



SENGUNTHAR ENGINEERING COLLEGE (AUTONOMOUS)

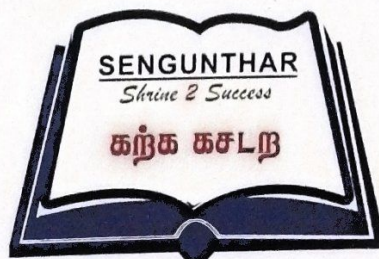
(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Recognized Under Section 2(f) & 12(B) of the UGC Act, 1956
NAAC Accredited with 'A' Grade

TIRUCHENGODE - 637 205 NAMAKKAL (Dt) TAMILNADU



FOURTH FINANCE COMMITTEE MEETING

24.03.2023





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(AUTONOMOUS)

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24th March, 2023

FOURTH FINANCE COMMITTEE MEETING

LIST OF MEMBERS

| SL. NO. | MEMBERS AS PER UGC NORMS | MEMBERS NOMINATED |
|---------|---|---|
| 1. | The Principal (Chairman) | Dr.R.Satishkumar |
| 2. | University Nominee | Dr.R.Sathyanarayan Sridhar Professor of Civil Engineering, Coimbatore Institute Of Technology Coimbatore – 641 014 Mobile : 9443304366 Email : ressoil@gmail.com |
| 3. | Member nominated by the Governing Body of the College | Thiru. T. Shanmugasundaram, Joint Secretary, Sengunthar Charitable Trust, Tiruchengode – 637 205. |
| 4. | A Senior-most Teacher of the College nominated by the Principal | Prof. S.Jaikumar, AP / MBA |

AGENDA

| Item No. | Points to be discussed |
|----------|--|
| Item 4.1 | To read and confirm the minutes of the Previous (Third) Finance Committee Meeting held on 18.02.2022. |
| Item 4.2 | To consider and approve the audited statement report of the accounts for the year 2021 – 2022. |
| Item 4.3 | To consider and ratify the budget proposal for the year 2022 – 2023 and to approve the budget proposal for the year 2023-2024. |
| Item 4.4 | To consider and approve the Re-constitution, roles and functions of the Internal Finance Committee of our Institution. |
| Item 4.5 | To consider and ratify the changes in the End Semester Examination fees. |
| Item 4.6 | To consider and approve the changes in the remuneration of statutory committee meetings and Remuneration for Conduct of Examination and Valuation. |
| Item 4.7 | Any other item with the approval of the Chairman. |





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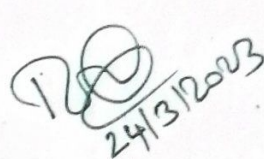
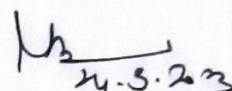
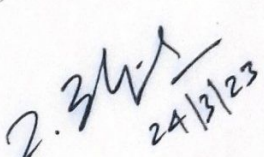
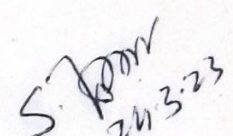
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I. LIST OF MEMBERS PRESENT

The Fourth Meeting of Finance Committee was held on 24.03.2023 at 11.00 a.m.at IQAC. The following Members were attended the meeting through Online Mode.

| S. No. | Name of the Member & Designation | Position in Committee | Signature with Date |
|--------|---|------------------------------------|--|
| 1. | Dr.R.Satishkumar | Chairman |  24/3/2023 |
| 2. | Dr.R.Sathyanarayan Sridhar Professor, Department of Civil Engineering, Coimbatore Institute Of Technology Coimbatore – 641 014 Mobile : 9443304366 Email : ressoil@gmail.com | University Nominee |  24.3.23 |
| 3. | Thiru. T. Shanmugasundaram, Joint Secretary, Sengunthar Charitable Trust, Tiruchengode – 637 205. | Governing Body Representative |  24/3/23 |
| 4. | Prof. S.Jaikumar, AP / MBA | Faculty Nominated by the Principal |  24/3/23 |





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II. MINUTES OF THE MEETING

The Fourth Meeting of the Finance Committee was held on 24th March, 2023, Friday at 11.00 a.m. at IQAC. The Principal Dr. R.Satishkumar, Chairman / Finance Committee welcomed all the Members to the Fourth Finance Committee Meeting. Further, the Principal outlined briefly the various items to be considered before taking up the Agenda. After this, the agenda was taken up for discussion.

