. The committee approved the same and recommended to BoG.

c. Appointment of the contractual Persons.

Dr. Ghate informed the house that in various departments of the institute requires the skilled and unskilled persons for various services which cannot be performed by the regular persons due short of manpower. Committee discusses the proposal at length and approved and recommended to BoG. Hon. Members suggested that persons to be appointed as per the requirement by following the minimum wages act of GoM. Principal is authorized to employ the suitable skilled and unskilled person as per requirement of the services.

d. To discuss, approve and recommend the panel of advocates for Institute court cases in various courts

Prof. Borkar explained the need of the appointment of Advocates for the Institute Court cases. Committee discussed and following panel of Advocates is approved.

S.N.	Name of Advocate	Affiliation
1	Adv. Pravin Patil	High Court Nagpur
2	Adv. Amol Zatale	Dist. and Session Court Amravati
3	Adv. M.J. Baig	Dist. and Session Court Amravati
4	Adv.Mehroj Pathan	High Court Nagpur
5	Adv. Ranjit Sarade	Dist. and High Court Nagpur

The committee authorized the Chairman of F.C. to add the name as per the requirement in above list. Fee paid to the Advocate is to be paid as per current practice and also authorized the Chairman of F.C. to change/decide fee as per the requirement.

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

Encls: Annexure I

(D 11

Member Secretary, Finance Committee

(Prof. A.M.Mahalle)

Chairman, Finance Committee

Copy to:

- 1. All Hon'ble Members of Finance Committee for information and confirmation
- 2. All the Heads and Deans for necessary action(s).

Annexture-I

ABSTRACT-DEPARTMENT-HEADWISE ITEMS COST MORE THAN 5.0 LAKH AND APPROVED BY FINANCE COMMITTEE FOR FY 2020-21

S.N.	Name of Department	Head	Sub-Total	Total
1	Civil Engineering Department	BD01-Equipment	67.500	67.500
2	Mechanical Engineering	BD01-Equipment	20.000	20.000
3	Electrical Department	BD01-Equipment	35.000	35.000
4	Electronics Engineering Department	BD01-Equipment	38.000	38.000
5	Applied Mechanics Department	BD01-Equipment	6.000	6.000
6	Library Department	BD01-Equipment	76.000	76.000
7	WorkShop	BD01-Equipment	161.000	161.000
8	DATA CENTER	BD01-Equipment	97.370	
0		CO07Laboratory Fees	10.000	107.370
9	Dean Accademic Department	CO07Laboratory Fees	16.000	16.000
10	Computer Engineering Department	BD01-Equipment	61.000	61.000
11	Instrumentation Engineering	BD01-Equipment	52.500	01.000
11		CO07Laboratory Fees	48.000	
12	BWC	BD02-Assets ,Major Work	351.237	
14		CO07Laboratory Fees	120.000	471.237
	TOTAL		1159.607	1159.607



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LIST OF ITEMS COST MORE THAN 5.0 LAKH AND APPROVED BY FINANCE COMMITTEE FOR FY 2020-21

Head Code	Head	Description/ Specification	Unit Cost in Lakh	Quantity	Total Co
DDOI	Depa	artment :- Civil Engineering Department			
BD01	Equipment	Desktop computers All-in-one, 23.8" display, Intel Core i7, 4 / 8 GB RAM,, 1 TB HDD, Windows 10 Preloaded, 3 Years Warranty	0.600	20	12.000
		Total Station Angle measurement accuracy-5", Least Count 1", 30x magnification, Dual axis compensator, Distance measurement with reflector prism–500m, distance measurement with single prism reflector – 4.0 km, Optical Plummet, Internal Memory – 0.25 'GB, Linux based operating system, Both side keyboard and touch screen, battery operated, Tripod, Reflector with single prisom,1 year warranty,	3.000	2	6.000
		FLAC3D Version 7.0 WEB LICENSE Education License	26.000	1 User	26.000
		Experimental Set-up for Machine Foundation (Dynamic/seismic Response)	18.000	1	18.000
	GRAND TOTAL	CHNS Analyzer	5.500	1	5.500
					67.50
BD01	Equipment	epartment :- Mechanical Engineering			
		ANSYS Academic Teaching Mechanical and CFD (25 Task). Limited Node 'Advanced problem size limited bundle of Multiphysics, Mechanical, CFD, Explicit simulation technology, includes BladeModeler, BladeGen, DesignModeler, DesignXplorer & MCAD Geometry Interfaces. 256K Node Limit for Structure, Thermal & Autodyne. 512K node limit for CFD & CFX ANSYS. Learning Hub Subscription 1 Faculty 1 Year PTC creo Academic Lab Pack / Math CAD (10.000	1	10.000
		50 Users) (For four Years)	10.000	1	10.000
	GRAND TOTAL				20.000
DDO4		epartment :- Electrical Department			.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
BD01	Equipment CRAND TOTAL	Computer Lab Desktop Computer HP (All in One) Specification: -Advance Configuration	1,000	35	35.000
	GRAND TOTAL				35.000
DDC4	Departme	0 8 - F	nt		
BD01	Equipment	Vector Network Analyzer with Spectrum Analyzer: 9 kHz to 13 GHz	5.000	1	5.000
		Laptop for research and dissertation UPS: 1KVA, 2KVA, 3KVA, 5KVA Batteries,	1.600	10	16.000
		other accessories with installation	0.000	1	12.000
		Al development platform, Robotics ARM application boards, Internet of Things lab components, FPGA development boards and mechatronics demonstration /development boards	5.000	1	5.000
	GRAND TOTAL				38.000
	Depart	ment :- Applied Mechanics Department			501000
BD01	Equipment	· · · · · · · · · · · · · · · · · · ·		-	
		UPS	6.000		145





Head	Head	Description/ Specification	Unit Cost in Lakh	Quantity	Total Cost in Lakh
Code	CD AND TOTAL				6.000
	GRAND TOTAL	. Library Donartment			
	Dep	artment :- Library Department			5.000
BD01	Equipment	Printed Journals/National, International			25.000
		E-Journals Printed Books			10.000
		E-Books			30.000
		Plagiarism /Typeset Software			6.000
_	GRAND TOTAL				76.000
	didn't i i i i	Department :- WorkShop			
BD01	Equipment	Lathe Machines Automatic	2.000	6	12.000
DDUI	Equipment	Cnc Simulator For Siemens Turing And			
		Milling Training System -01no.& Nc	30.000	1	30.000
		Editor,Frank Cam Software And Virtual			
		Machine Software-10user Each.		_	
		Cnc Simulator For Fanuc Turing And Milling			
		Training System -01no.& Nc Editor,Frank	25.000	1 1	25.000
		Cam Software And Virtual Machine Software-10user Each.			
		Welding Simulator	20.000		20.000
		Industrial Six Axis Robot With Welding Cell	59.000		59.000
		Welding Lab Set Up With Arc, Mig Welding			
		Machine And Accessaries	15.000		15.000
	GRAND TOTAL	Placific Tita Treessaries			161.00
		Department :- DATA CENTER			
			39.000	1	39.000
BD01	Equipment	Server IP Phone System with accessories &			310000000000000000000000000000000000000
		licencing	0.902	15	13.535
		Video Conferencing System with web	19.165	1	19.165
		configuration unit and licencing	19,105		
		Router with power suppy & Licencing	11.720	1	11.720
		Renovations of Exiting Datacenter Server	13.950	As per work	13.950
		Room & NOC Room			
C007	Laboratory Fees	n I II (C I) I considire	10.000	1	10.000
	laboratory equipment, AMC	Back-Up(Secondary) Leased Line	10.000	1	107.37
	GRAND TOTAL				107.07
	Depart	ment :- Dean Accademic Department		1	10.500
C007	Laboratory equipment, AMC	MIS Software AMC	10.500 5.500	1	10.500 5.500
		VPS cost/Microsoft Azure cloud	5.500	+	16.00
	GRAND TOTAL				10.00
	Departme	ent - Computer Engineering Departme	nt		
BD01	Equipment	Computers	1.000	20	20.000
		Net SIM	9.000	1 20	9.000
		Computer for new PG project lab	1.000	20	12.000
		Blade Server	12.000	1	61.00
(+	GRAND TOTAL				02100
	Depar	tment - Instrumentation Engineering	_		
	Equipment	0.1	0.600	20	12.000
BD01		Desktop computers			
BD01		CDA PMD 01 Plantuming Moule hands with		4	34.000
BD01		SRA-EWB-01-Electronics Work bench with	8.500	4	
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-	8.500	4	
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain- Modelling and Simulation software - to	8.500	4	
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain- Modelling and Simulation software - to model and simulate the behaviour of	8.500		
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric,	8.500		
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20-Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including	8.500	*	
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model	8.500	5 users	
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model libraries with domain-oriented	g 6.500		
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model libraries with domain-oriented components, block diagram and bond grap	g 6.500		
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model libraries with domain-oriented components, block diagram and bond grap elements. The libraries present: Electric,	g 6.500		
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model libraries with domain-oriented components, block diagram and bond grap elements. The libraries present: Electric, Hydraulic, Thermal, Mechanical, Block	g 6.500		6.500
BD01		SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model libraries with domain-oriented components, block diagram and bond grap elements. The libraries present: Electric, Hydraulic, Thermal, Mechanical, Block Diagrams, Bond Graph, Simulation	g 6.500		
BD01	Laboratory Fees	SRA-EWB-01-Electronics Work bench with Add on Modules 20- Sim S/W along with 4C Tool Chain-Modelling and Simulation software - to model and simulate the behaviour of dynamic systems, such as electric, mechanical, or hydraulic systems, including computer control loops. It contains model libraries with domain-oriented components, block diagram and bond grap elements. The libraries present: Electric, Hydraulic, Thermal, Mechanical, Block	g 6.500		



