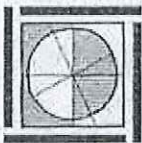


Minutes

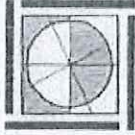
Fourteenth Meeting of the Finance Committee

Held on 14th December 2018 at ITPI, New Delhi

B. Somaya
1st Feb, 2019



School of Planning and Architecture: Vijayawada
An Institute of National Importance, MoHRD, Government of India.
ITI Road, Vijayawada, Andhra Pradesh, India



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Minutes of the Fourteenth(14th) Meeting of the Finance Committee of SPAV held on December 14, 2018 at 11:30 a.m at ITPI, New Delhi.

Members Present:

S.No.	Name	As
1	Ar. BrindaSomaya	Chairperson
2	Ms.Darshana M Dabral, JS&FA, MHRD, GoI	Member
3	Prof.Monsingh Devadas, UGC Nominee	Member
4	Shri.A.K.Singh, Representative of MHRD	Member
5	Prof. Dr. Minakshi Jain, Director, SPAV	Member
6	Shri P.V.S. Shyam Kumar, Registrar I/c	Secretary

The Chairperson welcomed the members and requested the Registrar I/c to take up the Agenda items for discussion.

The MHRD vide F.No.18-03/2009-TS.VI (Vol.III) dated 14th December, 2018 sent its observations/comments on the agenda items of 14th meeting was placed on the table.

The Finance committee noted the observations / comments sent by MHRD in this regard.

1	To confirm the Minutes of the Thirteen(13th) Meeting of the Finance Committee of SPAV held on April 27, 2018 at SPA, Vijayawada	Annexure - I
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The Minutes of the Thirteen(13th) Meeting of Finance Committee held on April 27, 2018 were circulated to all the members. Since, no objections were received; the said Minutes stand approved.

Action taken Report on the Minutes of the 10th Finance Committee meeting

Observations on Action Taken on the Minutes of 10th Finance Committee held on March 09, 2017	
Item #	To consider and approve the Revised Detailed Project Report along with Executive Summary for the years 2017 – 20
10.1	
Minutes of	The FC noted the release of ₹61.80 Crores Grant-in-aid to SPAV.

the 13 th meeting	Further the Ministry official informed that ₹10 Crores has already been released to SPAV.
Action taken	Registrar I/c informed that a meeting of the Expenditure Finance Committee(EFC) was held on 22 nd May, 2018 to consider the Revised cost estimates for SPA, Vijayawada and vide Letter F.No.1-5/2013-TSVI dated July 25, 2018, the approval of the competent authority for ₹328.17 crores for establishing SPA, Vijayawada was conveyed as per the details mentioned below: a) Capital – ₹169.57 crores b) Equipment – ₹ 27.20 crores c) Recurring – ₹ 131.40 crores
Observation/ Decision of 14 th FC	<i>The FC noted the EFC approval received vide Letter F.No.1-5/2013-TS VI dated 25th July, 2018 for an amount of ₹328.17 Crores for establishing of SPA, Vijayawada as per the details mentioned below:</i> a) <i>Capital – ₹169.57 crores</i> b) <i>Equipment – ₹27.20 crores</i> c) <i>Recurring – ₹ 131.40 crores</i> <i>The FC is requested to close the item.</i>

Action taken report on the Minutes of 12th Finance Committee meeting

Observation on Action Taken on the Minutes of 12 th Finance Committee held on March 09, 2017	
Item # 12.3	To consider the request of Dr. P. Krishna Mohan, Ex-Registrar for settlement of his Terminal Benefits.
Minutes of the 13 th meeting	From 01.01.2004, NPS is the only pension scheme applicable to Central Govt. Employees and Autonomous Bodies under Central Government. FC informed that the Gratuity is not extended to the employees working in Autonomous bodies under Central Govt in NPS Scheme. The retirement benefits from the State Govt (AP) are already availed by the individual earlier. Accordingly, the individual may be communicated.
Action Taken	The individual has been communicated accordingly. The FC is requested to close this item.
Observation/Decision of 14 th FC	<i>FC noted the same and the item stands closed.</i>

