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**MINUTES OF THE
25TH MEETING OF THE FINANCE COMMITTEE
Held on Saturday 13th July, 2019 at 11.00 a.m.**

The 25th meeting of the Finance Committee of the Institute was held on 13th July, 2019 at 11.00 a.m. and the following members were present:

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| 1. Shri. Prataprao Pawar | Chairman |
| 2. Dr. V.K. Pachghare | Member |
| 3. Prof. B.B. Ahuja | Member Secretary |

Shri. Pawar welcomed all the members.

Item 1: Confirmation of the minutes of the 24th meeting of the Finance Committee held on 26th June, 2019:

Finance Committee **CONSIDERED** the Minutes of the 24th Finance Committee Meeting held on 26th June, 2019 and approved the same.

Item 2: Replacement of Cushions with cover (reupholster) of the Chairs and Carpet of the flooring of auditorium:

The Committee considered the quotation of following three bidders:

- Pen Workers
- Hilife Furniture Pvt. Ltd.
- Unique Space Systems Pvt. Ltd.

Pen Workers (quotation cost Rs. 26,29,662/- inclusive of taxes) being the lowest, the Committee decided to further negotiate the rates with the said firm for replacing Cushion covers and back seats of all the chairs in the Auditorium and the Carpet for the Auditorium.

Item 3: Construction of Compound wall at Chikhali Pune :

The Director informed the members that construction of compound wall is in progress, the work order is issued for Rs. 107 lakh & total length of wall is 1474 m. About 70 % work is completed. The height of compound wall (Concrete -350 mm thick) in the estimate was considered =1.2+0.6 = 1.8 m and fencing /Concentra wire of 1.2 m above the wall. However, as per site condition, the height of compound wall is getting increased due to topography and major difference between DP road level and plot level. Accordingly, the height of compound wall is to be increased upto 3/3.2/3.3 m at various places instead of 1.8 m. Due to this, there is a change in cost of work. The estimated cost for additional work of compound wall is about Rs. 31.77 lakh. The same may please be considered and approve.

The Finance Committee recommended that the matter be brought to the Board for approval.

Item 4:

House of Clubs in COEP :

In COEP, there are various clubs (around 50) working actively since long period. The clubs activity is helping the students to development their personality and communication skill, along with academic improvement . In this connection, COEP Alumni Batch 1969, is pleased to support the activity to make the clubs cohesively working together. They have an idea of making the HOUSE OF CLUBS (about 8 to 10 nos together) facility in COEP. They have informed that they would be supporting to establish the House of Club, which would be proposed in Mechanical Drawing Hall Upgradation project. The total area of Mechanical Hall up-gradation project G+1 is, 20,000 sq.ft. The budget cost for this project is Rs.5.60 Cr (Covers the Civil + Electrical + HVAC+ Plumbing + Elevator and furniture, etc items). Out of this total budget, the COEP Alumni Batch 1969, would be supporting in tune of Rs.1.50 Cr. Members are requested to review and give the approval.

The Finance Committee recommended that the matter be brought to the Board for approval.

Item 5:

Up-gradation of Workshop in Metallurgy & Material Science Dept :

The existing workshop facility in Metallurgy & Science Dept is found in bad condition. It needs to be upgraded for improving the existing facility, utilize the space appropriately and creation of space for installation of New High Pressure Die Casting Machine, which is being given by "ALUCAST, costing Rs. 1.0 Crore. The budget cost for up-gradation of workshop with additional space for installation of machine is as below:

Part I: High Pressure Die Casting Lab: Rs. 88,63,200/-

Part II: Up gradation of Existing Workshop: Rs. 3,94,66,696/-

The Finance Committee recommended that the matter be brought to the Board for approval.

Item 6:

7th Pay arrears-1st installment and 10 years periodic promotion to COEP Staff:

The Director informed that the Government of Maharashtra had approved 7th Pay scale implementation to all its employees. The Board also approved implementation of 7th Pay scale to all its support staff appointed by the Board w.e.f. 01.01.2016. However, 7th pay scales salaries were implemented from 01.06.2019. Further, Director also informed that Government of Maharashtra has decided to release arrears of 7th Pay scales to its staff w.e.f. 01.01.2016.

The Director also briefed the Finance Committee that since 01.01.2016, the Board of College of Engineering Pune has made a budgeted provision towards paying the difference in salaries between 7th Pay scale and 6th Pay scale for all its teaching and non-teaching staff, in its annual budget

and funds are set aside.

