

**MINUTES OF THE  
NINTH (9<sup>th</sup>) MEETING OF THE FINANCE COMMITTEE  
HELD ON WEDNESDAY, 1<sup>st</sup> SEPTEMBER 2010**

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The Ninth meeting of the Finance Committee of the Institute was held on Wednesday, 01.09.2010 at 11.00 am at COEP and the following members were present.

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| 1. | Mr. Prataprao Pawar      | Chairman         |
| 2. | Prof. A. D. Sahasrabudhe | Member-Secretary |
| 3. | Mr. Madhav Pol           | Invitee          |
| 4. | Prof. B.B. Ahuja         | Invitee          |

Chairman welcomed the members.

**Item 1: Confirmation of the minutes of the 8<sup>th</sup> meeting of the Finance Committee held on 13<sup>th</sup> March 2010.**

The Finance Committee **CONSIDERED** the Minutes of the 8<sup>th</sup> Finance Committee Meeting held on 13<sup>th</sup> March 2010 and approved the same.

**Item 2: Continuation of Mr. Ramakant Athavale as Accounts Manager and Mr. Gonte as Accounts Officer**

The Director briefed the Committee members that both Mr. Ramakant Athavale and Mr. Gonte who were appointed in September 2008 would be completing their 2 year term on probation and that the committee needs to consider their continuation.

The Director informed the Committee members that both Mr. Athavale and Mr. Gonte had effectively contributed in streamlining the accounts of the institute since inception of Autonomy and brought accounts upto date in double-entry system of book keeping. Both of them also prepared the final books of accounts of COEP since 2003 until March 2009 and presented to the auditors for scrutiny and audit. Also they have assisted the institute in getting the 80G exemption certificate under the IT Act.

Mr. Pol, also informed the members that through his interactions with both Mr. Athavale and Mr. Gonte, he found them to be capable and hard working who did not hesitate to put in extra hours at the institute to reform the accounting procedures and that both had strived hard to achieve good accounting practices in the institute and certainly merit continuation of services.

Considering their meritorious contribution, the committee decided after deliberations to regularize their services with effect from 1<sup>st</sup> October 2010 with an annual consolidated raise of 5% and requested the Director to issue necessary continuation orders on regular basis.

**Item 3: Any other item with the Permission of the Chair:**

The Director informed the Committee that Mr. D.P. Jagtap on transfer orders from the Govt. of Maharashtra had been relieved from the Govt. Polytechnic, Bandra, Mumbai and had come to join College of Engineering, Pune today as Administrative Officer, replacing Mr. G. B. Joshi, Administrative Officer at COEP.



Engineering, Pune today as Administrative Officer, replacing Mr. G. B. Joshi, Administrative Officer at COEP.

The Director informed the members that since the receipt of transfer orders of Shri G.B. Joshi, the institute had written several request letters on the advise of Chairman, Board of Governors to the Secretary, Higher and Technical Education, M.S., and the Director of Technical Education M.S., not to transfer but to retain Shri G.B. Joshi Administrative Officer at COEP to sustain the good practices evolved at COEP after the grant of autonomy to achieve academic excellence. However, the Director said, he was yet to hear from the Government on the said matter.

As is the practice, based on the G.R. of Govt. of Maharashtra of 31<sup>st</sup> March 2004, any Govt. employee seeking transfer to COEP from any other Govt. institute must be interviewed and accepted by the BOG of the said autonomous institute.

Being in Grade I post, the Director requested the members to interview Mr. Jagtap, prior to his joining COEP.

Mr. Jagtap was called in to present himself before the Committee in the conference room of the institute.

Mr. Jagtap informed the members that he had worked in COEP for 8 years as Registrar before being promoted and transferred out of COEP as Administrative Officer. He had worked in the administration unit, student section and also the accounts office during his tenure at COEP.

He mentioned that he was currently posted in Govt. Polytechnic, Bandra, Mumbai and that due to personal family reasons, his daughter being of marriageable age and his son studying engineering in Pune, he had sought request transfer to Pune.

On being asked by Mr. Pawar that knowing that the institute had written to the Government to withhold the said transfers between Mr. Joshi and Mr. Jagtap, why did he, (Mr. Jagtap), leave Mumbai and come to Pune?, to which Mr. Jagtap replied that as he had no clear directions from the Government for over two months, he decided on his own to be relieved and move to Pune to join COEP since he had initiated his request transfer to Pune.

Mr. Jagtap however further added that he had no intentions of disturbing the autonomous functioning of the institute or Mr. G.B. Joshi, and that he would not mind if he was considered on a parallel position in Pune or on deputation at M.S.B.T.E. office at Pune since there is a non-technical officer's post lying vacant.

The Committee on questioning Mr. Jagtap on his role in the Accounts office during his period at COEP, Mr. Jagtap said that as the then staff of accounts department was not trained in TALLY and double-entry book keeping system of accounting, he should not be held responsible for the same.

The Committee assured Mr. Jagtap that he would not be put to any inconvenience and efforts would be put in to get clear directives from the Government on this count.

Mr Jagtap left thereafter.

The Director then requested the Committee members to interview Mrs. Vidya Kannav, Accounts Officer, who was also on transfer to COEP from Higher Education Department, Pune region. Mrs. Kannav was called in to present herself before the Committee in the conference room of the institute.


Mrs. Kannav briefed the Committee of her career profile mentioning that she had all along her career worked in the Accounts section, first in the Directorate of Higher Education from 1979 to 1997 and then from 1997 in the Finance department. During her tenure she had also worked in Mahila Vikas Kendra, Pune and Govt. Photo registry, Pune. She further informed the members that her current position to COEP is on promotion as Accounts Officer.

On being told by Mr. Pol about the style and function of Autonomous institute with complete transparency and accountability and also about the accounting practices adopted by the institute, Mrs. Kannav expressed willingness and eagerness to learn and contribute ethically.

The Chairman, Mr. Pawar urged Mrs. Kannav to exert and adopt from Government to Corporate style of functioning with sincerity, integrity, greater efficiency and zeal.

Mrs. Kannav assured the committee of the same and left thereafter.

The meeting ended with a vote of thanks to the Chair.

  
(A. D. Sahasrabudhe)  
Member-Secretary  
Finance Committee, COEP

