

MINUTES OF THE SEVENTH MEETING OF THE FINANCE COMMITTEE OF THE AUTONOMOUS OFFICE OF SRI VENKATESWARA COLLEGE OF ENGINEERING (AUTONOMOUS), (SVCE) HELD AT 03.00 P.M. ON 30th March, 2021 THROUGH GOOGLE MEET ([Id:meet.google.com/zst-libuy-sve](https://meet.google.com/zst-libuy-sve)).

MEMBERS PRESENT

1. Dr. S. Ganesh Vaidyanathan, Principal, SVCE – Chairman.
2. Dr. P. Velmani, Deputy Registrar/ CEG, Anna University – Anna University Nominee
3. Dr. M. Sivanandham, Secretary, SVEHT– Member.
4. Shri. A. Muthukumar, Treasurer, SVEHT– Member.
5. Shri N. Vasudevan, Finance Executive, SVCE– Member.
6. Dr. K. Pitchandi, Controller of Examinations, SVCE– Member.
7. Shri. K. Varadharajan, Consultant – SVCE, - Special invitee

8.1 The Chairman welcomed the gathering for the Eighth finance committee meeting. The Chairman informed the committee about the appointment of Mr. N. Vasudevan as the new Finance Executive of SVCE as Mr. Varadharajan has retired from the service. He further added that the Governing council of SVCE, had earlier approved the appointment of Mr. N. Vasudevan as a Member in the Finance Committee in the place of Mr. Varadharajan.

8.2 He also mentioned that Mr. Varadharajan has been invited to this meeting as special invitee for a seamless transfer of information. He also informed the members about the agenda of the meeting. He requested the Controller of Examinations to present the agenda and lead the discussion.

8.3 CoE discussed the following points in the agenda with the committee:

8.3.1 Approval for the minutes of the Seventh finance committee minutes

CoE presented the minutes of the seventh finance committee meeting held on 17.03.2020, to the members. The committee members approved the minutes of the finance committee meeting held on 17.03.2020.

8.3.2 Request for the Ratification

CoE Request the committee members to ratify the situation of not conducting the Finance committee meeting during the month of September 2020. He also mentioned that since there were no activities carried out during the period of March – September 2020 because of lockdown on account of COVID-19 pandemic, the meeting was not held during September 2020.

Principal suggested that even if there were no activities, the meetings should be conducted to discuss about the other aspects. Secretary told that the meeting would have been conducted to re allocate the budget for the remaining period of the financial year. CoE accepted that it would be followed in future and the members agreed to ratify the non-conduction of the Finance committee meeting in the month of September 2020.

8.3.3 Income and Expenditure statement for the financial year 2020 – 2021.

CoE explained the income and expenditure statements for the financial year of 2020 – 2021. The detailed income and expenditure statements, for the financial year, are given in the appendix I. CoE explained the committee that the infrastructure for digital valuation was not done due to the lockdown. CoE attributed the above as a main reason for the surplus amount of Rs. 50.763 lakhs in the 2020-2021 statement of accounts.

Prof. M. Sivanandham asked whether the expenditure towards online examinations was included in this financial statement. CoE replied that the expenditure incurred towards the online examinations was included in the statement. He also explained the modalities adopted to conduct those online examinations to the members.

Dr. Velmani enquired about the increase in the expenditure under the head of salaries and benefits from 28 lakhs to 54.54 lakhs. Shri. A. Muthukumar told the members that from this financial year onwards, the salaries and other benefits in respect of CoE and DCoE are also going to be included in the expenditure statement of the O/o CoE. After discussing on this, all members approved to include this expenditure under the head of salaries and benefits.

8.3.4 Proposed income and expenditure statement for the financial year 2021 – 2022

CoE submitted the proposed income and expenditure statements for the financial year 2021-2022. The proposed income and expenditure statements, for the financial year, are given in the appendix II.

Dr. Velmani asked why there was no provision for the development of the infrastructure for the digital valuation. CoE replied that the proposed budget is planned keeping the online examinations in mind. Since the valuation is in digital mode for the online examinations, it is not planned for the infrastructure for the digital valuation separately. If government and other statutory bodies allow us to conduct the examinations through offline mode, then we can reallocate the amount from the revenue head to establish the infrastructure for the digital valuation. The same may be submitted in the next Re-estimation meeting during the month of September 2021 for the approval.

