

**R C Patel Institute of Technology, Shirpur**  
An Autonomous Institute, Affiliated to DBATU, Lonere

**AGENDA FOR 01<sup>ST</sup> MEETING OF FINANCE COMMITTEE**

02/02/2021

**Venue: Conference Hall, R C Patel Institute of Technology, Shirpur**

1<sup>st</sup> meeting of the Finance committee is scheduled on 2<sup>nd</sup> February 2021 at 11 AM. All the members of the Finance committee are requested to attend the meeting. The agenda for the meeting will be as below.

<b>Item No. 1</b>	<b>To approve the End Semester Examination fees for academic year 2020-21</b>
<b>Item No. 2</b>	<b>To approve the fees for Revaluation, Photocopy and Late fee for exam form submission</b>
<b>Item No. 3</b>	<b>To Sanction the expenses against Answer sheet and Exam stationary printing.</b>
<b>Item No. 4</b>	<b>To Approve the remuneration related with various examination duties for smooth conduction of examination.</b>
<b>Item No. 5</b>	<b>Any other points with the permission of the Chair</b>

**MINUTES OF MEETING OF 01<sup>ST</sup> FINANCE COMMITTEE**

02/02/2021

The 1<sup>st</sup> meeting Finance Committee was held on 2<sup>nd</sup> February 2021 at 11 AM in the Conference Hall, R C Patel Institute of Technology, Shirpur. The following members were present.

S.N	Name of Member	Position on Committee	Category
1	<b>Prof. Dr. Jayantrao Bhaurao Patil</b> Director, R C Patel Institute of Technology, Shirpur	Chairman	Director of College
2	<b>Dr. Prashant Tukaram Mahajan</b> Registrar R C Patel Institute of Technology, Shirpur	Member Secretary	One person to be nominated by the Governing Body of the college for a period of two years.
3	To be nominated	Member	Finance Officer / OSD Finance of DBATU (Ex-Officio)
4	<b>Prof. Suhas Pandit Shukla</b> Associate Professor, R C Patel Institute of Technology, Shirpur	Member	One senior-most teacher of the college to be nominated in rotation by the principal for two years.

As per Agenda the following points were discussed

<b>Item No. 1</b>	<b>To approve the End Semester Examination fees for academic year 2020-21</b>
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**Resolution (FC-I)**

The Committee had a discussion on Fee proposal put by controller of Examination. Finance committee has unanimously decided that institute should charge the Rs. **3000/-** as End Semester Examination fees for a Academic year. (*i.e. Rs1500/- For each semester End semester Examination*)

<b>Item No. 2</b>	<b>To approve the fees for Revaluation, Photocopy of Answer Sheet</b>
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**Resolution (FC-II)**

The committee had unanimously decided that institute should charge following fees for Revaluation, Photocopy of Answer Sheet

- A) Revaluation of Answer sheet- Fees **Rs. 500/-** Per Subject
- B) Photocopy of Answer sheet- Fees **Rs. 200/-** Per Answer sheet (Per subject)
- C) Photocopy + Revaluation of Answer Sheet Fees **Rs. 700/-** Per Subject

<b>Item No. 3</b>	<b>To Sanction the expenses against Answer sheet and Exam stationary printing.</b>
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**Resolution (FC-III)**

The Committee had sectioned expenses against Answer sheet and Exam stationary printing.

<b>Item No. 4</b>	<b>To Approve the remuneration related with various examination duties for smooth conduction of examination.</b>
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**Resolution (FC-IV)**

The Committee had sanctioned the remuneration for examination work as per annexure attached.

The meeting concluded with vote of thanks to the Chair.