

SRM Valliammai Engineering College

(An Autonomous Institution)

SRM Nagar, Kattankulathur – 603203, Chengalpattu Dt., Tamil Nadu.

Minutes of the 1st Finance Committee Meeting

Venue: Conference Hall, Administrative Building
SRM Valliammai Engineering College

Date: 21.12.2019

Time: 11.30 A.M.

AGENDA

- 1.1 Approval of Annual Accounts together with Audit Report for the Financial Year 2018-19.
- 1.2 Budget – Proposal for the Current Financial Year 2019-20.
- 1.3 Approval of Various Fees under Autonomy.

Any other points.

MEMBERS PRESENT:

1. Dr. B. Chidambararajan, Principal, SRMVEC - Chairman
2. Dr. Priya Sethuraman, Dy. Registrar (Finance), Anna University - Member
3. Mr. M. Narayanan, CEO, SRM Group, Vadapalani, Chennai - Member
4. Dr. M. Murugan, Vice-Principal, SRMVEC - Member

The Principal (Finance Committee Chairman) welcomed the members to the 1st Finance Committee Meeting. Further, the Principal briefed about the importance of the committee and its function to the members. The Principal also mentioned the various activities to be carried in the academic year 2019-20. After this the agenda was taken up for discussion.

Points discussed:

Item No. 1.1: To place before the Finance Committee, the Annual Accounts together with Audit Report for the financial year 2018-19.

The Committee considered the accounts statements and discussed in detail. The report by the auditor and the audited annual accounts for the year 2018-19 were further recommended to submit it before the Governing Body for further approval.

Item No. 1.2: To place before the Finance Committee, the budget proposal for the financial year 2019-20.

The Committee considered the proposal and discussed. After the discussion, the Committee recommended to submit it before the Governing Body for further approval.

Item No. 1.3: To place before the Finance Committee, Approval of Various Fees under Autonomy.

The Committee discussed the various fees to be collected by the Institute viz. Tuition Fee and Examination Fee, etc. After the detailed discussion, the Finance Committee recommended and fixed the following fees and remuneration in various categories.

- Tuition fees: As per TN Government norms.
- The Examination fees :
 - Rs. 200 / paper (Theory & Practical) for UG
 - Rs. 500 / paper (Theory & Practical) for PG
 - Rs. 400 (Project Work Thesis) for UG
 - Rs. 800 (Project Work Thesis) for PG
 - Rs. 500 / paper (Theory) for Revaluation
 - Rs. 400 / paper (Theory) for Photo copy
 - Rs. 3,000 / paper (Theory) for Review
 - Rs. 1,200 each for Provisional, Consolidated, and Degree Certificate
 - No fees for Rank Certificate, Condonation
- Remuneration for the conduction of the End Semester Examination :
 - Theory:
 - Rs. 250 / session for Chief Superintendent
 - Rs. 200 / session for Dy. Superintendent
 - Rs. 150 / session and Rs.300 / day for Hall Superintendent (Internal)
 - Rs. 300 / session and Rs.500 / day for Hall Superintendent (External)
 - Rs. 150 / session for Reserve Hall Superintendent
 - Rs. 1 / paper registered for miscellaneous expenses (for staffs)
 - Rs. 4 / paper registered for other expenses (for stationery materials)
 - Practical:
 - Rs. 10 / candidate with minimum of Rs. 75 for Internal Examiner
 - Rs. 10 / candidate with minimum of Rs. 75 for External Examiner
 - Rs. 300 / session and Rs. 350 / day as AIE for External Examiner
 - Rs. 6 / candidate for Skilled Assistant with minimum of Rs. 50
 - Rs. 5 / candidate with minimum of Rs. 50 as other expenses

B.E/B.Tech. - Project Work:

- Rs. 40 / project with minimum of Rs. 100 for Internal Examiner
- Rs. 40 / project with minimum of Rs. 100 for External Examiner
- Rs. 300 / session and Rs. 350 / day as AIE for External Examiner

M.E/M.Tech - Project Work:

- Rs. 50 / candidate for Internal Examiner
- Rs. 50 / candidate for Supervisor
- Rs. 50 / candidate (Examine) and Rs. 100 / Thesis for External Examiner
- Rs. 300 / session and Rs. 350 / day as AIE for External Examiner

M.B.A - Project Work:

- Rs. 50 / candidate for Internal Examiner
- Rs. 50 / candidate for Supervisor
- Rs. 50 / candidate (Examine) and Rs. 50 / Thesis for External Examiner
- Rs. 300 / session and Rs. 350 / day as AIE for External Examiner

Others

- Rs. 300 / session and Rs.500 / day for Observer
- Rs. 150 / session and Rs.300 / day for Squad Member
- Rs. 1,000 / Question Paper Setting for Theory Paper
- Rs. 100 / Answer Key Setting for Theory Paper
- Rs. 100 / Question Paper for Scrutiny and Rs. 300 / half day or Rs. 350 / full day.

● Remuneration for the Central Valuation of End Semester Examination:

- Rs. 1,100 for Camp Officer per day
- Rs. 600 for Camp Superintendent per day
- Rs. 250 for Camp Assistant per day
- Rs. 1.10 / answer script valued as miscellaneous expenses
- Rs. 600 / session for Coordinator/Member of valuation Audit Team
- Rs. 700 / session for Chairman
- Rs. 650 / session for Vice-Chairman
- Rs. 20 / answer script valued for Examiner subject to minimum of Rs. 50 / subject
- Rs. 250 / session for Assistant Examiner
- Rs. 25 (UG) / Rs. 30 (PG) per answer script valued for Examiner subject to minimum of Rs. 100 / subject both for UG & PG for Revaluation.

- **Sitting Fee for Various Committees:**

Members of various Committees are eligible for applicable TA/DA as per the norms of the SRM VEC in addition to the following Sitting Fees as given below.

- Members of Governing Body - Rs. 10,000 / Member
- Members of Academic Council - Rs. 3,500 / Member
- Members of Finance Committee - Rs. 3,500 / Member
- Members of Board of Studies - Rs. 2,500 / Member
- Members of Result Passing Board - Rs. 5,000 / Member

The meeting was adjourned with a vote of thanks to the members by the Principal.

-Sd-
Chairman
Finance Committee