



School of Planning and Architecture Vijayawada
An Institute of National Importance, Ministry of Education,
Govt. of India, ITI Road, Vijayawada – 520008,
Andhra Pradesh, India

Minutes of 19th Meeting of the Finance Committee

Held on 12.05.2021 at 10:30 Hrs
by Virtual Mode

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28/2021

**Minutes of the 19th Meeting of the Finance Committee of SPA Vijayawada
held on 12.05.2021 at 10:30 Hrs. by Virtual mode.**

Members Present:

S.No.	Name	As
1	Prof.Dr.Minakshi Jain, Director, SPAV	Chairperson
2	Sh. Anil Kumar, Director (Finance), D/o Higher Education, MoE (Represented Joint Secretary & Financial Advisor, MHRD, GoI)	Member
3	Sh. Mrutyunjaya Behera, Economic Advisor, D/o Higher Education, MoE, GoI	Member
4	Dr. Monsingh D. Devadas, Nominee of UGC	Member
5	Dr. Amitava Sarkar, Dean (Student Affairs), SPAV	Special Invitee
6	Mr. Sambasiva Rao Unisi, AR(Finance), SPAV	Special Invitee
7	Sh. K.V. Uma Maheswara Rao, Registrar, SPAV	Secretary

Sh. Satish Chandra, Special Chief Secretary, Higher Education, Govt. of AP couldn't attend the meeting due to his official preoccupations.

The Director, SPAV presided over the meeting in accordance with Cl.10 (4) of the Statutes of SPA, as Chairperson is yet to be nominated.

The Chairperson welcomed all the Members of the Finance Committee.

The Finance Committee observed one-minute silence in memory of Sh. Madan Mohan, DDG, MoE, GoI and Sh. Leela Vara Prasad, Accountant, SPAV for their sad and sudden demise due to COVID-19.

The Chairperson requested the Registrar to present the Agenda items for discussion.

	To Confirm of the Minutes of the 18th Finance Committee held on 12.01.2021 through virtual mode.
Decision of 19 th FC	The Finance Committee confirmed the Minutes of its 18 th meeting held on 12.01.2021 through virtual mode.
	Action taken on 17th Finance Committee Meeting
Item # 17.2	Procurement of Furniture and Equipment for classrooms, hostels, faculty, staff and laboratories.
Action Taken	The resolution of the FC is implemented. The item is proposed for closure.
Decision of 19 th FC	Finance Committee noted the action taken and closed the item.
	Action taken on 18th Finance Committee Meeting
Item # 18.1	Recruitment of Teaching and Non-teaching positions
Action Taken	The resolution of the FC is implemented. The item is proposed for closure.
Decision of 19 th FC	Finance Committee noted the action taken and closed the item.

Action Taken	Item has been closed.
Decision of 19 th FC	Finance Committee noted the action taken and closed the item.
Item # 18.3	<p>Status of the on-going Campus Project</p> <ol style="list-style-type: none"> 1. Construction of Compound Wall in 2.66 acres' site. 2. Construction of Outdoor Sports Facilities in 2.66 acres' site 3. Interior Works of Auditorium in the Institute Block.
Action Taken	<p>In continuation to approval of 18th Finance committee,</p> <ol style="list-style-type: none"> The work of construction of Boundary Wall at SPAV was completed by BSNL on 05.11.2020. The Campus Development Committee (CDC) has noticed certain snags in the work carried out and BSNL was intimated accordingly. BSNL has taken up the rectification works. Once the rectification is completed by BSNL their final bill will be released by SPAV. For the establishment of Open Gym Facility at an estimated cost of Rs.6.86 Lakhs for procuring 12Nos. of equipment through GeM Portal, the Sports Committee consisting of all Deans, HoDs and CDC of SPAV identified 12 items @Rs.2,86,144/- At present eight equipment items were purchased through GeM Portal and installed. The remaining 4 items are in the process of procurement. For Athletic Track & Football Ground @ Rs.6.22 Lakhs, the tender was floated on CPP Portal on 17.02.2021. (Non-availability of the service on GeM Portal Annexure-II) The work was awarded to the L1 agency, M/s.Sree Varsha Infrastructures at a contract value of Rs.5,78,160/- on 09.03.2021. The agency commenced the work on 22.03.2021 and scheduled to be completed within 30 days. The work is in progress and expected to be completed soon. Construction of Basket Ball Court – Initially tender was floated through CPP Portal for the work of Construction of Basket Ball Court and awarded to the L1 Agency M/s.A.B.Contractors at a contract value of Rs.8,58,650/- . Later, an error was noticed in the BoQ Item which is not included in the contract value. Hence the tender was cancelled. The tender for the work of Construction of Basket Ball Court was re-floated through CPP portal on 25.02.2021. The work was awarded to the L1 agency, M/s.Sree Varsha Infrastructures for an amount of Rs.11,31,090/-. The work has been commenced on 02.04.2021 and is in progress (presently, base layer of concrete is being laid), with schedule of 45 days and expected to be completed by 17.05.2021. Further, the tender preparation for the Interior Works of Auditorium of the Institute Block is under process.
Decision of 19 th FC	<i>Finance Committee noted the action taken.</i>
Item # 18.4	Roof top Solar Power System at the terrace of Academic Block, SPAV with installation capacity of 120 kWh