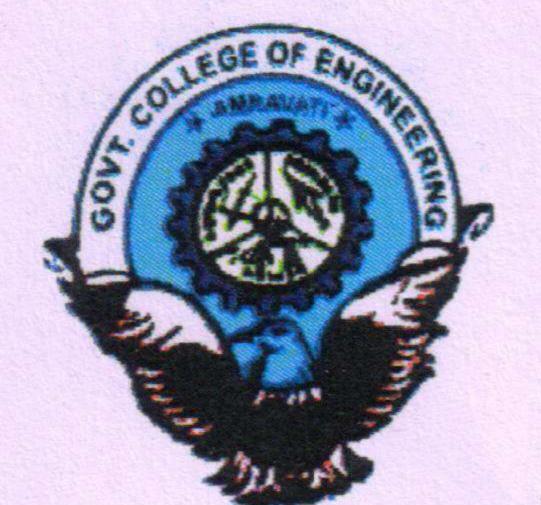


Head Code	Head	Description/ Specification	Unit Cost in Lakh	Quantity	Total Cos in Lakh
		Virtual Automation Software for different types of PLC Controller as per the catalogue. Model-Autom-Gen, Make -IRAI, France.	24.000	1 with 20 user	24.000
		Virtual Automation Software for Automation Software for Pneumatic, Hydraulic, electrical and Digital Technology. ModelAutoSim-Gen, Make -IRAI, France.	24.000	1 with 20 user	24.000
	GRAND TOTAL				100.500
		Department :- BWC			2001000
BD02	Assets ,Major Work (Civil & Elecrtical) including Refurbishment & maintenace (Above 3 lakhs)				
		Additional reading room (Separate from the library) for the capacity of 200 students			5.500
		Jijau Girls Hostel			
		Providing and applying Epoxy colour in hostel			6.000
		Renovation of drinking water area in hostel.			5.000
		At Institute level			
		Providing supply arrangement for load distribution on both generators and standby supply arrangement of electrical connection at GCoE Amravati			8.768
		Providing El to Library building of GCoE Amravati			22.655
		Providing VRF type air conditioning system for Library building of GCoE Amravati			37.162
		Providing underground supply cable arrangement and renovation for street lights with new poles in the premises of GCoE Amravati			107.016
		Providing 8 no. 16 mtr Highmasts in grounds and gardens in the premises of GCoE Amravati			59.136
		Payment for erection of express feeder			95.000
		Emergency Electrical maintenance work			5.000
C007	Laboratory Fees	Dyohahla Estimated Every dia			
		Probable Estimated Expenditure on e- Tender and contract of "House Keeping / Wet Sweeping Cleaning and Gardening Services" for 11 Months For The Year 2020- 21 (Including cost of development of various gardens and planting of palm trees			120.000
	GRAND TOTAL	etc.)			474 00
	GRAND IUTAL				471.237



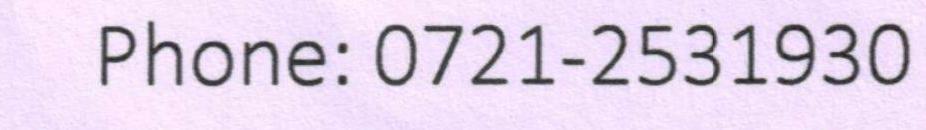


GOVVERNMENT COLLEGE OF ENGINEERING AMRAVATI



(An Autonomous Institute of Govt. of Maharashtra).

"Towards Global Technological Excellence"



Website: www.gcoea.ac.in Email: principal@gcoea.ac.in



NO.GCOEA/FC/2022/ 2-2-86
Date: 2-16/22

Fax: 0721-2531931

Minutes of 28th meeting of Finance Committee held on 22nd June 22 at 02:30 pm

28th meeting of Finance Committee was held on 22/06/2022 at 02.30 p.m. at Govt. College of Engineering, Amravati and following members were present.

	00,		, 0	
1.	Prof. A.M. Mahalle		Principal	Chairman
2.	Mr. V. S. Jadhav		Member	Member
3.	Mr. Sanjay Supe		Member	Member
4.	Shri. M.M.Andhare		Assistant Director T.E.	Repetitive of J.D.T.E
5.	Shri. A. G. Kanhake		Administrative officer	Member
6.	Mr. S.W.Thakre	•	Procurement officer	Invited Member
7.	Mr.R. H. Sarda	-	Nodal Officer Finance	Invited Member
8.	Dr V. N. Ghate		Dean P & A	Member Secretary
9.	Prof. T. C. Bhagat			
10.	Dr. D. V. Rojatkar			
11.	Dr.D. A. Zatale			

The Member Secretary Dr. Ghate welcomed all the members, and informed to house that Dr. V. R. Mankar taken the charge as Joint Director, Technical Education Amaravati Region, hence he is new member of the FC as representative of GoM. Dr. B.D. Karhad, then Finance Officer SGBAU was the member of Finance Committee of the Institute. He has Joined as Principal of College at Konkan. Hon. VC of SGBAU nominated Dr. Nitin Koli as new Member of Finance Committee of the Institute.

Dr. V.R. Mankar, Joint Director, has to travel to Nagpur for urgent Court matter and hence Shri. M. M. Andhare Assistant Director attend this meeting as representative of J.D. TE.

Dr. Nitin Koli has some urgent official work and he was out of the city and hence requested for leave of absence. With the permission of chair, finance committee granted him the leave of absence.

At the outset Member Secretary explained the Hon'ble members, the documents submitted. It is arranged in the form of agenda notes, Book of enclosures I, Book of enclosures II for Budget and Asset Register.

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page no 1/6

Item 1

To introduce the new Member of Finance Committee Dr. V.R. Mankar, Joint Director, Technical Education Amaravati Region and Dr. Nitin Koli, Finance Officer SGBAU.

Member Secretary introduced the new members of the finance committee and proposed to send a letter of thanks to Dr. D.B. Karhad for his contribution to F.C. during his tenure.

House noted and welcomed the new members of committee and approve to send a letter of thanks to Dr. D.B. Karhad

Item No. 02

To confirm and approve minutes of 27th Finance Committee meeting held 08th October 2021

The minutes of meeting of 27th Finance Committee meeting held on 08/10/2021 were read, approved and confirmed.

Item No. 03

To note and approve action taken report for 27th Finance Committee meeting held on 08th October 2021

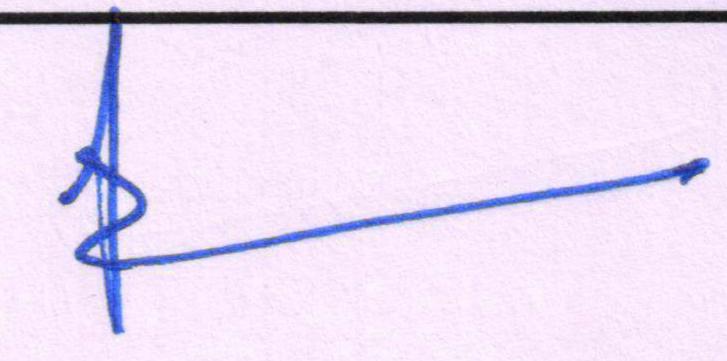
The action taken on minutes of meeting of 27th Finance Committee Meeting were noted and approved as per tabular form given below.

Item No.	Action to be	Status of action Taken	Action suggested / proposed
	taken		by current finance Committee
2	Preparation of Assets register	form of Inventory (Soft copy) Committee is formed and committee submitted the preliminary progress report. Committee Members are as follows, 1. Prof. S.W. Thakre 2. Prof. M.T.Shete 3. Prof. R.V.Mante 4. Shri. Kanhake	F.C. noted the Asset Register prepared in hard copy and expressed the concern on data given by some departments. Some departments have taken overall 10% depreciated value which means in last 7-10 years they did not purchased any new items. F.C. suggested depreciated values should be calculated as per GR. Next time asset register to be prepared as on 31st March 2023 with above corrections and should be verified by Auditor. Committee noted preliminary progress report of committee formed and Shri. Sanjay Supe suggested to frame a time limit to complete the action. F.C. suggested that committee shall complete the action by end of September 2022.
2	all departmental Dead Stock	no.1 and status is as mentioned in committee's progress report.	

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	Ctudont	Doon Componete Affeire aubmitted	Finance committee noted the draft
		the draft policy document	Finance committee noted the draft policy document. For the incubation center 10000 sqft build up area is requirement. FC considered the financial part of it which is budget for the buildup area. FC suggested the detail budget for this build up area should prepare by PEC as per the requirement and submit it in next FC meeting through PEC. Rest of the part of the policy should be prepared and submit to the competent authority and if any financial part of that should submit to FC in next meeting.
2	staff and its non-	only few cases are pending and recovery process is in progress.	FC appreciated the efforts for recovering the advances. FC suggested that care should be taken that advances should be cleared as early as possible. If required office should decide the policy for submitting the bills within time limit and clear the advances. In next meeting list of advances should be given mentioning the reason for non-clearance.
2	purchase of Office automation software	committee mentioned in point no.1 and status is as mentioned in committee's progress report.	As suggested in point no.1 development or purchased of software committee shall complete the action by end of September 2022.
	of budget and	expenditure has been taken in order to monitor the expenditure	FC suggested to Continue the current practice.
2	Statutory audit report of the Institute with	in progress. Audit for 2020-21 is likely to be completed within few days.	FC suggested that Audit report for 2020-21 and 2021-22 is to be presented by auditor to the finance committee.
2	Appointment of CA for statutory Audit for the Institute for Financial Year 20-21		Noted by FC and Approved
8	Budget format	Action Completed	Noted by FC and Approved
10	Proposal of Smart Rooms	Work is in progress and Prof. T.C. Bhagat submitted the report	FC discussed the report and the budget of Rs.5.00 lakh is approved and recommended to BoG/GoM for smart rooms
11	Establishment of two Center of Excellence	Corporate affair submitted the detailed reports	FC discussed the proposal and demanded budget is approved and recommended to BoG/GoM. (Detail Budget is in Book of enclosure-I)
11	Appointment of the contractual Persons	Action is completed through e-tenders.	FC noted the action taken.