Item 4.1 To read and confirm the minutes of the Previous (Third) Finance Committee Meeting held on 18.02.2022.

Resolution : The Finance Committee noted and Resolved to approve the minutes of the Previous Third Finance Committee Meeting held on 18.02.2022 and recommended submitting it before the Governing Body for further approval.

Item 4.2 To consider and approve the audited statement report of the accounts for the year 2020 – 2021.

Resolution : The committee considered the report and went through the accounts statements. After the discussion, the audited statement report of the accounts for the year 2020 - 2021 was approved and recommended to submit it before the Governing Body for further approval.

Item 4.3 To consider and ratify the budget proposal for the year 2022 – 2023 and to approve the budget proposal for the year 2023-2024.

Resolution : The committee discussed and ratified the proposal of the Annual budget for the year 2022-2023 of our Institution.

The Budget proposal for the year 2023 - 2024 was approved and recommended to submit it before the Governing Body for further approval.

Item 4.4 To consider and approve the Re-Constitution, Roles, and Functions of the Internal Finance Committee of our Institution.

Resolution : The committee discussed and approved the Constitution, Roles, and Functions of the Internal Finance Committee of our Institution.

SEC-4th FCM – 24th March 2023





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Item 4.5 To consider and ratify the changes in the End Semester Examination fees.

Resolution : The committee discussed and ratified the changes in the End Semester Examination fees.

Item 4.6 To consider and approve the changes in the remuneration of statutory committee meetings and Remuneration for the Conduct of Examination and Valuation.

Resolution : The committee discussed and approved the changes in the remuneration for the members of the statutory committee.

Item 4.7 Any other item with the approval of the Chairman.

The Committee suggested the following in this Finance Committee Meeting with the approval of the Chairman.

- Sengunthar Charitable Scholarship may be increased by 10 % every year.
- Incidental Expenses may be paid for those who have used by train or flight
- An Assistant Controller of Examinations at the Assistant Professor Level may be appointed.
- The controller of the Examination Office may be audited once a semester.

Prof. S.Jaikumar Assistant Professor / MBA, Member of the Finance Committee has proposed vote of thanks to all the members of the Finance Committee and expressed gratitude for their sustained involvement with Sengunthar Engineering College (Autonomous), Tiruchengode and offering the suggestions for the betterment of the institution.

SEC-4th FCM – 24th March 2023





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FOURTH FINANCE COMMITTEE MEETING



Kavundampalayam, Tamil Nadu, India

Sengunthar Engineering College, Main Building, Main Block Cir Rd, Kavundampalayam, Tamil Nadu 637205, India

Lat 11.377308°

Long 77.925554°

24/03/23 11:09 AM GMT +05:30

100
24/3/2023
Dr.R.Satishkumar
Principal

Chairman - Finance Committee



SENGUNTHAR ENGINEERING COLLEGE
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED ON 31-03-2022

(In Rs.)