Action taken report on the Agenda items for the 13th FC meeting

13.1	Delegation of powers to Director, SPAV for submitting
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	Annual Accounts to CAG for the financial year 2017-18
Minutes of the 13th meeting	FC suggested SPAV for submitting the Annual Accounts to CAG for the financial year 2017-18 after obtaining the FC/BoG approval through circulation.
Action taken	The approval for submitting the Annual Accounts was taken through circulation from the FC/BoG members before submitting to CAG for conduction of the Audit.
Observation/Decision of 14thFC	<i>FC noted the same and the item stands closed.</i>
13.2	To implement the 7th CPC to the Non-Faculty Members w.e.f. 01-01-2016 and to release the arrears from 01-01-2016 to Faculty and Non-Faculty members of SPAV.
Minutes of the 13th meeting	The FC noted and approved the implementation of the 7 th CPC to the Non-Faculty members w.e.f. 01.01.2016 and to release the arrears from 01.01.2016 to Faculty and Non-Faculty members of SPAV with immediate effect.
Action taken	7 th CPC for Non-Faculty was implemented and the arrears amounting to ₹81,41,667/- for Faculty and Non-Faculty members were released.
Decision of 14thFC	<i>FC noted the same FC is requested to close the item.</i>

13.3	To consider and approve the revised CPDA rules for the Block Period 2018-21 and to ratify the CPDA rules of the previous block periods.(Annexure II)
Minutes of the 13th meeting	FC recommended to adopt the CPDA Guidelines of MHRD for NITs approved by council, however SPAV may finalise its own revised guidelines based on the approved NIT guidelines.
Action taken	The revised CPDA guidelines for the Block period 2018-21 framed by a constituted committee of SPAV are put up for kind consideration and approval of the FC. The financial implication for CPDA for the Block period 2018-21 will be approximately ₹1.5 crore due to newly recruited faculty.
Decision of 14thFC	<i>After discussion FC approved the CPDA guidelines, however suggested minor changes by merging activities of (point -5) and the (point-1) of the existing CPDA guidelines already submitted. FC further suggested that the CPDA guidelines may be sent to SPA Council for its information.</i>
13.4	To consider and approve the Revised Fee Structure for the Academic Year 2018-19 for UG, PG and Ph.D students and Tariff / Rent for faculty block.
Minutes of the 13th meeting	The FC noted and approved the Revised Fee structure for the Academic Year 2018-19 for UG, PG and Ph.D students with approximate 15% enhancement. However suggested to prepare the