To discuss and approve expenditure of the institute in financial year 2021-2022

The member Secretary presented the expenditure of the institute during the financial year 2021-22 to the house. The total Budgeted amount for F. Y. 2021-22 was **Rs. 2679.62 lakh** and expenditure during F. Y 2021-22 is **Rs. 720.90 Lakh** under various budget heads.

The expenditure of the institute in financial year 2021-2022 noted, approved and recommended to BoG / GoM for approval.

Item No. 05

To approve and recommend expenditure in this current financial year (22-23) post facto approval

In order to provide immediate solutions to the essential purchase, procedures were completed in anticipation of approval by Finance Committee. Some of the previous FY year bills are cleared with the provision of fund in the FY 2022-23 budget. The total bills amount to Rs. **50.02 Lakh.** The list of items along with price is included in the Book of enclosures I on page no. 89-92.

While noting the bills Hon. Members pointed out the bill of MESCO security services i.e. **8.85891**lakh per month. Hon. Members expressed the concern for such high payment and ask to justify the bill in next meeting comparing with other security services /institutes. Also FC suggested to install surveillance systems to important locations in the institute premises.

The committee has post facto approved, and recommended to BoG / GoM for approval.

Item No. 06

To note the minutes of Meeting of Planning and Evaluation Committee held on 26-04-2022 and 02-06-2022

The minutes of meeting of Planning and Evaluation Committee held on 26-04-2022 and 02-06-2022 were read and noted.

Item No. 07

To discuss, approve and Recommend the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance and Garden-Cleaning services) for 2022-23

It was discussed approved and recommended to BoG / GoM the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance and Garden-Cleaning services) for 2022-23 as follows.

S.N.	Head	Total Rs in Lac
1	Civil Work	106.45
2	Electrical Work	66.21
3	Water supply and Maintenance	8.95
4	Garden and Cleaning	86.00
	Tota	al 267.61

The Committee authorized the Chairman, F.C. to prioritize the works as per urgency and to do minor modifications during emergency as per essential requirements of the institute.

To discuss, approve and recommend budget for financial year 2022-23

The member secretary presented the budgetary requirement from various departments and Deans for Services, trainings, purchase of equipment, furniture, AMC, maintenance, consumable material received for the budget. Also, budgetary requirement from office for the payment of all office expenses including electricity bills, AMC tax, Security guard, Housing contract, gardening, extra remuneration etc. is also placed in book of enclosure-II. After the detailed discussion, the committee authorized the Principal to re-appropriate budgeted amount within the limit amongst departments as per institute requirements. The committee also authorized the Principal as per emergency and essential requirements to do minor changes in lot of equipment, furniture within the constraints of the Budgeted amount.

In absence of the BoG/GoM approval to the budget 22-23, all the departments shall limit the individual item expenditure to Rs. 5.00 lakh including taxes i.e. they will purchase items costing more than Rs. 5.00 lakh after due approval from BoG / Competent Authority only.

With above suggestions the finance Committee approved and recommended budget for financial year 2022-23 to BoG / GoM.

Item No. 09

To note the e-tenders for Man-Power for Library and Dean Academics Office, Cleaning and Swiping and Gardening published in FY-2021-22 and awarded in FY-2022-23

Finance committee noted the procedural part of Technical and Commercial Scrutiny of the e-tenders and financial part for these e-tenders are already covered in item no.8.

Item No. 10

To note the status of statutory audit report of the Institute for F. Y. 2020-21 and 2021-22

Member secretary informed the house that financial audit for the FY 2020-21 and 2021-22 is in progress and likely to be completed within 15 days. FC suggested that audit report should be presented before the FC by auditor himself so that in compliance, the members of FC can participate.

FC suggested that within one month schedule the finance committee meeting for this agenda and ask auditor to present the report.

Item No. 11

Any other items with permission of chair

With the permission of the chair following points are discussed in the meeting.

1. Hire a person as helper on Daily wages basis with Dean Testing and consultancy

Dean Testing and Consultancy proposed to hire a person as helper on Daily wages basis with **2.5 Lakh** per year. FC suggested that for the appointment of the person proper procedure

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should be followed and the payment to the helper shall be paid from the part of the payment (Consultancy fee or Testing Charges) which is distributed among the concern persons and not from the part which is deposited to GoM/Institute.

Proposal is approved and recommended to BoG/GoM

2. Budget for the college day function-Znith-22.

Proposal from Dean Student affair presented in house for discussion. After two years of gap on demand of student's it is proposed to celebrate, two days college function Zenith-22. For the same Dean student affair proposed the budget of **Rs. 9.0 Lakh** for the various activities and events.

After discussion the proposal, finance committee approved the budget of **Rs. 9.0 lakh** and recommended to the BoG/GoM. Detailed budget is to be appended in main budget book 2022-23.

3. Budget for the development of tin shed for M&M skill development center.

The Chairman, Finance Committee Prof. A. M. Mahalle informed the house that Mahindra and Mahindra Company is interested in development of Skill India Development Center in the institute. For the same tin shed of around 4500 sq ft is to be develop in the institute premises near workshop. The same shed may also be used for student's SAE Baja, TIFAN and Robotic forum activities. Proposed budget for this is Rs. 56.0 lakh.

Finance committee discussed the proposal and budget of **Rs.56.0 lakh plus 10%** is approved and recommended to BoG/GoM.

4. Budget for establish the research laboratory of Nanoscience and Nanotechnology

With the permission of chair Dr. Zatale present the proposal for establish the research laboratory of Nanoscience and Nanotechnology in the institute. Dr. D. A. Zatale emphasized need of laboratory in the Institute, its importance from the point of view of development of students and Accreditation of the Institute. He informed the house that said laboratory will be use as interdisciplinary research center and all HoDs has recommended it.

After discussion Finance committee approved the budget of **Rs.144.0** lakh and recommended to BoG/GoM. Detailed budget is to be appended in main budget book 2022-23.

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

(Dr V. NGhate)

Member Secretary, Finance Committee

4 (Prof. A.M.Mahalle)

Chairman, Finance Committee

Copy to:

- 1. All Hon'ble Members of Finance Committee for information and confirmation
- 2. All the Heads and Deans for necessary action(s).
- 3. For uploading on Institute website

page no 6/6

GOVVERNMENT COLLEGE OF ENGINEERING AMRAVATI



(An Autonomous Institute of Govt. of Maharashtra)

"Towards Global Technological Excellence"

Phone: 0721-2531930 Website: www.gcoea.ac.in

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NO.GCOEA/FC/2022/4001 Date: 27/10/22

Minutes of 29th meeting of Finance Committee held on 18th October 22 at 02:30 pm

29th meeting of Finance Committee was held on 18/10/2022 at 02.30 p.m. at Govt. College of Engineering, Amravati and following members were present.

1.	Prof. A.M. Mahalle	-	Principal	Chairman
2.	Mr. V. S. Jadhav	-	Member	Member
3.	Mr. Sanjay Supe	-	Member	Member
4.	Dr.Nitin Koli		Member	Member
5.	Shri. A. G. Kanhake	-	Administrative officer	Member
6.	Mr. S.W.Thakre	-	Procurement officer	Invited Member
7.	Mr.K.D.Nichat	-	CA	Invited Member
8.	Dr V. N. Ghate	-	Dean P & A	Member Secretary

The Member Secretary Dr. Ghate welcomed all the members, and informed to house that Dr. V. R. Mankar, Joint Director, have to travel to Nagpur for urgent Court matter and hence requested for leave of absence, finance committee granted him the leave of absence.

With the permission of chair, At the outset Member Secretary explained the Hon'ble members, the documents submitted. It is arranged in the form of agenda notes and Book of enclosure.

Item 1

To confirm and approve minutes of 28th Finance Committee meeting held 22nd June 2022

The minutes of meeting of 28th Finance Committee meeting held on 22nd June 2022 were read, approved and confirmed.

Dr. Ghate informed the house that action taken of 28th finance committee suggestions is in progress and will submit in next finance committee meeting.

