



Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon ▪ कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगांवची संलग्न

## Government College of Engineering, Jalgaon

### शासकीय अभियांत्रिकी महाविद्यालय, जळगांव

An Autonomous Institute of Government of Maharashtra ▪ महाराष्ट्र शासनाची स्वायत्त संस्था  
NAAC Accredited with grade B++ (2024-2029) ▪ नेक द्वारा नामांकन B++ (२०२४-२०२९)

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No. GCOEJ/Finance/2025/ 1792

Date: 16/09/2025

### Minutes of Meeting of Tenth meeting of Finance Committee held on Friday 12<sup>th</sup> September 2025 at 3.00 PM

The Tenth meeting of the Finance Committee was held on 12<sup>th</sup> September 2024 at 3.00 PM in the meeting hall of the institute. Following members were present for this meeting:

SN	Name of the member	Designation	Role
1	Dr. Suhas Sudhakarrao Gajre	Principal	Chairman
2	CA Shri. Ravindra Namdeo Patil	Finance and Account Officer, KBC North Maharashtra University, Jalgaon	Member
3	CA Smt. Smita Ashok Bafna	Financial External Expert	Member
4	Prof. Vilas Trimbak Patil	Dean (Planning, Finance, and Special Initiatives)	Member
5	Shri. Chunilal Anna Suryavanshi	Registrar	Invitee Member
6	Dr. Sachin Suresh Nerkar	Associate Dean (Planning, Finance, and Special Initiatives)	Member Secretary

The Member Secretary welcomed Principal Dr. Suhas Gajre, and all other members of the Finance Committee and briefed about the agenda and the purpose of the meeting.

#### Item No 1: To read and confirm Minutes of the Ninth Finance Committee meeting held on 05/03/2025.

Member Secretary, Finance Committee read the minutes of the 9<sup>th</sup> meeting held on 05/03/2025. Finance Committee members discussed and confirmed the minutes of the said Finance meeting.

**Item No 2: To discuss and approve the action taken by the institute based on the previous Finance Committee report.**

Member Secretary, Finance Committee read the action taken report of 9<sup>th</sup> Finance Committee. Members discussed and approved the action taken report with following instructions/remarks:

Sr. No	Item no	Item in Brief	Expected action	Action Taken
1	5	To note and approve the Industrial visit policy.	To discuss and approve the Industrial visit policy.	The detailed Industrial visit policy will be submitted to BoG for approval in the next meeting because BOG has returned the existing policy for reconsideration.
2	6	To note and approve the budget for the financial year 2025-26	Approve the budget for the financial year 2025-26	BoG has approved the budget for the financial year 2025-26 in 24 <sup>th</sup> meeting held on 22/03/2025.
3	7	To discuss and approve the budget for one division/increased intake of Computer engineering as per directions of authorities in order to fulfill requirements of demanding courses in Government Autonomous institutions.	Discuss and approve budget for one division/ increased intake of Computer engineering.	Submitted the budget for one division/ increased intake of Computer engineering and BoG approved it in the 24 <sup>th</sup> meeting held on 22/03/2025.
4	9	To revise the honorarium of experts for academic audit to Rs. 5000 from Rs. 2500.	Discuss and approve the revised honorarium of experts on various committees.	Submitted the approved revised honorarium rates of experts on various committees and BoG approved it in 24 <sup>th</sup> meeting held on 22/03/2025.

**Item No 3: To note minutes of the 24<sup>th</sup> BoG meeting held on 22<sup>nd</sup> March 2025.**

Member Secretary, Finance Committee read the minutes of the 24<sup>th</sup> meeting of the BoG. Hon. Principal briefed about the detailed budget for FY 2025-26. The budget was approved in the meeting. The draft policy of the institute regarding consultancy projects and sponsored projects was also discussed. After due discussion BoG has approved the proposed new IRG policy.

All members discussed various issues and the minutes of the meeting were noted by the finance committee.

**Item No 4: To discuss and approve the income and expenditure for the current financial year up to July 2025.**

The income and expenditure was noted by the members. The expenditure under various heads and their record keeping files were shown. As the admission process was in the month of July, hence the income or receipts is less than the expenditures. Hon. members expressed satisfaction about it and approved the expenditure for the current financial year up to July 2025, subject to minor corrections.

Hon. Chairman proposed to include Non Planned Expenditure head of 'Salary drawn' or 'Salary expenses' in the budget format along with relevant heads like 'Salary Grant from Govt.'. Similarly other grants and expenditures like Medical Bills, LTC, etc., should also be recorded in the income and expenditure. This will give the complete picture of the finances. Hon. members CA Shri. Patil and CA Smt. Bafna accepted it and it was decided to include the salary expenses in the budget, from this year onwards. Necessary changes should be made accordingly in the budget, and it should be approved by the BOG.

**Item No 5: To note and approve the Expenditure for Adjunct Faculty, Sports Coordinator, and Professor of Practice (on purely contract basis for 11 months).**

Shri. Surywanshi, Registrar presented requirements received from various departments regarding requirement of qualified or retired faculties as an adjunct faculty and also informed about their recruitment. Honorable members approved the budget of salary for Adjunct faculty, Professor of Practice and Sports Coordinator and suggested to submit it for approval of Hon. BoG.

