



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),
Sivakasi**

(Affiliated to Madurai Kamaraj University, Reaccredited with "A" Grade by NAAC,
College with Potential for Excellence by UGC & Mentor Institution under UGC PARAMARSH)

NAAC SSR Cycle IV (2015-2020)

6.1 Institutional Vision and Leadership

6.1.1 Vision and Mission

**MINUTES OF FINANCE COMMITTEE MEETING
2017-2018**



**THE STANDARD FIREWORKS RAJARATNAM COLLEGE FOR WOMEN (AUTONOMOUS),
SIVAKASI – 626 123.**

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2017-2018

06.07.17

The finance committee meeting will be held on 10.07.17 to revise the proposed budget for the financial year 2017-2018 as per the guidelines of UGC and to discuss on the allotment of funds to the aided departments.

Date : 10.07.17

Time : 10.30 a.m.

Venue : Secretary Room.

Agenda

- * To revise the proposed budget for the financial year 2017-2018 as per the UGC guidelines for Autonomous Colleges 2017.
- * To discuss and allot funds to the aided departments for conducting workshop / seminars, arranging guest lecture and for purchasing books.
- * To allot funds to Science departments for the purchase of laboratory equipments.
- * To spend for renovation work in Chemistry laboratory i.e. to discuss on the nature of renovation to be undertaken.

Secretary : Mrs. A. Azuna A-Azuna

Principal : Dr. D. Sasireka D.Sasireka

Dean, Academic Affairs : Dr. T. Palaniceswari T.Palanuma

Finance Committee : Mrs. B. Deepa B. Dr.
Mrs. K. Sounthara Priya K.Sounthara Priya



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10.07.17

Members Present.

Secretary : Mrs. A. Aruna A. Aruna
Principal : Dr. D. Sasireka D. Sasireka
Dean, Academic Affairs : Dr. T. Palaneeswari T. Palaneeswari
Finance Committee : Mrs. B. Deepa B. Deepa
Mrs. K. Sounthara Priya K. Sounthara Priya

Minutes of the Meeting

• As per the "UGC guidelines for Autonomous Colleges 2017", the budget proposed under Autonomy Grant for our college for the financial year 2017-2018 has been REVISED and Approved for Rs. 22,00,000 for having introduced NCC as Non-Major Elective courses with credits under regular curriculum to under-graduate students.

Revised Budget for the financial year 2017-2018

S.No.	Major items	Amount (₹)
11	Guest / visiting faculty	90,000
2	Orientation and Retraining of teachers	30,000
3	Redesigning courses and development of teaching / learning material	50,000
4	Workshops / Seminars	65,000
5	Examination Reforms	1,50,000
10	Office equipments, Teaching Aids and Laboratory equipments	3,00,000
6	Furniture for office, classrooms, library and laboratories	7,75,000
7	Library equipments, Books / Journals	3,00,000
1	Expenditure on meeting of the Governing Bodies and Committees	2,00,000



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12	Capacity building for teachers	40,000
13	Development of Area Study Programmes	20,000
8	Renovation and Repairs	1,50,000
9	Extension Activities	30,000
TOTAL		22,00,000

It is hereby **RESOLVED** to approve the allotment of funds to the aided departments.

Allotment to Departments

Department	Guest/visiting faculty (₹)	Workshop/Seminar (₹)	Lab. Equipments (₹)	Books (₹)	Grand Total (₹)
Tamil	7,000	2,000	-	10,000	19,000
English	8,000	2,000	-	13,000	23,000
Mathematics	8,000	2,000	-	13,000	23,000
Physics	7,000	2,000	1,00,000	12,000	1,21,000
Chemistry	8,000	2,000	1,00,000	12,000	1,22,000
Botany	10,000	2,000	55,000	12,000	79,000
Comp.Sci.	7,000	2,000	-	12,000	21,000
History	7,000	2,000	-	12,000	21,000
Commerce	8,000	2,000	-	14,000	24,000
TOTAL	70,000	18,000	2,55,000	1,10,000	4,53,000

3. Redesigning courses and development of teaching/learning materials

To be spent for issue of study materials to the students for the newly introduced courses.