Item No. 02-

To Note the minutes of meeting of Expenditure review for financial year 2022-23. (From June 22- September-22)

Dr. Ghate presented the minutes of review expenditure meeting and the expenditure till 25th September 2022. Finance committee expressed the concern regarding poor expenditure

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Minutes of 29th Finance Committee meeting held on 18th October 2022 at 2:30 pm

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that only around 10% of total budget. Chairman informed the house that due to non-availability of BoG, some constrain are there and hence the expenditure is less. On discussion finance committee suggested the following,

- 1. Institute should take follow up for formation of BoG as early as possible with higher authority may be in writing or in person.
- 2. Budget is to be separated in two parts that is dependent on permission of BoG and which is in capacity of chairman of finance committee.
- 3. Next time expenditure against the above budget to be presented separately
- 4. While asking the expenditure to various departments ask the justification also for less expenditure

Chairman, informed the house that he has the financial power up to Rs. 5.00 lakh which were submitted by finance committee and approved by then BoG in 2010-11. Since then, no change in financial power, whereas other autonomous institutes have financial power of Rs. 10.00 lakh to chairman finance committee. Hence requested the finance committee to approve and forward the increased financial power of Rs.10.0 lakh to BoG for approval please.

Finance committee approved the financial power of Rs.10.00 lakh to Chairman Finance Committee and recommended to BoG for approval.

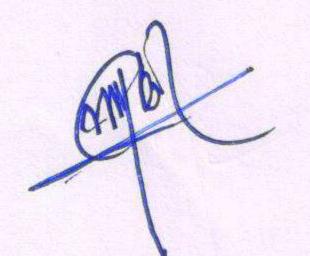
Item No. 03

To note the status of statutory audit report of the Institute for F.Y.2018-19,2019-20, 2020-21

Dr. Ghate presented the statutory audit report of the institute for F.Y.2018-19,2019-20, 2020-21. It is informed to house that institute also submitted the compliance report for the same years to Shri. K.D. Nichat . Shri K.D.Nichat presented the satisfaction report to the house.

Exhaustive discussion is held on objections raised in the audit report and following suggestions are resolved

- 1. Urgently Tally software to be purchase in the institute.
- 2. All Data Entry for the FY 2018-19,2019-20, 2020-21 and 2021-22 is to be complete till 31st March 2023.
- 3. For Data Entry contractual person may be appointed or this work may be outsourced.
- 4. As decided in 28th Finance meeting the new software for the office automation is to be purchased. The chairman of the committee appointed for this purpose (Prof.S. W. Thakre) presented the progress to the house and assured to the house that by end of December 2022 the new software will be procure.
- 5. The new software procured in S.N. 4 will be in operation for the next FY that is from 1st April 2023.



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- 6. For detailed entry in software the Asset Register of the institute to be prepared. Shri. K.D. Nichat will guide the institute regarding modification of the current Asset Register.
- 7. Rectification regarding cash book is to be necessary. Institute should rectify the cash book with the help of Mr.K.D.Nichat.
- 8. Regular surprise cash verification should be done by head of Institute.
- 9. Adopt the maximum online transections and try for cashless process.
- 10. Expenditure of the particular FY should be noted in same FY. If sufficient fund is not available under that head, should be adjusted from other head as advance and whenever the fund available advance should be clear.
- 11. Surplus fund of the institute should be invested properly. For the same **Investment Committee** should be formed at institute level. Members of the committee may be internal or one or two members may be from outside the institute. Regarding constitution of the committee Chairman of FC is authorized.

Mr. V.S. Jadhao proposed the appreciation resolution of Mr.K.D. Nichat for critical audit of all three financial years. House appreciated the work done by Mr.K.D.Nichat. In reply Mr.K.D.Nichat assured the house that he will support the institute in resolving the objections raised in the audit report.

Item No. 04

Any other items with permission of chair

With the permission of chair following item is presented.

Dr. Ghate informed the house about contractual services of Garden Maintenance. According to the rules and regulations contract for garden maintenance was awarded to H.S. Service Provider Bhusawal Dist Jalgaon Maharashtra through e-tendering from 1st April 2022 and putting the various terms and conditions contract was signed by both the parties. The service provider started actual service from 1st April 2022. The Garden committee supervised his services and found unsatisfactory. So he intimated the same and warnings were issued to him. On 30-09-2022, the service provider conveyed his inability to continue the service in written. To resolve the issue Principal Constituted the Committee and committee submitted the report with following suggestions

- 1. Terminate the contract of H.S. Services and take the appropriate decision regarding his deposit money as per the terms and conditions in contract.
- 2. Call Lower-2 (L-2) or Lower 3 (L3) for discussion and if any one is ready to serve with L1 cost, award him the contact for further services.
- 3. If L2 or L3 are not ready for the same then administrative office should get the work done by daily wages peoples under the guidance of Garden committee assuring the rules and regulations of minimum wages.

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Finance Committee noted the report of the above committee and suggested action may be taken as per the committee report. Chairman FC/ Principal authorized to take proper action with Garden committee.

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

(Dr V. N Ghate)

Member Secretary, Finance Committee

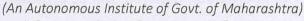
Prof. A.M.Mahalle)

Chairman, Finance Committee

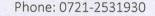
Copy to:

- 1. All Hon'ble Members of Finance Committee for information and confirmation
- 2. All the Heads and Deans for necessary action(s).
- 3. For uploading on Institute website

GOVVERNMENT COLLEGE OF ENGINEERING AMRAVATI







Website: www.gcoea.ac.in Email: principal@gcoea.ac.in



NO. GCOEA/ FC/2023/ 1640 Date:

Fax: 0721-2531931

Minutes of 30th meeting of Finance Committee held on 24th April 23 at 02:30 pm

30th meeting of Finance Committee was held on 24/04/2023 at 02.30 p.m. at Govt. College of Engineering, Amravati and following members were present.

1.	Prof. A.M. Mahalle	18890	Principal	Chairman
2.	Mr. Sanjay Supe		Member	Member
3.	Dr.Nitin Koli		Member	Member
4.	Shri. A. G. Kanhake		Administrative officer	Member
5.	Mr.K.D.Nichat	-	CA	Invited Member
6.	Dr V. N. Ghate		Dean P & A	Member Secretary

The Member Secretary Dr. Ghate welcomed all the members and with the permission of chair, agenda and the documents submitted explained the Hon'ble members.

Item 1

To confirm and approve minutes of 29th Finance Committee meeting held 18th October 2022

The minutes of meeting of 29th Finance Committee meeting held on 18th October 2022 were read, approved and confirmed.

Item No. 02

To discuss the Notice received from IT department regarding Income Tax return for FY 2018-19

Mr. K.D. Nichat informed the house that institute received the notice from Income Tax department under section 148(A) asking justification for the cash flow and not filed the ITR for the AY 2019-20. He also provided the information that ITR is to be filed within 30 days of issue of notice that is last date for filing the ITR is 30th April 2023.

Through discussion it is decided that to file the ITR, balance sheet of the institute as on 31st March 2018 must be prepared. Dr. Ghate presented the balance sheet of Government College of Engineering Karad for the reference. To prepare the balance sheet Movable and Unmovable assets will be required as on 31st March 2018. It is decided that Asset register to be prepared as on 31st March 2018 till 3rd May 2023 and made it available to Mr.K. D. Nichat. Mr.K.D. Nichat will request the IT department for extension of the due date for filing the ITR

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page no 1/2

and during that period Balance sheet of the institute as on 31st March 2018 should be prepared. To prepare the balance sheet all information required, will be provided by office and account / cash section to Mr. K.D. Nichat.

Item No. 03

Any other items with permission of chair

With the permission of chair following item is presented.

Appointment of the internal and statutory auditor

Chairman Dr. A.M Mahalle suggested that institute should appoint the internal and Statutory auditor. All the members aggreged to the suggestion and it is decided that, by following the proper procedure institute should appoint the Internal and statutory auditor. Duties/ scope of work of the internal and statutory auditor should be mentioned clearly in appointment order. Mr. Sanjay Supe suggested that initially monthly or bi-monthly internal audit should be carried out so that if any flaw in the process can be corrected immediately.

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

(Dr V. N Ghate)

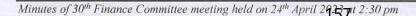
Member Secretary, Finance Committee

(Prof. A.M.Mahalle)

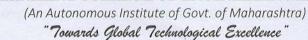
Chairman, Finance Committee

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GOVVERNMENT COLLEGE OF ENGINEERING AMRAVATI



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Website: www.gcoea.ac.in Email: principal@gcoea.ac.in



NO. GCOEA/ FC/2023/ 2328

Date: 14 June 2023

Minutes of 31ST meeting of Finance Committee held on 07th June 2023 at 03:00 pm

31st meeting of Finance Committee was held on 7th June 20223 at 03.00 p.m. at Govt. College of Engineering, Amravati and following members were present.

1.	Prof. A.M. Mahalle	-	Principal	Chairman
2.	Mr. Sanjay Supe	-	Member	Member
3.	Shri. V.S. Jadhao	-	Invited Member	Invited Member
4.	Smt. S.R Hinge	-	I/c Registrar	Member
5.	Prof. S. W. Thakre	-	Procurement Officer	Invited Member
6.	Shri. A.J.Kanhake	-	Retired A.O.	Invited Member
7.	Dr V. N. Ghate	-	Dean P & A	Member Secretary

The Member Secretary Dr. Ghate welcomed all the members and at the outset Member Secretary explained the Hon'ble members, the documents submitted. It is arranged in the form of agenda notes, Book of enclosures I, Book of enclosures II for Budget and Asset Register.

Item 1

To introduce the new constitution of the Finance Committee

Dr. Ghate informed the house that, the BoG has been constituted for the Institute as per the GR. No. Miscellaneous -1111/ (122/22)/TE-2 Date 23 March 2023, and as per extra ordinary gazette of Maharashtra, Part 4-B dated 14th January 2019, Uniform Statute NO. 3 OF 2019 the Finance committee is reconstituted for next three years. Finance Committee noted the office order of constitution of Finance Committee.

