

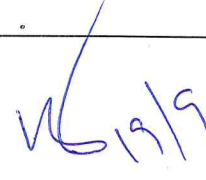
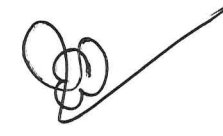


MINUTES OF THE EIGHTH MEETING OF FINANCE COMMITTEE

The Eight Meeting of the Finance Committee of Sri Manakula Vinayagar Engineering College (Autonomous) was convened on Thursday, 19th September 2024, at 2:30 PM in the Chairman Boardroom, with the Director cum Principal presiding.

The following members were in attendance:

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

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

Agenda for the Eighth Meeting of the Finance Committee

<i>Agenda</i>	<i>Description</i>
FC/2024/ 8.1	To confirm the minutes of the seventh meeting of the Finance Committee held on 10th January 2024.
FC/2024/ 8.2	To review and approve the proposed budget for additional expenses for the Academic Year 2024-25, including: <ul style="list-style-type: none"> • Salary of teaching and non-teaching staff members • Salary for newly recruited faculty members • Infrastructure facilities for new programmes/courses • Books and journals for the Central and Department Libraries • Laboratory equipment for new and existing programmes • Expenditure for consumables for all departments • Maintenance expenses of the institution • Miscellaneous expenses
FC/2024/ 8.3	To consider and approve the budget for Research and Development activities for the Academic Year 2024-2025: <ul style="list-style-type: none"> • Grant for Promotion of Interdisciplinary Research among Faculty (GPIRF) • Seed fund financial assistance for research projects and startups • Establishment of a new Centre of Excellence to promote research and innovation • Expenditure towards Consumable and non-consumable items for R&D • Expenses for patent filings and research paper publications • Training and travel expenses, including:

	<ul style="list-style-type: none"> ➤ Guest lectures ➤ Short-term skills training programmes, workshops, technical events, and non-technical events
FC/2024/ 8.4	To consider and approve the budget for the conduct of End Semester Examinations, including valuation for all existing and new programmes, with expenses for the first half (2024-25) and projected proposals for the second half (2024-25).
FC/2024/ 8.5	<p>To consider and approve the budget for the increase in intake in following programmes (including Infrastructure and all other related expenses)</p> <p>Increase in intake</p> <ul style="list-style-type: none"> • B.Tech. (Computer Science and Engineering) from 180 to 300 • MBA (Master of Business Administration) from 180 to 300 • B.Tech. (Information Technology) from 180 to 240 • B.Tech. (Artificial Intelligence and Data Science) from 120 to 180 • B.Pharm from 60 to 100
FC/2024/ 8.6	To consider and approve the budget expenditure towards all payments to statutory bodies regarding approvals and other fees and deposits for existing and new programmes for the Academic Year 2025-26.
FC/2024/ 8.7	To consider and approve the revised fee structure for existing and new programmes for the Academic Year 2024 – 2025.
FC/2024/ 8.8	To consider and approve the budget expenditure towards the procurement of machineries and consumables for IDEA lad during the Academic Year 2024-2025
FC/2024/ 8.9	To consider and approve the budget allocated towards scholarships and freships provided to the students during the Academic Year 2024-2025
FC/2024/ 8.10	<p>To consider and approve the budget allocated for the silver jubilee celebration of the college, planned for the Academic Year 2024-25, including:</p> <ul style="list-style-type: none"> • Expert lectures, technical series, Hackathon and Technical Symposium • Kick-off events • Village adoption initiatives • Sports events
FC/2024/ 8.11	To consider and approve the budget allocated for the graduation day ceremony for students graduating in 2021, planned to be conducted in the Academic Year 2024-25.

FC/2024/ 8.12	To consider and approve for the budget allotted for <ul style="list-style-type: none"> • Construction of a new concrete road • Proposed new sports grounds • Construction of a boys hostel • Infrastructure Partition
FC/2024/ 8.13	To consider and approve the budget allocated for Green Initiative activities on campus, planned for the Academic Year 2024-25, including: <ul style="list-style-type: none"> • Installation of water meters, Conduction an energy audit, Implementation of Quality Management Systems (QMS), EMS. • Landscaping and Gardening
FC/2024/ 8.14	Any other item with the permission of the Chair

MINUTES OF THE MEETING

Dr. V.S.K. Venkatachalapathy, Chairman of the Finance Committee and Director cum Principal, warmly welcomed everyone to the meeting. He introduced the members and expressed his sincere appreciation for their attendance. Following the introductions, the Chairman promptly moved forward with the agenda for the meeting.

