



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry

FINANCE COMMITTEE

Minutes of the Fourth Meeting of the Finance Committee held on Wednesday, the 13th April 2022

The Fourth Meeting of the Finance Committee of Sri Manakula Vinayagar Engineering College (Autonomous) was held on Wednesday, the 13th April 2022, at 2.30 pm at the AV Hall, with the Director cum Principal in the Chair.

The following members were present in the meeting:

Sl. No.	Name of the Member	Designation
1.	Dr. V.S.K. Venkatachalapathy, Director cum Principal	Chairman of the Finance Committee
2.	Dr. D. Lazar, Professor, Department of Commerce, and Finance Officer, Pondicherry University, Puducherry.	University Nominee
3.	Sri K. Krishnasamy, Senior Accounts Officer, Sri Manakula Vinayagar Medical College and Hospital, Puducherry.	Governing Body Nominee
4.	Dr. A.S. Kannan Professor in Management Studies	Senior most Teacher of the Institution
5.	Dr. J. Abbas Mohaideen, Registrar	Member Secretary
6.	Dr. S. Jayakumar, Controller of Examinations	Invited Member

Agenda of the Fourth Meeting of the Finance Committee

Agenda	Description
FC 4.1	To confirm the minutes of the third meeting of the Finance Committee held on 6 th October 2021
FC 4.2	To confirm the annual accounts together with audit report for the financial year 2021-22
FC 4.3	To consider and approve the projected income, and expenditure for the Academic Year 2022-23 in respect of: <ul style="list-style-type: none"> • Salary of Teaching and Non-Teaching Staff • Infrastructure built-up • Library and Information Centre • Laboratory Equipment • Laboratory Consumables • Maintenance and Spares • Training and Travel • Miscellaneous Expenses
FC 4.4	To consider and approve the budget for the Research and Development activities: <ul style="list-style-type: none"> (i) Establishment of additional laboratories for IDEA LAB (ii) Recurring and Non-recurring Expenditures (iii) Fund Allocation for Patent Publications for the Academic Year 2022-2023
FC 4.5	To consider and approve the budget for the conduct of End-Semester Examinations including valuation for all the programmes
FC 4.6	To consider and approve the budget for career guidance and training to be given to the students for the Academic Year 2022-23
FC 4.7	To consider and approve the budget expenditure for the Academic Year 2022-23 in respect of: <ul style="list-style-type: none"> (i) All payments to the Statutory Bodies regarding approval and other fees and deposits for the existing and new programmes (ii) Maintenance of academic infrastructure and running expenditures
FC 4.8	To consider and approve the budget for promotional activities of the institution for the Academic Year 2022-23
FC 4.9	To consider and approve the budget allotted for scholarship and other incentives to faculty and students
FC 4.10	To consider any other item with the permission of the Chair

MINUTES OF THE MEETING

Dr. V.S.K. Venkatachalapathy, Chairman-Finance Committee, and the Director cum Principal, opened the meeting with warm welcome and introduced the members and expressed his gratitude for their presence in the meeting.

The Chairman then proceeded with the agenda of the meeting one by one.

FC 4.1	<ul style="list-style-type: none">• To confirm the minutes of the third meeting of the Finance Committee held on 6th October 2021
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The third meeting of the Finance Committee was held on Wednesday, the 6th October 2021. 11 items of the agenda were presented and discussed in the meeting. After discussions and deliberations, all the items of the agenda were unanimously accepted and approved by the members of the Finance Committee.

ACCEPTED AND APPROVED

FC 4.2	To confirm the annual accounts together with audit report for the financial year 2021-22
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The Chairman presented the unaudited financial statements of the institution for the financial year 2021-22. The committee has unanimously adopted the statements and the report tabled in the meeting.