| Particulars | Amount | Particulars | Amount |
|--------------------------------------|--------------------|----------------------------------|--------------------|
| To ADMISSION EXPENSES | 14,27,026 | By UNIVERSITY FEE COLLECTION | 8,70,000 |
| To ADVERTISEMENT EXPENSES | 9,61,177 | By BOOKS & NOTE FEE COLLECTION | 44,05,575 |
| To AFFILIATION and APPROVAL FEE | 6,40,000 | By MISCELLANEOUS INCOME | 7,90,001 |
| To ANNUAL EVENTS | 40,730 | By SEMINAR & CONFERENCE FEE | 8,37,500 |
| To AUTONOMOUS - EXPENSES | 1,38,004 | By ANNA UNIVERSITY (IIPFMS FUND) | 89,000 |
| To BOOK PURCHASE | 53,700 | By APPLICATION SALES | 8,85,000 |
| To COE EXPENSES | 6,87,105 | By Bank Interest Received | 2,016 |
| To ELECTRICAL CHARGES | 19,03,771 | By BUS FEES | 4,10,000 |
| To EXAM EXPENSES | 7,95,840 | By EXAM FEE (Autonomous) | 42,96,500 |
| To Exam Remuneration | 39,404 | By TUITION FEES | 4,39,72,500 |
| To FEE DEDUCTION | 1,16,41,634 | | |
| To INTERNATIONAL SEMINAR/CONFERENCE | 49,524 | | |
| To INTERNET FEE & STATELITE EXP | 1,52,581 | | |
| To ISO 9001:2015 CERTIFICATE | 54,002 | | |
| To LAB MAINTENANCE | 1,78,814 | | |
| To Library | 1,90,137 | | |
| To MISCELLANEOUS EXPENSES | 5,18,670 | | |
| To NAAC PROGRAMME EXPENSES | 1,52,333 | | |
| To NCC EXPENSES | 2,20,587 | | |
| To NOTE BOOK EXP | 1,85,706 | | |
| To POSTAGE, TELEPHONE/MOBILES | 1,01,563 | | |
| To PRINTING & STATIONERY | 6,60,040 | | |
| To PROFESSIONAL BODIES | 1,32,511 | | |
| To PROVIDEND FUND CONTRIBUTION | 8,59,080 | | |
| To REPAIR & MAINTENANCE | 2,99,910 | | |
| To SALARY EXPENSES | 2,55,94,218 | | |
| To SPORTS EXPENSES | 2,35,924 | | |
| To TRAVELLING ALLOWANCE | 1,41,040 | | |
| To Type Writing Exam Expenses | 41,790 | | |
| To University Registration Fees | 5,18,740 | | |
| To VALUATION REMUNERATION | 1,12,905 | | |
| To VEHICLE MAINTENANCE | 52,95,858 | | |
| To XEROX EXPENSES | 8,70,391 | | |
| To EXCESS OF INCOME OVER EXPENDITURE | 17,28,801 | | |
| Total | 5,66,47,764 | TOTAL | 5,66,47,764 |

CA.R. GANESAN, B.Com, FCA, DISA.,
Chartered Accountant
No. 338/6-9, T.A.S Plaza, Sankari Mar Road,
TIRUCHENGODE - 637 011.
Mem. No. 025814

24/3/2023

24.3.23



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Income and Expenditure Statement

Budget Proposal for the Academic year 2022-23

| Sl. No | Particulars | Amount | Total |
|--------------------|--|-------------|---------------------|
| Income | | | |
| 1 | <u>Students Fees Collection</u> | 95597000.00 | |
| | Tuition Fees | 73225000.00 | |
| | Books & Note Fee | 20997000.00 | |
| | Application Fee | 250000.00 | |
| | Anna University Fee | 1125000.00 | |
| 2 | <u>Autonomous Collection</u> | 1250000.00 | |
| | Consolidated Mark Sheet Fee | 187500.00 | |
| | Course Completion Fee | 187500.00 | |
| | Degree Certificate Fee | 187500.00 | |
| | Exam Fee | 375000.00 | |
| | Provisional Certificate Fee | 125000.00 | |
| | Statement of Mark Sheet Fee | 125000.00 | |
| | Duplicate Certificate / Mark sheet Fee | 62500.00 | |
| 3 | <u>Interest and Funding from Other Collection</u> | 4980000.00 | |
| | PMKVY Training Programme AICTE STTP | 1800000.00 | |
| | Alumni income | 480000.00 | |
| | Bank Interest | 900000.00 | |
| | Miscellaneous Income | 900000.00 | |
| | Consultancy Fee | 900000.00 | |
| TOTAL | | | 101827000.00 |
| Expenditure | | | |
| | <u>Fixed Expenses</u> | | |
| 1 | <u>Infrastructure</u> | 1500000.00 | |
| | Building New Construction | 750000.00 | |
| | Building Maintenance | 300000.00 | |
| | Panchayath tax | 150000.00 | |
| | Furniture | 150000.00 | |
| | Equipments | 75000.00 | |
| | Garden Maintenance | 75000.00 | |
| 2 | <u>Laboratory</u> | 2800000.00 | |
| | New Laboratory | 990000.00 | |
| | Laboratory Maintenance | 1210000.00 | |
| | Lab software | 600000.00 | |
| 3 | <u>Vehicle Maintenance</u> | 9000000.00 | |
| | Diesel & Oil | 6860000.00 | |
| | Tax & Insurance | 980000.00 | |
| | Spares & Repair | 980000.00 | |
| | Bus Bata | 490000.00 | |
| | Bus Shed Rent | 490000.00 | |
| 4 | <u>Books</u> | 2300000.00 | |
| | Book Purchase | 1725000.00 | |
| | Xerox Expenses | 575000.00 | |