FC / 2024 / 8.1

To confirm the minutes of the Seventh meeting of the Finance Committee held on 10.01.2024.

Consolidated Revenue of the Institution

Description	Approx. Revenue (in ₹)
Total Fee Component	42,91,58,000
Indirect Income	9,92,82,000
Total Income	52,84,40,000

Consolidated Expenditure of the Institution

Expense Category	Anticipated Expenditure (₹)
Salaries and Benefits	20,19,94,000
Maintenance and Repairs	17,33,000
Utilities	1,06,38,000
Library and Lab Expenses	62,61,000
Student Services	1,16,00,000
Marketing and Admissions	42,35,000
Other Expenses	5,05,33,000

Capital Expenditures	21,87,00,000
Fee Payment to Regulatory Bodies	28,88,000
Research and Development	2,24,00,000
Placement & Training	1,27,80,706
Exam Cell Expenses	1,55,87,276
Sports and Extra-Curricular Activities	58,26,018
Total	56,51,76,000

The Seventh Finance Committee meeting took place on Wednesday, 10th January 2024. During the meeting, 11 agenda items were presented and thoroughly discussed. After extensive deliberation, all the items were unanimously accepted and approved by the committee members.

Accepted and Approved by the Finance Committee

FC / 2024 / 8.2

To review and approve the proposed budget for additional expenses for the Academic Year 2024-25, including:

- Salary of teaching and non-teaching staff members
- Salary for newly recruited faculty members
- Infrastructure facilities for new programmes/courses
- Books and journals for the Central and Department Libraries
- Laboratory equipment for new and existing programmes
- Expenditure for consumables for all departments
- Maintenance expenses of the institution
- Miscellaneous expenses

The Chairman provided a summary of the projected income for the Academic Year 2024-25, excluding the students who have already graduated in April/May 2024.

Sl.	School Name	Number of students			Revenue (₹)
		Currently enrolled	Proposed Admissions	Total	
1	Sri Manakula Vinayagar Engineering College (B.Tech, M.Tech, MBA, MCA, Ph.D)	3970	1550	5520	24,49,85,212
2	School of Architecture	86	40	126	56,57,842
3	School of Arts and Science	1417	750	2097	8,75,93,180
4	School of Allied Health Sciences	382	200	582	2,43,10,555
5	School of Agricultural Sciences	437	300	737	3,46,33,139
6	College of Physiotherapy	259	100	359	1,68,70,145

7	SMVEC-Centre of Legal Education	238	250	488	2,54,80,132
8	College of Pharmacy	58	60	118	86,25,651
Earnings from the fee		6847	3180	10027	44,81,55,856
Revenue from other sources					10,36,76,990
Projected total Income of the year 2024 - 25					55,18,32,846

Total Salaries and Benefits Expenditure Budgeted: ₹ 23,72,11,587/-

Salaries and Benefits	Proposed Budget (₹)
Salary (Teaching and Non- Teaching)	23,31,08,411
PF & ESI Contribution	33,91,521
Staff Welfare	7,11,655
Total	23,72,11,587

Total Infrastructure facilities Expenditure Budgeted: ₹ 3,08,35,725/-

Sl. No.	Expenditure Head	Proposed Budget (₹)
1.	Sri Manakula Vinayagar Engineering College	1,64,95,981
2.	School of Architecture	5,30,741
3.	School of Arts and Science	55,58,137
4.	School of Allied Health Science	3,00,057
5.	School of Agricultural Sciences	4,76,999
6.	College of Physiotherapy	35,75,069
7.	SMVEC-Centre of Legal Education	10,82,974
8	College of Pharmacy	28,15,667
	Total	3,08,35,725

Total Lab Equipments, Consumables and Maintenance Expenditure Budgeted: ₹ 2,57,02,351/-

Sl. No	School	Proposed Budget (in ₹)
1	Sri Manakula Vinayagar Engineering College	1,28,61,025
2	School of Architecture	7,35,409
3	School of Arts and Science	75,62,375

4	School of Allied Health Sciences	3,42,913
5	School of Agriculture Sciences	1,23,426
6	SMVEC- College of Physiotherapy	12,03,365
7	SMVEC- Centre of Legal Education	15,33,389
8	SMVEC – College of Pharmacy	13,40,449
	Total	2,57,02,351

Total Miscellaneous (Stationeries, Furniture Repair and Maintenance etc) Expenditure Budgeted: ₹ 51,91,671/-