Item No. 02

To confirm and approve minutes of 30th Finance Committee meeting held 24th April 2023

The minutes of meeting of 30th Finance Committee meeting held on 24th April 2023 were read, approved and confirmed.

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To note and approve action taken report for 28^{th} Finance Committee meeting held on 22^{nd} June 2022

The action taken on minutes of meeting of 27th Finance Committee Meeting were noted and approved as per tabular form given below.

Item No.	Action to be taken	Status of action Taken	Action suggested / proposed by current finance Committee
3	Preparation of Assets register and old DSRs are to be converted in digital form.	Asset Register as on 31st March 2023 is prepared as per the suggested corrections	FC suggested instead of "Current Value" use "Written Down Value" in asset register.
		Software is procured and data entry is in progress	FC suggested to complete the data entry as early as possible and which type of reports generated by software may be presented in next FC meeting.
2	Student policy regarding start up and incubation center	Regarding Incubation Center. Correspondence with PWD civil is in progress and the detailed estimate is yet to be received. Approximate budget is proposed in FY 2023-24 as suggested by PEC	As the detailed estimate from PWD received complete the action.
		Policy is prepared and submitted to FC for approval of financial part.	Financial part of the Policy is approved and forwarded to BoG.
2	Advances to the staff and its non- clearance	Office taking care, so that faculties/staff shall submit the bills in time	Appreciate the efforts taken by office to clear the advances.
2	A regular review of budget and expenditure shall be taken in order to monitor the expenditure	Continue the current practice.	Action is completed
2	Statutory audit report of the Institute with satisfaction report from the C. A. based on compliance report	Audit Report were presented in 29th finance committee meeting	Action is completed
10	Proposal of Smart Rooms	Budget of Rs.5.00 lakh is approved and recommended to BoG/GoM for smart rooms.	Action is completed
11	Proposal of Establishment of two Center of Excellence	As the procurement for the said CoE is more than five lacks it's decided to put the proposals in next BoG meeting for approval.	Budget is forwarded to BoG
05	Regarding Bill of MESCO security services.		As per the rules and regulation e- tender process should be followed to appoint new agency. Budget is approved and forwarded to BoG.
11	Development of tin shed for M&M skill development center	Rs.56.0 lakh plus 10% is approved and recommended to BoG/GoM.	As the detailed estimate from PWD received complete the action.



12		To appoint the Internal and statutory auditor for FY 2022-23; process has been started and it is decided initially internal audit should perform bimonthly.	as early as possible
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To discuss and approve expenditure of the institute in financial year 2022-2023

The member Secretary presented the expenditure of the institute during the financial year 2022-23 to the house. The total Budgeted amount for F. Y. 2022-23 was Rs. 2117.38 lakh and expenditure during F. Y 2022-23 is Rs. 854.05 Lakh under various budget heads.

The expenditure of the institute in financial year 2022-2023 noted, approved and recommended to BoG for approval.

Item No. 05

To approve and recommend expenditure in this current financial year (2023-24) post facto approval

In order to provide immediate solutions to the essential purchase, procedures were completed in anticipation of approval by Finance Committee also Some of the bills are cleared with the provision of fund in FY 2023-24 budget. The total bills amount to Rs. **63.12** Lakh.

Finance committee approved and recommended to BoG the bill which are included in the Book of enclosures I on page no. 20-22

Item No. 06

To note the minutes of Meeting of Planning and Evaluation Committee held on 29-04-2022

The minutes of meeting of Planning and Evaluation Committee held on 29-04-2023, enclosed in Book of enclosure on page no. 24-30 are read and noted.

Item No. 07

To discuss, approve and Recommend the Budget of PEC (Civil Works, Electrical maintenance works, and Water Supply maintenance) for 2023-24

It was discussed approved and recommended to BoG the Budget of PEC (Civil Works, Electrical maintenance works, Water Supply maintenance) for 2023-24 as follows.

S.N.	Head	Total Rs in Lac
1	Civil Work	308.85
2	Electrical Work	98.00
3	Water supply and Maintenance	12.15
	Total	419.00

The Finance Committee authorized the Chairman, F.C. to prioritize the works as per urgency and to do minor modifications during emergency as per essential requirements of the institute.

Item No. 08

To discuss, approve and recommend budget for financial year 2023-24

The member secretary presented the budgetary requirement from various departments and Deans for Services, trainings, purchase of equipment, furniture, AMC, maintenance, consumable material received for the budget. Also, budgetary requirement from office for the payment of all office expenses including electricity bills, AMC tax, Security guard, Housing contract, gardening, extra remuneration etc. is also placed in book of enclosure-II. After the detailed discussion, the committee authorized the Principal to re-appropriate budgeted amount within the limit amongst departments as per institute requirements. The committee also authorized the Chairman of Finance committee as per emergency and essential requirements to do minor changes in lot of equipment, furniture within the constraints of the Budgeted amount. Also FC insist that at least 75 % of the budgeted amount should spent, such instruction should be given to all concerns.

Finance Committee approved and recommended budget for financial year 2023-24 to BoG as enclosed in book of enclosure II.

Item No. 10

To note and approve the financial part of the student and faculty R&D policy

Member Secretary informed the house that to prepare the detailed R & D policy for the students and faculties; committee was constituted under the chairmanship of dean R & D. Committee submitted the detailed policy and accepted by the Hon. Principal. Policy is read which was enclosed in Book of enclosure on page no. 32-41. The dean R&D was called for discussion. He explained the policy to house. After discussion Finance Committee approved and recommend the financial part of the said policy to BoG for approval.

Item No. 11

To note and approve the financial part of the proposals of appointment of Professor of Practice and Adjunct Faculties in the Institute

Member secretary informed and explain the Government resolution No. Miscellaneous - 2022/ Pr. kr. (10/22)/TE-1 Date 29th December 2022 and Letter from Directorate of Technical Education No. 4/Esstb./DTE/Professor of Practice/2023/285 Dt.10th May 2023, in which it is instructed to appoint a Professor of Practice in the institute in the session 2023-24. (Enclosed in Book of enclosure I on page no. 42-52). Further informed that to

decide the methodology and process as per the GR committee has been appointed by Principal and accordingly advertisement will be published and as per the mentioned rules and regulation a Professor of Practice will be appointed. As mentioned in the abovesaid GR remuneration for the Professor of Practice is will be Rs. 6.00 Lacks per Sem, i.e., Total Rs. 12 .00 Lacks per year per POP. Finance committee approved the budget and recommended to BoG for approval.

Similarly; the committee was constituted to frame rules and regulations as per the UGC and AICTE guidelines to appoint the Adjunct Faculty (Enclosed in Book of enclosure I on page no. 54-67). After discussion and in view of crunch of faculties the Finance Committee accepted and approved and recommend the remuneration Rs.80,000/- per month per faculty as submitted in the report of committee. It is also suggested that rest of the rules and regulations mentioned in committee report should submit to BoG for approval.

Item No. 12

Any other items with permission of chair

12.1 Regarding the caution Money of old students

Proposal regarding the above subject is submitted to Finance Committee by account and cash section. It is stated that, all UG and PG students pays Rs.500/- each as caution money at the time of admission. After completion of their course, they supposed to be claimed those caution money. But most of the students did not claim. As per government rules if student did not claim the caution money within three years it should be deposit to government account.

AG Nagpur has pointed out in audit that total amount of Rs 5660772 /- related to the students already left the institute was to be refunded to the concerned students. But the amount is unclaimed and hence it is to be deposited to the Government account.

Similarly amount of Rs. 1500000/- as caution money of old students is in the PLA.

After discussion Finance Committee decided that; since the institute is autonomous, the above said non-claimed caution money amount (Rs 5660772/- and 1500000/-) to be deposit to Corpus / Four fund of the institute and informed the same to AG Nagpur.

12.1 Regarding the sanction of fund for Dimond Jubilee function.

Hon. Chairman informed to house that 2023-24 is Dimond Jubilee year of the Institute. Hon. Chairman BoG suggested some functions like Principal Concave or International Conference. So, some fund should be sanctioned for such function.

Finance committee suggested that such function should be organized with sponsorship and some fund may be given from institute. FC suggested dealing of the function should be prepared with required budget and out of the same about 75% budget may be sanctioned.

Detailed budget should be present in next meeting so that fund can be sanctioned for Dimond jubilee function

The meeting ended with vote of thanks by Member Secretary, Finance Committee.

(Dr V. N Shate)

Member Secretary, Finance Committee

(Prof. A.M.Mahalle)

Chairman, Finance Committee

Copy to:

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Website: www.gcoea.ac.in Email: principal@gcoea.ac.in



Date: 30/09/2023

No. GCOEA/ Finance Committee/ 2023/3950

 32^{nd} meeting of Finance Committee was held on 27^{th} September 2023 at 02.30 p.m. at Govt. College of Engineering, Amravati and following members were present.

1.	Prof. A.M. Mahalle	-	Principal	Chairman
2.	Mr. Sanjay Supe	-	Member	Member
3.	Dr. Nitin Koli	-	Member	Member
4.	Shri. V.S. Jadhao	•	Invited Member	Invited Member
5.	Prof. S. W. Thakre	-	Procurement Officer	Invited Member
6.	Dr V. N. Ghate	-	Dean P & A	Member Secretary

The Member Secretary Dr. Ghate welcomed all the members and at the outset Member Secretary explained the Hon'ble members, the documents submitted.

Item No. 1

To confirm and approve minutes of 31^{st} Finance Committee meeting held 7^{th} June 2023

The minutes of meeting of 31^{st} Finance Committee meeting held on 7^{th} June 2023 were read, approved and confirmed.

