



# योजना तथा वास्तुकला विद्यालय, नई दिल्ली

(संसद के अधिनियम के तहत राष्ट्रीय महत्व का संस्थान,  
शिक्षा मंत्रालय, भारत सरकार)



## School of Planning and Architecture, New Delhi

(An Institution of National Importance under an Act of Parliament,  
Ministry of Education, Government of India)

उमाकान्त अग्रवाल  
कुलसचिव  
**Umakant Agarwal**  
Registrar

Ref.No.96/15FC/SPA/2022

12<sup>th</sup> August, 2022.

**TO ALL MEMBERS OF FINANCE COMMITTEE OF SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI**

**SUBJECT: MINUTES OF THE 15<sup>TH</sup> FINANCE COMMITTEE MEETING OF THE SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI HELD ON TUESDAY, 2<sup>ND</sup> AUGUST, 2022 AT 11.00 A.M. (ONLINE /OFFLINE MODE)**

Sir/Madam,

I am forwarding herewith the Minutes of the 15<sup>th</sup> Finance Committee Meeting of the School of Planning and Architecture, New Delhi held on Tuesday, 2<sup>nd</sup> August, 2022 at 11.00 a.m. at New Committee Room of the SPA.

Yours faithfully,

(Umakant Agarwal)  
Registrar - Secretary, FC

**Encl.:** As stated above

To

To,

1.	<b>Prof. Dr.P.S.N. Rao</b> Director SPA, New Delhi – 110002	4.	<b>Prof. Dr. Raneer Vedamuthu</b> Dean School of Architecture and Planning Anna University, Chennai – 600025
2.	<b>Ms.Saumya Gupta, IAS</b> Joint Secretary(NIT) Ministry of Education Department of Education Room No.203-C, Shastri Bhawan New Delhi.	5.	<b>Shri Umakant Agarwal</b> Registrar - Secretary School of Planning and Architecture, New Delhi-110002
3.	<b>Ms. Darshana M. Dabral</b> Joint Secretary & Financial Advisor Government of India Ministry of Human Resource Development Department of Higher Education Room No.120-C, Shastri Bhawan, New Delhi-110001	6.	Shri Virendra Kumar Deputy Registrar SPA, New Delhi  (Special Invitee)

योजना तथा वास्तुकला विद्यालय : नई दिल्ली  
SCHOOL OF PLANNING AND ARCHITECTURE: NEW DELHI

**MINUTES OF 15<sup>th</sup> FINANCE COMMITTEE MEETING OF THE SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI, HELD ON TUESDAY, 2<sup>ND</sup> AUGUST, 2022 AT 11.00 A.M. IN THE NEW COMMITTEE ROOM OF THE SPA, DELHI (OFFLINE / ONLINE MODE)**

Present:

1.	Prof. Dr. P.S.N. Rao Director	Member
2.	Ms.Saumya Gupta, IAS Joint Secretary(NIT), Ministry of Education	Member
3.	Ms. Darshana M. Dabral JS & FA, Ministry of Education.	Member
4.	Prof. Dr. Ranee Vedamuthu (Nominee of BOG)	Member
5.	Shri Umakant Agarwal Registrar	Secretary
6.	Shri Virendra Kumar Deputy Registrar	Special Invitee
7.	Shri Girish Kumar Asstt. Registrar(A&B)	Special Invitee

The Members mentioned at Sl.Nos. 2, 3 & 4 attended the Meeting Online through VC Mode.

Shri Umakant Agarwal, Registrar-Secretary welcomed all Members of the FC and informed that the tenure of earlier Chairman, FC, Dr.Amogh Kumar Gupta has already expired in February, 2022. In absence of Chairperson, the Director of the School shall preside over the meetings, as per Statute10(4).

In view of above, Prof.Dr.P.S.N.Rao, Director called the meeting to order and requested Registrar-Secretary to take up the agenda items for the meeting.

Shri Umakant Agarwal welcomed all the Members and informed that the quorum is complete and thereafter took up agenda for the meeting.

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15 FC ITEM NO.01:	TO CONFIRM THE MINUTES OF THE 14 <sup>TH</sup> FINANCE COMMITTEE MEETING OF THE SCHOOL HELD ON 1 <sup>ST</sup> DECEMBER, 2021 AT 11.00 A.M. (ONLINE/OFFLINE MODE)
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The Minutes of the 14<sup>th</sup> Finance Committee Meeting were confirmed.

15 FC ITEM NO.02:	TO CONSIDER ACTION TAKEN REPORT ON THE MINUTES OF THE 14 <sup>TH</sup> FINANCE COMMITTEE MEETING OF THE SCHOOL HELD ON 1 <sup>ST</sup> DECEMBER, 2021 AT 11.00 A.M. (ONLINE/OFFLINE MODE)
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The FC was informed that the School has taken efforts to recover the outstanding advances and out of Rs.99 lakhs, Rs.62 lakhs have already been settled/recovered.

On this, JS & FA, MOE advised to get the balance advances also liquidated through best efforts. Further, she advised that in case of visiting faculty, instead of conveyance charges, the expenditure should be shown under the 'TA/DA Head'.

With above observations, the Action Taken Report on the minutes of 14<sup>th</sup> FC was noted and approved.

