

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

MINUTES OF 07th FINANCE COMMITTEE MEETING OF SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI, HELD ON FRIDAY, 7TH DECEMBER, 2018 AT 11.30 A.M. IN THE NEW COMMITTEE ROOM OF THE SCHOOL

Present:

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| 1. | Ar. Amogh Kumar Gupta
Chairperson, BOG | Chairperson |
| 2. | Prof. Dr. P.S.N. Rao
Director | Member |
| 3. | Shri A.K.Singh
(In place of Dr.Sukhbir Singh Sandhu,
Additional Secretary (TE)) | Member |
| 4. | Prof. Dr. D.S. Meshram
(Nominee of BOG) | Member |
| 5. | Prof. Dr.V.K. Paul
Dean (P&D) | Special Invitee |
| 6. | Shri Umakant Agarwal
Registrar | Registrar-Secretary |

Ms.Darshana M.Dabral, JS & FA could not attend the meeting due to some other important meeting in the MHRD. However, the comments of IFD Division, MHRD were received on the agenda items of the FC circulated on 27th November, 2018.

Shri Umakant Agarwal, Registrar-Secretary welcomed all Members of the FC and requested the Chairman to start the Meeting.

The Chairman welcomed all the Members and called the meeting to order.

07 FC AGENDA ITEM NO.1	TO CONFIRM THE MINUTES OF 06 th MEETING OF FINANCE COMMITTEE OF THE SCHOOL HELD ON 08 th MAY, 2018
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The Minutes of 06 Finance Committee Meeting held on 08th May, 2018 were circulated to the Members on 29th May, 2018. No comments were received.

The Minutes of 06th Meeting of Finance Committee were confirmed.

07 FC AGENDA ITEM NO.2	TO CONSIDER ACTION TAKEN REPORT ON THE MINUTES OF THE 06 th MEETING OF FINANCE COMMITTEE OF THE SCHOOL HELD ON 08 th MAY, 2018
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The Action Taken Report on the Minutes of 06th FC Meeting was presented. The same was approved.

07 FC AGENDA ITEM NO.3	TO REPORT ANNUAL ACCOUNTS OF THE SCHOOL FOR THE YEAR 2017-18
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The FC noted the reporting of Annual Accounts of the School for the year 2017-2018. The same was already approved by the Chairman, BOG on 22.10.2018. This is to be reported in the forthcoming BOG Meeting.

07 FC AGENDA ITEM NO.4	TO CONSIDER FEE STRUCTURE FOR STARTING OF NEW PROPOSED INTEGRATED M.PLANNING 5-YEAR PROGRAM BY DEPARTMENT OF PHYSICAL PLANNING AT SPA, NEW DELHI
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On the observation of IFD, MHRD that the programme should be passed from Senate at first and then put up to FC, it was clarified that the proposal to start the Integrated M.Planning programme was already approved by the then AC on 17.05.2016 and the then EC on 5.08.2016. The matter was discussed in 04 BOG Meeting dated 07th June, 2018 as Item under Any Other Item, and agreed to expedite the matter. However, the Director clarified that a Committee was already set up to go into details such as fees, inclusion in JEE, applicability of GATE Scholarship, etc. The matter regarding its procedure for inclusion in JEE Examination for admission, nomenclature, etc. was placed before the Senate in its meeting held on 26th September, 2018 and approved.



As regards matters involving financial implications i.e. fees, GATE scholarship and faculty requirement, the proposal is put up for consideration of FC in this meeting.

As regards faculty requirement, the FC recommended to appoint one contract faculty against the sanctioned strength of the Department/School.

With regards to Fees for this Integrated Course, the Option II as put up in the Agenda was recommended. As per enhancement as at Item No.16 of this FC, the revised calculations as per Option II shall be as follows:

Proposed Fees Structure for Indian Students of Integrated M.Planning 5-Year Programme From the Academic Session 2019-2020 onwards												
		Semester-wise										
		I	II	III	IV	V	VI	VII	VIII	IX	X	
A.	TUITION FEES											
i)	General									73,350	73,350	73,350
ii)	ENROLMENT FEE (AT THE TIME OF ADMISSION ONLY)									--	--	--
iii)	REGISTRATION FEES	Same as								--	1,000	--
iv)	ACADEMIC SUPPORT FEES (Library /Audio Visual/ Computer Lab/Internet)	applicable For										
		Under-graduate								5,000	5,000	5,000
		Programmes										
v)	STUDENT ACTIVITIES FEES (Games Fees/ Association Fees / Magazine Fees/ NASA / NOSPLAN)									2,600	2,600	2,600
vi)	STUDENT AID FUND									--	400	--
vii)	SECURITY DEPOSIT SCHOOL & LIBRARY (AT THE TIME OF ADMISSION) Refundable									--	--	--
B.	HOSTEL ROOM RENT									8,000	8,000	8,000
	TOTAL (A+B)									88,950	90,350	88,950

Approved for implementation from the Session 2019-2020 onwards.

