



## **SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE**

**(An Autonomous Institution)**

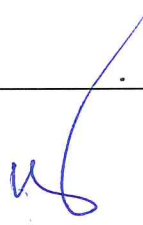
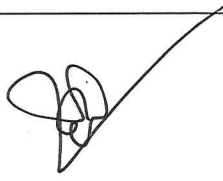
**Puducherry - 605 107**

### **MINUTES OF THE SEVENTH MEETING OF THE FINANCE COMMITTEE**

The Seventh Meeting of the Finance Committee of Sri Manakula Vinayagar Engineering College (Autonomous) was held on Wednesday, 10 January 2024, at 02.30 pm at the AV Hall, with the Director cum Principal in the Chair.

The following members were present in the meeting:

<b>Sl. No.</b>	<b>Name of the Member</b>	<b>Designation</b>	<b>Signature</b>
1.	<b>Dr. V.S.K. Venkatachalapathy</b> Director cum Principal Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Chairman of the Finance Committee	
2.	<b>Dr. S. Jayakumar</b> Controller of Examinations Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Governing Body Nominee	
3.	<b>Dr. A.A. Arivalagar</b> Dean Academics-II, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Member	
4.	<b>Mr. B. Hariram Singh,</b> Internal Auditor, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Member Secretary	
5.	<b>Dr. S. Anbumalar</b> Dean Academics-I, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Invited Member	
6.	<b>Dr. K. Velmurugan</b> Dean, Research, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Invited Member	
7.	<b>Dr. P. Raja</b> Professor and Head, Dept. of ECE, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Invited Member	

8.	<b>Dr. R. Raju</b> Professor and Head, Dept. of IT, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Invited Member	
9.	<b>Dr. B. Elamurugan</b> Associate Professor Department of Management Studies, Sri Manakula Vinayagar Engineering College, Puducherry - 605 107	Invited Member	

### Agenda for the Seventh Meeting of the Finance Committee

<i>Agenda</i>	<i>Description</i>
<b>FC/2024/ 7.1</b>	To confirm the minutes of the sixth meeting of the Finance Committee held on 27 <sup>th</sup> April 2023.
<b>FC/2024/ 7.2</b>	To review and authorize the proposed budget for additional expenses for the Academic Year 2024 - 25 pertaining to <ul style="list-style-type: none"> <li>• Salary of teaching and non-teaching staff members</li> <li>• New faculty members recruited</li> <li>• Infrastructure facilities created for the new Programmes / Courses</li> <li>• Books and Journals for Central and Department Library</li> <li>• Laboratory Equipment's for the new and existing programmes</li> <li>• Laboratory Consumables for all the departments</li> <li>• Maintenance expenses of the institution</li> <li>• Miscellaneous expenses of the institution</li> </ul>
<b>FC/2024/ 7.3</b>	To consider and approve the budget for the Research and Development activities for the Academic year 2024 - 2025. <ul style="list-style-type: none"> <li>• Seed fund allotted for Research and Development activities</li> <li>• Purchase of New/Modern Equipment's for the IDEA LAB</li> <li>• Recurring and Non-Recurring expenditures</li> <li>• Fund Allocation for Patent Publications</li> <li>• Fund allocation for the paper publications (National and International Level)</li> <li>• Training Cost</li> </ul>
<b>FC/2024/ 7.4</b>	To consider and approve the budget for the conduct of End Semester Examinations including valuation for all the Existing and New programmes