| | | | | |
|----|---|-----------|-------------|--|
| | <u>Administrative Expenses</u> | | | |
| 5 | Salary | | 50000000.00 | |
| 6 | Affiliation and Approval Fee | | 1500000.00 | |
| | AICTE Affiliation Fee | 630000.00 | | |
| | Anna University Affiliation Fee | 770000.00 | | |
| | NBA Fee | 100000.00 | | |
| 7 | Anna university Registration Fee | | 500000.00 | |
| 8 | Library | | 850000.00 | |
| | Library Magazines | 212500.00 | | |
| | Periodical | 212500.00 | | |
| | Library Books | 425000.00 | | |
| 9 | MGT Scholarship (or) SCT Scholarship | | 10000000.00 | |
| 10 | Advertisement Expenses | | 1000000.00 | |
| 11 | Admission Expenses | | 400000.00 | |
| | Admission cell | 300000.00 | | |
| | Certificate Verification | 100000.00 | | |
| 12 | Electricity Charges | | 2430000.00 | |
| 13 | Group Insurance | | 130000.00 | |
| 14 | Internet Charges | | 750000.00 | |
| 15 | Parent Teachers Meeting | | 100000.00 | |
| 16 | Placement and Training Expenses | | 360000.00 | |
| 17 | Printing & Stationary | | 850000.00 | |
| | Office | 85000.00 | | |
| | Department | 85000.00 | | |
| | Student Stationary | 127500.00 | | |
| | Student Note | 170000.00 | | |
| | Student Book | 255000.00 | | |
| | Student Notes Xerox | 127500.00 | | |
| 18 | Travelling Allowance | | 120000.00 | |
| 19 | Refreshment Expenses | | 75000.00 | |
| 20 | Research and Development | | 2200000.00 | |
| | By Organization | | | |
| | Faculty | | 250000.00 | |
| | Seed money | 62500.00 | | |
| | Seminar/Conference | 25000.00 | | |
| | FDP | 37500.00 | | |
| | Symposium | 50000.00 | | |
| | Workshop | 75000.00 | | |
| | Student | | 250000.00 | |
| | Seminar/Conference | 62500.00 | | |
| | Symposium | 62500.00 | | |
| | Workshop | 62500.00 | | |
| | Cash Prize | 62500.00 | | |
| | Participation in other Institutions | | | |
| | Faculty | | 185000.00 | |
| | Seminar/Conference | 46250.00 | | |
| | FDP | 46250.00 | | |
| | Symposium | 46250.00 | | |
| | Workshop | 46250.00 | | |
| | | | | |
| | | | | |