	<p>detailed cost incurred per student on his education (Tuition Fee, Hostel Fee, user charges etc..) course wise and suggested to produce the same in a clear format in the next meeting.</p> <p>Keeping in view of the security concern FC deferred the monthly base Tariff / Rent module of faculty block SPAV for other Institutes/organization.</p> <p>Further FC suggested to prepare separate Tariff in detail for Officials visiting SPAV, Student's parents visiting, Accommodation on Personal requests and a separate Tariff for SPAV faculty/staff. FC also suggested to fix separate user charges for electricity, Air conditioning on the basis of the meter reading etc., The tariff may be framed on the basis of the tariff fixed by various reputed Institutes like IITs and NITs.</p>												
<p>Action taken</p>	<p>Registrar I/c apprised that the following action has been taken:</p> <p>a) The Revised Fee structure has been implemented w.e.f Academic Year 2018-19 for the first years of UG, PG and Ph.D students with approximate enhancement of 15%.</p> <p>b) The detailed cost incurred per student on his education (Tuition Fee, Hostel Fee, user charges etc..) course wise in the format for kind perusal of the FC Members.</p> <p>c) In the 22nd Meeting of BWC held on November 28, 2018 at SPA, Vijayawada, the BWC approved the proposed Room Tariff for the Guest House of the Institute given as per the table below and noticed justification for fixing up the Tariff.</p> <p>Tariff in INR per Day/Night per Head (Maximum of Two Adults per Room):</p> <table border="1" data-bbox="454 1288 1380 1691"> <thead> <tr> <th></th> <th><u>Non-AC Room</u></th> <th><u>AC Rooms</u></th> <th><u>AC Suite Room</u></th> </tr> </thead> <tbody> <tr> <td><u>External Guest</u></td> <td>Non-Sharing - □ 1200/- Sharing □ 600/-</td> <td>Non-Sharing - □ 1700/- Sharing - □ 850/-</td> <td>Non-Sharing - □ 3500/- Sharing - □ 1700/-</td> </tr> <tr> <td><u>Internal Employee</u></td> <td>Non-Sharing - □ 500/- Sharing - □ 250/-</td> <td>Non-Sharing - □ 800/- Sharing - □ 400/-</td> <td>Non-Sharing - □ 1600/- Sharing - □ 800/-</td> </tr> </tbody> </table> <p>BWC also suggested the item be placed in upcoming FC and BoG for consideration.</p>		<u>Non-AC Room</u>	<u>AC Rooms</u>	<u>AC Suite Room</u>	<u>External Guest</u>	Non-Sharing - □ 1200/- Sharing □ 600/-	Non-Sharing - □ 1700/- Sharing - □ 850/-	Non-Sharing - □ 3500/- Sharing - □ 1700/-	<u>Internal Employee</u>	Non-Sharing - □ 500/- Sharing - □ 250/-	Non-Sharing - □ 800/- Sharing - □ 400/-	Non-Sharing - □ 1600/- Sharing - □ 800/-
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<p>Decision of 14th FC</p>	<p>a) <i>FC noted the Fee Structure implemented with an enhancement of 15% in SPA, Vijayawada w.e.f from the Academic year w.e.f.2018-19.</i></p> <p><i>FC noted the fees paid by the students towards the hostels, Vis-à-vis User Charges (total expenses incurred by the school for maintaining the Hostels). Further suggested, to</i></p>												

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	<p><i>prepare detailed cost incurred by the Institute per student on their Academics by taking into account of different components such as Faculty salaries, recurring expenses etc.spent by the Institute Vis-a-vis Tuition fees paid by students. This will give the clear idea of the actual expenditure incurred by the Institute on individual students' education and suggested to submit the same in the next meeting. This exercise is required to give the clear idea of the subsidy given by SPAV towards the education of the individual student.</i></p> <p><i>b) FC further suggested to charge the Mess Bill from the students as per the actuals.</i></p> <p><i>c) FC approved the Room rents and Guest House Tariff of the Institute as recommended by BWC.</i></p>
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13.5	<p>To consider and approve the estimated budget for the following items in the new campus</p> <p>a) ICT Infrastructure,(Information and Communications Technology Infrastructure i.e.Cabling and equipment for Faculty Block and Institute Block).</p> <p>b) Outdoor sports facilities in the new campus</p> <p>c) Interior design of the Auditorium by inviting EOI</p> <p>d) Compound/Retaining wall on the 2.66 acres site (presently without the Boundary wall on two sides).</p>
Minutes of the 13 th meeting	<p>a) FC ratified the additional amount of ₹6.9 lakhs spent for Hostels in addition to the earlier approved amount of ₹ 24.72 lakhs</p> <p>For the Main Academic Block, the cabling work for IP Surveillance was undertaken, keeping in view the urgency of the work, as the false ceiling work executed by CPWD was already in progress. The decision was taken, to avoid the delay of the already ongoing work of false ceiling.</p> <p>FC approved the work amounting to ₹38,20,439/- lakhs incurred for OFC cabling and for purchase of Active and Passive components necessary for OFC cabling. FC cautioned that due to acute emergency this item is ratified however this should not be quoted as precedence in future.</p> <p>As the RCE for SPAV is awaited for approved, FC deferred the further installation of CCTV cameras, Wi-Fi points for Academic and Dining cum Faculty Block for the time being and suggested to explore and examine the purchase process in GeM by looking in to the details such as price reasonability.</p>

