



K. C. E. Society's
MOOLJI JAITHA COLLEGE (AUTONOMOUS), JALGAON - 425002

मूळजी जेठा महाविद्यालय (स्वायत्त), जळगांव — ४२५ ००२

NAAC Re-Accredited (3rd Cycle)

Date : 23/09/2020

Minutes of the First Finance Committee in the Academic Year 2020-2021.

The First Meeting of the Finance Committee in the Academic Year 2020-2021 was held on 23rd September, 2020 at 04:00 P.M. in the New Conference Hall, Main Building. Following members were present for the meeting.

1)	Prin. Prof. S N Bharambe, Chairman (Principal)	Sd/-
2)	Mr. Suresh R Chirmade, (Nominee of the Management)	Sd/-
3)	Dr. Vivek Katdare, (I/C Finance & Accounts Officer of the Parent University)	Sd/-
4)	Prof. A. P. Sarode, (Senior Teacher Nominated by the Principal)	Sd/-

Introduction and Felicitation of Members of Finance Committee of the College.

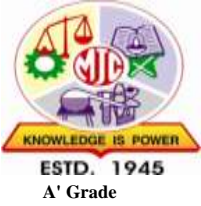
The First Meeting of Finance Committee of M J College (Autonomous), Jalgaon was conducted under the Chair of Principal Prof. S. N. Bharambe. Initially he offered as warm welcome to all members of the Committee and felicitated them by offering a Bouquet.

Item No. 1) To confirm the minutes of previous meeting held on 21st September, 2019.

The minutes of earlier meeting held on 21st September, 2019 were read and confirmed by all the members unanimously.

Item No. 2) To discuss the Action Taken Report of the previous meeting held on 21st September, 2019.

The Action Taken Report was presented by Principal, Prof. S. N. Bharambe discussed and unanimously accepted by the member of Finance Committee. A



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copy of Action Report of the Second Finance Committee in the Academic Year 2019-2020 is attached herewith **Annexure – I.**

Item No. 3) To approve the Annual Budget for the Academic Year 2020-2021 of the College.

The Annual Budget prepared by the College was presented by Principal, Prof. S. N. Bharambe was discussed, after considering the suggestion it was unanimously resolved that, the annual budget is recommended for approval of Governing Body. A copy of Budget for the year 2020-2021 is attached herewith **Annexure – II.**

Item No. 4) To approve the Budget Proposal for Financial Assistance under the Autonomous College Scheme as per UGC Regulations, 2018.

The detailed proposal prepared by the Planning & Evaluation Committee in their meeting dated 20/07/2020 of the College for Financial Assistance under the Autonomous College Scheme of UGC is as under and placed for the approval.

Proposed Budget

Sr. No.	Title/Budget Head	Amount (Rs.)
1	Upgradation of Syllabus - Skill Orientation	75,000.00
2	Orientation and retraining of Teachers	40,000.00
3	Development of teaching-learning material	40,000.00
4	Workshops and Seminars (for students' and teacher)	40,000.00
5	Examination reforms	25,000.00
6	Furniture for office and laboratories	7,00,000.00
7	Extension Activity	40,000.00
8	Office Equipment, Teaching aids and laboratory equipment	9,50,000.00
9	Guest/ Visiting Faculty	50,000.00
10	Capacity Building for teachers	40,000.00
11	NCC	2,00,000.00
	Total (Rs.)	22,00,000.00



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ESTD. 1945
A' Grade
NAAC Re-Accredited (3rd Cycle)