| | | | | |
|-----------|-----------------------------------|------------|-------------------|--|
| | Student | | 180000.00 | |
| | Seminar/Conference | 45000.00 | | |
| | Symposium | 45000.00 | | |
| | Workshop | 45000.00 | | |
| | Cash Prize | 45000.00 | | |
| 21 | Sports Expenses | | 600000.00 | |
| | Sports Materials | 180000.00 | | |
| | Sports & Games | 180000.00 | | |
| | Anna University Sports Boards | 240000.00 | | |
| 22 | Repair and Maintenance | | 1900000.00 | |
| | AC | 285000.00 | | |
| | UPS | 285000.00 | | |
| | RO | 285000.00 | | |
| | Computer&Printer | 285000.00 | | |
| | General | 285000.00 | | |
| | Labour Charge | 475000.00 | | |
| 23 | Science Exhibition | | 30000.00 | |
| 24 | Smart Card System | | 150000.00 | |
| 25 | Postage, Telephone/Mobiles | | 300000.00 | |
| | Telephone Charges | 60000.00 | | |
| | BSNL Mobile Expenses | 60000.00 | | |
| | Fright Charges | 60000.00 | | |
| | Postage & Courier Charges | 60000.00 | | |
| | Postel Expenses | 60000.00 | | |
| 26 | COE Expenses | | 2890000.00 | |
| | Question Paper Setting | 600000.00 | | |
| | Scurtiny | 50000.00 | | |
| | Invigilation | 200000.00 | | |
| | Evaluation | 300000.00 | | |
| | Revaluation/Revenue | 10000.00 | | |
| | COE & DCOE Remuneration | 50000.00 | | |
| | Practical & Project | 350000.00 | | |
| | Printing & Stationary | 250000.00 | | |
| | Grade Sheet | 50000.00 | | |
| | Food & Refreshment | 30000.00 | | |
| | ERP Expenses | 1000000.00 | | |
| 27 | Autonomous Meeting | | 400000.00 | |
| | Board of Studies | 80000.00 | | |
| | Academic Council | 80000.00 | | |
| | Finance Committee | 40000.00 | | |
| | Result Passing Board | 40000.00 | | |
| | Governing Body | 80000.00 | | |
| | IQAC Audits | 40000.00 | | |
| | Other Committee | 40000.00 | | |
| 28 | Annual Events | | 1000000.00 | |
| | Annual day | 200000.00 | | |
| | Sports day | 200000.00 | | |
| | Graduation day | 200000.00 | | |
| | EDC Exhibition | 100000.00 | | |
| | Pongal Celebration | 100000.00 | | |
| | Independence Day | 50000.00 | | |

| | | | | |
|--------------|---|-----------|-------------------|---------------------|
| | Alumni meet expenses | 50000.00 | | |
| | Other Annual Events | 100000.00 | | |
| 29 | Statutory day Celebration | | 400000.00 | |
| | Womens day | 140000.00 | | |
| | Engineers day | 140000.00 | | |
| | Abdul kalam day | 120000.00 | | |
| 30 | AICTE Expenses | | 40000.00 | |
| 31 | Anna University Expenses | | 40000.00 | |
| 32 | UGC Expenses | | 25000.00 | |
| 33 | NAAC Expenses | | 30000.00 | |
| 34 | NBA Expenses | | 10000.00 | |
| 35 | ISO Audit Expenses | | 30000.00 | |
| 36 | IQAC Expenses | | 300000.00 | |
| 37 | NCC Expenses | | 360000.00 | |
| 38 | NSS Expenses | | 100000.00 | |
| 39 | Peer Committee Expenses | | 20000.00 | |
| 40 | Cells & Clubs Expenses | | 20000.00 | |
| 41 | Professional Bodies | | 200000.00 | |
| | Consortium of Self Financing | 40000.00 | | |
| | Erode District Small Industries Association | 40000.00 | | |
| | CII Membership | 40000.00 | | |
| | IEEE Membership | 40000.00 | | |
| 42 | Funding Expenses | | 1132000.00 | |
| | PMKVY Training Programme AICTE STTP | | | |
| | TNSCST | | | |
| | HPFMS fund(NSS) | | | |
| | Faculty Development Programme | | | |
| | IRD (UBA-Unnath Bharath Abiyan) | | | |
| 43 | Miscellaneous Expenses | | 1310000.00 | |
| | Miscellaneous Expenses | 450000.00 | | |
| | Cleaning Materials | 460000.00 | | |
| | Photo Expenses | 140000.00 | | |
| | Unloading Charges | 130000.00 | | |
| | Pooja Expenses | 130000.00 | | |
| 44 | Unexpected Expenses | | 200000.00 | |
| | Mask Expenses | 20000.00 | | |
| | Medical Expenses | 100000.00 | | |
| | Labour Welfare Board | 40000.00 | | |
| | Stability Certificate | 40000.00 | | |
| 45 | Research Centre | | 380000.00 | |
| 46 | Website Renewal | | 150000.00 | |
| 47 | Bank Charges | | 80000.00 | |
| 48 | Professional Consolidated Charegs | | 2000000.00 | |
| TOTAL | | | | 101827000.00 |

PRINCIPAL

CORRESPONDENT

Copy To : IQAC

Internal Finance Committee
Accounts Section

* H
24.3.23



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Income and Expenditure Statement