	<p>the prices as on last date of purchase of GeM for the similar items and purchase through bidding beyond ₹30 lakhs in GeM. However FC advised to undertake the entire work after the approval of RCE.</p> <p>b) FC suggested for providing sports facilities to the students after the approval of the RCE. However suggested to explore other financial agencies for financing of the said work.</p> <p>c) FC deferred the furnishing the auditorium as the RCE is yet to be approved.</p> <p>d) FC suggested that the remaining amount of ₹10,86,000/- left after the purchase of study chairs and tables may be utilized for furnishing of the faculty rooms.</p> <p>e) FC suggested for a low cost fencing for the time being as a temporary measure. The Permanent Compound wall may be taken up after obtaining the RCE approval. The construction of compound wall is essential for security reasons.</p>
<p>Action taken</p>	<p>Registrar I/c apprised regarding the following requirements in SPAV as per the details mentioned below:</p> <p>a) ICT Infrastructure, (Information and Communications Technology Infrastructure i.e.Cabling and equipment for Faculty Block and Institute Block) for an amount of ₹5.27 crores.</p> <p>b) To construct the outdoor sports facilities in the new campuslike Jogging track, Basket Ball court, Tennis court, Volley ball court, and Football grounds in the available area of 2.66 acres of land parcel with a financial implication of ₹1.93 Crores</p> <p>c) To consider furnishing of the Auditorium within the Institute Building with a financial implication of ₹3.44 crores approximately for flooring, furniture, finishes, upholstery, acoustics treatment and AV equipment, etc.</p> <p>d) To consider the Construction of Compound / Retaining wall on the 2.66 acres site (presently without boundary wall on two sides) with a financial implication of ₹1.93 crores.</p>
<p>Decision of 14th FC</p>	<p>a) Registrar I/c apprised the need of the ICT infrastructure like wi-fi facility, e-office, Core layer 3 switches, Active and Passive components, Desktops, E-notice Boards (smart signage), UPS, Workstations etc., and informed the status of the work.</p> <p><i>After deliberations FC ratified the amount of ₹ 76</i></p>

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	<p><i>lakhs(apart from the earlier ratified amount of ₹31.64 lakhs incurred on Hostels and ₹ 38.20 lakhs incurred on OFC cabling) totaling to ₹1.41 crore and approved the remaining amount of ₹3.81 crores required for ICT infrastructure.</i></p> <p><i>b) After discussions FC approved an amount of ₹1.93 crores for developing the sports facilities to students residing in the campus as per the detailed plan.</i></p> <p><i>c) Registrar I/c apprised that the auditorium structure has already been constructed by CPWD and auditorium finishes and furniture are pending and the preliminary design will be undertaken by the in-house faculty and the execution shall be carried out by related professionals.</i></p> <p><i>After deliberations and discussions FC approved an amount of ₹3.44 crores for finishing the remaining auditorium facilities, however FC suggested to seek suggestions from a consultant for Acoustics and the execution may be carried out by approaching reputed companies like Bose etc.</i></p> <p><i>d) Registrar I/c apprised that as a temporary measure SPAV has completed execution of the barbed wire fencing in September 2018 with a cost of ₹1,89,835/- as per the approval given in the 13th FC and 25th BoG for an amount of ₹1.9 lakhs.</i></p> <p><i>After discussion FC approved the construction of compound /retaining wall, however suggested to vet/obtain the second peer review for the drawing done by the in-house faculty, which is for the lesser cost as executed by CPWD.</i></p> <p><i>FC also advised that all procurements need to be done as per the extant provisions of the GFR and relevant guidelines of the CVC should be followed. FC also suggested that the School should procure items through Government E-market place(GeM) and reiterated that the overall expenditure should be within the approved ceiling as per the Revised Cost estimates and approved by the EFC.</i></p>
	Any other item with the permission of the Chair
Action taken	Registrar I/c apprised that the MoU clearly mentioning the vision and mission of SPAV and the details as required by the Ministry vide Lt.F.No.9-19/2017.TS.VI dated 17 th April, 2018 has been submitted to MHRD.
Decision of 14thFC	<i>FC noted the same and the item stands closed.</i>

14.1	To consider procurement of furniture and equipment for classrooms, faculty, staff and laboratories
Action taken	Registrar I/c apprised that the required essential furniture could not be purchased due to constraints of limited space in the earlier leased premises. Furniture amounting to ₹1.32 crores has already been

