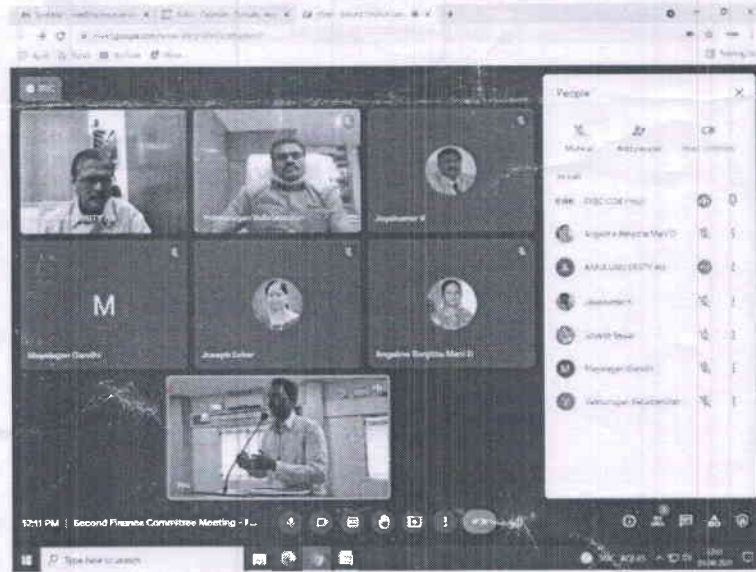


To
COE
MOL
23/8/21

Minutes of 2nd FINANCE COMMITTEE MEETING

Date & Time: 3.8.2021 & 11.30 A.M

Mode: online - Google Meet



Minutes of the **2nd FINANCE COMMITTEE MEETING** held on 3rd August 2021 at 11.30 a.m conducted through Google Meet.

Members Present

Sl. No	Name	Designation	Position in the Finance Committee
1	Dr.V.Velmurugan	Principal & Chairman, FINANCE COMMITTEE, Francis Xavier Engineering College	Chairman
2	Mr.T.Nagarajan	Deputy Registrar (Salaries) ,Anna University, Chennai	University Nominee

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3.	Mr. Joseph Sekar	Finance Director, Francis Xavier Engineering College	Person appointed by the Governing Body
4.	Dr.K.Jeya Kumar	Principal, SCAD College of Engineering and Technology & GM (D) SCAD Group of Institutions.	Special Invitee
5.	Dr.G. Rajakumar	COE & Professor /ECE Department	Special Invitee
6.	Mr. Gandhi	General Manager (Finance), SCAD Group of Institutions.	Special Invitee
7	Mrs. Angeline Ranjithamani	HoD/MCA	Senior Faculty Member appointed by the Principal
8.	Prof.J.David Ayling	Asso.Professor,English/ Co-ordinator S&H	Member

Agenda

FC/2.1: Details of Remuneration to be claimed for Online Mode Examination

FC/2.2: Budget proposal for the Academic Year 2019-2020

FC/2.3: Academic Year 2019-2020 Budget Expenditure

FC/2.4: Any other Matter

The 2nd Finance Committee meeting started with a prayer by Prof. Annie Rose Nirmala, HoD/MBA

Prof. Angelin Ranjithamani, HOD/MCA welcomed the chairman of the Finance Committee Meeting, University Nominee, Special Invitees and all the members of the Council for the 2nd Finance Committee Meeting.

FC/2.1: Details of Remuneration to be claimed for Online Mode Examination

The following details were presented to the Committee.

Approval was sought for the revision on the remuneration of QP Scrutiny for the End Semester Examination for the year 2019-2020 through on-line mode against the existing norms through Off-line mode as follows.



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ENGINEERING COLLEGE
AN AUTONOMOUS INSTITUTION

ACCREDITED BY NBA, BSE-FIST Supported Institution
Amenapattinam, Tirunelveli

S.No.	No. of QP Range	No. of Members
1	Lesser than 11	1 Internal Member probably the HoD/Chairman of the Board
2	Greater than 11 and less than 20	1 Internal Member probably the HoD / Chairman of the Board (2 Sessions) / 2 members committee headed by HoD / Chairman of the Board and 1- External Member (One Session)
3	Greater than 20 and less than or equal to 40	2 members committee headed by HoD / Chairman of the Board and 1- External Member
4	Greater than 40	3 member committee consisting of 1 HoD / Chairman of the Board, 1 Internal Member and 1 External Member

S.No.	Description	Remuneration In Rs.	TA/DA In Rs.	Coordinator Fee in Rs.	No. of QP Range
1	External	Rs.3000/- Full day (2 Sessions)	Rs.500/-	Nil	18-22
2	External	Rs. 1500/- for 11 QP and the remaining QP Rs.150/- per QP Full day (2 Sessions)	Rs.500/-	Nil	12-17
3	External	Rs.1500/- Half day (1 Session)	Rs.500/-	Nil	9-11
4	External	Rs.150/- per QP	Rs.500/-	nil	<9
5	Internal	Rs.2500/- Full day (2 Sessions)	Nil	Nil	18-22