Budget Proposal for the Academic year 2023-24

| Sl. No | Particulars | | Amount | Total |
|--------------------|--|-------------|---------------------|---------------------|
| Income | | | | |
| 1 | <u>Students Fees Collection</u> | | 112600000.00 | |
| | Tuition Fees | 86000000.00 | | |
| | Books&Note Fee | 25000000.00 | | |
| | Application Fee | 300000.00 | | |
| | Anna University Fee | 1300000.00 | | |
| 2 | <u>Autonomous Collection</u> | | | |
| | Consolidated Mark Sheet Fee | 220000.00 | 1460000.00 | |
| | Course Completion Fee | 220000.00 | | |
| | Degree Certificate Fee | 220000.00 | | |
| | Exam Fee | 440000.00 | | |
| | Provisional Certificate Fee | 140000.00 | | |
| | Statement of Mark Sheet Fee | 140000.00 | | |
| | Duplicate Certificate /Mark sheet Fee | 80000.00 | | |
| 3 | <u>Interest and Funding from Other Collection</u> | | | |
| | PMKVY Training Programme AICTE STTP | 2100000.00 | 5660000.00 | |
| | Alumini income | 560000.00 | | |
| | Bank Interest | 1000000.00 | | |
| | Miscellaneous Income | 1000000.00 | | |
| | Consultancy Fee | 1000000.00 | | |
| TOTAL | | | | 119720000.00 |
| Expenditure | | | | |
| | <u>Fixed Expenses</u> | | | |
| 1 | Infrastructure | | 1750000.00 | |
| | Building New Construction | 875000.00 | | |
| | Building Maintenance | 350000.00 | | |
| | Panchayath tax | 175000.00 | | |
| | Furniture | 175000.00 | | |
| | Equipments | 85000.00 | | |
| | Garden Maintenance | 90000.00 | | |
| 2 | Laboratory | | 3300000.00 | |
| | New Laboratory | 1155000.00 | | |
| | Laboratory Maintenance | 1485000.00 | | |
| | Lab software | 660000.00 | | |
| 3 | Vehicle Maintenance | | 10500000.00 | |
| | Diesel & Oil | 7350000.00 | | |
| | Tax & Insurance | 1050000.00 | | |
| | Spares & Repair | 1050000.00 | | |
| | Bus Bata | 525000.00 | | |
| | Bus Shed Rent | 525000.00 | | |
| 4 | Books | | 2700000.00 | |
| | Book Purchase | 2050000.00 | | |
| | Xerox Expenses | 650000.00 | | |

| | | | | |
|----|---|-----------|-------------|--|
| | <u>Administrative Expenses</u> | | | |
| 5 | Salary | | 58190000.00 | |
| 6 | Affiliation and Approval Fee | | 2150000.00 | |
| | AICTE Affiliation Fee | 770000.00 | | |
| | Anna University Affiliation Fee | 880000.00 | | |
| | NBA Fee | 500000.00 | | |
| 7 | Anna university Registration Fee | | 590000.00 | |
| 8 | Library | | 1000000.00 | |
| | Library Magazines | 250000.00 | | |
| | Periodical | 250000.00 | | |
| | Library Books | 500000.00 | | |
| 9 | MGT Scholarship (or) SCT Scholarship | | 11000000.00 | |
| 10 | Advertisement Expenses | | 1175000.00 | |
| 11 | Admission Expenses | | 470000.00 | |
| | Admission cell | 376000.00 | | |
| | Certificate Verification | 94000.00 | | |
| 12 | Electricity Charges | | 2500000.00 | |
| 13 | Group Insurance | | 153000.00 | |
| 14 | Internet Charges | | 850000.00 | |
| 15 | Parent Teachers Meeting | | 115000.00 | |
| 16 | Placement and Training Expenses | | 420000.00 | |
| 17 | Printing & Stationary | | 1000000.00 | |
| | Office | 100000.00 | | |
| | Department | 100000.00 | | |
| | Student Stationary | 150000.00 | | |
| | Student Note | 200000.00 | | |
| | Student Book | 300000.00 | | |
| | Student Notes Xerox | 150000.00 | | |
| 18 | Travelling Allowance | | 140000.00 | |
| 19 | Refreshment Expenses | | 88000.00 | |
| 20 | Research and Development | | 2590000.00 | |
| | By Organization | | | |
| | Faculty | | 300000.00 | |
| | Seed money | 75000.00 | | |
| | Seminar/Conference | 30000.00 | | |
| | FDP | 45000.00 | | |
| | Symposium | 60000.00 | | |
| | Workshop | 90000.00 | | |
| | Student | | 300000.00 | |
| | Seminar/Conference | 75000.00 | | |
| | Symposium | 75000.00 | | |
| | Workshop | 75000.00 | | |
| | Cash Prize | 75000.00 | | |
| | Participation in other Institutions | | | |
| | Faculty | | 210000.00 | |
| | Seminar/Conference | 50000.00 | | |
| | FDP | 55000.00 | | |
| | Symposium | 50000.00 | | |
| | Workshop | 55000.00 | | |
| | | | | |
| | | | | |

