



S.No.	Name
1.	Dr. Sekhar Raha
2.	Shri P. S. Jangpang
3.	Dr. G. S. Rajwar
4.	Shri B. C. Tewari
5.	Dr. Rajesh Kumar

The Vice Chancellor greeted the Members of the Finance Committee. Following decisions were taken unanimously.

**Minutes
Seventh Meeting of the Finance Committee
at
Kedarpur, Dehradun**

Item 2010-7:1 Confirmation of Minutes of the 6th Meeting
The committee reviewed the minutes of the 6th meeting of the Finance Committee and found the same satisfactory.

Item 2010-7:2 Review of action taken (Sixth Meeting)
The committee reviewed the action taken on the agenda items discussed in the sixth meeting and found the progress satisfactory.

Item 2010-7:3 Fee Structure for three new schools namely School of Languages, School of Social Science and School of Management
The fee structure as per detail below was put up before the Finance Committee which was earlier recommended by the Academic Council in its 10th meeting held on 26th February, 2010. The Committee after the detailed discussion approved the following fee structure as recommended by the Academic Council.

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DOON UNIVERSITY

Kedarpur, Dehradun

**Minutes of the Seventh Meeting of Finance Committee of Doon University
held on 23rd August, 2011 in the Conference Hall at Kedarpur. Dehradun**

The meeting of the Finance Committee was held on 23rd August, 2011 under the Chairmanship of Prof. Girijesh Pant, Vice Chancellor, Doon University. Following members were present:

S.No.	Name	Designation and Organization
1.	Dr. Sekhar Raha	Member
2.	Shri P. S. Jangpangi	Additional Secretary, Finance (Representative of Principal Secretary, Finance, Uttarakhand Government)
3.	Dr. G. S. Rajwar	Deputy Director, Higher Education (Representative Secretary, Higher Education, Government of Uttarakhand)
4.	Shri B. C. Tewari	Finance Controller, Doon University
5.	Dr. Rajesh Kumar	Officiating Registrar, Doon University

The Vice Chancellor greeted the Members of the Finance Committee. Following decisions were taken unanimously.

Item 2010:7:1 Confirmation of the Proceedings of the Sixth Meeting of Finance Committee held on 30th January, 2010 at Uttarakhand Niwas, New Delhi

No comments/suggestions were received regarding the minutes of the 6th Finance Committee issued by Doon University, the proceedings of the sixth meeting of Finance Committee were confirmed.

Item 2010:7:2 Review of action taken (Sixth Meeting).

The committee reviewed the action taken on the agenda items discussed in the sixth meeting and found the progress satisfactory.

Item 2010:7:3 Fee Structure for three new schools namely School of Languages, School of Social Science and School of Management

The fee structure as per detail below was put up before the Finance Committee which was earlier recommended by the Academic Council in its 10th meeting held on 26th February, 2010. The Committee after the detailed discussion approved the following fee structure as recommended by the Academic Council.

Fee Structure

Fee Structure for Masters' Courses:

- | | |
|-------------------|--------------------------|
| 1. Admission Fee: | Rs. 2000.00 |
| 2. Caution Money: | Rs. 5000.00 (Refundable) |

3. Tuition and other fees (per Semester):

S.No	School	Tuition Fees*	Other Fees**	Amount in Rs.		
				Lodging	Electricity, water, other utilities charges	Mess Caution Money ****
1.	School of Communication					
	i. MA Communication	10,000	15,000	3,000	1,500	2,000
	ii. Integrated MA Communication	7,000***	6,000	3,000	1,500	2,000
2.	School of Environment and Natural Resources					
	(i) M.S.C	10,000	10,000	3,000	1,500	2,000
	(ii) Ph.D	5,000	5,000	3,000	1,500	2,000
3.	School of Management (MBA)	30,000	7,000	3,000	1,500	2,000
4.	School of Social Sciences					
	i. MA Economics	10,000	7,000	3,000	1,500	2,000
	ii. M.Sc. Economics	7,000	6,000	3,000	1,500	2,000
5.	School of Languages	10,000	7,000	3,000	1,500	2,000

* SC/ST candidates from Uttarakhand shall pay 50% of the Tuition Fee and Other Fee.

** Details of Other Fee payable each semester are given in the Table given in the next page.

*** The tuition fee for first 3 years in 5 year MA integrated course will be 7,000 however, for the next 2 years of the course Rs. 10,000 per semester will be charged.

**** Mess bill will have to be paid separately.

OTHER FEES:

	Amount in Rs.							
	School of Communication		School of Environment and Natural Resources		School of Management	School of Social Sciences		School of Languages
	5- year integrated	MA	MSC	Ph.D	MBA	MA	MSc.	5- Years Integrated
Equipment/ consumable Fees	0**	7000	2000	-	-	-	-	-
Library Fee	1000	1000	1000	1000	1000	1000	1000	1000
Laboratory Fee*	-	-	500	-	-	-	-	-
Computer/Internet Fee	2300	2300	2300	2300	2300	2300	2300	2300
Examination Fee	500	500	500	500	500	500	500	500
Sports/Games/Cultural Activity Fee	500	500	500	500	500	500	500	500
Misc. Fee (Medical /ID)	500	500	500	500	500	500	500	500
Field Visit Fee	1000	3000	2500	-	2000	2000	1000	2000
Student Aid Fee	200	200	200	200	200	200	200	200
Total	6000	15000	10000	5000	7000	7000	6000	7000

* Separate Laboratory fees would be charged once the laboratory is commissioned.