5. Examination Reforms

To create updated software regarding the conduct of end semester examination or to buy Gestetner Copyprinter.



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10. Office equipments, Teaching aids and Laboratory equipments.

Department of Physics : Rs. 1,00,000

Department of Chemistry : Rs. 1,00,000

Department of Botany : Rs. 55,000

6. Furniture for Office, Classrooms, library and laboratories

- To purchase additional tables and chairs for the extended portion of the library.
- To have additional book racks for book material section.
- To create Non-book material section, CD Racks are to be purchased.

7. Library Equipments

"RISF" library kiosk - Floor Mount with touch screen system enabled with library software - 1 No.

X Honorarium to Controller of Examinations
Rs. 5,000 per month.

8. Renovation and Repairs

To renovate the Chemistry lab for accommodating more instruments.

9. Extension Activities

For the activities undertaken by the RRC, SSL, YRC and Extension activities under Part V.

As there is no allocation for Honorarium to Controller of Examinations, the honorarium given for the month of April - June has been reimbursed.

Members to approve

Secretary : Mrs. A. Aruna A. Aruna.

Principal : Dr. D. Sarisaka D. Sarisaka.



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Dean, Academic Affairs : Dr. T. Palaneeswari T. Palaneeswari

Finance Committee : Mrs. B. Deepa B. An-
Mrs. K. Sounthara Priya K. Sounthara Priya

06.10.17

The finance committee meeting will be held on
09.10.17 to review the abstract of expenditure
for the half year ended with 30th September 2017,
of the financial year 2017-2018.

Date : 09.10.17

Time : 10.30 a.m.

Venue : Secretary Room

Agenda

- * To review the abstract of expenditure for the
half year ended 30th September 2017 of the
financial year 2017-2018.

Secretary : Mrs. A. Aruna A. Aruna

Principal : Dr. D. Sasireka D. Sasireka

Dean, Academic Affairs : Dr. T. Palaneeswari T. Palaneeswari

Finance Committee : Dr. B. Deepa B. An-

Dr. K. Sounthara Priya K. Sounthara Priya

Members present:

09.10.17

Secretary : Mrs. A. Aruna A. Aruna

Principal : Dr. D. Sasireka D. Sasireka



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Dean, Academic Affairs : Dr. T. Palanesswari T. Palanesswari

Finance Committee : Dr. B. Deepa B. A. -
Dr. K. Sounthara Priya K. Sounthara Priya

Minutes of the meeting

It is hereby RESOLVED that to approve the abstract of expenditure for the half year ended 30th September 2017.

Abstract of Expenditure

S.No.	Major items	Amount (₹)
1	Upgradation of syllabus	110176.00
2	Orientation and retraining of teachers	9000.00
3	Redesigning courses and development of teaching / learning material	23310.00
4	Workshop & seminar	50000.00
6	Furniture for Office, Classrooms, Library and Laboratories	100064.00
7	Library equipments, Books / Journals	37870.00
9	Extension Activities	30045.00
11	Guest / Visiting faculty	34000.00
	TOTAL	3,94,465.00

It is also informed that a bank interest of ₹. 22,535 being credited to UGC Autonomy account.

Members to approve

Secretary : Mrs. A. Aruna (3) A - Aruna

Principal : Dr. D. Sarisika D. Sarisika



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Dean, Academic Affairs : Dr. T. Palaneswari T. Palaneswari

Finance Committee : Dr. B. Deepa B. Dr. -
Dr. K. Sounthara Priya K. Sounthara Priya

Minutes of the meeting

It is hereby **RESOLVED** that to approve the abstract of expenditure for the half year ended 30th September 2017.

