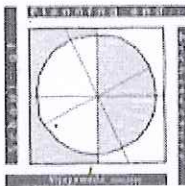
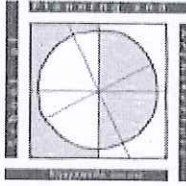

AGENDA

Third Meeting of the Finance Committee (FC)

February 09, 2011 at ITPI., New Delhi, India



School of Planning & Architecture Vijayawada
(Established 2003 by Ministry of Human Resource Development, Government of India)
Camp Office: Acharya Nagarjuna University Campus, Nagarjuna Nagar
Dist. Guntur, Andhra Pradesh – 522510, India



School of Planning & Architecture: Vijayawada

(Established 2008 by Ministry of Human Resource Development, Government of India)

Camp Office: Acharya Nagarjuna University Campus, Nagarjuna Nagar

Dist. Guntur, Andhra Pradesh – 522510, India

Third Meeting of the Finance Committee (FC) of SPAV
scheduled at 02.00 PM on February 09, 2011 at ITPI, New Delhi

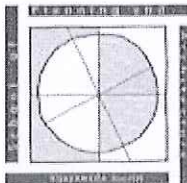
I. AGENDA ITEMS

Item No. 1	To consider and approve the Project Cost (estimated cost of designing, construction and development) of SPAV campus on the 7 acre site on ITI Road, Vijayawada.
Item No. 2	To consider and approve the revised rates of remuneration and Terms of Reference for Visiting Professor, Visiting Faculty Members of SPAV at par with those at SPA Delhi.
Item No. 3	To consider and approve the proposal for reimbursement of expenditure incurred by the employees of SPAV for their daily travel from Vijayawada (Krishna Dt.) to A.N.U Campus (existing Camp Office at Nagarjuna Nagar, Guntur Dt.)
Item No. 4	To consider and approve payment of monthly salary (additional remuneration) payable to Sri Venkata Krishna Kumar Sadhu, Associate Professor of Architecture who was appointed as temporary measure to work as Registrar in addition to his normal teaching duties, with effect from 10-8-2010
Item No. 5	To consider and approve the proposed honorarium to the Faculty members of SPAV who are discharging additional responsibilities in the capacity of Hostel Warden, Controller of Examinations, Academics and Admissions Coordinator etc.
	Any other Item with the permission of the Chair

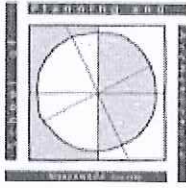
MINUTES of the Meeting

Third Meeting of the Finance Committee (FC)

February 09, 2011 at ITPI., New Delhi, India



School of Planning & Architecture: Vijayawada
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Dist. Guntur, Andhra Pradesh – 522510, India

Minutes of the Third Meeting of the Finance Committee (FC) of SPAV held on February 09, 2011 at 02:00 PM at ITPI, New Delhi, India

Members Present:

1	Prof. (Dr.) Shovan K. Saha (Director, SPAV) in place of Prof. S.K. Khanna	Chairman
2	Dr. Harvinder Singh (Director, PAE) in place of Shri N.K. Sinha (DHE, MHRD)	Member
3	Ar. Vijay Garg Nominee of the President, IIA	Member
4	Prof. Venkata Krishna Kumar Sadhu (Registrar, SPAV)	Member-Secretary
5	Prof. (Dr.) Ramesh Srikonda (HoD – Architecture, SPAV)	Special Invitee

Prof. S.K. Khanna, Chairman of the Finance Committee, conveyed his inability to attend and Chair the meeting due unforeseen situation and requested any other member to Chair the meeting. Therefore, Dr. Shovan Saha Chaired the meeting in the place of Prof. S.K. Khanna since other participants were representing respective Members.

Dr. Dev Swarup and Shri S.K. Ray regretted their inability to attend the meeting, due to prior commitments.

The Chairman welcomed the Members of the Committee and the Special Invitees and thereafter took up the agenda items.

Item # 1	To consider and approve the preliminary Project Cost (estimated cost of designing, construction and development) of SPAV campus on the 7 acre site on ITI Road, Vijayawada, A.P., India
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Director, SPAV informed the Members that this item was discussed vide Item no. 4 of the Agenda of the *Ninth* meeting of the BWC, held on February 09, 2011 at New Delhi, wherein modifications were suggested by the Members of the BWC. In view of the pending approval and clearance of the BWC, this item was deferred till approval received from the BWC.

Item # 2	To consider and approve the preliminary Project Cost (estimated cost of customization and modification) of the proposed Campus to be hired at Nidamanuru, Vijayawada
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Director, SPAV informed the Members that this item was discussed under *any other item* of the Agenda of the *Ninth* meeting of the BWC, held on February 09, 2011 at New Delhi. The BWC further recommended that the revised estimated cost may be placed before the BOG for consideration and approval. The matter is reported to the FC.

Item # 3	To consider and approve the estimated cost of four Labs in Architecture and Planning departments of SPAV
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Director, SPAV informed the Members that there is a requirement for establishing various labs so as to provide hands-on exposure to the students of Architecture and Planning. In this context, it is proposed to establish four Laboratories namely, Carpentry Lab, Photography & Documentation Lab and Strength of Materials Lab in the Department of Architecture and Digital Image Processing Lab in the Department of Planning. The preliminary **Cost Estimate** as presented at Annexure-IV of the Agenda document was reviewed by the Members.

After detailed discussions, it was advised that the need for establishment of the four Labs may be reviewed and recommended by the Academic Council of SPAV. Subsequently, this item may be placed before the BoG.