** The Equipment fee for first 3 years in 5 year MA integrated course will be nil however, for the next 2 years of the course Rs. 7,000 per semester will be charged.

From next year onwards Misc. Fee (Medical/ID)/ Field Visit Fee/ Student Aid Fee may be merged and named as miscellaneous fee.

Item 2010:7:4 Extra Allowances to be paid to the faculty members for doing extra work

It was proposed that the Faculty members having extra responsibility as per the following table should be compensated.

Sl. No	Additional Responsibility
1	Dean Student Welfare (DSW) Associate DSW
2	Coordinator of exam
3	Store & Purchase Officer
4	Warden
5	Guest House Incharge
6	Placement Officer
7	Proctor
8	Deputy Registrar

The Committee discussed the matter and authorized Vice Chancellor to take decision after comparing the rates with other universities of the State. However, the committee recommended that the Wardens may only be given the facility of free residence.

Item 2010:7:5 To approve the rent charges for Faculty Lodge, Conference Hall and the Senate Hall

The committee discussed the item in detail and approved the rent charges as proposed below.

Category	Amount Payable per day to University	Boarding (To be paid to Mess operator)
Invited Academician	Free	Free
Vice Chancellors of Government of Uttarakhand Universities	Free	Actual
General Guest/Visitors	500	Actual
Guest of Employees	200	Actual
Non-invited Academician/researchers	300	Actual
Senate Hall (without air conditioner)	5000	
Senate Hall (with air conditioner)	10000	
Conference Hall (without air conditioner)	2000	
Conference Hall (with air conditioner)	5000	
Generator (for senate hall/conference hall)	3000	
Administrative support staff	150 per person/per day	

Item 2011: 7:6 Sanction of Imprest to all Heads/Incharges of Schools and Incharge of laboratories

The committee discussed the item in detail and was of the view that the Heads of Schools or Incharge may take an advance upto Rs. 3000/- from the University's central imprest of Rs. 40,000/- as and when required after giving justification for the same.

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Item 2010:7:7 Mobile facilities to different faculty members/employees for performing university activities

The item was discussed in detail and the committee was of the view that the mobile facility may be provided to only those faculties/staff members performing specific additional responsibility upto a ceiling of Rs. 500. The Vice Chancellor was authorized for the final approval. The committee also recommended that no handset will be provided by the University.

Item 2010:7:8 Hiring of Accounts Consultant for the Finance Department of the University

The Committee discussed the agenda item and approved the appointment of Mr. Saxena as Account Consultant/Manager.

Item 2011:7:9 Reporting of Grant received from UGC under 12(B) of the UGC Act

The Committee perused the agenda and took a note of it.

Item 2010:7:10 Balance Sheet Approval for the Financial Year 2009-10

The Committee perused the balance sheet of Financial year 2009-10 and approved it.

Item 2010:7:11 To consider the expenses for year 2010-11 and revised Budget estimate for the current year 2011-12

The item was discussed in detail and the Committee approved the expenses of financial year 2010-11. Finance Committee discussed the budget of financial year 2011-12 and approved the same. Committee also recommended the supplementary budget submitted by the University and approved the same.

Item 2010:7:12 Perusal of Construction in University

The item was discussed in detail and it was recommended that the EFC of the estimates sent to Government may be initiated and UPRNN may be called in the next meeting.

Item 2010:7:13 The 20% receipts from the fee of the course in Diploma in Security Management

The Committee took a note of it.

Item 2010:7:14 To dispose off the amount lost due to theft of One LCD Projector from University Campus

The item was discussed in detail and the committee recommended to put up the agenda again after getting the Final Report of the Police and the report of the Administrative enquiry of the University.

Item 2010:7:15 To consider the remuneration for evaluation of examination copies and preparation of examination paper

The item was approved as proposed below:

Sno.	Particulars	Amount (in Rs.)
1	Setting of Semester end exam question paper	External Faculty - 300 per question paper
2	Evaluation of semester end answer sheets	External Faculty - 15 per answer sheet or minimum 300
3	Payment of Honorarium to external examiner for conduct of practical exam (TA/DA as per actual)	1000
4	Evaluation of Dissertation Thesis	100

Item 2010:7:16 To approve the imprest of Rs. 40,000/- for Doon University

The limit of the imprest was increased to Rs.40,000/- from Rs.20,000/-.

Item 2010:7:17 To approve the water charges to be taken from the employees residing in the university campus

The water charges of Rs. 50/-pm to be levied on the employees was approved by the Committee.

Item 2010:7:18 To discuss the audit report of AG Uttarakhand

Committee recommended that the Audit Report may be put up after getting the final report from the AG office.

Item 2010:7:19 To approve the Services taken from outsource agency UPNL

The item was approved as proposed.

Item 2010:7:20 To Consider the case of Shri Sudhir Budakoti

The item was discussed in detail and the committee recommended that the case may be referred to the Government with all the relevant documents.

Item 2010:7:21 Any other item with the permission of chair

NIL

Approved

(Vice Chancellor)

(Finance Controller)