14 FC ITEM NO. 03:	TO CONSIDER ANNUAL ACCOUNTS FOR THE YEAR 2021-2022
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The Annual Accounts for the year 2021-2022 were presented by the School. After deliberations on various Schedules, the FC recommended and approved the annual accounts, subject to submission of clarification on the following, in the next FC Meeting:

1. Entry of Grants Unutilized at the end of the FY are not traceable in Schedule-3.
2. Interest accrued over grants released during the reported year forms part of Current Liabilities (Scheduled-3). Accordingly, it needs to be shown under schedule-3 and remitted back to the Government after finalization of accounts.
3. In schedule -3, there is an entry of 67,48,049 for stale cheques. Why this cheque business? Why not this liability is cleared through online transactions?




4. In schedule-6, how investments have increased by 18 Cr. in one year. Need to explain.
5. In schedule-8, TA advance of Rs.72,56,094 needs to be settled on priority.
6. Details of NPS account closure need to be explained.

With the above observations, Annual Accounts for FY 2021-22, may be considered for approval please.

<b>15 FC ITEM NO. 04:</b>	<b>TO APPROVE AND RATIFY THE HOSTEL FEE TO BE CHARGED FROM UG / PG &amp; NRI/PIO/CIWG STUDENTS ON PROPORTIONATE BASIS FOR THE ACADEMIC SESSION 2021-2022</b>
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FC considered the proposal and approved and ratified the hostel fee charged from UG/PG & NRI/PIO/CIWG students on proportionate basis for the academic session 2021-22.

<b>15 FC ITEM NO. 05:</b>	<b>TO CONSIDER INCREASE OF MEF COMPONENT IN THE MESS FEES</b>
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It was informed that as per Ministry's directions, the expenses towards MESS employees are met 75% out of School's funds from Grant-in-aid and remaining 25% from the MEF component collected from the students.

On this, Ms.Darshana Dabral, JS & FA, MOE enquired about the system followed in other SPAs and suggested that the directions may be reviewed. It was also advised to work out the justification for increase and the actual cost of hostel expenses, mess charges, etc. so as to get a clear picture.

It was also advised that formation of a Society be explored for the Mess employees.

The FC considered and approved the proposal to increase the MEF component in the Mess Fees, from the new session as follows:

	Existing Component Per annum	Proposed Component Per annum
For Indian National students	Rs.7,000/-	Rs.14,000/-
For Foreign National students	US \$ 200	US \$ 400



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The FC also approved an increase of 10% per annum every year on the above.

15 FC ITEM NO. 06:	TO CONSIDER RECOMMENDATIONS OF THE 12 <sup>TH</sup> BUILDING AND WORKS COMMITTEE MEETING HELD ON 18 <sup>TH</sup> MAY, 2022
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15 FC ITEM NO. 07:	TO CONSIDER RECOMMENDATIONS OF THE 13 <sup>TH</sup> BUILDING AND WORKS COMMITTEE MEETING HELD ON 14 <sup>TH</sup> JULY, 2022
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The FC noted the recommendations of the 12<sup>th</sup> and 13<sup>th</sup> BWC and stated that the works which are upto Rs.10.00 lakh may be undertaken as per provision of Statute 13(5) under SPA Act/SPA Statutes.

However, the works which are beyond the powers of BWC i.e. more than Rs.10.00 lakh, separate agenda items may be placed in the next meeting of the FC for its consideration.

15 FC ITEM NO. 08:	TO CONSIDER WAIVING OFF RECOVERIES FROM FIVE EX-EMPLOYEES OF THE SCHOOL WHO HAVE PASSED AWAY
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The FC took serious note of the delay in recovering the advances which are pending for over 10 years and ensured that the same should not recur in future. It was advised that advances should be given to regular faculty / staff and no advance should be given to contract faculty and visiting faculty in future.

Considering that the advances are old and these individuals are no more alive, the FC approved the waiving off the following amounts outstanding against the following:

Sl.No.	Name	F.Y.	Description	Outstanding amount of advance
1.	Prof.Ravindra Bhan, Visiting Faculty	2011-12	Education tour to Bangalore between 17.6.2011 & 10.9.2011	Rs.13,900/-
2.	Dr.R.C.Trivedi Visiting Faculty	2011-12	Education tour to Pudducherry between 17.6.2011 and 10.9.2011	Rs.18,600/-
3.	Prof.Dr.S.D.Joardar Ex-Professor	2012-13	Education tour to Mandi, Himachal Pradesh	Rs.8,000/-



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4.	Prof.M.Shaheer Ex-Professor	2008-09	Education tour to Ooty	Rs.8,900/-
5.	Prof.Subir K. Saha Ex-Professor	2009-10	Education tour to Yamuna Nagar	Rs.10,000/-
<b>TOTAL</b>				<b>Rs.59,400/-</b>

<b>15 FC ITEM NO. 09:</b>	<b>TO CONSIDER THE REPRESENTATION OF SHRI SURINDER KUMAR DOGRA, ASSISTANT ENGINEER(CIVIL) FOR IMPLEMENTATION OF GAZETTE OF INDIA, MINISTRY OF URBAN DEVELOPMENT, NOTIFICATION CPWD FOR PROMOTIONS OF ENGINEERING CADRE OF THE SCHOOL</b>
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The Members did not agree to the representation for promotion as it is meant for CPWD cadre engineers. For isolated posts such as AE(C) in the School, the benefit of MACP, as per 7<sup>th</sup> CPC may be extended.

Considering the increase in construction works, it was directed that the proposal for creation of an Engineering Wing in the School may be sent to the Ministry for its consideration, along with costs involved, financial repercussions, etc.

The Meeting ended with vote of thanks to the Chair.

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