



Minutes
21st Meeting of the Finance Committee
On 07th June, 2022

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DOON UNIVERSITY
Kedarpur, Dehradun

Minutes of 21st meeting of Finance Committee

21st meeting of Finance Committee was held on 07th June, 2022 under the chairmanship of Prof. Surekha Dangwal, Vice Chancellor, Doon University in the Vice Chancellor's office. Following members were present in the meeting.

1. Prof. S. P. Singh, Ex. Vice Chancellor, HNB Garhwal University, Srinagar Garhwal
2. Prof. R. P. Mamgain, Professor & Head, Dept. of Economics, Doon University, Dehradun
3. Mr. S. S. Tripathi, Deputy Secretary & representative of Secretary, Dept. of Higher Education, Govt. of Uttarakhand.
4. Dr. Mangal Singh Mandrawal, Registrar, Doon University, (Invitee)
5. Shri Sunil Kumar Raturi, Finance Controller, Doon University

No information was received from the Dept. of Finance, Government of Uttarakhand with regard to participating in the meeting by the Secretary, Finance or Representative.

At the outset the Chairperson & Vice Chancellor extended a warm welcome to the members of Finance Committee and appreciated the valuable contribution of the members of the Finance Committee towards the University. Thereafter action taken report on the resolutions of 20th meeting of the Finance Committee was presented and the agenda items were taken up one by one for discussion.

Item 2022:21:02

Confirmation of the minutes of the Proceeding of the 20th Finance Committee meeting held on 27th August, 2021 at Doon University, Dehradun.

Since no observation/suggestions were received from any members of the Finance Committee confirmed the minutes of 20th meeting of Finance Committee.

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- Item 2022:21:03** Review of action taken on the resolutions of 20th Meeting of the Finance Committee.
- The Finance Committee reviewed Action taken on the resolutions of 20th meeting and approved the same.
- Item 2022:21:04** To approve revised budget for F.Y-2021-22 and estimated budget for financial year 2022-23.
- The Finance Committee considered and discussed the revised budget for F.Y. 2021-22 and estimated budget for F.Y. 2022-023 and approved the same.
- Item 2022:21:05** Regarding promotion by providing relaxation in qualifying service as per rules in the State Services/Educational Institutions/Corporations/ Autonomous Institutions as per Uttarakhand Government GO no. 420/XXX(2)/2021-55(47)/2004 T.C. dated 09th December, 2021.
- Having discussed the matter of promotion by providing relaxation in qualifying service as per rules in the light of the above Government order, the Finance Committee resolved to refer it to the Dept. of Higher Education, Government of Uttarakhand for necessary directions in the matter.
- Item 2022:21:06** To consider the honorarium & charges of faculty home for hostel wardens.
- Having discussed the matter, the Finance Committee did not approve the proposal.
- Item 2022:21:07** To use the amount of overhead received from the project running in the University for the work of the University development.
- Finance Committee discussed and approved the matter of use of overhead received from the projects with the provision to utilize the 80% of overhead amount in the works of the University development as well as the project works running in the Doon University and remaining 20% amount to give as honorarium to the employees involves the project works with the approval of the competent authority.
- Item 2022:21:08** Regarding the expenditure of University and Research works and Innovative work from the contingency head.
- The Finance Committee discussed the agenda and approved to make expenditure on University office expenses/research works and innovative works from the funds sanctioned under contingency head.



Item 2022:21:09

Regarding the refund of fees of students studying in Doon University.

The Finance Committee discussed and approved the following proposal regarding fee refund policy:

A. Fees Refundable details if student not attended the class: -

S.No.	% of Refund of Aggregate Fees*	Point of the time when notice withdrawal of admission is served	C. Processing Fees deducted in Rs
1	100%	15 days or more before the formality-notified last date of admission	1000.00
2	90%	Less than 15 days before the formality-notified last date of admission	1000.00
3	80%	15 days or less after the formality-notified last date of admission	1000.00
4	50%	30 day or less after but more than 15 days, after formality - notified last date of admission	1000.00
5	00%	More than 30 days after formality-notified last date of admission	

(*Inclusive of Tuition fees and Other fees as per point 9.2(iv) but exclusive of caution money and security deposit)

B. The above policy is applicable for all Certificate, UG, PG and Ph.D. Program.

C. Prospectus/Registration fees non-refundable.

Item 2022:21:10

To increase the rent charges for the staff and teachers (except regular employees) residing in the guest house.

The Finance Committee agreed to the proposal of increasing the rent charges to ₹ 5000/- p.m. and the water & electricity charges to ₹ 1500/- p.m. for the staff and teachers (except regular employees) residing in the guest house. These charges will be applicable for one suit only.

Item 2022:21:11

Regarding charging of water charges as well as lift charges from the personnel residing in the premises of the Doon University campus.

The Finance Committee having discussed the proposal resolved to take water charges from the personnel residing in the premises of the Doon University campus only as per prevailing rates or as fixed by the MDDA/Nagar Nigam. The Finance Committee did not resolve anything regarding levying of lift charges.

Item 2022:21:12

To consider and approve provision for the incentive to the employees through UPNL of the University.

The Finance Committee having discussed the agenda agreed to the proposal of making provision of incentive to the employees through UPNL of the University by creating a fund provisioned with Rs. 50/- per students out of the fees per semester. 50% of this fund shall be used for Examination Cell and remaining 50% shall be used as incentive allowance to the employees, with the approval of the competent authority.

