

Janardan Bhagat Shikshan Prasarak Sanstha's
CHANGU KANA THAKUR
ARTS, COMMERCE & SCIENCE COLLEGE, NEW PANVEL
(Autonomous)

(Re-accredited 'A+' Grade by NAAC, 'College with Potential for Excellence' Status Awarded by UGC
& 'Best College Award' by University of Mumbai)

MINUTES OF 2nd MEETING OF FINANCE COMMITTEE

Meeting No. : 02

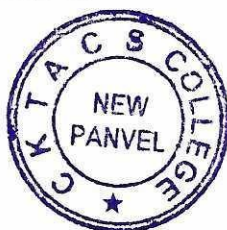
Academic Year : 2020-2021

Date : 17/01/2021

Minutes of the 2nd Meeting of the Finance Committee for the academic year 2020-2021 held on Sunday, 17th January 2021 at 11:00 a.m. under the Chairmanship of Prof.(Dr.) V. D. Barhate in Skill Development Resource Centre of Changu Kana Thakur Arts, Commerce and Science College, New Panvel.

The following members were present:

01	Chairman-Finance Committee	Prof. (Dr.) V. D. Barhate Principal C. K. Thakur A.C.S. College, New Panvel
02	Member nominated by the Governing Body of the College	Dr. S. T. Gadade Secretary-J.B.S.P. Sanstha
03	Finance and Accounts Officer of the affiliating University	Hon'ble Dr. Pradeep D. Kamthekar Finance and Accounts Officer, University of Mumbai
04	Senior-most teacher of the college nominated by the Principal	Dr. B. D. Aghav IQAC-Coordinator, C. K. Thakur A.C.S. College, New Panvel
05	Permanent Invitee	Dr. S. K. Patil Vice-Principal, C. K. Thakur A.C.S. College, New Panvel
06	Permanent Invitee	Dr. S. N. Vajekar RUSA-Coordinator, C. K. Thakur A.C.S. College, New Panvel
07	Permanent Invitee	Dr. S. I. Unhale Controller of Examinations, C. K. Thakur A.C.S. College, New Panvel
08	Member Secretary - Non-teaching employee nominated by the Principal	Mr. G. K. Surve Head Clerk, C. K. Thakur A.C.S. College, New Panvel




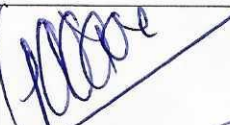


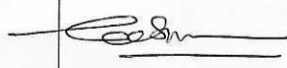


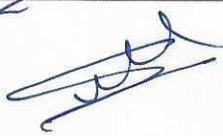
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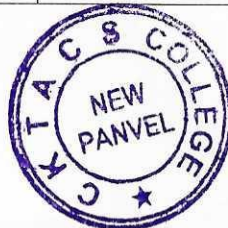
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Meeting of Finance Committee

A meeting of Finance Committee for the academic year 2020-21 called to order on Sunday, January 17, 2021 at 11:00 a.m. under the Chairmanship of Prof. (Dr.) V. D. Barhate, Principal of the college.

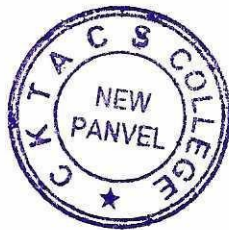
Members Present:

Sr. No.	Name	Position	Signature
01	Prof. (Dr.) V. D. Barhate Principal, C. K. Thakur A.C.S. College, New Panvel	Chairman- Finance Committee	
02	Dr. S. T. Gadade Secretary-J.B.S.P. Sanstha	Member nominated by the Governing Body of the college	
03	CA Dr. Pradeep D. Kamthekar Finance and Accounts Officer, University of Mumbai	Finance and Accounts Officer of the affiliating University	
04	Dr. B. D. Aghav IQAC-Coordinator, C. K. Thakur A.C.S. College, New Panvel	Senior-most teacher of the college nominated by the principal for two years	
05	Mr. G. K. Surve Head Clerk, C. K. Thakur A.C.S. College, New Panvel	Member Secretary – Non-teaching employee nominated by the Principal	
06	Dr. S. K. Patil Vice-Principal, C. K. Thakur A.C.S. College, New Panvel	Permanent Invitee	
07	Dr. S. N. Vajekar RUSA-Coordinator, C. K. Thakur A.C.S. College, New Panvel	Permanent Invitee	
08	Dr. S. I. Unhale Controller of Examinations, C. K. Thakur A.C.S. College, New Panvel	Permanent Invitee	



The Agenda for the discussion were as follows:

- Item No. 1)** To approve the minutes of last meeting of Finance Committee held on Tuesday, October 15, 2019.
- Item No. 2)** To discuss and approve the accounts along with audit status for the financial year 2019-20.
- Item No. 3)** To discuss and approve the revised fees structure of programmes and courses from the academic year 2021-22 onwards.
- Item No. 4)** Discussion and approval of the budget for the financial year 2020-21.
- Item No. 5)** Discussion and approval of a plan for the utilization of administrative grants of Autonomous College funded by UGC.
- Item.No. 6)** Discussion and approval of revised examination fees from the academic year 2021-22 onwards.
- Item No. 7)** Any other matter with the permission of the chair.



