



दून विश्वविद्यालय

मोथरोवाला रोड, केदारपुर, पो०ओ० डिफेन्स कालोनी,  
देहरादून-248001 (उत्तराखण्ड) भारत

DOON UNIVERSITY

Mothrowala Road Kedarpur, P.O. Defence Colony,  
Dehradun-248001 (Uttarakhand) INDIA.

Letter No. 418 /F.C.-DU/2019

Dated : 7 -11-2019

To,

Additional Secretary (Finance),  
Govt. of Uttarakhand,  
Dehradun.

**Subject: Minutes of 18<sup>th</sup> meeting of Finance Committee of Doon University.**

Sir,

18<sup>th</sup> meeting of the Finance Committee of Doon University was held on 7<sup>th</sup> November, 2019 at Kedarpuram Campus of the Doon University. The Minutes of the meeting are being sent herewith for your kind information and observations.

With regards.

**Enclosure: Minutes of the Finance Committee meeting**

Yours sincerely

(D. C. Lohani)

Finance Controller





**Doon University  
Kedarpur, Dehradun**

**Minutes of 18<sup>th</sup> meeting of Finance Committee**

18<sup>th</sup> meeting of Finance Committee was held on 7<sup>th</sup> November 2019 under the chairmanship of Dr.C.S.Nautiyal, Vice Chancellor, Doon University at his office . Following members were present in the meeting.

- |                           |   |
|---------------------------|---|
| 1. Mr. P.C. Khare         | Additional Secretary, Finance Dept. of Finance, Govt of Uttarakhand |
| 2. Prof Kusum Arunachalam | Head SENR   |
| 3. Prof.H.C.Purohit       | Head, School of Management  |
| 4. Dr. M.S. Mandrawal     | Registrar, Doon University  |
| 5. Sh. D.C. Lohani        | Finance Controller, Doon University,                                |

**Item2019:18:01** The Vice Chancellor extended a warm welcome to the members of Finance Committee and appreciated the valuable contribution of the members of the Finance Committee.

**Item2019:18:02** The committee confirmed the minutes of 17<sup>th</sup> F.C. as no observations/suggestions was received.

**Item2019:18:03** The Finance committee reviewed the action taken on the resolutions of 17<sup>th</sup> Finance committee and appreciated the progress and approved the same .

**Item2019:18:04** To approve the list of missing books for "Write-off" from the stock as per the rule no. 215 of General Financial rule 2017.



The Finance committee approved the decision to write off 102 missing books from the central library with the direction that proper guidelines be framed to prevent loss and fix the accountability in future. In this regard further it was decided to obtain no dues from the library before issuing NOC to the faculty members and refunding caution money of the students.

**Item2019:18:05**

**To approve the fee structure for one year course of Master of Library and Information Science .**

The Finance committee approved the fees structure and budget of Master of Library and information science. The committee made an observation that expenditure and income ratio be kept in the ratio of 80:20 for initial five years.

**Item2019:18:06**

**To approve Honorarium for internal faculty of the University (Assistant Librarian) @Rs.1000=00(One Thousand) per lecture subject to maximum limit of Rs.10000/= per month.**

The Finance committee recommended the Honorarium for guest lectures at the rate Rs. 500 per lecture subject to a maximum limit of Rs. 10,000/- per month. Further the honorarium for group C and group D was approved at the rate 200/- and 100/- respectively subject to maximum limit of Rs. 3,000/- per month.

**Item2019:18:07**

**To approve the benefits of seventh pay commission as per Uttarakhand GO order No 35(1)/XXIV(4)/2019-01(05)/2018 dated 05<sup>th</sup> January, 2019 the payment of Arrear**

The Finance committee considering the budget position of the university approved the proposal of payment of arrear of 7<sup>th</sup> pay commission to the faculty members of the University as per Uttarakhand GO order no35(1)/XXIV(4)/2019-01(05)/2018 dated 05<sup>th</sup> January, 2019.

**Item2019:18:08**

**To approve guidelines for expenditure of overheads of the various projects running in the university.**

The Finance committee approved the proposal of utilizing 80% of project overheads funds for the development of university laboratory procurement of equipment, consumables, library stationary, books etc. and 20% honorarium to the human resources involved/deployed in project related works. Further, it was decided to pay the honorarium of Rs. 7,000/- to



group C employee and Rs. 5000/- to group D employee per annum involved in project processing works .

**Item 2019:18:09      To approve the estimated budget for 2<sup>nd</sup> convocation of Doon University to be held in the month of November 2019.**

The Finance committee approved the proposed budget of Rs. 30 Lac for organizing the 2<sup>nd</sup> convocation of the university.

**Item 2019:18:10      To approve the Honorarium for Employee and faculty member to run Executive MBA.**

The Finance committee recommended payment of honorarium for the Guest/Visiting faculty to teach MBA executive weekend at the rate of Rs. 1,000/- per lecture subject to a maximum of 04 lecture in a day and subject to maximum amount Rs. 25,000/- per month. further, the committee also approved the honorarium for group C and group D employee of the office at the rate Rs. 200/- and Rs. 100/- per day respectively and subject to maximum Rs. 3,000/- per month.

**Item 2019:18:11      To approve the Honorarium for Employee engaged in various extra works .**

The Finance committee recommended payment of honorarium to group C and group D staff of the university at the rate of Rs. 200/- and Rs. 100/- per day respectively subject to a maximum of Rs. 3000/- per month who are engaged in various assignments like admission counselling, fee collection, registration, examination/result preparation/ data feeding, immigration, student council election, practical examine, interview viva-voce and other similar assignments.

**Item 2019:17:12      Any other item with the permission of chair.**

**To increase the Honorarium of the University court external members, EC member, AC members, experts of selection committed, members of school adversity, DRC experts, PhD thesis examiner, practical examination, Viva-voce etc.**

The finance committee recommended to increase the honorarium to the external experts attending the University court, EC meeting, AC meeting, experts of selection committee, members of school adversity, DRC meeting, Ph.D thesis examiner, practical examiner, Viva-Voce etc at par with central/state university.





**18<sup>th</sup> Meeting of the Finance Committee  
of  
Doon University**

**Dated: 7<sup>th</sup> November 2019**

**Time: 3:30 PM 11 AM**

Sr. No.	Name	Designation and Organization	Signature
1.	Dr. Chandra Shekhar Nautiyal	The Vice Chancellor, Doon University	
2.		Department of Higher Education, Govt. of Uttarkhand	
3.	P. C. Khare Addl. Secretary (Fin.)	Department of Finance, Govt. of Uttarkhand	
4.	M. S. Mandrawal	Registrar, Doon University	
5.	Prof. H. C. Purohit	HOD, School of Management	 07.11.19
6.	Prof. Kusum Arunachalam	HOD, SENR	
7.	Shri D. C. Lohani	Finance Controller, Doon University	