Item No. 02

To note and approve action taken report for $31^{\rm st}$ Finance Committee meeting held $7^{\rm th}$ June 2023

Dr. Ghate informed the house that as per the various suggestions by finance committee in 31st meeting, circular was issued on 14-06-2023 fixing the responsibility on various faculties. Most of the actions on suggestions are in progress and yet to be completed. Hence Dr. Ghate requested the house to allow to present the action taken in next FC meeting. Finance committee grated the permission.

Item No. 03

To discuss and note GR शासन निर्णय क्रमांक: लेखाप/२०२३/प्र.क्र.३४/विशि-२

GR issued on 11-09-2023 by Government of Maharashtra is read out and discussed in the meeting. The committee is opined that the audit mentioned in the GR is an additional audit and

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to be performed as and when the Government asked. The current practice of Internal and Statutory audit for the institute is to be continued.

Item No. 04

To discuss issue of Appointment of Statutory and Internal Auditor

Dr. Ghate informed the house that quotations are called and comparative is prepared to appoint the statutory and Internal auditor. Since in the quotation scope of work was not covered and clear, vendors (CAs) are called for the discussion. The following CAs or representatives were present for the discussion.

- 1. Mr. Kalani
- 2. Mr. Raunak Heda
- 3. Mr. Shubham Wankhade

The detailing about the scope of work is discussed and it is decided to call the quotations for the discussed scope of work as early as possible.

Item No. 05

To approve the new format for summery sheet of budget

Annual budget for the FY 2023-24 was approved in 31st Finance Committee meeting held on 7th June 2023 and was recommended to BoG for approval. Hon. Director suggested the modified format for summery in 26th BoG meeting. Summery of the budget for FA 2023-24 was presented in the meeting. Finance committee express the concern on actual expenditure against the budgeted amount for last three years. Finance committee suggested that fix amount of budget is to be given for each department based on their last year expenditure. It may be last year actual expenditure plus 10% or decided by Hon. Chairman of finance committee. It is also care should be taken that budgeted expenditure should be in tune with budgeted revenue/ receipt. Finance committee suggested that there is deficit of 1460.74 Lacks which is due to non-budgetary capital receipt. Budgeted revenue expenditure seems to be higher side with compare to actual expenditure, it is not comparatively correct. With this remark new format of summery forwarded to BoG for approval.

Item No. 06

To approve the Purchase of MIS Truscholar, cutting edge block chain powered credential issuance and management platform

Dr. Ghate informed the house that Institute started the implementing the new education policy NEP-2020 from academic year 2023-24. For proper implementation of the NEP-2020 Cutting edge blockchain credential issuance and management platform is necessary. On request, vendor MIS Truscholar presented the same in detailed in HoDs and Deans meeting

Minutes of Meeting of 32nd Finance Meeting of GCOE Amravati held on 27/09/2023

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and it is decided to purchase the above platform for proper implementation of the NEP-2020. Estimated cost of the same is approximately Rs.12.00 Lacks.

Finance committee called the Controller of Examination to explain in detailed about the said platform. After discussion Finance committee approved and recommended to BoG, the estimated cost of Rs.12.00 Lacks

Item No. 07

Any other items with permission of chair

7.1 To approve the corrected financial part R&D policy.

Financial part of the R&D policy was approved and recommended to BoG in 31st Finance Committee meeting held on 7th June 2023. In 26th BoG meeting held on 14th August 2023 BoG suggested the following modifications.

- 1. Point No.3 of R&D policy. Those faculty whose patent got awarded will get Rs 5000 (Five Thousand) as an incentive per patent.
- 2. Point No.6 of R&D policy. Financial support of 75% of actual amount spent on the purchase of books/e-books limited to Rs.10000 (Ten Thousand) per year will be extended to every faculty member. (Previously it was Rs.5000 (Five Thousand))

Finance Committee approved and recommended to BoG for approval

7.2 To discuss and approve the Dimond Jubilee Research Scholar Scheme

Dr. Ghate informed the hose that Institute is going to celebrate its Dimond Jubilee in year 2024. Hon. Chairman BoG suggested to propose the special Dimond Jubilee Research Scholar Scheme during 2024.

As per the suggestions Dean R&D proposed the Policy for Dimond Jubilee Research Scholar Scheme

Finance committee discuss and approve the financial part of the policy and recommended to BoG for approval.

7.3 To approve the additional budget for Purchase of Computers in Mechanical Engineering Department

Dr Ghate presented the proposal received from Head of Department of Mechanical Engineering regarding the additional budget requirement for purchase of Computers. Mechanical department proposed the total Rs. 16.0 lacks to purchase the 20 computers in financial budget of FY 2023-24 and was principally approved by Finance committee and BoG. When actual Bid is float on GeM the required amount is about Rs. 20.0 lacks. Hence Department request to approve additional Rs. 4.0 Lacks for the same.

Finance committee discussed, approved and recommended to BoG, the additional Rs.4.0 Lacks to purchase the 20 computers in FY 2023-24 to Mechanical Engineering Department.

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7.4 To approve the budget for Purchase of Interactive Smart Board in Mechanical Engineering Department

Dr Ghate presented the proposal received from Head of Department of Mechanical Engineering regarding the budget requirement for purchase of Interactive Smart Board. Head of the Department Proposed that requirement of Interactive Smart Board has been raised by students and faculties of the department so that teaching learning will be at ease. Total budget of Rs.4.0 Lacks will be required to fulfill the requirement.

Finance committee discussed, approved and recommended to BoG, the additional Rs.4.0 Lacks to purchase the Interactive Smart Board in FY 2023-24 to Mechanical Engineering Department.

(Dr V. N Ghate)

Member Secretary, Finance Committee

(Prof. A.M.Mahalle)

Chairman, Finance Committee

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No. GCOEA/FC-33-MoM/2024/1704

Date: 28th March 2024

MINUTES OF 33RD MEETING OF FINANCE COMMITTEE HELD ON 27TH MARCH 2024 AT 11.00 A.M.

33rd meeting of Finance Committee was held on 27th March 2024 at 11:00 am. Agenda for the meeting was circulated in softcopy by email to all Hon. Members.

For the meeting following members were present

Ti Dilitation literation	1.	Dr. Ashish Mahalle	Principal and Chairma	n
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2. Shri. Sanjay Supe Member

3. Dr. Nitin Koli Member (Online)

4. Shri. Ashish Uttarwar Member (Online)

5. Shri. V. S. Jadhao Invited Member

6. Shri. S. W. Uikey Member

7. Dr. V.N.Ghate Member Secretary

Meeting was started with welcome of Hon. Members by Dr. V. N. Ghate.

With the permission of chair Dr. V. N. Ghate presented the agenda to the house.

Item No. 01

To confirm and approve minutes of 32nd Finance Committee meeting held 27th September 2023

The minutes of meeting of 32^{nd} Finance Committee were circulated to all members. The minutes of meeting were read out, confirmed and approved

Item No. 02

To note and approve action taken report for 31st and 32nd Finance Committee meeting held 3rd June 2023 and 27th September 2023

Action taken report on 31^{st} and 32^{nd} Finance Committee meeting was presented to house. Noting and suggestions are as follows,

Minutes of 33rd Meeting of Finance Committee held on 27th March 2024

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Item No.	Action to be taken	Action suggested / proposed by finance Committee	Status of action and suggestions
3/31	Preparation of Assets register and old DSRs are to be converted in digital form.	Instead of "Current Value" use "Written Down Value" in asset register. FC suggested to complete the data entry as early as possible and which type of reports generated by software may be presented in next FC meeting.	Asset register for 2024 to be prepared with these suggestions Store Officer and store keeper did not produced total reports and data entry is not completed. FC recommended to ask the justification regarding incomplete work
05/31	Installation of surveillance systems	Install surveillance systems to important locations in the institute premises.	Budget for this item is proposed in current FY and procedure is in progress Action to be completed within a month
11/31	Proposal of Establishment of two Center of Excellence	Establish the CoE as per the proposal	Proposal of Establishment of CoE was submitted GoM and is sanctioned worth of Rs.5.2 Cr. Procurement of equipment is in progress at DTE level (GR enclosed PP 5-13) Action taken noted.
11/31	Development of tin shed for M&M skill development center	Rs.56.0 lakh plus 10% is approved and recommended to BoG	Detailed estimate received from PWD and proposal was submitted for administrative approval to GoM. Administrative approval received and very soon work will start. (GR enclosed PP 14-16) Justification from BWC should be asked for large difference of proposed budget and PWD estimated amount.
12/31 and 4/32	Appointment of the internal and statutory auditor	To appoint the Internal and statutory auditor for FY 2022-23.	Statutory auditor Appointed Action is noted.

To note and approve minutes of meeting of Investment Committee held on 22nd February 2024

Minutes of Second meeting of Investment committee, held on 22nd February 2024 were presented to house. After reding out minutes of meeting are approved and forwarded to BoG for final decision.

Item No. 04

To note the progress of preparation of balance sheet / Statutory audit for FY 2017-18 to 2023-24

Minutes of 33rd Meeting of Finance Committee held on 27th March 2024

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CA Mr. Shubham Wankhade inform the house that Balance sheet for FA 2017-18 to 2020-21 is ready and further work is in progress will complete by first week of April 2024. He also informs that finalization of balance sheet is delayed due to some changes suggested time to time by authority due to notices from Income Tax department. He pointed that due to such changes the scope of work is also changing. FC assured him that charges for additional scope of work will be sanctioned at reasonable rate.