Justification for proposed budget

1	<p>Upgradation of syllabus on regular basis making it Skill oriented with quantifiable outcomes</p> <p>The college has always aspired for student centric activities and syllabi reforms. As a part of academic reforms, various boards of studies have continuously been upgrading the syllabi. At the same time new programmes have been introduced considering the present scenario of the industry and employability. This trend of redesigning of curricula or introduction of skill based programmes will continue with the help of infractions and suggestions from academia, employer and industry partners.</p>
2	<p>Orientation and retraining of teachers</p> <p>In order to achieve academic excellence, the training of teachers become vital and hence the college has always patronized the introduction training of newly appointed staff members. A care has been taken to upgrade the potential of the staff members by organizing workshops on the college campus. .</p>
3	<p>Development of teaching/learning material</p> <p>The college has already initiated projects such as <i>E-udbodhan</i>, where audio visual information is being provided to the students on website and individual mobiles. Library facilities of E-Journals are already implemented for students and teachers which need to improve simultaneously, it has been planned to organize staff workshop for preparing course material, question banks and procurements of some software related to development of teaching & learning materials.</p>
4	<p>Workshops and Seminars :</p> <p>To conduct workshop, summer and conference is continuous efforts to allow interaction of staff members with academician, scientists and industrialists following domains would be given priority :</p> <p>(a) Modern trends in scientific approach in Arts, Science and Commerce during & after Covid-19.</p> <p>(b) Workshop on use of Modern ICT based teaching and Learning methodology.</p>
5	<p>Examination Reforms</p> <p>For ensuring transparency and credibility, there is urgent need to reform the existing system of examination. Workshops for teachers and non-teaching staff is necessary to conduct online and offline examinations & their modern evaluation techniques.</p>
6	<p>Furniture for office and Laboratories</p> <p>When redesigning an office and replacing furniture, an important factor to take into account is technology. Office furniture should be catalyst for enhancing the use and functionality of the technology used. Adjusting to new Machinery and equipment required the installation of the latest style of furniture that encourages the use of technology. New additional computer Laboratory is</p>

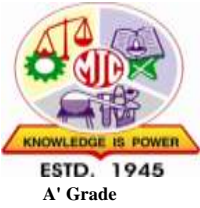


A' Grade
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	needed to conduct online examinations and training to students & teacher sunder autonomy.
7	<p>Office Equipment, teaching aids and Laboratory equipment. The college provides excellent infrastructure for academics, extracurricular activities. During autonomy, it is planned to upgrade the teaching equipment by purchasing high end servers, computers, upgrading SOUL and establishment of intra campus server.</p> <ol style="list-style-type: none"> 1) Migration to SOUL 3.00 - The KRC of the college at present is using Library Managed Software SOUL 2.0.0.12 and would like to migrate to SOUL 3.0 which will be launched soon by the INFLIBNET. 2) Creation of intra campus server : The KRC of the college would like to procedure and install an intra-campus server to provide access to library resources available in the form of CDs and DVDs to its users 24 X 7 X 365. 3) High end server with UPS computers.
8	<p>Extension Activities Extension Activities for the benefits of the weaker sections & society such as propagation of importance of Yoga during & after Covid - 19, activities related to women empowerment, food adulteration awareness and protection of environment. and Health for women's in the Rural area.</p>
9	<p>Guest/ Visiting Faculty Guest lecturers help students improve their learning in a more interactive topic specific way. These can be very helpful not only for the students, but can also contribute to the teacher's knowledge and practices. It can be used to make classes more approachable and appealing to students.</p>
10	<p>Capacity building for teachers Special competence is needed to build and nurtured among teachers activities related to capacity building such as</p> <ol style="list-style-type: none"> 1) Motivating teachers for acquiring classroom skills. 2) Technology enabled learning and evaluation. 3) Participation in workshops/Training Programme.
11	<p>NCC The College offers NCC subject. Under this subject various activities like Parade, Field Training, Map Reading, Firing and Demo sessions are carried out.</p>



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NAAC Re-Accredited (3rd Cycle)

Autonomous College Scheme

List of Proposed office Equipment

Sr. No.	Name of the Item	Quantity	Total Cost (Rs)	Justification/Utility
1	High End Server with UPS	1	3,50,000	To upgrade the activities in Learning Management System and Display of Teaching and Learning Material.
2	Computers	10	4,50,000	To upgrade the Computer Laboratory for Final Year Students.
3	Intra Campus Server	1	1,50,000	To create Intra Campus Server for provide access to Library Resources.
			9,50,000	

Autonomous College Scheme

List of Proposed office Furniture

Sr. No.	Name of the Item	Quantity	Total Cost (Rs)	Justification/Utility
1	Furniture for Computer Laboratory with electrification	1	7,00,000	New additional Computer Laboratory is needed to conduct online examinations and training to students and teachers under Autonomy.
			7,00,000	

The Proposal was reviewed and discussed by the Members of the Finance Committee and unanimously it is resolved that, the proposal for Financial Assistance under the Autonomous College Scheme of UGC is approved. The approved proposal is as follows :

Approved Budget

Sr. No.	Title/Budget Head	Amount (Rs.)
1	Upgradation of Syllabus - Skill Orientation	75,000.00
2	Orientation and retraining of Teachers	40,000.00
3	Development of teaching-learning material	40,000.00
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5	Examination reforms	25,000.00
6	Furniture for office and laboratories	7,00,000.00