V. Parkash

Principal

Chairman-Finance Committee
Changu Kana Thakur Arts, Commerce and
Science College, New Panvel

Prof.(Dr.) V. D. Barhate, Principal and Chairman-Finance Committee extended a hearty welcome to all the members of the Finance Committee present in the meeting.

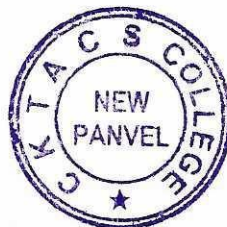
Prof.(Dr.) V.D. Barhate, Principal and Chairman-Finance Committee welcomed the members and opened the meeting for discussion and requested to Dr. B. D. Aghav to undertake the agenda for discussion.

Item No. : 01 Committee/Department/Section: Office administration

Sr.No.	Particulars	Details
01	Agenda	To approve the minutes of last meeting of Finance Committee held on Tuesday, October 15, 2019.
02	Introduction	To know the resolutions confirmed in last meeting and action taken with respect to resolutions.
03	Preamble	Minutes of the last meeting of Finance Committee has been prepared. It is to be discussed and approved during the meeting.
04	Documents for discussion and approval	Minutes of Finance Committee meeting on 15/10/2019 (Enclosure: Annexure -1)
05	Item for Approval	The minutes to be read before the committee for its consideration and approval
06	Discussion	Minutes were read by the Principal for consideration and requested to approve.
07	Resolution No.01	Minutes of Finance committee meeting on 15/10/2019 has been approved unanimously.

Item No. : 02 Committee/Department/Section: Office administration

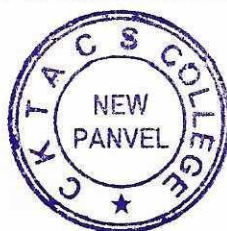
Sr.No.	Particulars	Details
01	Agenda	To discuss and approve the accounts along with audit status for the financial year 2019-20
02	Introduction	To know and understand accounts along with audit status for the financial year 2019-20
03	Preamble	Every year college prepare the receipt and payment accounts and balance sheet and get it audited from the external auditor. This year the receipt payment accounts and balance sheet has been prepared and audited from the external auditor.
04	Documents for discussion and approval	Audited Final Accounts for the financial year 2019-20 (Profit & Loss Account and Balance Sheet) (Enclosure: Annexure -2)
05	Item for Approval	The item to be placed before the committee for its consideration and approval



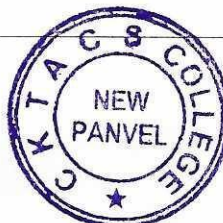
Sr.No.	Particulars	Details
06	Discussion	Members of the committee discussed the accounts item to item, read the final statements of the accounts and put for approval.
07	Resolution No.02	Finance committee approved accounts and audit reports unanimously and asked to put the same before Governing Body for approval.

Item No. : 03 Committee/Department/Section: Office administration

Sr.No.	Particulars	Details
01	Agenda	To discuss and approve the revised fees structure of programmes and courses for the academic year 2021-22 onwards
02	Introduction	1) To know and understand the fees structure of programmes and courses for the academic year 2020-21 2) To know and understand the proposed revised fees structure of programmes and courses for the academic year 2021-22 and 2022-23 and subsequent years 3) To comply with the suggestion given by the UGC nominee of Academic Council of our College
03	Preamble	As the college become autonomous, the college has followed the fees structure approved by the University of Mumbai for all UG/PG/Research programmes and courses of the college up to academic year 2020-21. Now, we propose to revise the fees structure for academic year 2021-22 and 2022-23 and subsequent years 1) to meet the deficit in the fees received and payment of salary 2) to pay revised salary to the teaching and non-teaching staff 3) to provide teaching learning gadgets
04	Documents for discussion and approval	Revised fees structure for all UG/PG/Research programmes and courses for the academic year 2021-22 and 2022-23 (Enclosure: Annexure -3)
05	Item for Approval	The proposal for revision of fees structure to be placed before the committee for its consideration and approval. The details of proposal are as under; 1. 30% increase in Fees on the basis of fees of 2019-2020 (As per the University Circular) of all Self-Finance programmes from academic year 2021-22 2. 5% increase in fees on the basis of revised fees of academic year 2021-22 from academic year 2022-23 and subsequent years.