Dr. Velmani asked how the deficiency in the income would be met. CoE replied that there is a surplus amount to the tune of 50.76 lakhs unspent under the maintenance head of previous financial year. He also told that this amount would be utilised to carry out the maintenance related work during this financial year of 2021-2022. CoE requested the members to approve the proposed budget for the financial year 2021-2022. Members approved the proposed budget for the financial year 2021-2022.

8.3.5 Any other matter with the permission of the Chair.

Dr. S. Ganesh Vaidyanathan told the committee members that budget performance review meeting would be conducted in the month of September/October 2021 to assess the income and expenditure during the period from April 2021 to September 2021.

Prof. M. Sivanandham enquired whether any provisions are given to meet out the expenditure for the modernization of the various assessment processes in the CoE office. CoE replied that there is enough amount is provided in the budget for the modernization of examination process and infrastructure.

Dr. Velmani insisted the committee to conduct the next meeting in offline mode for better discussion among the members. The suggestion was accepted.

8.4 Resolutions

8.4.1 *Resolved to approve the minutes of the Seventh finance committee meeting held on 17.03.2020.*

8.4.2 *Resolved to ratify to include the expenditure in respect for salaries of CoE and DCoE under the head of salaries and benefits as per the financial statement for the financial year of 2020-2021.*

8.4.3 *Resolved to approve the income and expenditure statements for the financial year 2020-2021.*





8.4.4 *Resolved to approve the proposed income and expenditure statements for the financial year 2021-2022.*

As there were no more points, the meeting came to an end. The Chairman expressed his sense of gratitude, on behalf of SVCE, to all the members for their active participation in the meeting.



Dr. S. Ganesh Vaidyanathan,
Principal, SVCE – Chairman.

To: (Scanned Soft copy through Email)

1. Dr. P. Velmani, Deputy Registrar/ CEG, Anna University – Anna University Nominee
2. Dr. M. Sivanandham, Secretary, SVEHT– Member.
3. Shri. A. Muthukumar, Treasurer, SVEHT– Member 
4. Shri N. Vasudevan, Finance Executive, SVCE– Member. 
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6. Shri. K. Varadharajan, Consultant – SVCE, - Special invitee 

Sri Venkateswara College Of Engineering

(An Autonomous Institution, Affiliated to Anna University Chennai)

Submitted to the Principal

30.01.2020

Dear Sir,

Sub: Estimated Amount of fees collection for the year 2020-21 - reg.

Please find below the particulars of the estimated fees collection:

Sl. No.	Details	No.of. Students	Fees	Amount Projected	Amount received
1	UG-IV year	1035 (1027)	9000	9315000	2,72,68,000
2	UG-III year	962 (950)	7000	6734000	
3	UG-II year	900 (including LE) (821)	7000	6300000	
4	UG-I year	850(Estimated) (816)	7000	5950000	
5	PG-II year	27 (26)	9000	243000	
6	PG-I year	30 (16)	7000	210000	
7	Additional Income (Arrear fees, Photocopy, Revaluation, Review, Condonation Fees, Duplicate Hall Ticket, Duplicate Grade Sheet, PhD Course Work, Examination Fee, Transcript, and So on)	For both Odd and Even Semester UG and PG		6248000	25.64,810+7750
TOTAL				3,50,00,000	2,98,40,560

(Rupees Three Crores Fifty Lakhs Only)

This is for your kind information.

SRI VENKATESWARA COLLEGE OF ENGINEERING

Pennalur, Sriperumbudur Tk-602117.

CONTROLLER OF EXAMINATION

APPROVED BUDGET - CAPITAL EXPENDITURE 2020 - 2021

Code	Head of the Account	in Rupees		%
		Alloted	Spent	
1.0	CAPITAL BUDGET			
1.1	Equipment and Machinery	40,00,000.00	0.00	0.00
1.2	Furnitures	5,00,000.00	0.00	0.00
1.3	Books			
1.4	Replacement of Obsolete Equip			
1.5	Research and Development			
	TOTAL [1]	45,00,000.00	0.00	0.00
2.0	CAPITAL BUDGET - RESEARCH & DEVELOPMENT			
2.1	Equipment and Machinery			
2.2	Furnitures			
2.3	Books			
2.4	Replacement of Obsolete Equip			
2.5	Research and Development			
	TOTAL [2]	0.00	0.00	
	GRAND TOTAL (1 + 2)	45,00,000.00	0.00	0.00