Abstract of Expenditure

S.No.	Major items	Amount (₹)
1	Upgradation of syllabus	110176.00
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	TOTAL	3,94,465.00

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Members to approve

Secretary : Mrs. A. Aruna (3) A. Aruna

Principal : Dr. D. Sarisika D. Sarisika



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Dean, Academic Affairs : Dr. T. Palaneeswari T. Palaneeswari

Finance Committee : Dr. B. Deepa B. An-
Dr. K. Sowthasa Priya K. Sowthasa Priya

02.03.18

The finance committee meeting will be held on
05.03.18 to review the abstract of expenditure for this
financial year upto 28.02.18 and to approve the budget
proposal prepared for the forthcoming year 2018-2019.

Date : 05.03.18

Time : 10.30 a.m.

Venue : Secretary Room

Agenda

- To review the abstract of expenditure for the financial year 2017-2018 upto 28.02.18
- To approve the budget proposal for the forthcoming year 2018-19.

① Secretary : Mrs. A. Aruna A - Aruna
Principal : Dr. D. Sarisika D Sarisika

Dean, Academic Affairs : Dr. T. Palaneeswari T. Palaneeswari

Finance Committee : Dr. B. Deepa B. An-
Dr. K. Sowthasa Priya K. Sowthasa Priya

05.03.18

Members present

② Secretary : Mrs. A. Aruna A - Aruna
Principal : Dr. D. Sarisika D Sarisika



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Dean, Academic Affairs : Dr. T. Palaniveswari T. Palaniveswari

Finance Committee : Dr. B. Deepa B. Dr.
Dr. K. Senthara Periya K. Senthara Periya

Minutes of the Meeting

It is hereby resolved to approve the abstract of expenditure for the financial year 2017-2018 upto 28.02.18 except for the amount spent under the head "Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes".

Abstract of Expenditure

S.No.	Major items	Amount (₹)
1	Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes.	1,10,176
2	Orientation and Retraining of teachers	20,500
3	Redesigning courses and development of teaching / learning material	50,568
4	Workshops / Seminars	63,740
5	Examination Reforms	1,70,000
6	Furniture for office, classrooms, library and laboratories	7,90,600
7	Library equipments, Books / Journals	3,37,554
8	Renovation and Repairs	2,35,932
9	Extension activities	30,045
10	Office equipments, teaching aids and laboratory equipments	2,23,414
11	Guest / Visiting faculty	87,460
12	Capacity building for teachers	13,500
13	Development of Area study programme	—
	TOTAL	21,33,489



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As per the new guidelines w.r.t. utilization of autonomy grants, the expenditure on governing Body, Board of studies etc., has been removed and the amount allocated (₹2,00,000) under the head "Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes" is reallocated to the heads "Renovation and Repairs" and Furniture for office, classrooms, library and laboratories". Hence, the revised budget for the items are as follows.

S.No.	Items	Actual Budget (₹)	Revised Budget (₹)
1	Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes	2,00,000	-
6	Furniture for office, classrooms, library and laboratories.	7,75,000	8,90,000
8	Renovation and repairs	1,50,000	2,35,000

It is also informed that a bank interest of ₹. 39,974 being credited to UGC Autonomy account.

The members also resolved to approve the budget for implementation in the forthcoming financial year 2018-19.

Proposed budget for the financial year 2018-19

S.No.	Items	Amount (₹)
1	Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes	20,000
2.	Orientation and retraining of teachers	30,000



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3.	Redesigning courses and development of teaching / learning material	50,000
4.	Workshops / Seminars	1,90,000
5.	Examination reforms	1,50,000
6.	Furniture for office, classrooms, library and laboratories	8,50,000
7.	Library equipments, books / journals	3,00,000
8.	Renovation and repairs	1,50,000
9.	Extension activities	30,000
10.	Office equipments, teaching aids and laboratory equipments	3,00,000
11.	Guest / visiting faculty	90,000
12.	Capacity building for teachers	20,000
13.	Development of Area study programme	20,000
	TOTAL	22,00,000

16,00,000

Members to approve

③ Secretary : Mrs. A. Anna A - Anna
Principal : Dr. D. Sariseta D Sariseta

Dean, Academic Affairs : Dr. T. Palanesswari T. Palanesswari

Finance Committee : Dr. B. Deepa B. D.
Dr. K. Sounthara Priya K Sounthara Priya

02.04.18

The finance committee meeting will be held on 04.04.18 to review and approve the abstract of expenditure for the financial year 2017-2018 to be forwarded to UGC.