Sr.No.	Particulars	Details
06	Discussion	<p>The committee was constituted for study and preparation of the proposal for revised fees to be implemented from academic year 2021-22 and subsequent year 2022-23 having following members.</p> <ol style="list-style-type: none"> 1. Dr. S.T. Gadade (Secretary) - Chairman 2. Dr. Vasant D. Barhate (Principal) – Secretary 3. Mr. G.K. Surve (Head Clerk) – Member <p>The report of this committee was put before the finance committee.</p> <p>Dr. S.T. Gadade informed the members that current fees structure has been implemented by the University of Mumbai from 2008-09. Since then, it has not been revised. To meet the salary and non-salary expenses, it was necessary to revise the fees. Being the graded autonomous college UGC has given us the authority to revise the fees by taking into account the head-wise expenses.</p> <p>Dr. V.D. Barhate informed the members that due to current fees structure our parent body J.B.S.P. Sanstha has to bear the deficit of the college every year. To reduce this burden, subsequently match the expenses on salary as well as to pay the up-graded salary to teaching and non-teaching staff from financial year 2021-2022, we have put the proposal of revision of fees.</p> <p>Mr. G.K. Surve explained programme-wise fees revision and also presented the status of salary expenditure and deficit with respect to tuition fees and impact of fees revision on it.</p> <p>After having detailed discussion and justification of revision submitted by the Principal, Dr. S.T. Gadade and Mr. G.K. Surve, finance & accounts officer appreciated the deficit borne by the J.B.S.P. Sanstha and revision of fees commensurate with increase in salary and up-gradation of learning resources proposed, it is unanimously accepted that there is necessity to increase the fees.</p>
07	Resolution No.03	<p>The proposal of Revised Fees Structure submitted by the college has been approved and asked to implement from academic year 2021-22, academic year 2022-23 and subsequent years.</p> <p>The revision of fees is as under;</p> <ol style="list-style-type: none"> 1. 30% increase in Fees on the basis of fees of 2019-2020 (As per the University Circular) of all Self-Finance programmes from academic year 2021-22 2. 5% increase in fees on the basis of revised fees of academic year 2021-22 from academic year 2022-23 and subsequent years.

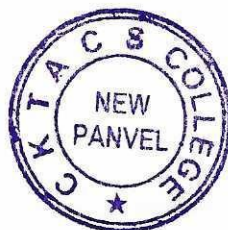


Item No. : 04 Committee/Department/Section: Office administration

Sr.No.	Particulars	Details
01	Agenda	Discussion and approval of the budget for the financial year 2020-21
02	Introduction	To know and understand budget for the financial year 2020-21
03	Preamble	Budget estimate for the financial year 2020-21 has been prepared. It is to be discussed and approved during the meeting.
04	Documents for discussion and approval	Budget estimates for the financial year 2020-21. (Enclosure: Annexure -4)
05	Item for Approval	The item was placed before the committee for its consideration and approval
06	Discussion	Dr. V.D. Barhate, Principal informed the members that expenses are made as per the provisions in the approved budget for the financial year 2020-21 and in remaining period of financial year expenses will be made within the limit of the budget head-wise. Mr. Surve G.K. explained receipts and disbursements in budget broad head-wise.
07	Resolution No.04	Finance committee asked to ensure expenses within budgeted provisions. Finance committee considered and approved the budget and recommended it to Governing Body for final approval.

Item No. : 05 Committee/Department/Section: IQAC

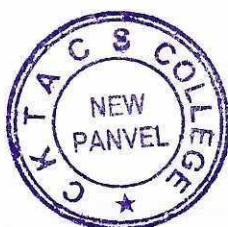
Sr.No.	Particulars	Details
01	Agenda	Discussion and approval of a plan for the utilization of administrative grants of Autonomous college funded by UGC
02	Introduction	To know and understand a plan for the utilization of administrative grants of Autonomous college funded by UGC
03	Preamble	UGC will provide financial assistance of Rs. 22 lakhs under the scheme for autonomous colleges to meet their additional and special needs in academic activities
04	Documents for discussion and approval	A proposed plan for the utilization of administrative grants of Autonomous college funded by UGC (Enclosure: Annexure - 5)
05	Item for Approval	A proposed plan for the utilization of administrative grants of Autonomous college funded by UGC was placed before the committee for its consideration and approval