	<ul style="list-style-type: none"> <li>Expenses in Even Semester (2023-24) and projected proposal for the Odd Semester ( 2024-25)</li> </ul>
<b>FC/2024/ 7.5</b>	<p>To consider and approve the budget for the new programmes (including Infrastructure and all other expenses)</p> <p><b>Proposed new programmes in UG / PG/ Diploma</b></p> <ul style="list-style-type: none"> <li>B.Tech. – Computer Science and Engineering (IOT and Cyber Security including Block Chain Technology) (4 years programme)</li> <li>B.Tech. – Computer Science and Engineering (Cyber Security) (4 years programme)</li> <li>B.Tech. – Computer Science and Design (4 years programme)</li> <li>MBA – Innovation, Entrepreneur and Venture Development (2 years programme)</li> <li>D.Pharmacy – 2 Years course</li> </ul> <p><b>Increase in intake in UG/ PG</b></p> <ul style="list-style-type: none"> <li>B.Tech. (Computer Science and Engineering) from 180 to 300</li> <li>B.Tech. (Information Technology) from 180 to 240</li> <li>B.Tech. (Artificial Intelligence and Data Science) from 120 to 180</li> <li>MBA- (Master of Business Administration) from 180 to 300</li> <li>B.Pharm from 60 to 100</li> </ul>
<b>FC/2024/ 7.6</b>	To consider and approve the budget expenditure towards all payments to the Statutory Bodies regarding approval and other Fees and Deposits for the Existing and New programs for the Academic Year 2024 - 25.
<b>FC/2024/ 7.7</b>	To consider and approve the revised Fee Structures for the Existing and New programmes for the Academic Year 2024 - 2025.
<b>FC/2024/ 7.8</b>	To consider and approve the budget allocated for the celebration of the Graduation Day ceremony for the students graduated during 2021, planned to be conducted in the academic year 2024-25
<b>FC/2024/ 7.9</b>	<p><b>To consider and approve for the budget allotted for</b></p> <ul style="list-style-type: none"> <li>New Concrete Road formation</li> <li>Proposed New Sports Grounds</li> <li>Curricular/Co-curricular/Extra-curricular and Extension activities for the Academic Year 2024-2025</li> </ul>
<b>FC/2024/ 7.10</b>	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

**FC / 2024 / 7.1**

To confirm the minutes of the Sixth meeting of the Finance Committee held on 27.04.2023.

### Consolidated Revenue of the Institution in the AY 2023 -24

Description	Approx. Revenue (in Lakhs)
Total Fee Component	3,924.00
Indirect Income	973.00
<b>Total Income</b>	<b>4,897.00</b>

### Consolidated Expenditure of the Institution in the AY 2023 -24

Total Expenditure in Respect of	Estimated Cost (in Lakhs)
Salary components of all	1650
Laboratory consumables and non- consumables	533.09
Library	107.34
Miscellaneous expenditure	141
Exam cell expenditure for Odd and Even Semester	148.07
Internal Exam expenditure	24.09
Software	11
Graduation day expenditure	23.9
Curricular, Co-curricular, Extra-curricular and Extension activities expenditure	27.66
Promotional Activities	1250
Functions & others	51
Fee to the Statutory and Regulatory Bodies	26
Interest Paid	341
Placement & Training	147.5
Maintenance and others	40
Infrastructure facilities for Existing Programmes	334.57
Infrastructure facilities for New Programmes	712.08

Lab Equipment's	308.13
Construction of New hostel building	715
Sports Grounds and other facilities	54.46
Concrete road	34
Sewage Treatment plant & Machineries	62
Furniture, Electricals & Fittings	206
New Computers	58
<b>Total</b>	<b>5455.06</b>

The Sixth meeting of the Finance Committee was held on Thursday, the 27<sup>th</sup> April 2023. Where 11 items of the agenda were presented and discussed in the meeting. After discussions and deliberations, all the items of the agenda were accepted and approved by the members of the Finance Committee.

*Accepted and Approved by the Finance Committee*

**FC / 2024 / 7.2**

To review and authorize the proposed budget for additional expenses for the Academic Year 2024 - 25 pertaining to

- Salary of teaching and non-teaching staff members
- New faculty members recruited
- Infrastructure facilities created for the new Programmes / Courses
- Books and Journals for Central and Department Library
- Laboratory Equipment's for the new and existing programmes
- Laboratory Consumables for all the departments
- Maintenance expenses of the institution
- Miscellaneous expenses of the institution

The Chairman presented a summary of the Projected Income for the Academic Year 2024 - 25 thus:

- Excluding the number of students passing out in April/May 2024.
- Including the Projected admission in the Academic Year 2024 – 25.