Item # 4	To consider and approve the Terms of Reference and revised rates of remuneration for the Visiting Faculty members of SPAV	Annexure No.: V Page No.: 36
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Director, SPAV informed the Members that since the inception of the School at Vijayawada till date, Visiting Faculty members are being paid Rs. 600/- and Rs. 400/- for teaching Theory and Studio subjects respectively, based on the rules which were in force in SPA Delhi, in the year 2008-09. However, keeping in view of the emerging structure of academic programmes and the experience gained over the past two and a half years, a comprehensive set of Terms of Reference with *three* sets of rates of remuneration (while retaining the present basic rates as one of the three sets of rates) and the approved rates of remuneration adopted by SPA., New Delhi, were presented at Annexure-V of the Agenda document.

After detailed discussions, the Committee recommended that the rates of remuneration adopted by SPA, New Delhi from time to time may be followed by SPAV by duly reporting to the BoG.

Item # 5	To consider and approve the proposed honorarium to the Faculty members of SPAV who are discharging additional responsibilities in the capacity of Hostel Warden, Controller of Examinations, Academics and Admissions Coordinator etc.	Annexure No.: VI Page No.: 43
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Director, SPAV informed the Members that since the inception of the School at Vijayawada, Faculty members of SPAV have been handling additional responsibilities in the capacity of viz., Head of the Department, Chief Warden, Warden, Controller of Examinations, Academics & Admissions Co-ordinator, Chairman/Members of Purchase Committee, Chairman/Members of Disciplinary Action Committee, Vigilance Officer, PIC-Audit, Annual Report Co-ordinator, Lab in-charge etc., in addition to their regular academic responsibilities.

In this context, the proposal to pay 'Honorarium' on a monthly basis to the Faculty Members holding additional responsibilities (based on the letter dt. 23rd September, 2010 bearing Ref.

no. F.No.1-1/2010-TS.I issued by the MHRD addressed to Directors of IITs) as presented at **Annexure-VI** of the Agenda document was reviewed by the Committee.

After detailed discussions, the Committee advised that the proposal may be placed before the BoG for necessary approvals.

Item # 6	To consider and approve the proposal for reimbursement of expenditure incurred by the employees of SPAV for their daily travel from Vijayawada (Krishna Dt.) to A.N.U Campus (existing Camp Office at Nagarjuna Nagar, Guntur Dt.)
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Director, SPAV informed the Members that this item was discussed vide Item no. 6 of the Agenda of the fifth meeting of BoG held on February 17, 2010 at SPAV and approved the reimbursement of transport expenditure incurred by the regular employees of SPAV for their daily travel from Vijayawada / Mangalagiri to A.N.U Campus, covering a maximum distance of nearly 55 km. Accordingly, the reimbursement was given to all the regular employees as per quoted rules. However, it was submitted that on verification, the quoted rules and references as presented at **Annexure-VII** of the Agenda document were found to be inapplicable to the given context as they were intended for touring officers. In view of the above, necessary directive and advice of the Committee was sought.

After detailed discussions, the Committee felt that this is a case of special nature and circumstance. However, in view of absence of applicable rules for the aforesaid context, it was advised that this matter may be placed before the Finance Dept. of MHRD through the BoG, for necessary consideration and seeking clearance from IFD (Integrated Finance Division, Ministry of Finance, GoI), if necessary.

Item # 7	To consider and approve payment of monthly salary (additional remuneration) payable to Sri Venkata Krishna Kumar Sadhu, Associate Professor of Architecture who was appointed as temporary measure to work as Registrar in addition to his normal teaching duties, with effect from 10-8-2010
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Director, SPAV informed the Members that Sri Venkata Krishna Kumar Sadhu, Associate Professor of Architecture was requested to perform the duties of the Registrar temporarily in addition to his normal teaching duties, with effect from 10-8-2010, till such time the post is filled. In this context, the item pertaining to payment of monthly salary (additional remuneration) to Sri Venkata Krishna Kumar Sadhu was discussed under *any other item* at the Emergent (Short Notice) meeting of the BoG held on October 22, 2010 at Hyderabad, A.P. After detailed discussions, the BoG requested the Director, SPAV to ascertain the provisions applicable in this case and report the same to the Board.

In view of the above and the underlined text, advice of the Committee was sought about the way forward regarding obtaining concurrence of the Competent Authority as applicable.

After elaborate discussions, the Committee recommended that this may be placed before the BoG for necessary approvals.

Item # 8	To report the submission of Annual Accounts to MHRD and Pr. A.G, for the 2009-10 F.Y (for the year ending March 31, 2010) and completion of Audit Inspection for the 2009-10 F.Y
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Director, SPAV reported to the Members that Annual Accounts for -F.Y. 2009-10 (ending March 31, 2010) dt. December 15, 2010 was submitted to the MHRD-GoI and the Pr. A.G. Hyderabad, A.P., as presented at **Annexure-IX** of the Agenda document. Director, SPAV further informed the Members that the Audit inspection for the F.Y. 2009-10 was conducted during Jan. 21 – Feb. 02, 2011 and was completed on Feb. 02, 2011. The comprehensive Audit report and Audit Certificate are expected to be received within a period of about two months.

The Committee took note of the above and requested that the Audit Certificate may be submitted to the MHRD upon receiving the same from the Pr. AG, Hyderabad, A.P., India.

As there was no other item to be discussed, the meeting ended with thanks to the Chair.

