



P.S.R. Engineering College
(An Autonomous Institution, Affiliated to Anna University)
Sevalpatti, Sivakasi -626 140
Virudhunagar District, Tamilnadu State



THIRD MEETING OF FINANCE COMMITTEE

MINUTES OF THE THIRD MEETING OF THE FINANCE COMMITTEE OF P.S.R.ENGINEERING COLLEGE HELD ON 18TH APRIL 2014 AT 1.00 PM IN BOARD ROOM

Dated : 18TH APRIL 2014

The Third meeting of the Finance Committee of P.S.R. Engineering College was convened under the Chairmanship of Dr.K.R.Viswanathan, Principal of P.S.R. Engineering College in Board Room on 18TH APRIL 2014 at 1.00 pm to review the progress of work that has been carried out and to consider various proposals having a financial implication.

Members Present:

Internal Members

Sl.No.	Name of the Members	Designation and Address
1	Dr.K.R.Viswanathan	Principal & Chairman – Finance Committee
2	Dr.P.Marichamy	Dean & HOD (ECE)
3	Mr. R. Arun.	Director
4	Er. R. Sundar. B.Tech, M.I.T	Director & Finance Manager
6	Mr. V. Subbaiah	Accounts Officer
7	Dr. K. Rajamannar	Prof/MBA & Additional Controller of Examination
8	Mrs. R.Rajeswari	Asst. Prof (Sr. Gr.) / BT & Additional Controller of Examination
9	Mr. R. Palanikumar.	Asst. Prof (Sr. Gr.) /CSE
10	Mrs.V.M.Sangeetha	Asst Prof/MBA

WELCOME ADDRESS AND INTRODUCTORY REMARKS BY THE CHAIRMAN

The Principal and Chairman of the Finance Committee Dr.K.R.Viswanathan welcomed all the members for the Third Meeting of the Finance Committee. Then the agenda was placed for discussion and subsequent resolution.

ITEM.1: Compliance of previous resolutions

Chairman briefed the resolutions of Second meeting of finance committee. Almost all resolutions were complied.

However it was insisted to install bio-metric device-finger print scan in the COE office

After discussion, Finance manager assured to fulfill the requirements of COE office.

ITEM.2: Receipt and expenditure statement for the academic year 2012-2013.

Chairman moved the discussion on the receipt and expenditure statement for the year 2013-2014.

- ✓ Finance manager recommended to transfer the balance fund to Trust account after meeting non-plan and necessary expenditure.
- ✓ He further suggested to prepare budget to accomplish all requirements of the autonomous activities and is to be funded by finance committee
- ✓ Principal & Controller of Examination requested the committee to furnish sufficient facilities viz separate building, meeting room for full-fledged autonomous examination activities.
- ✓ Chairman informed the council that proposals are to be invited from various departments for academic expenditure.
- ✓ Chairman suggested to organize planning and budgeting committee.

After discussion, It was resolved to approve the receipt and expenditure statement for the academic year 2013-2014 as mentioned in Annexure I .It was further resolved for proposal of various departments for the direct expenditure involved in the promotion of autonomous activities and examination.

ITEM.3: Revision of remuneration structure for theory examination invigilation

Chairman proposed a revised remuneration structure for theory examination invigilation for the academic year 2013-2014 even semester examination.

Official /Purpose	From	To
Hall Superintendent- Internal	Rs. 100/- per Session	Rs. 150/- per Session
Hall Superintendent- External	Rs. 100/- per Session	Rs. 150/- per Session
Reserved Hall Superintendent	Rs. 100/- per Session	Rs. 150/- per Session

It was resolved to approve the remuneration structure for theory examination invigilation for the academic year 2013-2014 even semester examination

ITEM.4: Provision for additional furniture for conducting theory examination

- ✓ Controller of Examination wanted the committee to consider the proposal of additional furniture for conducting theory examinations.
- ✓ Finance Manager informed the committee to favourably consider the proposal of purchase of 520 sets of furniture which is to be utilized exclusively for theory examinations from this academic year onwards.

After discussion, it was resolved to comply with the proposal of additional furniture for conducting theory examination.

ITEM.5: Other matters**Finance Manager recommendations are as follows**

- ✓ Internal members of Board of Studies who have not availed Compensation leave for the just concluded Board of Studies meeting are only eligible to claim for sitting fees.
- ✓ In future, Internal members of Board of Studies are eligible to claim for sitting fees not compensation leave.
- ✓ Operating cost of automation have to be met by finance committee.

For effective conduct of autonomous examination following appliances were requested in the meeting.

- ✓ Separate color printer
- ✓ Shredder machine for destroying papers
- ✓ Additional staff exclusively were requested to assist the activities of autonomous examination.
- ✓ Laptop for Controller of Examination.

After discussion, it was resolved to approve the proposal of separate appliances for autonomous examinations.

Principal & Chairman thanked all members and the meeting was concluded at 2.30 pm

Dr.K.R. Viswanathan
Principal & Chairman Finance Committee

Copy to:

1. All the members of Finance Committee.
2. Registrar, Anna University Chennai.
3. The Dean, Anna University Tirunelveli Region, Tirunelveli.
4. Office of the Controller of Examination, P.S.R. Engineering College.