Sl.	School Name	Number of students			Revenue (in Lakhs)
		Currently enrolled	Proposed Admissions	Total	
1	Sri Manakula Vinayagar Engineering College (B.Tech, M.Tech, MBA, MCA, Ph.D)	3970	1550	5520	2346.00
2	School of Architecture	86	40	126	54.18
3	School of Arts and Science	1417	680	2097	838.80
4	School of Allied Health Sciences	382	200	582	232.80
5	School of Agricultural Sciences	437	300	737	331.65



6	College of Physiotherapy	259	100	359	161.55
7	SMVEC-Centre of Legal Education	238	250	488	244.00
8	College of Pharmacy	58	60	118	82.60
<b>Earnings from the fee</b>		6847	3180	10027	<b>4291.58</b>
<b>Indirect Income</b>					<b>992.82</b>
<b>Projected total Income of the year 2024 - 25</b>					<b>5284.40</b>

**Total Salaries and Benefits Expenditure Budgeted: ₹ 20, 19,94,000/-**

<b>Salaries and Benefits</b>	<b>Proposed Budget (in Lakhs)</b>
Salary (Teaching and Non- Teaching)	1985.00
PF & ESI Contribution	28.88
Staff Welfare	6.06
<b>Total</b>	<b>2019.94</b>

**Total Infrastructure facilities Expenditure Budgeted: ₹ 2,91,26,944/-**

<b>Sl. No.</b>	<b>Details of expenses by</b>	<b>Proposed Budget (in Lakhs)</b>
1.	Sri Manakula Vinayagar Engineering College	155.62
2.	School of Architecture	5.01
3.	School of Arts and Science	52.44
4.	School of Allied Health Science	3.20
5.	School of Agricultural Sciences	33.73
6.	College of Physiotherapy	4.50
7.	SMVEC-Centre of Legal Education	10.22
8	College of Pharmacy	26.56
	<b>Total</b>	<b>291.27</b>

**Total Equipments, Consumables and Maintenance Expenditure Budgeted: ₹ 3,48,66,174/-**

<b>Sl. No</b>	<b>Details of expenses by</b>	<b>Proposed Budget (in Lakhs)</b>
1	Sri Manakula Vinayagar Engineering College	165.28
2	School of Architecture	2.21

3	School of Arts and Science	126.22
4	School of Allied Health Sciences	1.20
5	School of Agriculture Sciences	24.55
6	SMVEC- College of Physiotherapy	1.00
7	SMVEC- Centre of Legal Education	5.30
8	SMVEC – College of Pharmacy	22.90
	<b>Total</b>	<b>348.66</b>

**Total Co-Curricular Activities (Workshop, Guest lectures, symposiums, Other Technical Events, etc.) Expenditure Budgeted: ₹ 1,86,91,000/-**

Sl. No	Details of expenses by	Proposed Budget (in Lakhs)
1	Sri Manakula Vinayagar Engineering College	109.99
2	School of Architecture	13.25
3	School of Arts and Science	36.47
4	School of Allied Health Sciences	6.32
5	School of Agriculture Sciences	1.73
6	SMVEC- College of Physiotherapy	1.40
7	SMVEC- Centre of Legal Education	10.55
8	SMVEC – College of Pharmacy	7.19
	<b>Total</b>	<b>186.91</b>

**Total Miscellaneous (Stationeries, Furniture Repair and Maintenance etc) Expenditure Budgeted: ₹ 82,61,000/-**

Sl. No	Details of expenses by	Proposed Budget (in Lakhs)
1	Sri Manakula Vinayagar Engineering College	34.80
2	School of Architecture	2.27
3	School of Arts and Science	17.90
4	School of Allied Health Sciences	0.95
5	School of Agriculture Sciences	2.74
6	SMVEC- College of Physiotherapy	0.58
7	SMVEC- Centre of Legal Education	21.13
8	SMVEC – College of Pharmacy	2.23
	<b>Total</b>	<b>82.61</b>

**Budget requested for Library information centre for the Academic Year 2024 – 2025:**

The following funds are sought by respective departments/schools towards Library Resources for the Academic Year 2024-2025, and Funds allocated based on availability of resources:

Total Library Expenditure Budgeted: **Rs. 94,12,280/-**

Sl. No	Details of expenses by	Quantity to be Purchased Books for Existing / New courses	Amount (in Lakhs)
1	Sri Manakula Vinayagar Engineering College	1675	8.37
2	School of Architecture	200	6.00
3	School of Arts and Science	1800	9.00
4	School of Allied Health Sciences	950	4.75
5	School of Agriculture Sciences	1500	8.00
6	SMVEC- College of Physiotherapy	200	1.50
7	SMVEC- Centre of Legal Education	2400	15.00
8	SMVEC- College of Pharmacy	3000	22.50
9	Online journals and others	105	7.00
10	Miscellaneous	-	11.99
		<b>Total</b>	<b>94.12</b>

**Budget for Maintenance and Running expenditure for the Academic Year 2024-2025**

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

**Total Expenditure Budgeted for Maintenance and Running Expenditure: ₹ 1,35,14,000**

Sl. No	Description of the expenses	Amount (in Lakhs)
1.	Electricity Bill	92.40
2.	Annual Maintenance Charges	17.33
3.	Internet Charges	11.55
4.	Vehicle Maintenance	13.86
	<b>Total</b>	<b>135.14</b>



**Consolidated Budget Allocation for all of the above: ₹31,58,64,706/-**

<b>Budget allotted</b>	<b>Estimated cost (in Lakhs)</b>
Total Salary and Benefits Expenditure Budgeted	2019.94
Infrastructure facilities	291.26
Equipment, Consumables, and Maintenance	348.66
Co-Curricular activities	186.91
Miscellaneous Expenditure	82.61
Library	94.12
Maintenance and Running Expenditure	135.14
<b>Total</b>	<b>3158.64</b>

The Chairman deliberated the above agenda items in details; thereupon the Committee unanimously approved the above-budgeted expenditure.

*Accepted and Approved by the Finance Committee*

<b>FC / 2024 / 7.3</b>	
To consider and approve the budget for the Research and Development activities for the Academic year 2024 - 2025.	
<ul style="list-style-type: none"><li>• Seed fund allotted for Research and Development activities</li><li>• Purchase of New/Modern Equipment's for the IDEA LAB</li><li>• Recurring and Non-Recurring expenditures</li><li>• Fund Allocation for Patent Publications</li><li>• Fund allocation for the paper publications (National and International Level)</li><li>• Training Cost</li></ul>	

**Proposed expenditure for the Research and Development activities for the Academic year 2024 - 2025. ₹2,24,00,000/-**

<b>Sl.No</b>	<b>Description</b>	<b>Proposed Budget (in Lakhs)</b>
1	Purchase of New/Modern Equipment for the IDEA LAB	40.0
2	Seed Fund financial assistance to Research Projects and startups.	30.0
3	Establishment of New Centres of Excellence to promote research and innovation.	50.0
4	Consumable and non-consumable items for R & D	20.0

5	Expenditure for Patent & Research paper Publications	80.0
6	Training cost	4.0
	<b>Total</b>	<b>224.0</b>

The Dean (R&D) submitted his request to allot fund for the requirements to be purchased for the smooth conduction of Research and Developmental activities for the Academic Year 2024-2025.

*Accepted and Approved by the Finance Committee*

#### FC / 2024 / 7.4

To consider and approve the budget for the conduct of End Semester Examinations including valuation for all the Existing and New programmes

- Expenses in Even Semester (2023-24) and projected proposal for the Odd Semester ( 2024-25)

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.

**The budgetary proposal for CoE Office for 2023-24 and 2024-25: Rs.15587276/-**

Description	Quantity	Rate/ Quantity	Amount
End Semester Exam Answer Booklet	120000	19.90	23.88
End Semester Exam Practical Answer Booklet	25000	6.30	1.57
Grade sheet	25000	42.00	10.50
Consolidated Sheet - A3	2000	75.00	1.50
Consolidated Sheet - A4	1500	40.00	0.60
A4 Sheet	120000	0.50	0.60
Remuneration- Evaluation	Estimated Claim		40.90
Remuneration- Practical	Estimated Claim		38.00
Remuneration- Question Paper Setting	Estimated Claim		30.50
Remuneration – Chief Superintendent, ACS, Invigilators,	Estimated Claim		5.50
Other Stationaries	Estimated Amount based on Stores Report		2.31
<b>Total</b>			<b>155.87</b>

