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**Minutes**  
**8<sup>th</sup> Meeting of the Finance Committee**  
**on**  
**4th April, 2012**  
**at**  
**Kedarpur, Dehradun**

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**DOON UNIVERSITY**  
**Kedarpur, Dehradun**  
**Minutes of the 8<sup>th</sup> Meeting of Finance Committee of Doon University**  
**held on 4<sup>th</sup> April, 2012 at Kedarpur, Dehradun**

The meeting of the Finance Committee was held on 4<sup>th</sup> April, 2012 under the Chairmanship of Prof. Vinod Kumar Jain, Vice Chancellor, Doon University. Following members were present:

S.No.	Name	Designation and Organization
1.	Dr Nidhi Pandey	Additional Secretary, Higher Education (Representative Secretary, Higher Education, Government of Uttarakhand)
2.	Shri R. C. Agrawal	Additional Secretary, Finance (Representative of Principal Secretary, Finance, Uttarakhand Government)
3.	Shri B. C. Tiwari	Finance Controller, Doon University
4.	Shri B. M. Harbola	Registrar, Doon University

**Item 2012:8:01**      **Welcome of the Finance Committee members by the Vice Chancellor**  
The Vice Chancellor greeted the Members of the Finance Committee.

Following decisions were taken unanimously.

**Item 2010:8:02**      **Confirmation of the Proceedings of the Seventh Meeting of Finance Committee held on 23rd August, 2011 at Kedarpur, Dehradun**

Since no comments/suggestions were received regarding the minutes of the 7<sup>th</sup> Finance Committee issued by Doon University; the proceedings of the seventh meeting of Finance Committee were confirmed.

**Item 2010:8:03**      **Review of action taken (Sixth Meeting)**

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

**Item 2010:8:04**      **To approve the Balance Sheet for the Financial Year 2010-11**

The Committee perused the balance sheet of financial year 2010-11 and approved it.

**Item 2012:8:05**      **To approve of additional one increment to Ms. Tanvi Negi, Assistant Professor Chinese Ms. Mala Shikha, Assistant Professor, Spanish Mr. M. K. Jha, Assistant Professor, Chinese in the School of Language**

The item was discussed in detail and the committee recommended one additional increment to each of the three Assistant Professors, viz. Ms. Tanvi Negi, Ms. Mala Shikha and Mr. M. K. Jha w.e.f the date of joining as per the recommendation of the Selection Committee.

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- Item 2012:8:06**      **To consider the matter of Salary Protection of Dr. Gajendra Singh, Associate Professor, School of Management**  
The item was discussed in detail and the committee recommended that the matter may be referred to the Government with all the relevant documents.
- Item 2012:8:07**      **To approve the Budget estimate for the Financial Year 2012-13**  
The item was discussed in detail and the Committee approved the expenses for the financial year 2011-12.  
Finance Committee also discussed the budget of financial year 2012-13 and approved the same.
- Item 2012:8:08**      **To Approve the Five year Plan 2012-2017**  
The Committee discussed the item in detail and approved the Five year Plan 2012-17.
- Item 2012:8:09**      **Approval of XII<sup>th</sup> Five Year Plan proposal of Doon University for the consideration of UGC**  
The Committee perused the XII<sup>th</sup> Five Year Plan proposal of Doon University for the consideration of UGC and approved it.
- Item 2012:8:10**      **To grant allocation of notional budget ceiling to various schools in Doon University**  
In order to streamline the functioning and management of academic affairs by the respective schools it was proposed to allocate notional budget of Rs. 3 lakhs per annum, subject to availability of funds, for every school to enable them to plan and execute their academic activities effectively.  
The allocated budget shall be used for following purposes:  
  1. Procurement of stationery
  2. Inviting Guest speakers from within the State of Uttarakhand
  3. Attending seminars and conferences
  4. Conduct of academic/departmental/school meetings
  5. ContingencyThe provisions of Uttarakhand Procurement Rules 2008 and other rules and guidelines shall be applicable while incurring expenditures by the respective officials.  
The item was discussed in detail and the committee approved it and authorized the Vice Chancellor for the final approval.
- Item 2012:8:11**      **Delegations of Powers**  
The committee discussed the item in detail and delegated the financial powers to the key officials as follows:  
  1. Dean – Sanctioning Authority upto the limit of Rs. 20,000/-

2. Heads/Incahrges of Schools – Sanctioning Authority upto the limit of Rs. 15,000/-.
3. Project Investigators/Directors – Sanctioning Authority upto the limit off Rs. 20,000/-
4. Controller of Examination – Sanctioning Authority upto the limit of Rs.15,000/-.
5. Hostel Wardens - Sanctioning Authority upto the limit of Rs. 1,000/-

These powers shall be delegated to those officials who have been appointed by the University on regular basis only. The Committee was of the view that the rules pertaining to utilization of the funds be prepared and informed to all the officials.

**Item 2012:8:12**

**Any other item with the permission of chair**

**Item 2012:8:12:1**

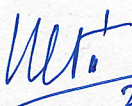
**To approve financial resource for the operation and functioning of Placement Cell**

The Committee discussed the item and to strengthen and provide the resources to Placement Cell it was proposed that a sum of Rs. 300.00 per student were allocated to the Placement cell from the fees collected under the head of Other fee, sub-head – Professional exposure as indicated in the Prospectus page no. 37.

The committee discussed the item in detail and approved it

  
(Finance Controller)

Approved

  
(Vice Chancellor) 24/4/12