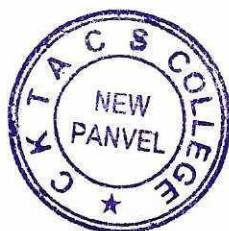
Sr.No.	Particulars	Details
06	Discussion	Mr. G.K. Surve informed the members that, last year also we applied to UGC for the grant for Autonomous colleges, but due to non-availability of fund UGC didn't sanctioned the grant to colleges. Now, to prepare current year proposal to UGC the proposed plan for utilization is to be approved in Finance Committee meeting and then in Governing Body meeting. So, this proposed plan for utilization of grants for autonomous colleges has been prepared as per the guidelines of the UGC and put for approval.
07	Resolution No.05	Finance committee approved proposed plan for utilization of grant for Autonomous colleges from UGC and recommended it to Governing Body for final approval.

Item No. : 06 Committee/Department/Section: Examination Cell

Sr.No.	Particulars	Details
01	Agenda	Discussion and approval of revised examination fees from the academic year 2021-22 onwards
02	Introduction	To know and understand the examination fees of the academic year 2020-21 and revised examination fees for the academic year 2021-22
03	Preamble	As the college become autonomous, the college has followed the examination fees structure approved by the University of Mumbai for all UG/PG/Research programmes and courses up to academic year 2020-21 Now we propose to revise the examination fees structure for academic year 2021-22 and subsequent years <ul style="list-style-type: none"> 1. To conduct of all examinations at college level through new and sophisticated software 2. For setting of question papers through panel 3. For moderation of all answer books 4. Honorarium to controller of examinations 5. For change in examination pattern (Internal + External) to all programmes
04	Documents for discussion and approval	Revised Examination fees for all programmes and courses (Enclosure: Annexure -6)



Sr.No.	Particulars	Details
05	Item for Approval	<p>The proposal for revised examination fees structure was placed before the committee for its consideration and approval</p> <p>The details of proposal are as under;</p> <ol style="list-style-type: none"> 1. 30% increase in examination fees on the basis of examination fees of academic year 2019-2020 (as per the university circular) from academic year 2021-2022. 2. 5% increase in examination fees on the basis of revised examination fees of academic year 2021-2022 from academic year 2022-23 and subsequent years.
06	Discussion	<p>The committee was constituted for study and preparation of the proposal for examination fees to be implemented from academic year 2021-22 and subsequent years having following members;</p> <ol style="list-style-type: none"> 1. Dr. S.T. Gadade (Secretary) – Chairman 2. Dr. V.D. Barhate (Principal) – Secretary 3. Dr. S.I. Unhale (Controller of Examination and Associate Professor in Mathematics) – Member <p>The report of this committee was put before the committee. Dr. S.T. Gadade, Dr. V.D. Barhate and Dr. S.I. Unhale explained necessity of increase in examination fees from academic year 2021-22.</p> <p>After having detailed discussion and justification to need submitted by the Principal, Dr. S.T. Gadade and Dr. S.I. Unhale, it is unanimously accepted that there is necessity to increase the fees.</p>
07	Resolution No.06	<p>The proposed Revised Examination Fees structure submitted by the college has been approved and asked to implement from academic year 2021-2022, academic year 2022-2023 and subsequent years.</p> <p>The details of revision are as under</p> <ol style="list-style-type: none"> 1. 30% increase in examination fees on the basis of examination fees of academic year 2019-2020 (as per the university circular) from academic year 2021-2022. 2. 5% increase in examination fees on the basis of revised examination fees of academic year 2021-2022 from academic year 2022-23 and subsequent years.



Item No. : 07 Any other matter with the permission of the chair.

Following agenda was added with the permission of the chair.

Item No. : 7.1 Confirmation of Resolutions in current meeting.

Discussion : As all the resolutions passed in the current meeting has to be put in Governing Body meeting, Principal and Dr. S.T. Gadade requested the floor to confirm the minutes with its resolutions in this meeting only. All the members agreed and following resolution has been passed.

Resolution No. 07. The resolutions which are passed in this meeting have been confirmed unanimously in the meeting only.

As there was no any other matter to be discussed the meeting ended with vote of thanks delivered by Dr. S.K. Patil.



Principal

Chairman-Finance Committee
Changu Kana Thakur Arts, Commerce and
Science College, New Panvel