The Finance Committee considered the proposal for payment of 7th Pay scales arrears to COEP staff and approved payment from 01.01.2016 to 31.05.2019 for all the support staff appointed by the Board of COEP on COEP vacant posts.

The Finance Committee further approved 10 years periodic promotion to College of Engineering Pune staff, in line with the Government guidelines.

Item 7: "Virtual Laboratory" Project - Salary raise for all staff involved in the project:

The Director informed that following two staff are working on the Virtual Laboratory Project and that the Co-coordinator of Virtual Lab project, Prof. S.D. Agashe had proposed the raise of 14% over the existing gross pay. The Finance Committee approved the raise in respect of these two-project staff as under:

Sr. No.	Name of the Candidate	Designation	Current salary p.m. (In Rs.)	Proposed salary p.m. w.e.f. 1st July 2019 (In Rs.)
1	Mr. Pankaj P. Uddewal	U I Developer	23,100/-	26,000/-
2	Mr. Amod A. Harankhedkar	Maintenance Engineer	23,100/-	26,000/-

The Director informed the Committee that the said amount will be paid from TEQIP project and the project will end 30.09.2020.

Item 8: Continuation of Appointment order of Mr. Pranav Pawar and Mr. Sachin Sinkar with 10% salary raise under TEQIP-III:

The Director informed that following two staff are working in the TEQIP-III/CoE-S&IP Project since last 9 months and that the Co-coordinator of TEQIP-III/CoE-S&IP, Prof. V.N.Pande/Prof. M.S. Sutaone have proposed the raise of 10% over the existing gross pay.

The Finance Committee approved the raise in respect of these two project staff as under:

Sr. No.	Name of the Candidate	Designation	Current salary p.m. (In Rs.)	Proposed salary p.m. w.e.f. 1st July 2019 (In Rs.)
1	Mr. Pranav Pawar	TEQIP Assistant	18,000/-	20,000/-
2	Mr. Sachin Sinkar	Research Assistant (CoE-S&IP)	18,000/-	20,000/-

Item 9:

Changing the designation of Mr. Dnyaneshwar Jadhav and Mrs. Vidya Kalel in Exam Cell as Assistant Section Officer with revised scale:

Mr. Dnyaneshwar Jadhav and Mrs. Vidya Kalel, the support staff members from Examination Cell, are serving the institute since 2007. Initially their appointment was on contract basis with consolidated salary. Institute had given an advertisement on 12th October 2011 for various posts. Mr. Dnyaneshwar Jadhav and Mrs. Vidya Kalel had applied for the post of Assistant Section Officer against that advertisement.

Initially both were selected for a period of one year from 31.12.2011 to 30.12.2012 for the post of Assistant Section Officer with consolidated pay of Rs.15000/- p.m.

However, according to the decision of the Board of COEP, the Finance Committee had decided that, employees who have served the institute for more than five years, such employees be given pay scales form the academic year 2013-14.

Subsequently, Mr. Dnyaneshwar Jadhav and Mrs. Vidya Kalel were given a pay scale of Rs. 5200-20200 + AGP 1900/- w.e.f. 01.07.2013 which continues till date.

The administration of the institute put these two employees in the scale of Office Assistant with pay scale of Rs.5200-20200 and AGP 1900. While fixing their pay scale inadvertently along with office Assistant's pay scale they were also re-designated as Office Assistant though originally, they were selected as Assistant Section Officer. The actual pay scale for Assistant Section Officer is Rs. 9300-34800 with AGP 4300. They have submitted their request letter requesting to change their designation with pay scale.

The Finance Committee approved that both of them be re-designated as Assistant Section Officer with corresponding Pay scale of Rs. 9300 and AGP 4300 w.e.f. 01.07.2013 and arrears be also paid to them.

Item 10:

Approval for Appointment of Shri. V. B. Gonte:

Over the years, post Autonomy, Shri. V. B. Gonte has proved himself as the pillar of accounts, shouldering all sorts of responsibilities in the accounts department with utmost sincerity and integrity. Shri. Gonte has made himself available for the institute putting in extra hours work without any expectation.

He superannuated on 30.06.2015, on attaining 58 years of age and was continued till 30.06.2019.

He has been an asset and very useful to the institute. Institute recommends that services of Shri. Vasant B. Gonte be continued on contractual appointment for two more years at least. His current salary is Rs.63,000/- all inclusive. All staff have been given seventh pay scales and keeping these scales in mind, the appropriate revision works out to be Rs. 78,000/- p.m. If approved, he can be reappointed with a consolidated salary of Rs.78,000/- p.m. with effect from 1st July 2019 to 30th September 2020.