| | | | | |
|-----------|-----------------------------------|------------|-------------------|--|
| | Student | | 210000.00 | |
| | Seminar/Conference | 50000.00 | | |
| | Symposium | 55000.00 | | |
| | Workshop | 50000.00 | | |
| | Cash Prize | 55000.00 | | |
| 21 | Sports Expenses | | 700000.00 | |
| | Sports Materials | 210000.00 | | |
| | Sports & Games | 210000.00 | | |
| | Anna University Sports Boards | 280000.00 | | |
| 22 | Repair and Maintenance | | 2230000.00 | |
| | AC | 335000.00 | | |
| | UPS | 300000.00 | | |
| | RO | 340000.00 | | |
| | Computer&Printer | 340000.00 | | |
| | General | 350000.00 | | |
| | Labour Charge | 565000.00 | | |
| 23 | Science Exhibition | | 42000.00 | |
| 24 | Smart Card System | | 176000.00 | |
| 25 | Postage, Telephone/Mobiles | | 350000.00 | |
| | Telephone Charges | 70000.00 | | |
| | BSNL Mobile Expenses | 70000.00 | | |
| | Fright Charges | 70000.00 | | |
| | Postage & Courier Charges | 70000.00 | | |
| | Postel Expenses | 70000.00 | | |
| 26 | COE Expenses | | 3400000.00 | |
| | Question Paper Setting | 710000.00 | | |
| | Scurtiny | 50000.00 | | |
| | Invigilation | 275000.00 | | |
| | Evaluation | 400000.00 | | |
| | Revaluation/Revenue | 10000.00 | | |
| | COE & DCOE Remuneration | 50000.00 | | |
| | Practical & Project | 400000.00 | | |
| | Printing & Stationary | 300000.00 | | |
| | Grade Sheet | 75000.00 | | |
| | Food & Refreshment | 30000.00 | | |
| | ERP Expenses | 1100000.00 | | |
| 27 | Autonomous Meeting | | 470000.00 | |
| | Board of Studies | 94000.00 | | |
| | Academic Council | 94000.00 | | |
| | Finance Committee | 47000.00 | | |
| | Result Passing Board | 47000.00 | | |
| | Governing Body | 94000.00 | | |
| | IQAC Audits | 47000.00 | | |
| | Other Committee | 47000.00 | | |
| 28 | Annual Events | | 1175000.00 | |
| | Annual day | 235000.00 | | |
| | Sports day | 234000.00 | | |
| | Graduation day | 235000.00 | | |
| | EDC Exhibition | 115000.00 | | |
| | Pongal Celebration | 118000.00 | | |
| | Independence Day | 60000.00 | | |