ACCEPTED AND APPROVED

FC 4.3	<p>To consider and approve the project income, and expenditure for the Academic Year 2022-23 in respect of:</p> <ul style="list-style-type: none">• Salary of the Teaching and Non-Teaching Staff• Infrastructure built-up• Library and Information Centre• Laboratory Equipment• Laboratory Consumables• Maintenance and Spares• Training and Travel• Miscellaneous Expenses
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The Chairman presented a summary of Projected Income for the Academic Year 2022-23 thus:

Sl. No.	Major Domain / School	Existing Higher Semesters	Expected Admissions	Total No. of Students	Approx. Revenue (in Crores)
1.	Engineering (UG & PG), MBA, MCA, Ph.D. (incl. Lateral Entry students)	3,485	1,265	4,750	20.18
2.	School of Architecture	74	26	100	0.47
	TOTAL	3559	1291	4850	20.65

He then presented the budget estimate for salary expenditure thus:

Sl.	Description of the item	Amount (in ₹)
1.	Salary of Teaching Staff	8,74,00,000
2.	Salary of Non-Teaching Staff	1,52,00,000
	Total Salary Expenditure Budgeted	10,26,00,000

The following budget allocation of other expenditure items are presented:

Sl. No.	Expenditure Head	Budget Allocation (₹)
1.	Infrastructure built-up	2,09,34,551
2.	Library and Information Centre	31,40,245
3.	Laboratory Equipment	4,68,30,760
4.	Laboratory Consumables	
5.	Maintenance and Spares	
6.	Training and Travel	
7.	Miscellaneous Expenses	
	TOTAL	7,09,05,556

The members of the Finance Committee discussed the above items in detail, and the Chairman offered explanations on them thoroughly. Thereupon, the Committee unanimously approved the above budgeted expenditure.

ACCEPTED AND APPROVED

FC 4.4	To consider and approve the budget for the Research and Development activities: (i) Establishment of additional laboratories for IDEA LAB (ii) Recurring and Non-recurring Expenditures (iii) Fund Allocation for Patent Publications for the Academic Year 2022-2023
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Following are the funds sought for the Research and Development activities for the Academic Year 2022-23:

Description of the items	Budget Allocation (₹)
Establishment of Additional Laboratories for IDEA Lab	60,00,000
Recurring Expenditure for R & D activities	5,00,000
Non-Recurring Expenditure for R & D activities	25,00,000
Allocation for Patent Publications	60,00,000
TOTAL	1,50,00,000

ACCEPTED AND APPROVED

FC 4.5	To consider and approve the budget for the conduct of End-Semester Examinations including valuation for all the programmes
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The Controller of Examinations has submitted a detailed budget to cover the expenditure in the conduct of End-Semester Examinations, Valuation of Answer Scripts, and Publication of Results for all the programmes. The same is tabled here for the approval of the Committee.

Sl.	Description of Expenditure	Amount (₹)
1	Conduct of End-Semester Examinations (Engineering UG & PG, MBA, MCA, Arch., Programs during April – June 2022) including Question Paper setting	34,20,000
2	Conduct of Central Valuation Camps for the evaluation of ESE Scripts including the Conduct of Practical and Project Viva-voce Examinations for April – June 2022 session	19,00,000
3	For the procurement of multi-colour copier machines and other accessories	5,00,000
	TOTAL	53,20,000

ACCEPTED AND APPROVED

FC 4.6	To consider and approve the budget for career guidance and training to be given to the students for the Academic Year 2022-23
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The Training and Placement Cell of the College proposes to conduct number of training programs and placement drives for the students for the Academic Year 2022-23. The budget submitted for the expenditure of career guidance and training of students is summarised thus:

Description of Expenditure	Budget Allocated (₹)
Various placement and training given	70,00,000
PEGA Training Programs	25,20,000
Expenditure towards the invited lectures from Academic and Industrial experts	5,00,000
Expenditure for the conduct of Placement Drives	15,00,000
Alumni Activities and alumni meeting expenditure	3,00,000
TOTAL	1,18,20,000

Budgeted allocation for Value-Added Certification programs for all the students thus made:

Description of Expenditure	Budget Allocated (₹)
Value-Added Certification Programs for Engineering Students	3,48,30,000
Value-Added Certification Programs for MBA & MCA Students	59,40,000
TOTAL	4,07,70,000