Regarding the certification of opening balances for FY 2017-18, the house is in opinion that it should be certified by Principal by observing old data base. This issue to be discussed with some expert CA and BoG.

Item No. 05

To discuss the Notices received by Institute from IT department and X party assessment order for AY 2019-20 (FY 2018-19)

Dr. Mahalle sir explain the issue in detail with chronological that start with first Notice received by institute and reply given to some notices by institute. Dr. Mahalle also informed about the show cause notice issued by IT department on 02-02-2024 and after consultation with Adv. Kishor Devani reply was filed and on behalf of the institute Adv. Devani also attended the Video Conference. Even then institute received the assessment order/ Demand for AY 2019-20 on date 18-03-2024. Once again consulted to Adv. Devani at Nagpur and he advised to File a Writ Petition at High court.

Dr. A. M. Mahalle also informed about the discussion of online meeting with Hon. Chairman BoG, Hon. Director and Adv. Page.

Finance committee noted the issue and action taken on it. FC is in opinion that further action should be taken as suggested by BoG and senior consultant. Consultancy Fess of Adv. Devani, towards filing the reply and appearing for VC and pleading the case is approved as Rs. 1.00 Lac. Finance Committee also resolved that since the issue is time bound, whatever the fees of advocate/ consultant/CA decided by BoG will be approved.

Item No. 06

Any other items with permission of chair

6.1 Appointment of the Internal and Statutory auditor for FY 2024-25

Dr. Ghate informed the house that first week of April 2024, enquiry letter will be issued for appointment of Internal and statutory auditor for FY 2024-25.

FC suggested that the scope of work to be prepare inline with suggestions of senior consultant/advocate /CA.

Minutes of 33rd Meeting of Finance Committee held on 27th March 2024

Also suggested that appointment of both auditors to be completed as early as possible so that quarterly audit report can be submitted to Finance Committee and BoG.

The meeting was concluded by vote of thanks proposed by Dr. V.N.Ghate.

Dr.V. N. Ghate (Member Secretary) Finance Committee GCOEA

Dr. A.M. Mahalle (Chairman) Finance Committee GCOEA

Minutes of 33rd Meeting of Finance Committee held on 27th March 2024

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GOVERNMENT COLLEGE OF ENGINEERING AMRA

(An Autonomous Institute of Govt. of Maharashtra)

"Towards Global Technological Excellence"

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Date: 4th May 2024

No. GCOEA/FC-34-MoM/2024/2171

MINUTES OF 34TH MEETING OF FINANCE COMMITTEE HELD ON 2ND MAY 2024 AT 02.30 PM

34th meeting of Finance Committee was held on 2nd May 2024 at 02:30 pm. Agenda for the meeting was circulated in Hard copy/softcopy by email to all Hon. Members.

For the meeting following members were present

Phone: 0721-2531930

1. Dr. Ashish Mahalle

Principal and Chairman

2. Shri. Sanjay Supe

Member

3. Dr. Nitin Koli

Member

4. Shri. Ashish Uttarwar

Special Invited Member (Online)

5. Shri. V. S. Jadhao

Invited Member

6. Shri. S. W. Uikey

Member

7. Dr. S.W. Thakre

Invited Member

8. Dr. V.N.Ghate

Member Secretary

Meeting was started with welcome of Hon. Members by Dr. V. N. Ghate.

With the permission of chair Dr. V. N. Ghate presented the agenda to the house.

Item No. 01

To confirm and approve minutes of 33rd Finance Committee meeting held 27th March 2024

The minutes of meeting of 33rd Finance Committee were circulated to all members. The minutes of meeting were read out, confirmed and approved.

Item No. 02

To note and approve action taken report for 33rd Finance Committee meeting held on 27th March 2024

Action taken report on 33rd Finance Committee meeting was presented to house. Noting and suggestions are as follows,

Minutes of 33rd Meeting of Finance Committee held on 2rd May 2024

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Item No.	Action to be taken	Action suggested / proposed by finance Committee	Status of action and suggestions
2/33	Preparation of Assets register and old DSRs are to be converted in digital form.	Instead of "Current Value" use "Written Down Value" in asset register. FC suggested to complete the data entry as early as possible and which type of reports generated by software may be presented in next FC meeting. Store Officer and store keeper did not produce total reports and data entry is not completed. FC recommended to ask the justification regarding incomplete work	Asset register for 2024 is prepared with these suggestions Report from Store officer noted by finance committee asked to complete the data entry as early as possible FC Noted the action taken Action taken is completed
2/33	Development of tin shed for M&M skill development center	Rs.56.0 lakh plus 10% is approved and recommended to BoG. Detailed estimate received from PWD of Rs.131.89 Lacs and proposal was submitted for administrative approval to GoM. Administrative approval received Justification from BWC should be asked for large difference of proposed budget and PWD estimated amount.	FC noted the justification from BWC Action Taken completed.

To discuss and approve expenditure of the institute in financial year 2023-2024

The total Budgeted amount for F. Y. 2023-24 was Rs. **2764.17** lakh and the total expenditure during F. Y 2023-24 is Rs. **1415.81** Lakh under various budget heads. (Capital Expenditure 589.28 Lakh + Revenue Expenditure 826.53 Lakh). The expenditure of the institute in financial year 2022-2023 noted, approved and recommended to BoG for approval.

Item No. 04

To note the minutes of Meeting of Planning and Evaluation Committee held on 05-04-2024

The Planning and Evaluation Committee meeting was held on 05-04-2024 and minutes of meeting of the same was presented to house. Minutes were read out, approved and recommended to BoG for final approval and confirmation.

Item No. 05

To discuss, approve and Recommend the Budget of PEC (Civil Works, Electrical maintenance works, and Water Supply maintenance) for 2024-25

The Planning and Evaluation committee has approved and recommended the Budget 2024-25 for civil work and its other components is as under and it is presented to Finance Committee. Committee discussed the budget head wise and approved and recommended to BoG for approval.

PEC Budget 2024-25

S.N.	m hours and a Head	Total Rs in Lac
1	Minor Civil Work and Minor Water Supply Works	138.00
2	Major Civil Work	292.00
3	Provision for excess expenditure on works completed by PWD	150.63

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	Total	658.13
4	Mysterious amount for any Emergency civil work	15.00
3	Wages of Technical Assistant	08.00
4	Electrical Maintenance Work	54.50

Finance Committee expressed the concern on excess expenditure on works completed by PWD. FC was in opinion that, for the construction of Boys Hostel and Compound wall total fund was received from GoM and hence the excess expenditure must also be received from GoM. Principal explained to the house that institute sent the similar proposal for excess fund from GoM, but it may take the time due to administrative difficulties and hence it is proposed the provision for this fund. FC approve the temporary provision for this excess expenditure with the remark that institute should claim and demand the fund from GoM.

The Finance Committee authorized the Chairman, F.C. to prioritize the works as per urgency and to do minor modifications during emergency as per essential requirements of the institute.

Item No. 06

To discuss, approve and recommend budget for financial year 2024-25

The member secretary presented the budgetary requirement from various departments and Deans for Services, trainings, purchase of equipment, furniture, AMC, maintenance, consumable material received for the budget. Also, budgetary requirement from office for the payment of all office expenses including electricity bills, AMC tax, Security guard, Housing contract, gardening, extra remuneration etc. is also placed in book of enclosure-II. After discussion Finance Committee approved and recommended budget for financial year 2024-25 to BoG as enclosed in book of enclosure II with the following suggestions,

- a. Procurement officer should prepare the systematic time table for procurement
- All bids/ e-tenders should publish within 45 days, from the day on which BoG approves the budget.
- c. While publishing the bid on GeM payment terms may be modify according to our need and procedure
- d. Expenditure should be regularly monitor by Expenditure Review Committee.

The committee also authorized the Chairman of Finance committee as per emergency and essential requirements to do minor changes in lot of equipment, furniture within the constraints of the Budgeted amount.

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To note and approve minutes of meeting of Investment Committee held on 22nd February 2024

Second meeting of Investment committee was held on 22nd February 2024, minutes of meeting of the same is presented to the house. After discussion on the issue unanimously it is decided that if the private banks mentioned in GR 22-11-2023 offers the rate of interest more than 0.25% to that of nationalized banks then only consider those banks provided particular bank should be eligible as per GR

- 1. शासाउ-१०.१५/प्र.क्र.४२/सा.उ. दि.२७-१०-२०२५ point no (A)
- 2. संकिर्ण २०२२/प्र.क.१२३/२२/कोषा-प्रशा-५ दि. २२-११-२०२३ point no. (1)

Since the rate of interest are vary as per the FY, FC suggested to call emergent meeting of Investment committee and present the recent rate of interest. The decision of Investment committee will be directly present to BoG for approval.

Item No. 08

To note the Report on Visit of a Team from Adv. P.V. Page & Co to GCoE Amravati and appeal filed with Income Tax department

As it was decided in 28th BoG meeting, on Saturday and Sunday 6th and 7th April 2024, a two-member team namely CA Mr. Ravi Savant and CA Mr. Afzal Khan from P.V. Page & Co. visited the institute to study and collect the information. The detailed report of their visit is presented the house. Member secretary also informed the house that P.V. Page & Co. filed the appeal on 16-04-2024 and Reply to Notice for Penalty u/s 274 read with section 271B on 17-04-2024.

FC discussed the issue and asked for the ground of appeal from P.V. Page & Co. also asked to present the copy of appeal in next FC.