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CONTROLLER OF EXAMINATION

APPROVED BUDGET - REVENUE EXPENDITURE 2020 - 2021

Code	Head of the Account	Amount in Rs.		%
		Alloted	SPENT	
3.0	Salaries & Benefits			
3.1	Salaries to staff	22,00,000.00	48,04,554.00	218.39
3.3	EPF / ESI Contribution	2,00,000.00	2,00,000.00	100.00
3.4	Gratuity Contribution	2,00,000.00	3,50,000.00	175.00
3.6	Staff Quality improvement programmes* (Short / Long Term Course / Conference / Seminars / Workshop / Paper presentation)	2,00,000.00	1,00,000.00	50.00
	TOTAL - [3]	28,00,000.00	54,54,554.00	194.81
4.0	Training Cost			
4.1	Consumables	26,00,000.00	27,968.00	1.08
	TOTAL - [4]	26,00,000.00	27,968.00	1.08
5.0	Student Activities			
5.1	Student Co-curricular activities	1,00,000.00	0.00	0.00
	(Association activities/ Professional Bodies/ Paper Presentation/ Conference/ Workshop/ Seminars)			
	TOTAL - [5]	1,00,000.00	0.00	0.00
6.0	Administrative Expenditure			
6.1	Travelling Allowances	5,00,000.00	11,400.00	2.28
6.2	Meeting Expenses	16,00,000.00	2,97,500.00	18.59
6.3	Printing & Stationery	25,00,000.00	1,066.00	0.04
6.8	Water supply charges	14,00,000.00	7,50,000.00	53.57
6.10	Electricity charges	21,00,000.00	18,00,000.00	85.71
6.13	Security charges	9,00,000.00	15,52,000.00	172.44
6.18	Office Expenses (VIP Visit / Parents Meet etc.,)	45,00,000.00	40,42,681.00	89.84
	TOTAL - [6]	1,35,00,000.00	84,43,247.00	62.54
7	Maintenance Expenditure			
7.1	Computer (Computer Maintenance)	16,50,000.00	18,14,908.00	98.10
7.2	Repairs and Maintenance- Equipment	1,00,000.00		
7.3	Repairs and Maintenance- Furniture	1,00,000.00		
7.4	Repairs and Maintenance- Building / Data - Net Work	35,00,000.00	36,13,250.00	103.24

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CONTROLLER OF EXAMINATION

APPROVED BUDGET - REVENUE EXPENDITURE 2020 - 2021

7.5	Repairs and Maintenance- Electrical	6,50,000.00	2,37,500.00	36.54
7.6	Garden Maintenance / Play Ground	4,00,000.00	3,48,250.00	87.06
7.7	House Keeping (College / Hostel / Canteen / CoE)	46,00,000.00	48,08,070.00	104.52
7.8	CM - Consumables (College / Hostel / Canteen / CoE)	5,00,000.00	16,513.00	3.30
	TOTAL - [7]	1,15,00,000.00	1,08,38,491.00	94.25
	Revenue Total	3,05,00,000.00	2,47,64,260.00	81.19
	GRAND TOTAL	3,50,00,000.00	2,47,64,260.00	70.76
		Amount Received	2,98,40,560.00	
		Surplus amount	50,76,300.00	

Sri Venkateswara College Of Engineering

(An Autonomous Institution, Affiliated to Anna University Chennai)

Submitted to the Principal

Dear Sir,

Sub: Estimated Amount of fees collection for the year 2021-22-reg.

Please find below the particulars of the estimated fees collection:

Sl. No.	Details	No.of. Students	Fees	Amount
1	UG-IV year	950	9000	85,50,000
2	UG-III year	821	7000	57,47,000
3	UG-II year	900	7000	63,00,000
4	UG-I year	900	7000	63,00,000
5	PG-II year	16	9000	1,44,000
6	PG-I year	25	7000	1,75,000
7	Additional Income (Arrear fees, Photocopy, Revaluation, Review, Condonation Fees, Duplicate Hall Ticket, Duplicate Grade Sheet, PhD Course Work Examination Fee Transcript, Pass Percentage Certificate Equivalent certificate and So on). For both Odd and Even Semester UG and PG			5735700
TOTAL				3,29,51,700

There is a surplus amount of Rupees 50,76,300 in the financial year 2020-2021. Hence the total amount available would be 3,80,28,000.