Sl. No	School	Proposed Budget (in ₹)
1	Sri Manakula Vinayagar Engineering College	32,23,995
2	School of Architecture	2,41,149
3	School of Arts and Science	8,04,006
4	School of Allied Health Sciences	1,01,330
5	School of Agriculture Sciences	2,90,456
6	SMVEC- College of Physiotherapy	61,113
7	SMVEC- Centre of Legal Education	3,16,342
8	SMVEC – College of Pharmacy	1,53,280
	Total	51,91,671

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

The respective departments/schools have requested the following funds for library resources for the Academic Year 2024-2025. The funds will be allocated based on resource availability:

Total Budgeted Library Expenditure: ₹1,65,00,000/-

Sl. No	School	Quantity to be Purchased Books for Existing / New courses	Amount (in ₹)
1	Sri Manakula Vinayagar Engineering College	1675	16,66,407
2	School of Architecture	200	11,93,843
3	School of Arts and Science	1800	17,90,766
4	School of Allied Health Sciences	950	9,45,126
5	School of Agriculture Sciences	1500	15,91,792

6	SMVEC- College of Physiotherapy	200	2,98,460
7	SMVEC- Centre of Legal Education	2400	27,84,612
8	SMVEC- College of Pharmacy	3000	42,76,916
9	Online journals and others	105	17,92,817
10	Miscellaneous	-	1,59,261
		Total	1,65,00,000

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: ₹ 1,79,24,869

Sl. No	Description of the item	Amount (₹)
1.	Electricity Bill	1,20,53,042
2.	Annual Maintenance Charges	22,60,933
3.	Internet Charges	18,37,389
4.	Vehicle Maintenance	17,73,505
	Total	1,79,24,869

Consolidated Budget Allocation for all of the above: ₹33,33,66,203/-

Budget allotted	Estimated cost (in ₹)
Total Salary and Benefits Expenditure Budgeted	23,72,11,587
Infrastructure facilities	3,08,35,725
Equipment, Consumables, and Maintenance	2,57,02,351
Miscellaneous Expenditure	51,91,671
Library	1,65,00,000
Maintenance and Running Expenditure	1,79,24,869
Total	33,33,66,203

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

FC / 2024 / 8.3

To consider and approve the budget for Research and Development activities for the Academic Year 2024-2025, including:

- Grant for Promotion of Interdisciplinary Research among Faculty (GPIRF)
- Seed fund financial assistance for research projects and startups
- Establishment of a new Centre of Excellence to promote research and innovation
- Expenses for patent filings and research paper publications
- Training and travel expenses, including:
 - Guest lectures
 - Short-term skills training programmes, workshops, technical events, and non-technical events

Proposed expenditure for the Research and Development activities for the Academic year 2024 - 2025. ₹2,27,90,000/-

Sl.No	Description	Proposed Budget (in ₹)
1	Grant for Promotion of Interdisciplinary Research among Faculty (GPIRF)	42,40,000
2	Seed fund financial assistance for research projects and startups	42,40,000
3	Establishment of a new Centre of Excellence to promote research and innovation	53,00,000
4	Expenses for patent filings and research paper publications	84,80,000
5	Training and travel expenses, including: <ul style="list-style-type: none"> ➤ Guest lectures ➤ Short-term skills training programmes, workshops, technical events, and non-technical events 	5,30,000
	Total	2,27,90,000

The Dean (R&D) submitted a request for the allocation of funds to procure the necessary resources for the smooth conduct of Research and Development activities for the Academic Year 2024-2025.

Accepted and Approved by the Finance Committee

FC / 2024 / 8.4

To consider and approve the budget for the conduct of End Semester Examinations, including valuation for all existing and new programmes, with expenses for the first half (2024-25) and projected proposals for the second half (2024-25).

The Controller of Examinations has submitted a comprehensive budget to cover the expenses related to conducting End-Semester Examinations, evaluating answer scripts, and publishing results for all programs. This budget is now presented for the Committee's approval.

