



Rayat Shikshan Sanstha's

SADGURU GADAGE MAHARAJ COLLEGE, KARAD

(An Autonomous College from June 2019)

NAAC Reaccredited A+ with CGPA 3.63, ISO 9001-2015 Certified

FINANCE COMMITTEE

PROCEEDINGS OF THE FIRST MEETING

2022-23



Rayat Shikshan Sanstha's
Sadguru Gadage Maharaj College, Karad
(An Autonomous College)

**Proceedings of the First Online Meeting of
Finance Committee (2022-23)**

The First meeting of the Finance Committee was held on Tuesday, 18th October 2022 at 11.00 a.m. using the Zoom platform. The meeting was presided over by Hon'ble Principal Dr. M. M. Rajmane as the Chairperson of the Finance Committee. Hon'ble Mr. A. B. Chougule, Accounts and Finance Officer, Shivaji University virtually attended the meeting as the member nominated by Hon'ble Vice-Chancellor, Shivaji University Kolhapur.

Members Present:

1. Hon'ble Principal Dr. M. M. Rajmane - Chairperson
2. Hon'ble Mr. A. B. Chougule - Hon'ble VC Nominee (Online Presence)
3. Prof. Mr. P. D. Kumbhar - Coordinator, Finance Committee
4. Prof. Mr. S. A. Patil - Member
5. Prof. Dr. A. K. Patil - Coordinator, Autonomous College
6. Prof. Dr. G. B. Kalyanshetti - IQAC Coordinator
7. Prof. Mrs. S. V. Mahajan - Member
8. Mr. R.Y. Gaikwad - Registrar, Invitee Member
9. Mr. B. A. Pawar - Accountant, Invitee member

The Agenda for the meeting was as follows:

- 1.1. To confirm the proceedings of the last meeting
- 1.2. To approve of the Budget for the year 2022-23
- 1.3. Any other issue with the permission of the Chair

1. 1. To confirm the proceedings of the Last meeting

The proceedings of the Last meeting of the Finance Committee for the year 2021-22 held on Friday, 20th May 2022 at 11.30 am were read by Prof. Mr. P. D. Kumbhar. He presented before the house item-wise business carried out in the meeting such as confirmation of the last meeting, approval of the expenditure for the year 2021-22 and approval of the Remuneration Chart of Examination Department to be introduced from academic year i.e. 2022-2023. He assured the house that all the resolutions that had been made therein have been complied under the leadership of Principal Dr. M.M. Rajmane.

Then he requested the house to approve of the proceedings of the last meeting and all the members approved of it by raising their hands.

The same is approved & resolved.

2.2 To approve of the Budget for the year 2022-23

After that, Prof. Mr. P. D. Kumbhar, Coordinator of Finance Committee presented before the house the Budget of the Autonomous College for 2022-23. He told the house that the College has prepared this Budget of Income and Expenditure of Autonomous College Grant for the year 2022-23 by seeking the inputs by Head of Departments, Faculty members and Administrative staff and on further consultation with IQAC of the College. There was thorough discussion on the every head of budget presented before the house.

**❖ Budget of Income & Expenditure of
UGC Autonomous College Fund- 2022-23**

Sr. No.	Income	Budgeted amount in Rs.	Sr. No.	Expenditure	Budgeted amount in Rs. From	
					UGC	College
1	Grants from UGC-UG	20,00,000/-	1	Guest/ Visiting Faculty	1,97,000/-	0
			2	Orientation & Training of Teachers	50,000/-	0
2	Grants from UGC-NCC		3	Re-designing Course & Development of Teaching/ Learning Material	1,55,000/-	4,01,000/-
3	College Contribution	32,16,000/-	4	Workshop Seminars International Conference	1,00,000/-	50,000/-
			5	Office/Library Equipment's	0	2,00,000/-
			6	Exam Expenses	13,65,000/-	25,65,000/-
			7	Extension Activities	1,33,000/-	0
	Total	52,16,000/-		Total	20,00,000/-	32,16,000/-
					52,16,000/-	

❖ Item wise budget of the college: 2022-23

➤ 1. Budgetary Provision for Guest/ Visiting Faculty (Rs. 3000/- to Rs. 9000/- for each Department)