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6	Internal	Rs. 1250/- for 11 QP and the remaining QP Rs.150/- per QP Full day (2 Sessions)	Nil	Nil	12-17
7	Internal	Rs.1000/- Half day (1 Session)	Nil	Nil	9-11
8	Internal	Rs.100/- per QP	Nil	Nil	<9
9	QP Coordinator	-	Nil	Rs.250/- per day	
10	Online exam QP setting per paper	Rs. 540/- per QP	Nil	Nil	45 MCQ
11	Online Proctoring	Rs. 100/- per session	Nil	Nil	Nil
12	Chief superintendent per day	Rs.300/- per day	Nil	Nil	Nil

FC/2.2: Budget proposal for the Academic Year 2019-2020

The Budget proposal for the Academic Year 2019-2020 was presented to the committee for consideration and approval. The committee resolved to approve the Budget proposal for the Academic Year 2019 -2020 as given below.

S.NO	PARTICULARS	AMOUNT(Rs)
1	Practical- Ext & Int	3,50,000/-
2	Theory - Ext & Int	6,00,000/-
3	Bos, Academic Council, Finance Committee, Result Passing Board Meeting	8,50,000/-
4	Qp (Setting,Ans Key,)	30,00,000/-
5	Qp Scrutiny	1,50,000/-
6	Valuation – Int & Ext	7,00,000/-
7	Stationeries	7,50,000/-



8	Refreshment	1,50,000/-
9	Printer Refilling	20,000/-
10	Preliminary Arrangement - Exam work	30,000/-
11	Lab – NTS work	18,000/-
12	Infrastructure development (QP printing Machine, Mark sheet printing machine, Biometric Security system, Data center Server, UPS, A/C, Computers and printers	20,00,000/-
	Total	86,18,000/-

FC/2.3: Academic Year 2019-2020 Budget Expenditure

The Expenditure for the Academic Year 2019-2020 was presented.

The Committee resolved to approve the same as stated below.

S.NO	PARTICULARS	AMOUNT(Rs)
1	Practical- Ext & Int	3,35,285/-
2	Theory - Ext & Int	5,33,902/-
3	BOS, Academic Council, Finance Committee, Result Passing Board Meeting	8,23,354/-
4	Qp (Setting, Answer Key,)	31,22,120/-
5	Qp Scrutiny	1,22,550/-
6	Valuation – Int & Ext	6,12,530/-
7	Stationeries	7,05,583/-
8	Infrastructure development (QP printing Machine, Mark sheet printing machine, Biometric Security system, Data center Server, UPS, A/C, Computers and printers	16,30,997/-
9	Others(Printer Refilling, Preliminary Arrangement - Exam work, Refreshment	2,28,497/-
	Total	81,14,809/-

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- **Increase in Expenditure Ratification**

The committee resolved to ratify the following item as it exceeded the budget proposal considering the mode of QP setting through on-line mode as said in,

- 1) **FC/2.2/ Budget proposal: S.No 4 - Qp (Setting, Ans Key) of Rs. 30,00,000/-** against the **FC/2.3/ Academic Year 2019-2020 Budget Expenditure: S.No 4 QP (Setting,Ans Key)- Rs 31,22,120/-** as the setting of QP and Answer Key was done online.

- **Utilization of the amount budgeted for Infrastructure Development towards Printer Refilling, Preliminary Arrangement - Exam work, Refreshment.**

The committee resolved to ratify the Utilization of the amount budgeted for Infrastructure Development as stated in **FC/2.2/ Budget proposal: S.No. 12 - Infrastructure development (QP printing Machine, Mark sheet printing machine, Biometric Security system, Data center Server, UPS, A/C, Computers and printers** towards Printer Refilling, Preliminary Arrangement - Exam work, refreshment as stated in **FC/2.3/ Academic Year 2019-2020 Budget Expenditure S.No 8,9.**

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FC/ 2.4: Any other point of discussion

The Committee stated the following suggestions and deliberations.


- 1) Equipment Purchase if any should be incorporated in the expenditure.


Prepared by
David Ayling J
Coordinator - S&H




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Approved by
Dr. V. Velmarugan
Principal
Chairman, Finance Committee
PRINCIPAL
Francis Xavier Engineering College
(An Autonomous Institution)
103, G/2, By-Pass Road, Vannarpettai,
Tirunelveli - 627 003.


17/8/21
University Nominee
Mr. T. Nagarajan
Deputy Registrar (Salaries),
Anna University, Chennai 600025