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Item # 18.4	Roof top Solar Power System at the terrace of Academic Block, SPAV with installation capacity of 120 kWh
Action Taken	The resolution of the FC is implemented. The item is proposed for closure.
Decision of 19 th FC	<i>Finance Committee noted the action taken and closed the item.</i>
Item # 18.5	Decision pertaining to release of balance fee to the Architect
Action Taken	An online meeting was conducted with the consultant Architect on 23/03/2021 and the decision of 32 nd BOG meeting along with Architectural Consultancy fee summary and details of calculation were communicated by SPAV to consultant Architect on 25/03/2021 with a direction to comply all the contractual obligations to release the balance payment. In response, the Architect replied through his letter dated 15-04-2021 stating the article 19.1 of agreement provides for mutual negotiation and requested to present their relevant papers and concerns before the Board of Governors.
Decision of 19 th FC	<i>The FC asked to direct the Architect to submit his representation in writing so that the Board can have a look before the Board meeting is held and also mentioned that all the contractual obligations be fulfilled.</i>
Item # 18.6	Payment of Scholarship to Full Time Ph.D. Scholars admitted during Academic Year 2020-21.
Action Taken	During the AY 2020-21, one new full time Ph.D. Scholar has been admitted. The resolution of the FC is implemented. The item is proposed for closure.
Decision of 19 th FC	<i>Finance Committee noted the action taken and closed the item.</i>
Item # 18.7	Establishment of Internal Audit Wing for SPAV with Permanent / Contractual staff.
Action Taken	As per the approval of the FC, the Institute of Public Auditors of India, AP Chapter, AG Office Complex, Hyderabad was requested for providing the list of suitable Audit Retired Officers those who are interested to work at SPAV as Internal Auditors. They recommended names of two retired auditors. One more candidate has applied directly. Interview was held on 30.03.2021 by the duly constituted selection committee consisting of Director & Registrar SPAV and Registrar, ILI, New Delhi as external member. Out of the above three candidates, only two candidates appeared for the interview. (Recommendations of the Committee attached)
Discussion	The Finance Committee noted the recommended selection list of the Auditors by a committee constituted and asked the Director if the selected and the wait listed candidates are recommended by the Institute of Public Auditors of India, AG Office Complex, Hyderabad and then approved the name of the candidate, which was recommended and forwarded by AG office.
Decision of 19 th FC	<i>The Finance Committee recommended for approval by the BoG, the name of Sh.K. Sekharbabu Retd. Sr. Dy. Accountant General (Audit), recommended by AG office as SPAV Auditor as per the statute Clause No.22(8) with a consolidated remuneration of Rs.50,000/-pm.</i>
REPORTING ITEMS	

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19.1(R)	Status of receipt of SAR for the Financial Year 2019-20
Decision of 19 th FC	The FC noted that the Annual Report for 2019-20 would be prepared and submitted to the Ministry of Education after final SAR for the FY 2019-20 is received from the DGA(Civil), Hyderabad.
19.2(R)	Status of preparation of Annual Accounts for the Financial Year 2020-21
Decision of 19 th FC	<i>The FC noted that preparation of the annual accounts is taking time due to reduced man hours during pandemic situation and will be completed as per the applicable time schedule.</i>