Sr. No.	Name of the Departments	Budgeted Expenditure in Rs.
1	English	8000/-
2	Marathi	8000/-
3	Hindi	8000/-
4	History	6000/-
5	Sociology	3000/-
6	Economics	5000/-
7	Political science	8000/-
8	Psychology	6000/-
9	Education	3000/-
10	Philosophy	5000/-
11	Geography	6000/-
12	Commerce & Mgt.	8000/-
13	Information Technology	8000/-
14	Chemistry	9000/-
15	Physics	8000/-
16	Zoology	8000/-
17	Botany	8000/-
18	Electronics	8000/-
19	Computer Science	8000/-
20	Biotechnology	8000/-
21	Mathematics	8000/-
22	Statistics	8000/-
23	Microbiology	8000/-
24	B.Voc. Agriculture	6000/-
25	B. Voc. Hotel Management	6000/-
26	B.Com. Bank Management	6000/-
27	Sanskrit	6000/-
28	B. Sc. Food Science	4000/-
29	B. Sc. Medicinal Chemistry	3000/-
30	B. B. A.	3000/-
Total estimated budget		1,97,000/-

He asked the house to approve amount of Rs. 1,97,000/- on the expenditure to be incurred on Guest/ Visiting Faculty in the reporting year under the head for budgetary provision for Guest/ Visiting Faculty.

All the members approved it by raising their hands and the same was resolved.

➤ **2. Budgetary Provision for Orientation & Retraining of Teachers**

Sr. No.	Name of the Activities	Budgeted Expenditure in Rs.
1.	Retraining cost (2 workshops/ training Programme) Rs. 25,000 x 2 = 50,000/-	50,000/-
Total estimated budget		50,000/-

He asked the house to approve amount of Rs. 50,000/- on the expenditure to be incurred on Orientation & Retraining of Teachers in the reporting year under the head for budgetary provision for Orientation & Retraining of Teachers.

All the members approved it by raising their hands and the same was resolved.

3. A Budgetary Provision for Re-designing Course & Development of Teaching / Learning Material

Sr. No.	Name of the Departments	No. of Members			Seating Allowance (Rs.)	T.A. (Rs.)	Hospitality (Rs.)	Total Amount (Rs.)
		In-house	Out-sider	Total				
1	English	5	5	10	2000/-	5000/-	3000/-	10000/-
2	Marathi	5	5	10	2000/-	8000/-	3000/-	13000/-
3	Hindi	5	5	10	2000/-	8000/-	3000/-	13000/-
4	History	6	6	12	2000/-	8000/-	3000/-	13000/-
5	Sociology	2	5	7	2000/-	8000/-	3000/-	13000/-
6	Economics	5	5	10	2000/-	8000/-	3000/-	13000/-
7	Political science	3	5	8	2000/-	8000/-	3000/-	13000/-
8	Psychology	3	6	9	2000/-	8000/-	3000/-	13000/-
9	Education	1	10	11	2000/-	8000/-	3000/-	13000/-
10	Philosophy	2	5	7	2000/-	3000/-	3000/-	8000/-
11	Geography	4	7	11	2000/-	8000/-	3000/-	13000/-
12	Commerce & Mgt.	8	18	26	2000/-	8000/-	3000/-	13000/-
13	Information Technology	5	10	15	2000/-	8000/-	3000/-	13000/-
14	Chemistry + Med. Chem	10	20	30	2000/-	5000/-	3000/-	10000/-
15	Physics	10	12	22	2000/-	3000/-	3000/-	8000/-
16	Zoology	13	6	19	2000/-	8000/-	3000/-	13000/-
17	Botany	11	6	17	2000/-	8000/-	3000/-	13000/-
18	Electronics	5	6	11	2000/-	8000/-	3000/-	13000/-
19	Computer Science	12	6	18	2000/-	8000/-	3000/-	13000/-
20	Biotechnology	14	6	20	2000/-	8000/-	3000/-	13000/-

21	Mathematics	8	6	14	2000/-	8000/-	3000/-	13000/-
22	Statistics	8	6	14	2000/-	8000/-	3000/-	13000/-
23	Microbiology	11	4	15	2000/-	8000/-	3000/-	13000/-
24	B.Voc. Agriculture	5	7	12	2000/-	8000/-	3000/-	13000/-
25	B.Voc. Hotel Mant.	5	7	12	2000/-	8000/-	3000/-	13000/-
26	B.Com. Bank Mgt.	3	5	8	2000/-	8000/-	3000/-	13000/-
27	Sanskrit	1	4	5	2000/-	8000/-	3000/-	13000/-
28	B. Sc. Food Science	9	5	14	1,000/-	4,000/-	2000/-	7,000/-
29	B. Sc. Med. Chem.	10	20	30	1,000/-	4,000/-	2000/-	7000/-
30	B. B. A.	5	10	15	2,000/-	3,000/-	2000/-	7,000/-
Total					58,000/-	2,11,000/-	87,000/-	3,56,000/-
Total Budget							3,56,000/-	

➤ **3. B Total Budgetary Provision for Expenditure on Meeting of Academic Council & Government body & Other Committee Rs.2,00,000/-**