07 FC AGENDA ITEM NO.5	TO CONSIDER IMPLEMENTATION OF REVISION OF PENSION / FAMILY PENSION OF RETIRED TEACHING AND NON-TEACHING STAFF OF THE SPA, NEW DELHI AS PER 7 TH CPC
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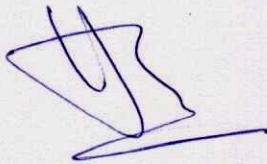
The FC recommended implementation of revision of pension / family pension to its retired teaching and non-teaching staff (pre-01.01.2016 and post-01.01.2016), as recommended vide MHRD letter dated 14th June, 2018.

07 FC AGENDA ITEM NO.6	TO CONSIDER RECOMMENDATIONS OF 06 BWC HELD ON 24.08.2018
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The FC noted the recommendations of the 06 BWC held on 24.08.2018 and recommended as under:

- 6.1 With regard to 06 BWC Item No.3, FC recommended the work of providing and fixing G.I.Chain link (Jali) at Planning Campus at an estimated cost of Rs.2,45,232/-, as per GFR and CVC guidelines in this respect.
- 6.2 With regard to 06 BWC Item No.4, the FC recommended the miscellaneous repair works at Architecture and Planning Building at ITO Campus at an estimated cost of Rs.4,59,395/-
For arriving at PAR, the FC wanted the information on the total annual budget for the maintenance of the School buildings. The matter shall be placed in the next FC.
- 6.3 With regard to 06 BWC Item No.5, the FC considered the seriousness of the work and advised to find out the permanent solution to the problem. It was brought that an underground SAP tank with nosal shall be the way out. On this Chairman, FC inquired about the total rainfall density as accordingly the tank volume will be designed and we would ascertain whether we have that much space or budget. It was advised that the existing drainage system may be mapped. However, it was informed that the School needs to obtain feasibility report from CPWD on this work as the School has no expertise available to provide guidance on this

On this the FC recommended that instead of inviting CPWD for the feasibility report, this work should be given to CPHEEO, which is a GOI agency for providing feasibility report and after this, the construction work can be awarded to CPWD.
- 6.4 With regard to 06 BWC Item No.6, the FC recommended the construction of partition wall in the Boys Hostel above Hostel Mess at Maharani Bagh Complex at the estimated cost of Rs.68,681/-, to be carried out as per GFR and CVC guidelines.
- 6.5 With regard to 06 BWC Item No.7, the FC recommended the work of reuse of swimming pool area at the spa residential complex as a volleyball /badminton court at the maximum estimated cost of Rs.4,25,985/-, as per GFR and CVC guidelines.



07 FC AGENDA ITEM NO.7	TO CONSIDER UPGRADATION OF SOFTWARE LIBSYS4 TO SOFTWARE LIBSYS10 SOFTWARE FOR SPA LIBRARIES
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The FC considered and approved the proposal of upgradation of existing LibSys4 software to web Centric LibSys10 software at a total amount of Rs.7,05,075/- by M/s LIBSYS Ltd.

07 FC AGENDA ITEM NO.8	TO CONSIDER REPORT OF THE COMMITTEE FOR RELEASE OF PENDING PAYMENTS TO CONTRACTORS
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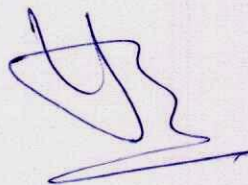
It was deliberated that this item may be referred to the Committee again and a) the conclusions be drawn specifically with reference to Terms of Reference (1 to 6) clarifying each one and b) the Table for balance payment be recast showing the actual details (i.e. value of work awarded, value of completed work, payment made as on date, balance payment, etc.) and put up in the next FC.

07 FC AGENDA ITEM NO.9	TO CONSIDER REVISION OF PROFESSIONAL CHARGES OF THE SCHOOL COUNSEL FOR ATTENDING THE COURT CASES IN DISTRICT /HIGH COURT/SUPREME COURT ON BEHALF OF THE SCHOOL
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The FC considered that the rates notified by the Ministry of Law will be applicable to the Legal Counsel of the School for attending the Court Cases.

07 FC AGENDA ITEM NO.10	TO CONSIDER REPORT OF THE ANOMALY COMMITTEE
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The MHRD Representative stated that more time is required for the MHRD to examine the report. Also, IFD has submitted a similar request for detailed examination. Accordingly, the FC agreed.



