

MINUTES OF THE THIRD FINANCE COMMITTEE MEETING HELD ON 29.04.2014 AT
11.00 A.M IN THE PRINCIPAL'S CHAMBER

Members of the Finance Committee:

Sl.No	Name & Designation	Category
1	Dr. P. Sundara Pandian, Principal, V.H.N.S.N. College (Autonomous).	Chair person
2	Thiru.S.P.G.R.Mathavan, Secretary & Correspondent V.H.N.S.N. College (Autonomous).	Governing Body Nominee
4	Dr.A.Mohankumar, Head & Associate Professor, Department of English, V.H.N.S.N. College (Autonomous).	Senior- Teacher
Special Invitees		
5	Dr. R. Selvam, Associate Professor, Department of English, V.H.N.S.N. College (Autonomous).	Dean Curriculum - Arts
6	Dr. T. Kathirvalavakumar, Head & Associate Professor, Department of Computer Science, V.H.N.S.N. College (Autonomous).	Dean Curriculum - Science
7	Mr. R. Palaniappan, Controller of Examinations V.H.N.S.N. College (Autonomous).	Special Invitee
8	Dr. A. Sarathi, Addl. Controller of Examinations V.H.N.S.N. College (Autonomous).	Special Invitee

AGENDA

1. To approve the Expenditures for the year 2013 – 2014.
2. To consider the Budget Estimate (2014 – 2015) for the Autonomous grant to be received from the UGC.
3. To ratify the examination related matters
4. Other matters with the permission of the Chair Person.

Agenda 1

To approve the Expenditures for the year 2013 – 2014.

Resolution

The above agenda was considered and the expenditures incurred out of the autonomy grant in the year 2013 – 2014 as given below is approved. The Finance Committee also ratifies the deviations made in the category wise budgeted amount and the actual expenditures. This may be placed before the Governing Council for final approval.

AUTONOMY GRANT - STATEMENT SHOWING EXPENDITURES INCURRED IN THE YEAR 2013-2014

S. No.	Head of Account	Budget 2013-2014 ₹	Actual expenses 2013-2014 ₹
1	Guest/Visiting Faculty	1,00,000	1,12,311
2	Orientation and re-training of teachers	75,000	74,885
3	Re-designing courses and Development of teaching/ Learning Material	1,25,000	49,920
4	Workshop and Seminars	80,000	80,120
5	Examination Reforms	50,000	54,100
6	Office Equipment teaching aids and laboratory equipments	5,00,000	6,09,255
7	Furniture for Office, Classrooms, Library and laboratories	3,00,000	4,21,370
8	Library Equipment, books/journals	1,50,000	1,49,935
9	Expenditure on meetings of the Governing Body and Committees	2,50,000	97,603
10	Honorarium to Controller of Examinations (Full-Time) NOT EXCEEDING ₹ 8,000/- P.M.	96,000	93,070
11	Accreditation (NAAC) Fee	----	--
12	Renovation and Repairs not leading to Construction of a new building	2,00,000	1,98,641
13	Extension Activities	74,000	59,019
	Total	20,00,000	20,00,229

Agenda 2

To consider the Budget Estimate (2014 – 2015) for the grant to be received from the UGC.

Resolution

The above agenda was considered and the budget estimate for the autonomy grant for the year 2013 – 2014 as given below is passed and resolved to place it in the next Governing Body meeting for its approval.

AUTONOMY GRANT - PROPOSED BUDGET FOR THE YEAR 2014-2015

S. No.	Head of Account	Budget 2014-2015 ₹
1	Guest/Visiting Faculty	1,25,000
2	Orientation and re-training of teachers	75,000
3	Re-designing courses and Development of teaching/ Learning Material	75,000
4	Workshop and Seminars	75,000
5	Examination Reforms	80,000
6	Office Equipment, teaching aids and laboratory equipments	4,70,000
7	Furniture for Office, Classrooms, Library and laboratories	3,00,000
8	Library Equipment, books/journals	1,50,000
9	Expenditure on meetings of the Governing Body and Committees	1,60,000
10	Honorarium to Controller of Examinations (Full-Time) NOT EXCEEDING ₹ 8,000/- P.M.	96,000
11	Accreditation (NAAC) Fee	--
12	Renovation and Repairs not leading to Construction of a new building	3,50,000
13	Extension Activities	44,000
	Total	20,00,000

Agenda 3

The above agenda was considered and resolved to pay remuneration to teachers involved in the examination work as follows:

RATES OF REMUNERATION FOR EXAMINATION WORKS

I Theory Examinations:

- | | |
|-------------------------|---|
| 1. Chief Superintendent | : Rs. 125/- per session |
| 2. Hall invigilator | : Rs.75/- per session (25 candidates) |
| 3. Clerical Assistant | : Rs.35/ - per session (100 candidates) |
| 4. Servant | : Rs.25/- per session (75 candidates) |
| 5. Waterman | : Rs.25/- per session (300 candidates) |
| 6. Sweeper / Scavenger | : Rs.25/- per session (300 candidates) |
| 7. Scribe fee | : Rs.60/- per paper (per candidate) |

II General arrangements:

- | | |
|---|---------------------------|
| 1. General arrangements (100 students =1 session) | : Rs.25/- per session |
| 2. Issue of Hall tickets (Upto 200 candidates) | : Rs.80/- |
| (above 200 candidates) | : Rs.150/- |
| 3. Scrutiny of applications | : Rs.2/- per candidate |
| 4. Charges for sewing the cloth bags | : Rs.2/- per bag |
| 5. Incidental expenses | : Rs.0.75 paise per paper |
| (Stationery & other items) | |

III TA / DA expenses:

External Invigilators can claim DA of Rs.45/- per day. The External Invigilators should be appointed continuously without any break from the nearest place within a distance of less than 24kms.

To claim DA for Sunday or any holiday-Must work on Saturday and Monday (or) previous and subsequent days.

Practical Examinations:

1. Chief Superintendent : Rs.400/- per semester
2. Hall Superintendent : Rs.75/- per session
(3hours)
- (4 Hours and 6 hours practicals will be treated as 2 sessions)
3. Question paper setting : Rs.100/- per batch
(To be equally divided by external and internal examiners)
4. Paper valuation (for both external and internal examiners)
 - a) For Undergraduate...3 hours and below : Rs.15/- per candidate
 - b) For Undergraduate... more than 3 hours : Rs.25/- per candidate
(Minimum Rs.100/-)
 - c) For Postgraduate... 3 hours and below : Rs.30/- per candidate
 - d) For Postgraduate... more than 3 hours : Rs.50/- per candidate
5. Skilled Assistant
For UG-only 1 (one) person is allowed : Rs.12/- per candidate
For PG-2 (two) persons are allowed : Rs.15/- per candidate
6. Lab Assistant / Attender -2 (two) persons are allowed
when the student strength is more than 25 } : Rs.50/- per session
7. Waterman-1 (one) person is allowed : Rs.40/- per session
8. Sweeper-1 (one) person is allowed : Rs.40/- per session
9. Mechanical Assistant (1 no.)-For Physics Practical : Rs.40/- per session
10. Gas man (1 no.)-for Chemistry Practical : Rs.40/- per session
11. Project Evaluation & Viva-Voce:
(For both External and Internal examiners)
 - For Undergraduate courses : Rs.25/- + 5/- per candidate
 - For Postgraduate courses : Rs.35/- + 5/- per candidate
 - For III M.C.A : Rs. 50/- + 5/- per candidate
12. M.Phil. Dissertation Valuation
(For External and Internal examiners) : Rs.150/- per dissertation
13. M.Phil.Viva-Voce : Rs.150/- per candidate
(For External examiner)
 - If the number of candidates is less than 4 : Rs. 500/-
14. Chemicals-for Botany, Chemistry and Microbiology : Rs.20/- per candidate
15. Specimen-for Botany and Zoology (wherever required) : Rs.20/- per specimen

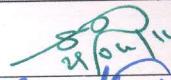

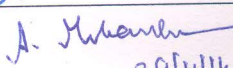
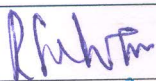

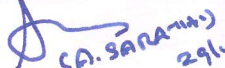
Dearness Allowance:

Outside examiner : Rs.250/- per day
Local examiner (Virudhunagar only) : Rs.150/- per day

Travelling Allowance as per College norms**For Project & Viva-voce one attender & one waterman are eligible for remuneration**

1. Minimum remuneration for revaluing answer scripts – Rs. 100/- or actual remuneration, whichever is higher
2. Remuneration for valuing MBA Summer Training project may be claimed as Rs.30/- per project by external examiner.
3. M.Phil. Late submission fee – shall be collected as follows:
Up to June 31st – No fee
Upto September 30th Rs. 500/-
Upto December 31st Rs. 1000/-
Upto May 31st – of next year – Rs. 2000/-
4. Rs.500/- per day may be allowed as hospitality expenses for an external examiner for conducting practical examinations or viva-voce.

Signature of the members present

Sl.No	Name	Signature
1	Dr. P. Sundara Pandian,	
2	Thiru.S.P.G.R.Mathavan,	 29/4/14
3	Dr.A.Mohankumar,	 29/4/14
Special Invitees		
4	Dr. R. Selvam,	
5	Mr. R. Palaniappan,	 29/4/2014
6	Dr. A. Sarathi,	 CA. SARATHI 29/4/2014