**The Utilization details of COE office for the Academic Year 2023-24 (Odd Semester)**

Description	Quantity	Rate/ Quantity	Amount
End Semester Exam Answer Booklet	75000	19.90	17.61
End Semester Exam Practical Answer Booklet	25000	6.30	1.85
Grade sheet	7500	42	3.59
A4 Sheet	35000	0.5	0.17
Remuneration- Evaluation	As per Claim		28.06
Remuneration- Practical	As per Claim		32.03
Remuneration- Question Paper Setting	As per Claim		19.97
Exam Conduction Remuneration	As per Claim		2.99
Other Stationaries	As per Store Report		0.95
<b>Total</b>			<b>107.26</b>

*Accepted and Approved by the Finance Committee*

**FC / 2024 /7.5**

To consider and approve the budget for the new programmes (including Infrastructure and all other expenses)

**Proposed new programmes in UG/ PG/ Diploma**

- B.Tech. – Computer Science and Engineering (IOT and Cyber Security including Block Chain Technology) (4 years programme)
- B.Tech. – Computer Science and Engineering (Cyber Security) (4 years programme)
- B.Tech. – Computer Science and Design (4 years programme)
- MBA – Innovation, Entrepreneur and Venture Development (2 years programme)
- D.Pharmacy – 2 Years course

**Increase in intake in UG/ PG**

- B.Tech. (Computer Science and Engineering) from 180 to 300
- B.Tech. (Information Technology) from 180 to 240
- B.Tech. (Artificial Intelligence and Data Science) from 120 to 180
- MBA- ( Master of Business Administration) from 180 to 300
- B.Pharm from 60 to 100

**The budget for the new programmes (including Infrastructure and all other expenses) for the AY 2024 – 25:**

With available facilities, the basic requirements for the above has been submitted by the respective Heads of Departments with the detailed budget. The Chairman presented a summary of Budget  
*Minutes of the 7th Meeting of Finance Committee*



allocated under various heads for the New Programmes and Additional Intake sought for the School of Engineering from the Academic Year 2024-2025 is tabulated as follows.

Sl. No	Budget allotted	Estimated cost (in Lakhs)
1	Sri Manakula Vinayagar Engineering College	44.00
2	Department of Management Studies	17.04
3	College of Pharmacy	40.00
<b>Total</b>		<b>101.04</b>

*Accepted and Approved by the Finance Committee*

<b>FC / 2024 / 7.6</b>	
To consider and approve the budget expenditure towards all payments to the Statutory Bodies regarding approval and other Fees and Deposits for the Existing and New programs for the Academic Year 2024 - 25.	

**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:**

Statutory Bodies	Amount (in Lakhs)
All India Council for Technical Education (AICTE)	36.00
Council of Architecture (CoA)	1.00
Pharmacy Council of India (PCI)	8.08
Bar Council of India (BCI)	13.00
<b>Total</b>	<b>58.08</b>

*Accepted and Approved by the Finance Committee*

<b>FC / 2024 / 7.7</b>	
To consider and approve the revised Fee Structures for the Existing and New programmes for the Academic Year 2024 - 2025.	

The revised Fee Structure for the Existing and New programmes for the Academic Year 2024 – 2025:

Programme	Fee per annum (in Lakhs)
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B.Tech.	<b>90,000</b>
MBA – Innovation, Entrepreneur and Venture Development	<b>90,000</b>

The continuous cost of groceries, vegetables, meat etc., and the revision in salary of the mess employer, and other facilities provided to the hostel inmates, the Hostel fee has also been revised, the revision thus made:

Description	Existing fee including boarding and lodging (₹)	Revised fee including boarding and lodging (in Lakhs)
Hostel	65,000	75,000

*Accepted and Approved by the Finance Committee*

**FC / 2024 / 7.8**

To consider and approve the budget allocated for the celebration of the graduation day ceremony for the students graduated during 2021, planned to be conducted in the academic year 2024-25