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NAAC Re-Accredited (3rd Cycle)

7	Extension Activity	40,000.00
8	Office Equipment, Teaching aids and laboratory equipment	9,50,000.00
9	Guest/ Visiting Faculty	50,000.00
10	Capacity Building for teachers	40,000.00
11	NCC	2,00,000.00
	Total (Rs.)	22,00,000.00

Justification for Approved budget

1	<p>Upgradation of syllabus on regular basis making it Skill oriented with quantifiable outcomes</p> <p>The college has always aspired for student centric activities and syllabi reforms. As a part of academic reforms, various boards of studies have continuously been upgrading the syllabi. At the same time new programmes have been introduced considering the present scenario of the industry and employability. This trend of redesigning of curricula or introduction of skill based programmes will continue with the help of infractions and suggestions from academia, employer and industry partners.</p>
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4	<p>Workshops and Seminars :</p> <p>To conduct workshop, summer and conference is continuous efforts to allow interaction of staff members with academicians, scientists and industrialists following domains would be given priority :</p> <p>(a) Modern trends in scientific approach in Arts, Science and Commerce during & after Covid-19.</p> <p>(b) Workshop on use of Modern ICT based teaching and Learning methodology.</p>

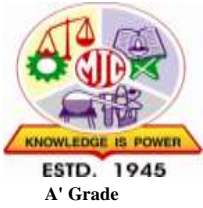


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5	<p>Examination Reforms</p> <p>For ensuring transparency and credibility, there is urgent need to reform the existing system of examination. Workshops for teachers and non-teaching staff is necessary to conduct online and offline examinations & their modern evaluation techniques.</p>
6	<p>Furniture for office and Laboratories</p> <p>When redesigning an office and replacing furniture, an important factor to take into account is technology. Office furniture should be catalyst for enhancing the use and functionality of the technology used. Adjusting to new Machinery and equipment required the installation of the latest style of furniture that encourages the use of technology. New additional computer Laboratory is needed to conduct online examinations and training to students & teacher sunder autonomy.</p>
7	<p>Office Equipment, teaching aids and Laboratory equipment.</p> <p>The college provides excellent infrastructure for academics, extracurricular activities. During autonomy, it is planned to upgrade the teaching equipment by purchasing high end servers, computers, upgrading SOUL and establishment of intra campus server.</p> <ol style="list-style-type: none"> 1) Migration to SOUL 3.00 - The KRC of the college at present is using Library Managed Software SOUL 2.0.0.12 and would like to migrate to SOUL 3.0 which will be launched soon by the INFLIBNET. 2) Creation of intra campus server : The KRC of the college would like to procedure and install an intra-campus server to provide access to library resources available in the form of CDs and DVDs to its users 24 X 7 X 365. 3) High end server with UPS computers.
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9	<p>Guest/ Visiting Faculty</p> <p>Guest lecturers help students improve their learning in a more interactive topic specific way. These can be very helpful not only for the students, but can also contribute to the teacher's knowledge and practices. It can be used to make classes more approachable and appealing to students.</p>
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11	<p>NCC The College offers NCC subject. Under this subject various activities like Parade, Field Training, Map Reading, Firing and Demo sessions are carried out.</p>
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Autonomous College Scheme

Approved list of office Equipments

Sr. No.	Name of the Item	Quantity	Total Cost (Rs)	Justification/Utility
1	High End Server with UPS	1	3,50,000	To upgrade the activities in Learning Management System and Display of Teaching and Learning Material.
2	Computers	10	4,50,000	To upgrade the Computer Laboratory for Final Year Students.
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			9,50,000	

Autonomous College Scheme

Approved list of office Furniture

Sr. No.	Name of the Item	Quantity	Total Cost (Rs)	Justification/Utility
1	Furniture for Computer Laboratory with electrification	1	7,00,000	New additional Computer Laboratory is needed to conduct online examinations and training to students and teachers under Autonomy.
			7,00,000	

Item No. 5) To submit the proposal for Financial Assistance to UGC, WRO, Pune.

It is unanimously resolved that, the approved Budget for Financial Assistance under the Autonomous College Scheme is recommended for approval of Governing Body before submission of the proposal to UGC, WRO, Pune.

Item No. 6) To approve the changes in remuneration for conduct of theory and Practical examination w.e.f. October/November-2019 decided by Finance Committee of the college.