07 FC AGENDA ITEM NO.11

TO CONSIDER RECOMMENDATIONS OF THE 03RD SENATE HELD ON 26TH SEPTEMBER, 2018 REGARDING REPLACEMENT/ISSUE OF LAPTOPS TO FACULTY AND SENIOR ADMINISTRATIVE STAFF

The comments of IFD Division of MHRD read as under:

“This matter is not in the scope of Senate. Moreover, wherever there is requirement of laptop in such cases only, new laptop may be given”

On this it was clarified that the matter regarding issue of laptops was not placed before the Senate. However, during the course of discussions, the matter regarding replacement / issue of laptops to faculty came out as the matter of discontentment of the faculty as the CPDA, as recommended by the Sixth CPC, was also withdrawn with the implementation of 7th CPC i.e. w.e.f. 01/01/2016. The Senate, therefore recommended to place the matter at an appropriate forum i.e. FC for considering their request for laptops.

On this, the Representative, Technical Division, MHRD clarified that the CPDA is not withdrawn and faculty in IITs/NITs/CFTIs are getting CPDA Allowance, as per Sixth CPC on the same terms and conditions.

It was clarified that SPA had already written to the MHRD vide letter dated 8th October, 2018 seeking clarification on CPDA.

The FC considered the matter and concluded that CPDA can be given to the faculty, as per earlier terms and conditions, subject to clarification from MHRD.

07 FC AGENDA ITEM NO.12

TO CONSIDER ISSUE OF MOBILE PHONE AND I-PAD; AND REIMBURSEMENT OF MONTHLY EXPENSES THEREOF TO CHAIRMAN, BOG

The Members of the FC took note of the comments of the IFD Division of the MHRD wherein it was mentioned that “the Chairman of an autonomous body is an honorary post. Any facility or the allowance can be considered, if permissible as per the terms and conditions of the appointment letter.”



The Representative, Technical Division, MHRD felt it is necessary for things to function and may be considered. On this, it was clarified that in the appointment letter, no such facility / allowance is mentioned. But considering the fact that Notepad and mobile are needed by Chairman of the Board, the matter may be taken up with the MHRD (IFD) to consider the provision of mobile phone and notepad and reimbursement of monthly expenses for the Chairman of the Board, as a policy matter.

The FC considered to await the comments of the IFD on this issue.

07 FC AGENDA ITEM NO.13	TO CONSIDER ANNUAL MAINTENANCE CONTRACT OF CENTRALISED AC INSTALLED AT ARCHITECTURE AUDITORIUM BUIDLING, SPA-DELHI
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The FC considered the proposal of M/s OEM M/s Samsung India Electronic Pvt. Ltd for awarding the work of AMC of centralized AC (16 Units) at a total price of Rs.1,83,253/ (taxes included), as per their quote and approved the same.

07 FC AGENDA ITEM NO.14	TO CONSIDER REPLACEMENT OF TWO OLD STAFF CARS OF THE SCHOOL
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The FC considered and agreed to the replacement of two vehicles against condemnation, as per rules of the Govt. of India. It was also deliberated that a Report of Condemnation Committee may be obtained before purchasing the vehicle as per rules of the Government of India.

07 FC AGENDA ITEM NO.15	TO CONSIDER THE ENHANCEMENT OF REMUNERATION OF CONTRACTUAL APPOINTMENTS / CONSULTANTS IN THE SCHOOL ON ADMINISTRATIVE POSTS
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The FC considered that the enhanced rates of consultants fee / emoluments shall be applicable to fresh appointees as well as to existing incumbents on their renewed term, if any, as under:



Sl. No.	Category of Post (An Engagement with Post/Grade Pay at the time of retirement of the Consultant)	Consultation Fee/Emoluments (Present) in Rs.	Fixed Consultation Fee/Emoluments (Proposed) in Rs.	Remarks
1	Consultant Engineer (Civil & Electrical)- and Other Consultants up to Grade Pay 4800 and above	28,000/-	40,000/-	To be engaged as retired persons
	Consultant Engineer (Civil & Electrical) and Other Consultants - up to Grade Pay between 4200/- and 4600/-.	-	28,000/-	
2	Section Officer & Internal Audit Officer - up to Grade Pay between 4600/- and 4800/-.	22,000/-	30,000/-	
3	Sr. Assistant/Personal Assistant	18,000/-	25,000/-	
4	Stenographer	16,000/-	20,000/-	
5	Sports Officer	36,300/-	50,000/-	Against the position in Grade Pay of 5400/- and engaged on contract basis fulfilling the qualification till regular appointment.