The budgetary proposal for CoE Office for 2024-25: **Rs. 2,25,08,600/-**

Description	Quantity	Rate/ Quantity	Amount
End Semester Exam Answer Booklet	150000	19.90	2985000
End Semester Exam Practical Answer Booklet	82000	6.30	516600
Grade sheet	20000	48.00	960000
Consolidated Sheet - A3	2000	80.00	160000
Consolidated Sheet - A4	2000	48.00	96000
A4 Sheet	120000	0.50	60000
Remuneration- Evaluation	Estimated Claim		5350000
Remuneration- Practical	Estimated Claim		5500000
Remuneration- Question Paper Setting	Estimated Claim		2700000
Remuneration – Chief Superintendent, ACS, Invigilators,	Estimated Claim		1000000
Lab Refreshments and Honorarium	Estimated Claim		600000
Pondicherry University (Provisional & Degree Certificate) Payment	Estimated Claim		650000
Food and Accommodations	Estimated Claim		625000
Xerox Machine service charge	Estimated Claim		30000
QP Answer key Preparation	Estimated Claim		1000000
Other Stationaries	Estimated Amount based on Stores Report		175000
Bar Code Sticker	Estimated Claim		70000
		Total	2,25,08,600

The Utilization details of COE office for the Academic Year 2024-25 (Second Half)

Description	Amount
QP Setting	1501000
Theory Booklet & Practical	2148190
Valuation	2224245
Practical	2265216
Grade Sheet	545160
CS, ACS, Invigilator, Clerical, Group D	396525
Pondicherry University	213850
Technical Assistant	41000
Lab Refreshment bills	36465
Tiffin, Lunch, Tea & Snacks	280000
Honorarium	167000
Stationary (COE office & Exam Cell)	77064
Bar code Sticker	23750
QP Answer Key Preparation	427200
A4 Sheet	40000
Total	1,03,86,665

Accepted and Approved by the Finance Committee

FC / 2024 /8.5

To consider and approve the budget for the increase in intake in following programmes (including Infrastructure and all other related expenses)

Increase in intake

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

The budget for the increase in intake in following programmes (including Infrastructure and all other related expenses)

Using the available facilities, the respective Heads of Departments have submitted the basic requirements along with a detailed budget. The Chairman presented a summary of the budget allocated under various categories for the additional intake requested by the various Schools for the Academic Year 2024-2025, as outlined in the table below.

Sl. No	Budget allotted	Estimated cost (₹)
1	B.Tech Courses	44,00,000
2	Department of Management Studies	17,04,500
3	College of Pharmacy	40,00,000
Total		1,01,04,500

Accepted and Approved by the Finance Committee

FC / 2024 / 8.6	
	To consider and approve the budget expenditure towards all payments to statutory bodies regarding approvals and other fees and deposits for existing and new programmes for the Academic Year 2025-26.

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 (₹)
All India Council for Technical Education (AICTE)	10,00,000
Council of Architecture (CoA)	3,00,000
Pharmacy Council of India (PCI)	10,00,000
Bar Council of India (BCI)	52,00,000
Total	75,00,000

Accepted and Approved by the Finance Committee

FC / 2024 / 8.7	
	To consider and approve the revised fee structure for 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 (₹)
B.Tech.	95,000
MBA – Innovation, Entrepreneur and Venture Development	95,000

Due to the ongoing rise in the cost of groceries, vegetables, meat, and the revision in the salaries of mess employees, as well as the additional facilities provided to hostel inmates, the hostel fee has been revised as follows:

Description	Existing fee including boarding and lodging (₹)	Revised fee including boarding and lodging (₹)
Hostel	75,000	80,000

Accepted and Approved by the Finance Committee

FC / 2024 / 8.8

To consider and approve the budget expenditure towards the procurement of machineries and consumables for IDEA lab during the Academic Year 2024- 2025

Budget allotted for	Estimated cost (₹)
Procurement of machineries for IDEA lab	15,00,000
Expenditures for Consumables	6,00,000
Total	21,00,000

Accepted and Approved by the Finance Committee

FC / 2024 / 8.9

To consider and approve the budget allocated towards scholarships and freeships provided to the students during the Academic Year 2024-2025

The budget allocated for the scholarships and freeships provided to the students during the Academic Year 2024-2025:

Budget allotted for	Estimated cost (₹)
Scholarships and freeships	68,12,754
Total	68,12,754

FC / 2024 / 8.10

To consider and approve the budget allocated for the silver jubilee celebration of the college, planned for the Academic Year 2024-25, including:

- Expert lectures, technical series, Hackathon and Technical Symposium
- Kick-off events
- Village adoption initiatives
- Sports events

The Chairman presented a summary of the budget allocated for the college's silver jubilee celebration, scheduled for the Academic Year 2024-25, as outlined below.

Budget allotted for	Estimated cost (₹)
Expert lectures, technical series, Hackathon and Technical Symposium	57,51,629
Kick-off events	32,86,645
Village adoption initiatives	53,40,799
Sports events	28,75,815
Total	1,72,54,888

FC / 2024 / 8.11

To consider and approve the budget allocated for the graduation day ceremony for students graduating in 2021, planned to be conducted in the Academic Year 2024-25.