Chart of Allowances of Various Committees

Sr. No.	Particulars	Amount Rs.
1	Sitting Charges of Governing Council (per member)	5,000/-
2	Sitting Charges of Academic Council (per member)	3,000/-
3	Sitting Charges of Finance Committee (per member)	2,000/-
4	Sitting Charges of Board of Study (per member)	500/-
5	Travelling Allowance (Car Fare) (per member)x 9	Km x 9

Total 3A + 3B = Rs. 5,56,000/-

I. BUDGET (HONOURARIUM) GOVERNING COUNCIL 2022-23

Sr. No.	No. of Members			Seating Allowance Rs.	T.A. Rs.	Hospitality	Total Rs.
	In-house	Out-sider	Total				
1.	3	9	12	5000	Rs.9 Per km	-	

II. BUDGET (HONOURARIUM) FINANCE COMMITTEE 2022-23

Sr. No.	No. of Members			Seating Allowance Rs.	T.A. Rs.	Hospitality	Total Rs.
	In-house	Out-sider	Total				
1.	3	1	4	2000	Rs.9 Per km	-	-
Total Cost of meetings in the year <u>2022-23</u>							

III. BUDGET (HONOURARIUM) ACADEMIC COUNCIL 2022-23

Sr. No.	No. of Members			Seating Allowance Rs.	T.A. Rs.	Hospitality	Total Rs.
	In-house	Out-sider	Total				
1.	32	7	39	4000	Rs.9 Per km	-	-

He asked the house to approve amount of **Rs. 5,56,000/-** on Re-designing Course & Development of Teaching / Learning Material and Expenditure on Meeting of Academic Council & Government body & Other Committee in the reporting year under the same head.

All the members approved it by raising their hands and the same was resolved.

4. Budgetary Provision for Workshop & Seminars

Sr. No.	Name of Activities	Budgeted Expenditure in Rs.
1.	Cost of workshop/ seminar (6 workshops/ seminars)Rs. 25,000 x 6 = 1,50, 000/-	1,50, 000/-
Total estimated budget		1,50, 000/-

He asked the house to approve amount of Rs. 1,50,000/- on the expenditure to be incurred on Provision for Workshop & Seminars in the reporting year under the head for budgetary provision for Workshop & Seminars.

All the members approved it by raising their hands and the same was resolved.

5. Budgetary Provision for Office / Library Equipment's

Sr. No.	Particulars	Amount Rs.
1	User Tracking System for Library In and Out Tracking	2,00,000/-
Total		2,00,000/-

He asked the house to approve amount of Rs. 2,00,000/- on the expenditure to be incurred on Provision for Office / Library Equipment's such as User Tracking System for Library In and Out Tracking in the reporting year under the head for budgetary provision for Office / Library Equipment's.

All the members approved it by raising their hands and the same was resolved.

6. Exam Expenses

Sr. No.	Particulars	Amount Rs.
1	Exam Expenses	39,30,000/-
Total		39,30,000/-

➤ Budgetary Provision for Examination Expenses- (2022-23)

Examination Cell: Recurring Expenses -

Sr. No.	Particulars	Amount Rs.
A. Stationary for Examination		
1.	Answer Books: 24, 28, 32 Pages	4,75,000/-
2.	Supplement Pages	1,75,000/-
3.	A4 size Papers (for Question Paper Printing)	1,75,000/-
4.	Printing : 3 Ledgers	20,000/-
5.	Printing: Jr. sup. Report, stationary report (As per following B)	40,000/-
6.	Remuneration: Jr. & Sr. supervisor & LCA (As per following B)	2,25,000/-
7.	Remuneration: Clerk, peon, water boys (As per following B)	30,000/-
8.	T.A.D.A. to paper setters (As per following B)	2,25,000/-
A-Total		13,65,000/-
B. CAP Expenses		
<small>(As per revised rates for Remuneration by Shivaji University Kolhapur, Letter No. 4165 dated 17th Oct. 2019)</small>		
1.	Remuneration: CAP director	1,10,000/-
2.	Remuneration: Examiner /Moderators	4,00,000/-

3.	T.A.D.A. to Examiner /Moderators	2,20,000/-
4.	Printing: Ledgers/ Mark lists /mark statements	2,00,000/-
5.	Remuneration: Clerk, Peon, Data Entry Operator	1,10,000/-
6.	Miscellaneous expenses	1,00,000/-
7.	Supplementary Examination	3,00,000/-
B- Total		14,40,000/-
C. Software Expenditure		5,25,000/-
Grand Total A + B + C		33,30,000/-
Examination Fee 600 X 6500		39,00,000/-
D. Budgetary Provision for Honorarium to Examination Dept. (Full Time)		
1	Director of Board of Examinations (Rs.8000/- X 12)	96,000/-
2	COE Remuneration (Rs.8000/- X 12)	96,000/-
3	Autonomous Coordinator	96,000
4	Office Clerk- 02 (Rs.7000/- x 2 x 12)	1,68,000/-
5	Peon – 01 (Rs.4000/- x 1 x 12)	48,000/-
6	Technical Assistant (Rs. 8000/- X 1 X 12)	96,000/-
Total		6,00,000/-
Grand Total A + B + C + D		39,30,000/-

He asked the house to approve amount of **Rs. 39,30,000/-** on the expenditure to be incurred on Provision for Examination Expenses such as Stationary for Examination, CAP Expenses, Software Expenditure and Honorarium to Examination Dept. in the reporting year under the head for budgetary provision for Examination expenses.