SRI VENKATESWARA COLLEGE OF ENGINEERING
CAPITAL BUDGET EXPENDITURE 2021 - 2022
APRIL 2021 TO MARCH 2022
OFFICE OF THE CONTROLLER OF EXAMINATION

	HEAD OF ACCOUNT	TOTAL
1 - CAPITAL BUDGET		
1.1	Equipment and Machinery	10,00,000.00
1.2	Furniture	6,00,000.00
1.3	Books	-
1.4	Replacement of Obsolute Equipment	-
1.5	Research and Development	-
	TOTAL (1)	16,00,000.00
2 - CAPITAL BUDGET - R & D		
2.1	Equipment and Machinery	-
2.2	Furniture	-
2.3	Books	-
2.4	Replacement of Obsolute Equipment	-
2.5	Research and Development	-
	TOTAL (2)	0.00
	TOTAL (CAPITAL)	16,00,000.00

REM

This includes 3 High End Systems , 3 printers and 1 Barcode Printer

SRI VENKATESWARA COLLEGE OF ENGINEERING
REVENUE BUDGET EXPENDITURE 2021 - 2022
APRIL 2021 TO MARCH 2022
OFFICE OF THE CONTROLLER OF EXAMINATION

HEAD OF ACCOUNT		TOTAL
3 - SALARIES AND BENEFITS		
3.1	Salaries to Staff	49,50,000.00
3.2	Visiting Faculty's Honorarium	-
3.3	EPF / ESI Contribution	2,00,000.00
3.4	Gratuity Contribution	3,50,000.00
3.5	Subsidy for Housing Loan	-
3.6	Staff Quality Improvement Programmes (Short / Long	2,00,000.00
3.7	Leave Travel Concession	-
3.8	EL Encashment	-
3.9	Incentive to Phd Holders	-
3.10	Benovelent Fund	-
3.11	Incentive to Paper Publication in Journals	-
3.12	Staff Tour	-
TOTAL (3)		57,00,000.00
4 - TRAINING COST		TOTAL
4.1	Consumables	-
4.2	Research and Development (Consumables)	-
4.3	Field Trips, Educational and Industrial Visit	-
4.4	Guest Lecturer / Department Meeting etc.,	-
TOTAL (4)		0.00
5 - STUDENT ACTIVITIES		TOTAL
5.1	Student Co-Curricular Activities(Association Activities/ Professional Bodies/ Paper Presentation / Conference/	-
5.2	Student Extra Curricular Activities Sports Activities / NSS / NCC (Army / Navy / Air)	-
5.3	Calibration / Students Counselling	-
TOTAL (5)		0.00
HEAD OF ACCOUNT		TOTAL
6 - ADMINISTRATIVE EXPENDITURE		
6.1	Travelling Allowances	3,00,000.00
6.2	Meeting Expenses	21,00,000.00
6.3	Printing & Stationary	50,00,000.00

6.4	Telephones	1,00,000.00
6.5	Postage & Telegrams	-
6.6	College Functions (College / Graduation / Hostel /	10,00,000.00
6.7	Advertisement	-
6.8	Water Supply Charges (College / Hostel / Canteen)	13,50,000.00
6.9	Health Care	-
6.10	Electricity Charges (College / Hostel / Canteen)	20,70,000.00
6.11	Rate, Fees and Taxes (Building Approval / Statutory Taxes etc.,)	-
6.12	Insurance Building, Equipment and Students	-
6.13	Security Charges (College / Hostel / Canteen)	8,65,000.00
6.14	Rent Building	-
6.15	Interest on Loans	-
6.16	Refund of Loan	-
6.17	Bank Charges	-
6.18	Professional Charges (Legal / Audit / Consultancy)	-
6.19	Office Expenses (VIP Visit / Parents Meet etc.,)	54,00,000.00
6.20	University / Statutory & Professional Bodies (ISO, AICTE, NBA, AU)	
	TOTAL (6)	1,81,85,000.00
7 - MAINTENANCE EXPENDITURE		TOTAL
7.1	Computer Maintenance / Internet Maintenance	5,00,000.00
7.2	Repairs and Maintenance - Equipment	2,00,000.00
7.3	Repairs and Maintenance - Furniture	2,00,000.00
7.4	Repairs and Maintenance - Building	65,65,000.00
7.5	Repairs and Maintenance - Electrical	10,00,000.00
7.6	Garden / Play Ground Maintenance	5,00,000.00
7.7	House Keeping (College / Hostel / Canteen)	35,78,000.00
	TOTAL (7)	1,25,43,000.00
	TOTAL	0.00
	TOTAL (C)	3,64,28,000.00
	GRAND TOTAL(Total A+B+C)	3,80,28,000.00