**The budget allocated for the celebration of the Graduation Day ceremony for the students graduated during 2021, planned to be conducted in the academic year 2024-25:**

Budget allotted for	Estimated cost (in Lakhs)
Cash award for the Top three Ranks	3.00
Graduation Certificates folders and mementos	2.25
Stage arrangements and decorations	10.00
Miscellaneous	2.00
<b>Total</b>	<b>18.15</b>

*Accepted and Approved by the Finance Committee*

**FC / 2024 / 7.9**

**To consider and approve for the budget allotted for**

- New Concrete Road formation
- Proposed New Sports Grounds

- Curricular/Co-curricular/Extra-curricular and Extension activities for the Academic Year 2024-2025

The Chairman presented a summary of Budget allocated under various heads for the campus beautification and additional common facilities is tabulated as follows.

<b>Description of Expenditure</b>	<b>Estimated Budget in Lakhs</b>
New Concrete road formation	45.0
Construction of New Hostel building	3600.0
Modernization of Central Library	1180.0
Construction of Sewage Treatment Plant	25.0
<b>Total</b>	<b>4850.0</b>

*Accepted and Approved by the Finance Committee*

**FC / 2024 / 7.10**

Any other item with the permission of the Chair

### **The Placement and Training and Value-Added Courses**

To consider and approve the budget for career guidance and training to be given to the students for the Academic Year 2024-25

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 2024-25. The budget submitted for the expenditure of career guidance and training of students is summarised thus:

### **The fund allocation for various activities such as Placement and Training, Value Added Courses, Invited Lectures, and Alumni Activities for the AY 2024-25**

<b>Budget allotted for</b>	<b>Allotted fund in Lakhs.</b>
Various placement and training	70.0
Value added courses (Skill Development Courses) to all the students	547.0
Expenses towards the invited lectures from Academic and Industrial experts	5.0
Expenditure for the conduct of Placement Drives	15.0
Alumni Activities and alumni meeting expenditure	10.0
Pega Training	25.2
<b>TOTAL COST ESTIMATED</b>	<b>672.2</b>



### Consolidated Revenue of the Institution

Income Source	Anticipated Revenue (in Lakhs)
Tuition Fees	4291.58
Indirect Income	992.82
<b>Total</b>	<b>5284.40</b>

**Tuition Fees + Indirect income (Projected) = Rs. 52,84,40,000/-**

(Fifty two crore, eighty four lakh, forty thousand only)

### Expenditure Category of the Institution

Expense Category	Anticipated Expenditure (in Lakhs)
Salaries and Benefits	2019.94
Maintenance and Repairs	17.33
Utilities	106.38
Library and Lab Expenses	62.61
Student Services	116.00
Marketing and Admissions	42.35
Other Expenses	505.33
Capital Expenditures	2187.00
Fee Payment to Regulatory Bodies	58.88
Research and Development	224.00
Placement & Training	127.81
Exam Cell Expenses	155.87
Sports and Extra-Curricular Activities	58.26
<b>Total</b>	<b>5681.76</b>

**Total Expenditure (Projected) = Rs. 56,81,76,000/-**

(Fifty-six crore, eight one lakh, seventy-six thousand only)

Dr. V.S.K. Venkatachalapathy, the Chairman of the Finance Committee and the Director cum Principal of the College, concluded the meeting at 5.00 pm with vote of thanks.

  
**Dr. V.S.K. Venkatachalapathy**

Chairman – Finance Committee  
Director cum Principal



**Dr. S. Jayakumar**

Governing Body Nominee



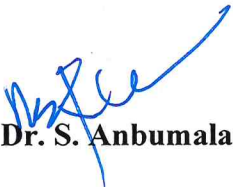
**Dr. A.A. Arivalagar**

Member



**Mr. B. Hariram Singh**

Member Secretary



**Dr. S. Anbumalar**

Invited Member



**Dr. K. Velmurugan**

Invited Member



**Dr. P. Raja**

Invited Member



**Dr. R. Raju**

Invited Member



**Dr. B. Elamurugan**

Invited Member