All the members approved it by raising their hands and the same was resolved.

7. Budgetary Provision for Extension Activities

Sr. No.	Name of the Departments	Particulars	Budgeted Expenditure in Rs.
1	English	Study Visit	3000/-
2	Marathi	Field Visit	3000/
3	Hindi	Study Visit	3000/
4	History	Historical Visit	3000/
5	Sociology	Old Age Home Visit	5000/-
6	Economics	Study Visit	5000/-
7	Political science	Study Visit	5000/-
8	Psychology	Study Visit	5000/-
9	Education	Study Visit	5000/-
10	Philosophy	Study Visit	5000/-
11	Geography	Study Visit & Project	5000/-

		Visit	
12	Commerce & Mgt.	Industrial Visit, Study Tour and Trade Fare	5000/-
13	Information Technology	Quiz Competition	5000/-
14	Chemistry + Med. Chem	Quiz Competition & Outreach Programme	5000/-
15	Physics	Study Visit	5000/-
16	Zoology	Aquarium Constr. etc	5000/-
17	Botany	Workshop, Quiz Competition	5000/-
18	Electronics	Hands on Training	5000/-
19	Computer Science	Workshop and Hands on Training	5000/-
20	Biotechnology	Seed Dispersal Activity	5000/-
21	Mathematics	Quiz Competition, Python	5000/-
22	Statistics	Study Visit	5000/-
23	Microbiology	Expert Lectures	5000/-
24	B.Voc. Agriculture	Field Visit	5000/-
25	B.Voc. Hotel Mant.	Food Festival	5000/-
26	B.Com. Bank Mgt.	Study Visit	5000/-
27	Sanskrit	Study Visit	5000/-
28	B. Sc. Food Science	Study Visit	2000/-
29	B. Sc. Med. Chem.	Study Visit	2000/-
30	B. B. A.	Expert Lectures	2000/-
Total estimated budget			1,33,000/-

❖ **Budget for extension activities of each department (Break up Chart)**

Sr. No.	Budgetary Heads	Amount in Rs.
1	Remuneration to guest lecturers	20,000/-
2	Travelling allowance	50,000/-
3	Flex board	10,000/-
4	Stationary	10,000/-
S	Boarding to resource person	10,000/-
6	Refreshment to participants	13,000/-
7	Printing charges for certificates	10,000/-
8	Administrative charges	10,000/-
Total		1,33,000/-

He asked the house to approve amount of **Rs. 1,33,000/-** on the expenditure to be incurred on extension activities of each department in the reporting year under the head for budgetary provision for Examination expenses.

All the members approved it by raising their hands and the same was resolved.

Further the Total Autonomous College Budget of **Rs.52,16,000/- (Rs. Fifty Two Lac Sixteen Thousand)** is approved in the first meeting of Finance Committee held on Tuesday, 18th October 2022 during the year 2022-23.

Prof. Mr. P. D. Kumbhar, Coordinator, Finance Committee asked the house to approve **Rs.52,16,000/- (Rs. Fifty Two Lac Sixteen Thousand)** on the expenditure incurred in the reporting year on the various heads provided in the budget during the year 2022-23.

All the members approved it by raising their hands.

The same was resolved.

Since there was no other issue left, the meeting came to an end with vote of thanks by Prof. Dr. A. K. Patil, Coordinator, Autonomous College. In his concluding remarks, he proposed vote of thanks to Mr. A. B. Chougule, Finance and Accounts Officer, Shivaji University, Kolhapur for his valuable suggestions during the meeting. He also thanked Chairman of Finance Committee Principal Dr. M. M. Rajmane, Vice-Principal Prof. S. A. Patil, IQAC Coordinator Prof. Dr. G. B. Kalyanshetti, Finance Committee Coordinator Prof. P. D. Kumbhar, Registrar Mr. R. Y. Gaikwad, Prof. Mrs. S. V. Mahajan, Mr. B. A. Pawar for their active participation in the meeting.

The meeting come to an end by 12.30 pm.




PRINCIPAL
SADGURU GADAGE MAHARAJ COLLEGE,
KARAD