ACCEPTED AND APPROVED

FC 4.7	To consider and approve the budget expenditure for the AY 2022-23 in respect of: <ul style="list-style-type: none"> (i) All payments to the Statutory Bodies regarding approval and other fees and deposits for the existing and new programmes; and (ii) Maintenance of academic infrastructure and running expenditures
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Various payments are to be made to Statutory and Regulatory Bodies as Affiliation Fee, etc. The budgeted funds allocation for the same is thus presented:

Description of Expenditure	Budget Allocated (₹)
Payment to AICTE	5,00,000
Payment to Council of Architecture (CoA)	1,50,000
TOTAL	6,50,000

The budgeted amounts for Maintenance and Running Expenditure are thus presented:

Description of items	Amount (₹)
Electricity Bill Payments	75,00,000
Annual Maintenance Charges for UPS	2,00,000
Internet Charges (BSNL and JIO)	16,00,000
Vehicle Maintenance and Fuel Charges for officials	20,00,000
TOTAL	1,13,00,000

ACCEPTED AND APPROVED

FC 4.8	To consider and approve the budget for promotional activities of the institution for the Academic Year 2022-23
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The Institution offers the following number of programmes for the Academic Year 2022-23 and is particular to educate the rural masses in and around the surroundings of the institution:

Description of the Programmes	No. of Programmes
UG Engineering Programmes (B.Tech.)	13
PG Engineering Programmes (M.Tech.)	6
PG Management Programme (M.B.A.)	1
PG Computer Applications Programme (M.C.A.)	1
School of Architecture Programmes (B.Arch.)	1
Doctoral Programmes in various faculty specialisations	11

In order to ensure dissemination of all the above programmes to the general public and the potential student population, promotional efforts are proposed for the Academic Year 2022-23 which include Advertisements in Daily Newspapers, Magazines, TV Commercials, Cable Network, Newspaper inserts, Handbills, Posters, Banners, handouts, etc. The following budget is proposed in this regard:

Description of Expenditure	Funds Allocated (₹)
Newspaper Advertisement	15,00,000
Paper Inserts and Banners	20,00,000
Sigarathai Nokki	15,00,000
FM and Cable TV Network Advt.	5,00,000
Admission Centres	20,00,000
TOTAL	75,00,000

ACCEPTED AND APPROVED

FC 4.9	To consider and approve the budget allotted for scholarship and other incentives to faculty and students
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In order to motivate the faculty in conducting research, publishing journals and patents, present papers in conferences, seminars and symposia, and to attend faculty development programmes, and to support the deserving students, certain scholarships and incentives are proposed and the budget for the same is thus presented:





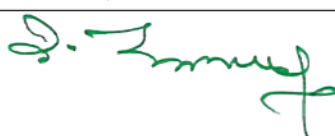
Description of Expenditure	Funds Allocated (₹)
Conference presentations' support	8,00,000
Research Publications' support	10,00,000
Faculty Development Programs	10,00,000
Scholarships for deserving students	20,00,000
Funds for Faculty Research Activities	20,00,000
Stipend for Ph.D. Full-Time Scholars	36,00,000
TOTAL	1,04,00,000

ACCEPTED AND APPROVED

FC 4.10	To consider any other item with the permission of the Chair
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Dr. V.S.K. Venkatachalapathy, the Chairman of the Finance Committee and the Director cum Principal of the College, concluded the meeting at 4.00 pm with vote of thanks.

Members:

Sl. No.	Name of the Finance Committee Member	Signature
1	Dr. V.S.K. Venkatachalapathy Director cum Principal Chairman - Finance Committee	
2	Dr. Amaresh Samantaraya, Finance Officer, Pondicherry University, Puducherry.	
3	Sri K. Krishnasamy, Senior Accounts Officer, Sri Manakula Vinayagar Medical College and Hospital, Puducherry.	
4	Dr. A.S. Kannan, Professor. Department of Management Studies	
5	Dr. J. Abbas Mohaideen, Registrar,	
6	Dr. S. Jayakumar, Controller of Examinations	