The Finance Committee approved the re-appointment of Mr. Vasant B. Gonte with revised salary and approved advertisement for post of Accounts Officer and Jr. Accounts Manager.

Item 11: Honorarium to faculties shouldering additional responsibilities:

The Committee perused the honorarium given to Senior functionaries at the institute and resolved to recommend to the Board increase in honorarium for different functionaries at the different levels as under:

Sr. No.	Post	Existing Honorarium	Honorarium recommended by Finance Committee for approval of BOG
1	Director	Rs. 60,000/- p.m.	Rs. 75,000/- p.m.
2	Deputy Director	Rs. 20,000/- p.m.	Rs. 30,000/- p.m.
3	Deans	Rs. 15,000/- p.m.	Rs. 25,000/- p.m.
4	Head of Department	Rs. 10,000/- p.m.	Rs. 20,000/- p.m.
5	Other Functionaries	Rs. 10,000/- p.m.	Rs. 15,000/- p.m.
6	Exam Cell Controller	Rs. 8,000/- p.m.	Rs. 15,000/- p.m.

The Director further informed that the following senior functionaries are also shouldering institute level important por folios as an additional responsibility beyond their normal load of teaching and research and have not been considered for any additional honorarium till date, and expressed the necessity for identifying their contribution by paying them a token honorarium as is given to Heads of Departments.

The Finance Committee approved the same with recommendation of honorarium to the following six functionaries as under:

Sr. No.	Post	Honorarium recommended by Finance Committee for approval of BOG
1	Chairman- Planning & Evaluation Committee	Rs. 20,000/- p.m.
2	Chairman: Electrical Works Committee	Rs. 15,000/- p.m.
3	Chairman, Library Committee	Rs. 15,000/- p.m.
4	Secretary – Co-operative Society	Rs. 15,000/- p.m.

5	Treasurer – Co-operative Society	Rs. 15,000/- p.m.
6	Vice President - Gymkhana	Rs. 15,000/- p.m.
7	In-charge: Central Computing and Networking Centre	Rs. 15,000/- p.m.

The Finance Committee further recommended the implementation of this revised honorarium w.e.f. 1st July 2019 subject to approval of the Board.

The Finance Committee also approved honorarium to various experts as under based on AICTE's remuneration pattern.

Sr. No.	Post	Existing Honorarium	Honorarium recommended by Finance Committee for approval of BOG
1	Lectures/Interaction by Adjunct Faculty/Expert	Rs. 3000/- per day.	Rs. 3000/- per day.
2	Course-wise Adjunct Faculty	Rs. 30,000/- per credit.	Rs. 30,000/- per credit.
3	Guiding at least 4 M.Tech students by Adjunct Faculty	Rs.10,000/- per student per semester.	Rs.10,000/- per student per semester.
4	Full time Professor Emeritus	Rs. 80,000/- per month.	Rs 90,000/- per month
5	Full time senior / retired faculty, experienced industry personnel. Full Time Adjunct Faculty: Relatively young but qualified expert is invited to contribute full time for a fixed duration of either a semester or academic year.	A consolidated salary of Rs. 60,000/- per month will be paid to him/her. Those with Ph.D. qualification will be paid Rs. 70,000/- p.m. (Such faculty will be present in the department all working days of the week and take at least 2 courses per semester).	A consolidated salary of Rs. 60,000/- per month will be paid to him/her. Those with Ph.D. qualification will be paid Rs. 70,000/- p.m. (Such faculty will be present in the department all working days of the week and take at least 2 courses per semester).
6	Honorarium/Sitting Fee for Experts, members of the Board/ Finance Committee/Planning & Evaluation Committee/Academic Council.	Rs. 3,000/- per day.	Rs. 5,000/- per day. (As per AICTE practice)
7	Honorarium for Directors (serving/retired) and other such	Rs. 5,000/- per day.	Rs.8,000/- per day. (As per AICTE

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	dignitaries of similar or higher rank who would be invited to COEP on various committees including interview panel		practice)
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The Finance Committee further recommended the implementation of this above revised honorarium w.e.f. 1st July 2019 subject to approval of the Board.

Item 12:

Any other matter with the permission of the Chair.

As there was no other matter, the meeting concluded with a vote of thanks to the chair.

(B. B. Ahuja)
Member-Secretary
Finance Committee, COEP