ITEMS FOR APPROVAL	
19.1	Approval / Ratification of Budget Estimates for the Financial Year 2021-22
Discussion	The FC was apprised about the budget estimate for FY 2021-22. The FC asked SPAV to compare the budget estimate with the budget allotted to SPAV by the Ministry.
Decision of 19 th FC	<i>The FC asked SPAV to compare the budget estimate with the budget allotted to SPAV by the Ministry.</i>
19.2	Approval for the Fee Structure for the Academic Year 2021-22
Discussion	The Finance Committee was apprised that due to the Pandemic situation, in contrary to the past precedence, the fees were not increased by 15% for the New Entrants for AY 2020-21, and Finance Committee was further requested to keep fee structure for the AY 2021-22 in uniformity with the previous year. The statute clause 37 was also brought to the notice of Finance Committee due to the limited number of seats availability in the SPAV Hostels.
Decision of 19 th FC	<i>The Finance Committee accorded approval for the Fee Structure for the AY 2021-22 in line with the previous year, due to present Covid pandemic situation. The FC agreed not to increase the fee by 15% for AY 2021-22 as an exceptional situation nevertheless the situation shall be reviewed for the next Academic year. The Committee also noted <u>grouping of Hostel Seat Rent to the category of Hostel Fees, in the event of the increased intake of students than the available seats in the Hostels in future.</u></i>
19.3	Approval for Waiver of Hostel Seat Rent for AY 2020-21 due to COVID-19 pandemic.
Discussion	The matter was deliberated in detail with regard to meeting the expenditure for over heads for carrying out various activities on the Hostels Vis-à-vis requests received from the students for waiving off the Hostel Rent fees due to non-occupation of Hostels in view of COVID Pandemic Situation.
Decision of 19 th FC	<i>The Finance Committee approved for reducing the Hostel Seat Rent by 80% and advised for collection of Rs.2,000/- towards Hostel Seat Rent for the A.Y 2020-21 and 2021-22 due to Covid Pandemic Situation.</i> <i><u>In respect of the students who have already paid Rs.10,000, the amount is to be adjusted against the forthcoming fee receivables.</u></i>
19.4	Approval for Grant of Non-compounded increments for Ph.D acquired candidates during the service.

Discussion	The matter with regard to mandatory requirement of Ph.D for the post of Assistant Professor in SPAV, in the Gr.Pay of Rs.6,000/- and Rs. 7000/- was discussed. It was informed by the MoE Officials that the grant of Non Compounded Increments on acquiring higher qualification while in service in case of CFTIs needs to be examined by the MoE, as it is mandatory for the faculty to complete their Ph.D for moving forward and getting Academic benefits.
Decision of 19 th FC	<i>After detailed deliberation, the Finance Committee directed to send the complete details of the faculty, who completed their Ph.Ds to the MoE for considering the grant of annual increments for examination and communicating the final decision in this regard.</i>
19.5	Approval for Reimbursement in respect of Newspapers and telephone call charges to the Director and the Registrar
Discussion	The Finance committee asked whether this reimbursement shall be available for the other officials also. Finally, it was advised that such reimbursement may be made applicable only for the Director and the Registrar. The Director of the Institute shall be considered equivalent to Joint Secretary and Registrar shall be considered equivalent to Deputy Secretary.
Decision of 19 th FC	<i>The Finance Committee considered the above proposal and accorded approval for the Reimbursement of News Papers and Telephone call charges by considering the Director of the Institute equivalent to Joint Secretary and Registrar shall be considered equivalent to Deputy Secretary.</i>
19.6	Composite Transfer TA to the Registrar SPAV
Discussion	The Finance Committee was apprised that the Registrar has joined SPA Vijayawada after submitting Technical resignation in his Parent organisation. The Finance Committee enquired about the terms and conditions of the recruitment letter. The Director expressed, as the relieving of the incumbent from his parent organization (Central University, Odisha) was not clear (Deputation or on contract), nothing has been mentioned in the Selection letter. Nevertheless, in the recruitment letter there is a mention of the fixed tenure for five years. As per the mention of Statutes in the selection letter, all the terms and conditions shall be governed by the SPA Statutes.
Decision of 19 th FC	<i>The institute called the advertisement for filling the post of the Registrar on Deputation or on Contract. The incumbent Registrar applied through proper channel by clearly mentioning the mode of recruitment as 'Deputation'. While issuing the Appointment Letter - The SPA did not mention the mode of recruitment as 'Deputation' which was an error, which may be rectified by even issuing a corrigendum/clarification, if required. As he has applied on 'Deputation', his case of Transfer TA was recommended by the FC for approval by the BoG.</i> <i>As he has applied on 'Deputation' he cannot stay on the post of Registrar-SPA for a period more than as allowed as per his Normal Superannuation Time in Parent Organization. So on last days of his service, he needs to be repatriated back to his parent organization. From where he will get retired as per the Superannuation age applicable in his parent department. And he will get all his terminal benefits from his parent organization only.</i>

The Chairperson thanked all the Finance Committee Members for sparing their valuable time.

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