FC approved and recommended the bill of Rs. 50000/- + TA/DA of Two persons (Visit on 6^{th} and 7^{th} April 2024) and Rs. 89680/- (for appeal and reply filing) as consultation fee to BoG for approval.

Item No. 09

To approve and recommend the increase in consultant fee of Law officer

Member secretary informed the house that Institute is facing some court cases. It is necessary to file the reply and some necessary information to Hon. Court in time. For the same institute constituted the Panel of Law officers with consultation fee of Rs.3000/- per reply/per seating and it was approved by BoG. Since panel and consultancy fee was decided three years back, it was proposed to raise the consultancy fee to Rs.10000/- (Rs. Ten Thousand only).

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After discussion FC unanimously decided to revise the panel of Law Officers by calling comitative quotations and present it to finance committee for approval, till then the old panel with old consultancy fee be continued.

Item No. 10

To discuss and take the decision on proposal of increase of charges for extra scope work in preparing balance sheets from 2017-18 to 2022-23

Member secretary presented the issue that the work of preparing the balance sheet and some data entry was allotted to CA Mr Diraj Sarda and Co. From about four to five months, they are working on the same and they are ready with balance sheets of 2017-18 to 2020-21, but due to Income tax notice issue and as per advice of Income tax advocate, yet not finalized. On 6th and 7th April 2024, a two-member team namely CA Mr. Ravi Savant and CA Mr. Afzal Khan from P.V. Page & Co. visited the institute and they discuss and gave some guidelines to CA Mr. Diraj Sarda and CA Mr. Shubham Wankhade.

As per the letter from CA Mr. Diraj Sarda and CA Mr. Shubham Wankhade they introduce some major changes in the work and hence the scope of work has been increased/changed. They have to work additionally to fulfill the requirement suggested by team from P.V. Page & Co. Hence, they demanded Extra Rs. 40000/- for extra work and also about 15 Extra days per year to prepare the balance sheets with new suggestions.

CA Mr V. S. Jadho called the CA Diraj Sarda and CA Mr. Shubham Wankhade for discussion. Ca. Mr. Dhiraj Sarda explain the changes suggested by P.V. Page & Co. They inform the house that P.V. Page & Co. suggested to bifurcate income and expenditure by Budget head wise. FC is in opinion that whatever the changes suggested by P.V. Page & Co. should be on paper for the record of committee. Hence institute should request the P.V. Page & Co. to confirmed the changes suggested on paper. So that it will be convenient to forward these changes to CA Mr. Dhiraj Sarda and Co.

Considering the increased scope of work, FC approved and recommend Rs.30000/- (Rs Thirty Thousand only) per year as extra fee and 15 Extra days per year to complete the work to BoG.

Item No. 11

To note the progress report of establishing the Solar Park in the institute and approve and recommend the budget for the same

Member Secretary informed the house that in 26th and 27th BoG meeting it was suggested that Institute should establish the solar park. To study and prepare the proposal, institute constituted the committee. Committee prepared the detailed report, perform the energy audit in consultation with MEDA. In first step energy appliances of the campus are to be

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replaced with energy efficient appliances with the help of MEDA. In second step procedure of installing the solar park may start. The progress report on the same is presented to the committee and proposed the Budget for the same is of Rs. 2.38 Crore is proposed.

The FC called Dr. R.S. Dalu, Chairman of the Study Committee for discussion. Dr. Dalu explain the two models available namely **CAPEX and RESCO**.

After discussion FC unanimously decided institute should opt for CAPEX model and approved and recommend a budget of Rs. 3.00 crore (Rs. Three Crore) including all taxes and procedural expenditure to BoG for approval.

Item No. 12

To approve and recommend to BoG, Issue of fee concession given to a student

Member Secretary informed the house that a student Namely G.V. Thanak (ID2300219) is studying in First year Mechanical Engineering (Admitted in institute during 2023-24), and lost his Father in Covid-19. He applied for fee concession as per the Circular No. Meeting-2021/pr.kr.137/ ViShi-3 Dated 30 June 2021. But Clear directives are not available regarding the fee concession for the students admitted during 2023-24. Hence the Institute asked the guidance from Higher Authorities regarding the issue. Hon. Director issued the letter on 12-12-2023 directed to act according to above circular. Principal, submitted the proposal regarding fee concession to Hon. Chairman BoG and subjected to approval from the Finance Committee and BoG, issued the order on date 25-01-2024, stated that Student will get fee Concession till his completion of the Degree, and refunded amount of Rs. 76000/- which was paid by student at the time admission.

FC committee approved and recommended to BoG for approval

Item No. 13

To approve and recommend to BoG, to raise the financial Power of Chairman Finance committee from 10 Lac to 25 Lac and for minor civil work from 5.00 Lac to 10 Lac

Member secretary informed the house that for minor civil work the financial power to chairman BWC is 5.00 Lac including 18% GST. As such actual cost of construction is restricted to 4.10 Lac only. Hence during Execution of minor civil work due to this restriction some part of the maintenance work remains incomplete. Building works committee recommended that this financial power of **Chairman BWC** to be raised to 10.00 Lacs including all taxes. Similarly, current financial power of **Chairman finance Committee** is Rs.10.00 Lacs, due to which day to day working is difficult in absence of BoG. Hence it was proposed to raise the financial power of Chairman finance Committee to be raised to Rs. 25.00 Lacs. After discussion Finance committee approved and recommend to BoG, that Financial power of Chairman BWC to be raised to 10.00

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Lacs including all taxes and financial power of Chairman finance Committee is to be raised to Rs.25.00 Lacs for approval.

Item No. 14

To note, approve and recommend to BoG, the Status of appointment of Professor of Practice and Adjunct Faculties

It is informed to the house that during this academic year one Professor of Practice and five Adjunct faculties are appointed with the permission of Finance Committee and BoG following procedure laid down by GoM. As per the GoM norms Honorarium to Professor of practice and Adjunct Faculties is Rs. 1.00 Lac and Rs. 80000/- per month respectively and their appointment is till October 2024. Issue was submitted to finance committee for approval and recommendation of Honorarium of appointed PoP and Adjunct Faculties during FY 2024-25. Similarly, the appointed faculties may be continued on recommendations of authorities and in addition to that institute is planning to appoint 4-5 additional Adjunct faculties in some departments.

Finance committee approved and recommend to BoG, the honorarium to already appointed Professor of practice and Adjunct Faculties during this FY 2024-25. It is also approved and recommend to BoG the honorarium to Faculties which institute is planning to appoint during this FY 2024-25 as per the norms laid down by GoM.

Item No. 15

Any other items with permission of chair

There was no issue for discussion

The meeting was concluded by vote of thanks proposed by Dr. V.N. Ghate.

Dr.V. N. Ghate (Member Secretary) Finance Committee GCOEA Dr. A.M. Mahalle (Chairman) Finance Committee GCOEA

Minutes of 34th Meeting of Finance Committee held on 2nd May 2024

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GOVERNMENT COLLEGE OF ENGINEERING AMRAVATI

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Date: 24th July 2024

No. GCOEA/FC-35-MoM/2024/3676

MINUTES OF 35TH MEETING OF FINANCE COMMITTEE HELD ON 20th July 2024 AT 02.30 PM

35th meeting of Finance Committee was held on 20th July 2024 at 02:30 pm. Agenda for the meeting was circulated all Hon. Members.

For the meeting following members were present

1. Dr. Ashish Mahalle

Principal and Chairman

2. Adv. Vijay Bothra

Member

3. Shri. Mangesh Warkhede

Member

4. Shri. S. P. Lunawat

Invited Member

5. Ku. S. A. Jawalkar

Member

6. Dr. P.L. Paikrao

Invited Member

7. Dr. V.N. Ghate

Member Secretary

Meeting was started with welcome of Hon. Members by Dr. V. N. Ghate.

With the permission of chair Dr. V. N. Ghate presented the agenda to the house.

Item No. 01

Welcome and introduce new finance committee members and propose the vote of thanks to former Finance Committee Members

Member secretary informed the house that as per Gazette Notification No. Extraordinary 19 Part 4(B) Dated 14th January 2019 and BoG Resolution 29.9.4.f new Finance committee is constituted and introduced the members to house.

Member secretary also proposed the vote of thanks to all previous members for their valuable contribution in Finance Committee for the benefit of the institute.

Item No. 02

To confirm and approve minutes of 34th Finance Committee meeting held 02nd May 2024

The minutes of meeting of 34th Finance Committee were circulated to all members. The minutes of meeting were read out, confirmed and approved.

To note the status of Income tax notice issue

Member secretary informed the house that Institute received the notices under different sections from Income tax department and institute filed the reply time to time. Finally notice U/s 156 of the act was issued dated 18/03/2024 determining total tax liability of Rs 96887927 /-. With the resolution of BoG institute consulted Adv. Page and now he is dealing the issue with IT department. Adv. Page filed the appeal on behalf of Institute. Still Income tax department issued the notice on 12/07/2024 to pay 20% amount and institute filed the reply requesting to accept the Bank Guaranty instead of Payment.

House noted the issue and action taken till today. It also suggested that institute should request personally to local income tax department office and ask to accept the bank guaranty or any other way out. Adv. Vijay Bothra agreed to help personally in discussion with IT department.

Item No. 04

Any other items with permission of chair

There was no issue for discussion

The meeting was concluded by vote of thanks proposed by Dr. V.N. Ghate.

Dr.V. N. Ghate

(Member Secretary)

Finance Committee GCOEA

Dr. A.M. Mahalle

(Chairman)

Finance Committee GCOEA