The Chairman presented a summary of the budget allocated for the Graduation Day ceremony for students graduating in 2021, which is scheduled to be held during the Academic Year 2024-25, as detailed below.

Budget allotted for	Estimated cost (₹)
Cash award for the Top three Ranks	3,00,000
Graduation Certificates folders and mementos	2,25,000

Stage arrangements and decorations	10,00,000
Miscellaneous	2,00,000
Total	17,25,000

FC / 2024 / 8.12

To consider and approve for the budget allotted for

- Construction of a new concrete road
- Proposed new sports grounds
- Construction of a boy's hostel
- Infrastructure - Partition

Description of Expenditure	Estimated Budget
Construction of a new concrete road	30,92,550
Proposed new sports grounds	37,49,558
Construction of a boys' hostel	13,05,74,355
Infrastructure - Partition	34,36,168
Total	14,08,52,631

FC / 2024 / 8.13

To consider and approve the budget allocated for Green Initiative activities on campus, planned for the Academic Year 2024-25, including:

- Expenses for rain water harvesting, Solar PV erection
- Expenses for a sewage treatment plant
- Replacement of CFL bulbs with energy-efficient lighting
- Installation of water meters
- Conducting an energy audit
- Implementation of Quality Management Systems (QMS)

Description of Expenditure	Estimated Budget
Installation of water meters, Conduction an energy audit, Implementation of Quality Management Systems (QMS), EMS.	8,55,767
Landscaping and Gardening	1,00,00,000
Total	1,08,55,767

Any other item with the permission of the Chair

The Placement and Training and Value-Added Courses Etc

To consider and approve the budget for career guidance and training for students in the Academic Year 2024-25: The Training and Placement Cell of the College has proposed several training programs and placement drives for the upcoming academic year. The budget for these career guidance and training activities is summarized as follows:

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

Budget allotted for	Allotted fund in Rs.
Various placement and training	24,92,294
Value added courses (Skill Development Courses) to all the students	1,94,75,500
Expenses towards the invited lectures from Academic and Industrial experts	1,78,021
Expenditure for the conduct of Placement Drives	5,34,063
Alumni Activities and alumni meeting expenditure	3,56,042
Pega Training	5,41,183
TOTAL COST ESTIMATED	2,35,77,103

Consolidated Revenue of the Institution

Income Source	Anticipated Revenue (₹)
Tuition Fees	44,81,55,856
Revenue from other sources	10,36,76,990
Total	55,18,32,846

Tuition Fees + Revenue from other sources = Rs. 55,18,32,846/-

(Fifty-five crore, eighteen lakhs, thirty-two thousand, eight hundred and forty-six only)

Details of Expenditure of the Institution

Capital Expenditures:	
Academic Infrastructure and Facilities Development (Lecture Hall, Construction, Faculty Offices)	3,08,35,725
Infrastructure Development and Construction Projects (Concrete Road, new Sports ground, Boys hostel, Partition)	14,08,52,631

Lab Equipment	1,93,58,262
Total Capital Expenditures	19,10,46,618
Operational Expenditures:	
Lab Consumables and Maintenance	64,49,705
Salaries and Benefits	23,72,11,587
Miscellaneous Expenditure (Stationery and Office Supplies, Postage and Courier, Travel and Conveyance, Small Donations and Contributions)	52,91,671
Library	1,65,00,000
Maintenance and Running Expenditures	1,79,59,320
Other Expenses (Legal and Professional Fees, Security Services, Bank Charges, Advertising and Promotions)	1,68,00,897
Fee Payment to Regulatory Bodies	75,00,000
Research and Development	2,27,90,000
Consumables for IDEA Lab	5,00,000
Placement & Training	2,35,77,103
Exam Cell Expenses	2,25,08,600
Sports and Extra-Curricular Activities	72,89,845
Expenditure for scholarships and freeships	68,12,754
Silver jubilee celebration	1,72,54,888
Graduation day ceremony	17,25,000
Green Initiative activities	1,08,55,767
Total Operational Expenditures	42,10,27,137
Total Expenditures:	
Total Capital Expenditures	19,10,46,618
Total Operational Expenditures:	42,10,27,137
Total Expenditures (Projected)	61,20,73,755

Total Projected Expenditure: ₹61,20,73,755/-

(Sixty-one crore, twenty lakhs, seventy-three thousand, seven hundred and fifty-five only)


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