Table Items:

07 FC AGENDA ITEM NO.16	TO CONSIDER THE PROPOSAL FOR ENHANCING THE TUITION FEE FROM THE ACADEMIC SESSION 2019-2020
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FC observed that last year fee for new students was increased 75% and an increase of 10% every year was approved. However, to further raise IR to meet the requirement of HEFA funding, it needs to be increased by 25%-30% for the new admissions (w.e.f. academic year 2019-2020). It was deliberated that the increased fee shall be notified in the admission prospectus/advertisement for the new admissions and shall be charged after the date of notification. With this observation, FC approved the proposed fee w.e.f. 2019-2020 Batch of students as follows:

**PROPOSED FEES STRUCTURE FOR INDIAN STUDENTS
FROM THE ACADEMIC SESSION 2019-2020 ONWARDS
(FOR NEWLY ADMITTED STUDENTS BATCH)**

(Fig. in Rs.)

Sl. No.	Particulars	Existing Fees (Annual)			Proposed Fees							
		UG	PG	Ph.D.	UG			PG			Ph.D.	
					Semester-wise			Semester-wise			Annual	
					I	III, V & VII	II, IV, VI & VIII	I	III	II/IV		
A.	TUITION FEES											
i)	General	61,250	70,000	35,000	40,000	40,000	40,000	45,000	45,000	45,000	40,000	
ii)	For internal faculty of SPA	NA	NA	2,625	--	--	--				3,000*	
iii)	ENROLMENT FEES(AT THE TIME OF ADMISSION ONLY)	4,000	4,000	4,000	5,000	--	--	5,000	--	--	5,000	
iv)	REGISTRATION FEES	1,000	1,000	1,000	1,000	1,000	--	1,000	1,000	--	1,000	
v)	ACADEMIC SUPPORT FEES (Library /Audio Visual/ Computer Lab/Internet)	8,000	8,000	8,000	5,000	5,000	5,000	5,000	5,000	5,000	10,000	
vi)	STUDENT ACTIVITIES FEES (Games Fees/ Association Fees/ Magazine Fees/ NASA / NOSPLAN)	5,200	5,200	5,200	2,600	2,600	2,600	2,600	2,600	2,600	5,200	
vii)	STUDENT AID FUND	400	400	400	400	400	--	400	400	--	400	
viii)	SECURITY DEPOSIT AT THE TIME OF ADMISSION SCHOOL & LIBRARY (Refundable)	20,000	20,000	20,000	20,000	--	--	20,000	--	--	20,000	
B.	HOSTEL ROOM RENT	16,000	16,000	16,000	8,000	8,000	8,000	8,000	8,000	8,000	16,000	
	TOTAL (A+B)	1,15,850	1,24,600	89,600	82,000	57,000	55,600	87,000	62,000	60,600	97,600	
				57,225*							44,600*	

*For Internal Faculty of SPA, New Delhi only

**PROPOSED FEES STRUCTURE FOR THE YEAR 2019-2020 ONWARDS
FOR FOREIGN STUDENTS
(FOR NEWLY ADMITTED STUDENTS BATCH)**

		(Fig. in U.S. \$)					
Sl.No.	Particulars	Existing Fees Annual			Semester-wise	Semester-wise	Annual
		UG	PG	Ph.D.	UG	PG	Ph.D.
(i)	Regular / General Students	12,250	12,250	12,250	7,000	7,000	14,000
(ii)	SAARC County Students	6,125	6,125	6,125	3,500	3,500	7,000
(iii)	Casual Students	4,375	4,375	4,375	2,500	2,500	5,000

07 FC AGENDA ITEM NO.17

TO CONSIDER THE REPRESENTATION RECEIVED FROM VARIOUS STUDENTS STUDYING IN THE SCHOOL RELATED TO FEE CHARGED FROM THEM IF THEY FAILED AND JOIN BACK WITH NEXT BATCH

The FC considered the request of the students and accorded ex-post-facto approval for charging fee from them as per old rates applicable to them at the time of admission.

On this it was also considered that the students admitted on old rates of fees shall be charged on old rates and students admitted on new rates of fee shall be charged on new fees.

Any Other Item:

1. The Representative, Technical Division, MHRD raised the issue of fee of OCI students admitted through JEE and advised the Institute to examine the issue as per Fee Notices issued by it.
2. The Representative of MHRD also informed that SPA Delhi has been placed in second finance Window (75:25) by relaxing the criteria in terms of para 4 of HEFA Guidelines. Accordingly, Director and the Dean (P&D) were asked to move for the Vasant Kunj Project of SPA-Delhi. The Director clarified that the School has already received a letter from MHRD to this effect.

The Meeting ended with vote of thanks to the Chair.

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