**Item No 6: To note and approve the budget for various AMCs, Hearing aid to Shri. S.M. Wani, New website design, MIS, Turnitin, Sophos software, etc.**

The proposed budget and requirements of some of the major equipment and services were presented by the member secretary. Hon. Chairman and members discussed the budget and requirements of it. Hon. Members approved most of them suggested changes in the same as given below:

- Members approved the budget for services like AMCs like Computer maintenance, CWN, Tank cleaning, etc.

- Members approved the additional budget for the five extra sweepers other than the No. of sweepers mentioned in the contract work order as requested by the I/C of the cleaning committee worth Rs. 11.25 Lacs. The total budget of Security services contract due for revision with approximately 6-8% increment about Rs. 80 Lacs was approved.
- Shri S. M. Wani, Asst. Professor, Mechanical engg. is a PH candidate with hearing imparity. As per GR of the Social justice department dated 26/08/2011, he has requested the Government of Maharashtra to provide a hearing aid machine. Hon. DTE, Mumbai has sanctioned his request and directed the institute to pay Rs 99,000/- from the autonomous institute funds. Hon. Members discussed the letter of DTE dated 11/07/2025 and recommended Hon. BoG to give post facto sanction.
- Members approved the budget for new website design (Rs. 1.5 Lacs), MIS software services renewal expenditure (Rs. 21 Lacs). If new MIS software needs to be purchased then it was suggested to present the detailed specifications, plan and pre-budgetary quotation/estimate in the next meeting of the Finance Committee.
- Hon. Chairman expressed concern about under utilization of Turnitin anti-plagiarism software purchased last year. Shri C. A. Patil suggested to use plagiarism software purchased by KBCNMU, Jalgaon with per document payment charges (approximately Rs. 100). All members agreed for it and it is decided to put the purchase of Turnitin on hold for now. If the demand rises in future, a single user license should be preferred for cost saving and allow the access of it through library.
- The network security gateway/software Sophos cost seems to be higher, so it was decided to reinvite the rates from channel partners. CA Shri. Patil informed that the university has purchased the network security gateway for 2000 users and the rates are almost identical. Hon. Chairman informed that Government has recently sent such type of product, hence after its use feasibility the decision will be made till then the purchase shall be kept on hold.

After discussions, the committee recommended the same for approval of Hon. BoG.

**Item No 7: Ph.D. Fees Reimbursement under TEQIP III Faculty Development Fund (approved by BoG in 18<sup>th</sup> meeting held on 16/06/2019).**

In the 18<sup>th</sup> meeting of BoG held on 16/06/2019 it was approved to reimburse the fees to those faculties in the institute pursuing Ph.D. Accordingly the fees to the faculties from TEQIP fund was reimbursed till the end of TEQIP project. In the TEQIP project there was a provision of 'Four Funds', created in order to continue the activities even after the project is over. None of the faculty members from the institute had reimbursed the Ph.D. fees despite the availability of funds (Rs 25.00 lacs) in Faculty Development Fund (one of the funds from four funds to carry out the same activities of TEQIP in post TEQIP period) since 2022.

Meanwhile in 2022-23, Prof. S G Adam of the institute has demanded the Ph.D. fees paid to the institute (his letter dated 15/04/2023). Since then, he is continuously taking follow-up for the same. Members of the finance committee recommended to reimburse the Ph.D. fees to all those who demand reimbursement for the period from AY 2022-23 to April 2025 till the approval of RADIANCE policy with following criterion:

- The person must have obtained NOC from DTE for the Ph.D. course.
- There shall be the highest limit as mentioned in the 18<sup>th</sup> meeting of BoG. held on 16/06/2019.
- A person shall submit undertaking, stating that if by any means Government of Maharashtra objects it then he/she shall repay the amount in a single installment immediately.


**Item No 8: Principal's pay fixation and arrears.**

Honorable members discussed and expressed concern about delay in the pay fixation of Dr. Suhas Gajre. Hon. Principal and Chairman communicated about reasons for delay. He also requested to get advance against the pay fixation due salary. The budgeted expenditure for the same is approximately Rs. 18.00 Lacs. Hon. Members discussed and recommended to BoG for advance payment with the undertaking that it will be refunded after pay fixation /retirement/reliving from post whichever is earlier.


**Item No 9: Any other point with the permission of Chair.**

1. The Class III employees of the institute working in the exam section and dean office requested the revision honorarium for their role in examination work. Hon. Members discussed it and asked to redirect it to the Academic and Examination Committee for primary discussion and recommendation. After their recommendation the finance committee will discuss the same.
2. Class III employees working in the hostel (assisting rector and warden) have requested remuneration for their extra work. The members discussed and approved 50% of the honorarium paid to warden, i.e., Rs 2000/- per month shall be given to Class III working in boys and girls hostel separately, from the hostel funds.
3. Shri. Surywanshi, Registrar presented requirements of administrative staff on contract basis to assist the office staff against the vacant posts. Hon. Members discussed and approved the proposed expenditure of Rs. 13.20 Lac for the same. After discussion, the finance committee recommended it for approval of Hon. BoG.

The meeting concluded with a vote of thanks by Dr. S. S. Nerkar, Member Secretary of the Finance Committee.

  
(Dr. Sachin Suresh Nerkar)  
Member Secretary



  
(Dr. Suhas Sudhakarrao Gajre)  
Chairman