	<p>procured due to the inauguration and convocation and is put up for ratification and it is further proposed to purchase new furniture for the new campus.</p> <p>The financial implication for procurement of furniture and equipment for classrooms, faculty rooms, staff rooms, Hostels, Visiting Faculty Block, Computer Lab including Data centre maintenance software is ₹. 8.40 crores and laboratories is ₹3.50 Crores totalling to ₹11.90 crores.</p>
Decision of 14 th FC	<p><i>FC noted and approved the procurement of Furniture for an amount of 8.4 crores (Hostel Furniture, Academic Block furniture from I to V floors, Computer Lab furniture, Data centre requirements, Visiting Faculty Block furniture and an amount of ₹.3.5 crores for setting up the Laboratories(Transportation and Planning Laboratory, Architecture Laboratory, Environmental Laboratory, GIS and Remote Sensing Laboratory, Climatology Laboratory) totalling to ₹11.90 crores. FC also ratified an amount of ₹1.32 crores incurred towards procurement of Furniture at the time of inauguration and convocation.</i></p> <p><i>FC also advised that extant provisions of the GFR relating to procurement and relevant guidelines of the CVC should be followed. FC also suggested that the School should procure items through Government E-market place(GeM) in a phased manner and the overall expenditure should be within the approved ceiling as per the Revised Cost estimates and approved by the EFC.</i></p>

14.2	Faculty up-gradation from ₹6000 AGP to ₹7000 AGP
Action taken	Registrar I/c apprised that a duly constituted Committee having the members as Registrar NIT, Warangal, MHRD nominee (Deputy Secretary) and others carried out the DPC/ up gradation of the faculty on 11 th August, 2018 as per provisions of statutes and the decision taken in the various Board meetings. The committee constituted recommended pay upgradation of the 08 faculty members from AGP 6000 – AGP 7000 from the date of eligibility. The Faculty (08 Asst.Professors) have been issued the upgradation letters from the date of eligibility and financial benefits from the date of approval from the Chairperson BoG.
Decision of 14 th FC	<i>May be considered as per the relevant rules/regulations guidelines in this regard. It should be done from the date of approval of the Board of Governors and further suggested to submit the information in detail to MHRD to look into the procedure carried out by SPAV for the process of up gradation of faculty.</i>

14.3	To consider and approve the Annual report 2017-18
Action taken	Registrar I/c informed that the Annual Report 2017-18 along with Annual Accounts 2017-18 is to be sent to the Ministry to enable them to be placed on the table of both the houses of parliament. Accordingly, the Annual report 2017-18 is placed here for kind consideration and approval of BoG. Two copies of Annual report have already been submitted in the Ministry for their suggestions. The Annual Accounts 2017-18 were earlier circulated to FC/BoG members for approval.
Decision of 14th FC	<i>FC approved the Annual Report 2017-18 and suggested to obtain the approval of the Separate Audit Report(SAR) through circulation of the FC members as and when it is received from CAG to enable SPAV to submit the Annual report 2017-18 to MHRD.</i>

Reporting Items

14.4(R)	To report the Selection Committee (s) recommendation for selection of Faculty positions of SPAV
Action taken	Registrar I/c that SPAV had advertised 33 faculty positions in June, 2018 for the posts of Professors, Associate Professors and Assistant Professors and subsequently interviews were conducted on September 27-28, 2018. The appointment letters to the selected 24 candidates have been issued after obtaining the approval Hon'ble Chairperson of the Board. 02 Associate professors and 16 Assistant Professors have already joined. The additional financial implication per month for the 24 appointments will be ₹35 lakhs per month.
Decision of 14th FC	<i>May be Considered as per the SPA Act 2014 and SPA Statutes 2016 as applicable except for Dr Inderpal Singh case of which is under examination in the Ministry. In future Institute is also advised to put recommendations of selection committee to Board for approval before issue of any formal appointment letter. However, the MHRD representative asked SPAV to send the procedure adopted for the selections of faculty to MHRD.</i>

Any other item with the permission of the Chair

As there was no any other agenda items to discuss the meeting ended with a vote of thanks to the Hon'ble Chairperson.

13.3. The tariff proposed by SPAV for the faculty block could be compared with other national institutes & maybe reviewed after a year. BS 11/2/19