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The remuneration manual was implemented during 2019-2020. Some changes have been suggested by Board of Examination in this manual. The minor change were discussed and it is resolved that the changes suggested by Board of Examination is unanimously approved. A copy of Remuneration Manual for the year 2020-2021 is attached herewith **Annexure – III**.

Item No. 7) Any other item by the permission of chair.

No other additional Item was discussed.

Vote of Thanks was proposed by Prof. A. P. Sarode and the meeting was over with the permission of Chair.

KCE's Moolji Jaitha(Senior) College, Jalgaon

Budget for the year 2020-21 (on Estimated Students 5000)

Sr No	Income	Budget for 2019-20	Actual Income for 2019-20	Budget for 2020-21	Sr No	Expenditure	Budget of 2019-20	Actual Expenditure for 2019-20	Budget for 2020-21
1	Admission fee	180000	186890.00	125000	1	Advertisement Exp.	500000	743134.00	500000
2	Alumni Association fee	100000	123525.00	100000	2	Affiliation fee	300000	17500.00	1068000
3	Ashwamedh Fee	100000	114842.00	60000	3	Allumini Exp.	50000	0.00	50000
4	Autonomous Exam Fee	0.00	3290177.00	3000000	4	Asia Book Record Exp.	0.00	172249.00	0.00
5	Autonomous Grant from UGC	2200000	2200000.00	2200000	5	Audit fee	30700	30680.00	30700
6	B.Voc Recurring Grant	1500000	0.00	1500000	6	Autonomous Exp.	2500000	2949730.00	800000
7	Bvoc Agri.Recurring Grant	1500000	4496400.00	3500000	7	B.Voc Agri Recuring Grant Exp.	1500000	2349778.00	3500000
8	CE Recuring Grant	1300000	0.00	1300000	8	Bank Charges	200000	25595.00	30000
9	Certificate Course fee	500000	535695.00	100000	9	BVoc Green House Exp.	500000	3809161.00	500000
10	Computer Data Proce. fee	105000	117930.00	100000	10	BVoc Printing Tech. Exp.	500000	3431096.00	500000
11	Computer fee	2500000	2675602.00	2000000	11	CE/ CPE Recurring Exps.	200000	43402.00	50000
12	Conference/Seminar Fees	300000	856876.00	200000	12	Cleaning & Maintenance Exp.	500000	162907.00	1500000
13	Contribution from Alumni	2000000	0.00	200000	13	College Electricity Exp.	2000000	2125117.00	1500000
14	Counselling fee	100000	136900.00	100000	14	College Exam & Tutorial Exp.	500000	931941.00	300000
15	Development fee	520000	526530.00	375000	15	College Gardening Exp.	100000	96000.00	100000
16	DST Fist Recuring Grant	200000	0.00	10000	16	College Magazine Exp.	250000	129532.00	150000
17	Education Study Toure	1200000	1041379.00	500000	17	Competative Exam Exp.	50000	0.00	30000
18	Eligibility Fee	150000	166485.00	120000	18	Computer Current Exp.	1000000	992286.63	1000000
19	Environment fee	200000	166700.00	100000	19	Conference & Seminar Exp.	300000	570587.00	150000
20	Fines	100000	73444.00	50000	20	Consultancy Exp.	0.00	0.00	100000
21	FY Examination Fees	1000000	0.00	0.00	21	DBT Recurring Exp.	300000	0.00	0.00
22	Gathering fee	250000	260530.00	200000	22	Dreamy Eye Research Exp.	50000	0.00	0.00
23	General Knowledge fee	60000	53400.00	40000	23	Education Study Toure.Exp.	800000	0.00	500000
24	Grant for YOGA Day	100000	0.00	0.00	24	Endowment Prizes	60000	50056.00	50000
25	Gymkhana fee	580000	598403.00	500000	25	Flat Repairs & Maint Contri.	150000	117248.00	117250
26	Hostel fee	1700000	2182444.00	825000	26	Gathering Exp.	300000	398544.00	100000
27	I-Card Fee	100000	89863.00	75000	27	General Exp.	100000	78113.00	75000
28	ICPR Grant of Philosophy	20000	0.00	20000	28	Generator Fuel Exp.	300000	266182.00	300000
29	Interest on Fixed Deposits	350000	760331.13	300000	29	GST Exp.	200000	304756.00	300000
30	Internet fee	540000	530893.00	400000	30	Gymkhana & Sports Exp.	700000	538499.00	300000
31	Laboratory fee	1000000	1194467.00	1000000	31	Hostel Exp.	600000	1299824.70	690000
32	Legal Awareness Prog. Grant	0.00	45000.00	45000	32	Internet Facility Exp.	100000	248342.00	200000
33	Library fee	725000	745694.00	600000	33	ISO 9001: 2008 Exp.	400000	4823.00	0.00
34	Magazine fee	250000	264470.00	250000	34	Laboratory Current Exp.	1500000	1281350.42	500000
35	Medical fee	75000	78380.00	75000	35	Legal fee & Exp.	300000	215000.00	300000
36	Mess & Canteen Rent	33600	33600.00	33600	36	Library Current/Read.Room Exp.	100000	90970.00	75000