Item 2022:21:13

To consider and approve the balance sheet of University for F.Y. 2020-21

The Finance Committee discussed the balance sheet of University for the F.Y. 2020-21 as prepared by Chartered Accountant. The Committee expressed satisfaction over the balance sheet and approved the same.

Item 2022:21:14

To consider and approve registration to be paid by the Ph.D. scholars.

The Finance Committee having considered the proposal, approved the provision of charging a fee of Rs. 200/- in the form of registration confirmation fee from the Ph.D. Scholar at the time of confirmation of Registration.

Item 2022:21:15

To apprise about the Govt. Order regarding various works to be done by the University with money earned from its own resources.

The finance committee considered the proposal and took note of the same.

Item 2022:21:16

To consider and approve "Earn While You Learn Scheme".

The finance committee discussed the proposal and approved all the finance aspects involved such as provision of remuneration in the scheme.

Item 2022:21:17

To consider and approve monthly recharge facility to Assistant Registrar working in Doon University.

The Finance Committee approved the proposal of mobile recharge facility worth ₹ 300/- p.m. to the Assistant Registrars working in Doon University.

Item 2022:21:18

Any other item with the permission of chair.

Item 2022:21:18:1

To consider and approve the financial aspects of the proposal of Research and Innovation Cell for conducting regular activities (i.e., Organizing the workshops, seminars, webinars and inviting eminent resource persons from academia, industry and R & D organizations) and institutionalizing the awards for promotion of students and faculty members in the research and development activities

It was informed that the Executive Council of the University has approved the establishment of the Research and Innovation Cell, the guidelines for its constitution, its mandate and functioning. Having considered the fact that for carrying out the regular activities of the Cell there are some financial aspects involved the Finance Committee approved the proposed financial aspects of the said activities as follows:

S.N.	Nature of Activity	Maximum Expenditure per Annum
[1]	Organizing the workshops, seminars, webinars and inviting eminent resource persons from academia, industry and R & D organizations	₹ 4.0 Lakhs

The proposed financial aspects of the said awards are as follows:

S.N.	Award	Cash Prize
For Students		
[1]	Best Article Award (BAA) <i>(for Student/Research Scholar)</i> Award will include Cash Prize and Certificate.	₹ 15,000/- for the Best Article Award. ₹ 10,000/- for the Second-Best Article Award. ₹ 5,000/- for the Third-Best Article Award.
[2]	Highest Research Productivity Award (HRPA) <i>(for Student/Research Scholar)</i> Award will include Cash Prize and Certificate.	₹ 10,000/-
[3]	Best Dissertation Award (BDA) <i>(for Student/Research Scholar)</i> Award will include Cash Prize and Certificate.	₹ 10,000/-
[4]	Best Thesis Award (BTA) <i>(for Student/Research Scholar)</i> Award will include Cash Prize and Certificate.	₹ 15,000/-
[5]	Best Creative and/or Innovative Idea Award (BCIA) <i>(for Student/Research Scholar)</i> Award will include Cash Prize and Certificate.	₹ 15,000/-
For Faculty Members		
[6]	Highly Productive Researcher of the Year Award (HPRYA) <i>(for faculty member)</i> Award will include Cash Prize and Certificate.	₹ 5000/-
[7]	Best Researcher of the Year Award (BRYA) <i>(for faculty member)</i> Award will include Cash Prize and Certificate.	₹ 5000/-

Item 2022:21:18:2

To consider and approve the construction work/repair of electrical panel of the University from the general fund of the University.

It was informed that in the 19th meeting of Finance Committee held in the Year 2020 considered the proposal of repair of electrical panel of the University from the general fund of the University. The Fc resolved that the proposal may be sent to the Government after the approval of the Executive Council. At that time the cost of the work was ₹ 77.06 lakh. The Executive Council approved the proposal. The Department of Higher Education, Govt. of Uttarakhand vide its communication conveyed that the University, being an autonomous body, may carry out the works at its own, to be done from its resources after due approval of the competent authority i.e. Finance Committee, Executive Council and following procurement rules. Keeping in view the directions of the Government the University asked to BRIDCUL the construction agency to prepare the detailed proposal. Now the BRIDCUL has submitted the detailed proposal of the work of ₹ 84.87 lakh.

The Finance Committee discussed the agenda approved the proposal/estimate of ₹ 84.87 lakh submitted by BRIDCUL of construction work/repair of electrical panel with the funds from the earning from the resources of the University. The construction agency will get it approved from TAC.

Item 2022:21:18:3

To consider and approve amending provision of Fees and Honorarium for various services related to examinations.

The Finance Committee having considered the proposal approved the provision for fees and honorarium related to examination work.

S.No.	Item	Fees/ Honorarium in Rs.
1-	Improvement exam fees	500/- per paper
2-	Back paper fees	500/- per paper
3-	Evaluation of answer book (excluding regular faculty members)	15/- per answer book Minimum 300/-
4-	Setting of semester exam question paper (excluding regular faculty members)	500/- per question paper
5-	Setting of Entrance Test question paper (excluding regular faculty members)	5000/- per question paper
6-	Issue of duplicate admit card	50/-
7-	Issue of duplicate grade transcript	100/-
8-	Degree/Certificate fee	750/-
9-	Provisional Degree/Certificate fee	100/-

The Finance Committee discussed the agenda approved the same.