Date : 04.04.18
Time : 11.00 a.m
Venue : Secretary Room



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Agenda

- * To review and approve the abstract of expenditure for the financial year 2017-2018 to be forwarded to UGC.

Secretary : Mrs. A. Aruna

Principal : Dr. (Mrs) D. Sasireka *D.Sasireka*

Dean, Academic Affairs : Dr. (Mrs) T. Palanesswari *T.Palanesswari*

Finance Committee : Dr. (Mrs) B. Deepa *B. Dr.*
Dr. (Mrs) K. Sounthara Priya *Dr.*

04.04.18

Members Present

Secretary : Mrs. A. Aruna *A. Aruna*

Principal : Dr. (Mrs) D. Sasireka *D.Sasireka*

Dean, Academic Affairs : Dr. (Mrs) T. Palanesswari *T.Palanesswari*

Finance Committee : Dr. (Mrs) B. Deepa *B. Dr.*
Dr. (Mrs) K. Sounthara Priya *Dr.*

Minutes of the meeting

It is hereby resolved to approve the abstract of expenditure for the financial year 2017-2018 under UGC Autonomy grant.

S.No.	Items	Amount (₹)
2.	Orientation and retraining of teachers	23500
3.	Redesigning courses and development of teaching / learning material	50568
4.	Workshops / Seminars	42740



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7th Jan. 2015

Members Present :

Secretary : Mrs. A. Aruna A. Aruna

Principal : Dr. D. Sasiraka D. Sasiraka

Deans, Academic Affairs : Dr. T. Palaneeswari T. Palani
Mrs. E. Ponnalar E. Ponnalar

Finance Committee : Mrs. M. Uma Rani M. Umamani
Mrs. K. Sounthara Priya K. Sounthara Priya

Minutes of the Meeting

It is hereby **RESOLVED** that to approve the abstract of expenditure for the three quarters ended 31st Dec. 2014 for the financial year 2014-15 under UGC Autonomy Grant.

Abstract of Expenditure	Rs
1. Guest/Visiting Faculty	123900
2. Orientation and Retraining of teachers	17810
3. Redesigning courses and Development of teaching/learning material	53555
4. Workshops/Seminars	53100
5. Examination Reforms	13591
6. Office Equipments/Teaching aids and Laboratory Equipments	321735
7. Furniture for office, classrooms, library and laboratory	448051
8. Library Equipments, Books/Journals	132332
9. Expenditure for meeting of Governing Bodies and Meetings	44054
10. Honorarium to the Controller of Examinations	64000
13. Extension Activities	25020
TOTAL	<u>1296726</u>



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5.	Examinations Reforme	170000
6.	Furniture for office, classrooms, library and laboratories	999560
7.	Library equipments, Books / Journals	338026
8.	Renovation and Repairs	235932
9.	Extension Activities	30045
10.	Office equipments, teaching Aids and laboratory equipments	223414
11.	Guest / visiting faculty	99460
12.	Capacity building for teachers	24500
13.	Development of Area study programmes	15623
	TOTAL	22,53,368

Amount spent out of UGC grant = ₹ 16,00,000
Interest amount utilized = ₹ 38,776
Amount advanced by Management = ₹ 6,00,000
Amount contributed by Management = ₹ 14,592

Total amount spent = ₹ 22,53,368

$$\begin{array}{r} 170000 \\ 999560 \\ 338026 \\ 235932 \\ 30045 \\ 223414 \\ 99460 \\ 24500 \\ 15623 \\ \hline 2253368 \end{array}$$

Total amount spent = ₹ 22,53,368

Members to approve

Secretary : Mrs. A. Anna A. Anna.

Principal : Dr. (Mrs) D. Sasireka Sasireka

Dean, Academic Affairs : Dr. (Mrs) T. Palanesevni T. Palanesevni

Finance Committee : Dr. (Mrs) B. Deepa B. Dr.
Dr. (Mrs) K. Sounthara Priya