37	Misce. fee	500000	528208.00	500000	37	Miscellaneous Exp.	50000	61142.00	50000
38	Misce.Receipts	150000	214272.00	50000	38	Municipal Tax	100000	61146.00	52484
39	MKCL Fee	250000	291980.00	50000	39	N.C.C. Exp.	25000	24612.00	60000
40	National Mission Grant(Pandu	350000	891032.00	500000	40	NAAC / IQAC / Exp.	500000	0.00	50000
41	Non Grant Classes fee	19000000	21917596.00	18000000	41	National Mission Grant Exp.	300000	895560.00	500000
42	Other fees	200000	243240.00	150000	42	NG Contri.Staff CPF Exp.	0.00	1500024.00	600000
43	Personality Developpt fee	130000	145325.00	100000	43	Non Grant Course Exp.	5000000	4470461.89	1500000
44	Power Generator Fee	1200000	1162435.00	800000	44	Non Grant Salary Exp.	17500000	17898083.00	10000000
45	Practical fee	300000	296200.00	250000	45	P.S.A.F. Exp.	500000	211740.00	100000
46	PSAF fee	265000	278650.00	250000	46	Periodicals Exp.	150000	99815.70	100000
47	Recovery of Lab Breakages	100000	144825.00	100000	47	Postage & Telegramme Exp.	10000	16553.00	20000
48	Research Grant from NMU	0.00	439086.00	100000	48	Printing Exp.	300000	557015.00	350000
49	Salary Grants	144630000	149698368.00	160000000	49	Prospectus Printing	150000	0.00	100000
50	Sale of Prospectus	250000	395815.00	200000	50	Repairs & Maint to Building	1000000	460482.00	500000
51	Student Activities Fee	300000	277150.00	200000	51	Repairs & Maint to Dead stock	200000	204637.00	150000
52	TC/ Bonafide fee	100000	98310.00	100000	52	Repairs & Maint to Furniture	100000	125581.00	100000
53	Tuition fee	3800000	3729394.00	3500000	53	Reserch Exp.	0.00	0.00	50000
54	Tutorial fee	325000	346100.00	250000	54	Salary of Clerks	7400000	8882011.00	8000000
55	University Registration fee	150000	175045.00	50000	55	Salary of Peons	17230000	18005676.00	12000000
56	USWA Fee & Proreta fee	25000	33805.00	25000	56	Salary of Teachers	120000000	122857561.00	140000000
57	Vice -Chan. Research Grant	0.00	133979.00	100000	57	Security Guard Exp.	1000000	777504.00	700000
58	Yoga/YCMOU Fees	1000000	756322.00	300000	58	Seed Money for Reserch Pramo.	0.00	0.00	500000
					59	Stationery Exp.	400000	438112.00	250000
					60	Student Activities Exp.	800000	780594.00	300000
					61	Teachers Staff Recru.Exp.	0.00	100028.00	0.00
					62	Teachers/NT Training Exp.	10000	3635.00	50000
					63	Telephone Exp.	200000	87127.00	100000
					64	Travelling Exp.	350000	593974.00	200000
					65	UGC Recurring Grant Exp.	300000	913281.00	300000
					66	Vice Chancellor Research Exp	250000	0.00	400000
					67	Yoga/Naturopathy Dept Exp.	150000	229271.00	150000
					68	Depreciation on Dead Stock	0.00	4276628.00	0.00
					69	Depreciation on Building	0.00	8524000.00	0.00
	Deficit-		10786671.21			Surplus-	3647900.00		12980166.00
	Total -	194563600.00	216530658.34	205578600.00		Total -	194563600.00	216530658.34	205578600.00