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Proceedings of the Second Finance Committee Meeting
30.08.2018

A meeting of the Second Finance Committee Meeting was held on 30.08.2018 at 11 AM in Smart Class Room of the College under the Chairmanship of Dr. Satyakam Mishra, Chairman, Executive Committee of the College.

Following Members were present

Prof. (Dr.) Satyakam Mishra, Chairman, Executive Committee

Members of Finance Committee

Sri Pramod Kumar Mishra-Member

Sri Sanjay Lugun- Comptroller of Finance, R.D Women's University

Dr. Bandana Pathak- Member- Accounts Bursar

Invited Member

Dr. Prasant Ku Samantray- Administrative Bursar

Dr. P. K. Samantray
30/8/2018

Dr. Biswadas Mohanty- Convenor, CDC

Dr. B. D. Mohanty
30/8/2018

Agenda

1. Confirmation of the minutes of last Purchase Committee Meeting. Discussion on the action taken.
2. Post facto Approval of the matters presented in CDC.
3. Approval of the actual Budget of Academic year 2017-2018(PL a/c)
4. Approval of the proposed Budget (Govt.) of 2018-2019.
5. Discussion on financial assistance from UGC.
6. Other matters if any (with due permission of the chairman of the meeting).

Business Transacted

1. The newly constructed PH Hostel building will be made functional by using RUSA Fund to provide cot, table, chair, utensil, gas, connection etc. at EPM rate contract or DGS & D rate contract. Action - Principal
2. RUSA fund is to be also utilized for water purifier cum cooler to be installed at different places of the college identified by the RUSA Coordinator taking into consideration the benefit of the students. Action – Principal & RUSA Co-ordinator.
3. As per Letter No. F-IQAC-O-355/13-14(ERO) dt 17.4.2018 of UGC Rs. 52,194/- with interest will be refunded to UGC from the unspent balance of Self Financing Course fund.
4. Requirements of Controller of Examination to set up her office are to be met by Self Financing fund. The amount utilised for the purpose will be refunded to Self Financing Account after receiving financial assistance from the U.G.C.
5. The expenditure towards annual maintenance of Computer, CCTV, AC, Printers, Water purifiers installed at different places will be met from the interest accrued on the Fixed Deposit of self- Financing fund.
6. Furnishing of Common Room will be made from Self Financing fund. An elderly lady is to be posted in common room. Remuneration to her will be paid from the Common room fund collected from students
7. Engagement of one DEO in the office, one technical assistant and two attendants in the library and one D.E.O., one Office Assistant, one attendant in the controller of examination section is approved on daily wages basis. Payment will be made from Self Finance Fund and Autonomous Examinations account respectively.
8. Principal is authorized to take decision regarding the use of self-financing fund according to the need for the above mentioned purpose.
9. Security guards are to be posted in the college main gate on hiring from professional security agency. The fund from cycle stand A/C will be utilized for the purpose.
10. Balaram Nayak (Sweeper) is to be engaged on daily wage basis and paid from Campus Cleaning fund.
11. Common Room fund is to be hiked from Rs 12/- to Rs 20/- from the next session.
12. A sum of Rs. 10/- will be collected from each student to meet the expenses of celebration of Birth and Death Anniversary of Late Madhusudan Das.

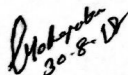
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13. As per Resolution No.18 of the meeting held on 25.04.2018 , Head of Comp. Science has submitted a proposal purchase for 50 systems at Rs28,05,000/- for upgrading Conference Hall. Since it was a huge amount, it was resolved that IT lab will be utilised for all students and teachers of the college.
14. College Canteen is to be run by Staff Club with the help of a person residing in the college campus and known to the College administration with a clean track record and experience in canteen management.
15. Analysis of all account will be made and a report will be provided to Principal at the end of each month.
16. Quarterly deduction of Income Tax record is to be properly maintained at office with a copy to the Principal. Filing of quarterly return is to be verified with reference to the TDS made in the quarter.
17. OIC library has submitted the estimate for digitalisation of library. Due to the insufficiency of available fund, it is decided that it will be implemented after receiving the Financial assistance from UGC or State Govt.

The meeting ended with vote of thanks to the chair.


Dr. Chinmayee Mohapatra

(Principal)

Secretary

Finance Committee

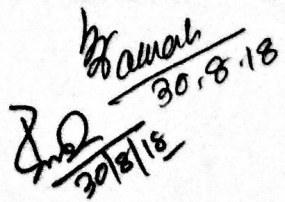
Members

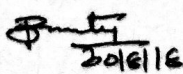
Sri Pramod Kumar Mishra-Member 

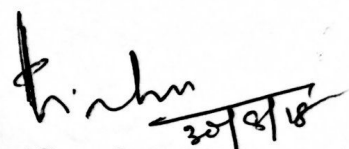
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Prof. (Dr.) Satyakam Mishra

Chairman

Executive Committee