| | | | | |
|--------------|---|------------|-------------------|------------------|
| | Alumini meet expenses | 60000.00 | | |
| | Other Annual Events | 118000.00 | | |
| 29 | Statutory day Celebration | | 470000.00 | |
| | Womens day | 165000.00 | | |
| | Engineers day | 164000.00 | | |
| | Abdul kalam day | 141000.00 | | |
| 30 | AICTE Expenses | | 47000.00 | |
| 31 | Anna University Expenses | | 53000.00 | |
| 32 | UGC Expenses | | 30000.00 | |
| 33 | NAAC Expenses | | 35000.00 | |
| 34 | NBA Expenses | | 6000.00 | |
| 35 | ISO Audit Expenses | | 35000.00 | |
| 36 | IQAC Expenses | | 360000.00 | |
| 37 | NCC Expenses | | 420000.00 | |
| 38 | NSS Expenses | | 117000.00 | |
| 39 | Peer Committee Expenses | | 25000.00 | |
| 40 | Cells & Clubs Expenses | | 25000.00 | |
| 41 | Professional Bodies | | 240000.00 | |
| | Consortium of Self Financing | 72000.00 | | |
| | Erode District Small Industries Association | 48000.00 | | |
| | CII Membership | 60000.00 | | |
| | IEEE Membership | 60000.00 | | |
| 42 | Funding Expenses | | 2750000.00 | |
| | PMKVY Training Programme AICTE STTP | 2100000.00 | | |
| | TNSCST | 30000.00 | | |
| | HPFMS fund(NSS) | 90000.00 | | |
| | Faculty Development Programme | 500000.00 | | |
| | IRD (UBA-Unnath Bharath Abiyan) | 30000.00 | | |
| 43 | Miscellaneous Expenses | | 1550000.00 | |
| | Miscellaneous Expenses | 540000.00 | | |
| | Cleaning Materials | 545000.00 | | |
| | Photo Expenses | 155000.00 | | |
| | Unloading Charges | 155000.00 | | |
| | Pooja Expenses | 155000.00 | | |
| 44 | Unexpected Expenses | | 240000.00 | |
| | Mask Expenses | 24000.00 | | |
| | Medical Expenses | 120000.00 | | |
| | Labour Welfare Board | 48000.00 | | |
| | Stability Certificate | 48000.00 | | |
| 45 | Research Centre | | 446000.00 | |
| 46 | Website Renewal | | 177000.00 | |
| 47 | Bank Charges | | 100000.00 | |
| 48 | Professional Consolidated Charges | | 2350000.00 | |
| TOTAL | | | | 119720000 |

PRINCIPAL

CORRESPONDENT

Copy to

1. IQAC
2. Internal Finance Committee
3. Accounts Section

24.3.23



SENGUNTHAR ENGINEERING COLLEGE

(AUTONOMOUS)

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

Recognized Under Section 2(f) & 12(B) of the UGC Act, 1956

NAAC Accredited with 'A' Grade

TIRUCHENGODE - 637 205 NAMAKKAL (Dt) TAMILNADU



21.03.2023

INTERNAL FINANCE COMMITTEE

Objectives:

- Internal audit has emerged as an important tool to assist the educational institutions in achieving their goals.
- Internal audit assists in achieving efficiency and effectiveness in educational institutions.
- It ensures that the processes and systems produce results that meet the needs of society while making the best use of resources at their disposal.
- The committee ensures administrative accountability and excellence in academic matters.

Responsibilities:

- To audit the financial documents maintained by the finance department and other departments.
- Estimates the income from fees and other sources.
- Prepares plan of expenditure for running of the institution on day to day basis. Scrutinizes the budget submitted by the different departments and monitor the utilization of department's budget.
- Submitting the suggestions on all financial matters to the Secretary & Correspondent.

Members of the Internal Finance Committee

| S.No. | Name | Designation | Position |
|-------|-------------------|-------------------------------|----------|
| 1 | Dr.R.Satishkumar | Principal | Chairman |
| 2 | Dr.K.Umadevi | Dean / Planning & Development | Member |
| 3 | Dr.K.L.Palanisamy | Dean / Student Affairs | Member |
| 4 | Mr.S.Jaikumar | AsP /MBA | Member |
| 5 | Mr.D.Sathiyaraj | AP / EEE | Member |
| 6 | Mr.D.Saravanan | Office Superintendent | Member |
| 7 | Mrs. Vijayadevi | Accounts Officer | Member |

PRINCIPAL

CORRESPONDENT

Copy to :

All IFC Members
IQAC

**Examination Fees, Sitting Fee, Remuneration for Conduct of Committee Meetings,
Examination and Valuation**

1. Examination Office Processing Fee

| Sl. No | Details | Existing Fees | Revised Fees |
|--------|--|---|---|
| 1 | Grade Sheet | 200 | 200 |
| 2 | Theory / Practical Subjects [UG] | 350 | 375 |
| 3 | Lab Embedded Theory Subjects [UG] | 700 | 750 |
| 4 | Project Work [UG] | 500 | 500 |
| 5 | Theory / Practical Subjects [PG & Course Work Ph.D.] | 500 | 525 |
| 6 | Lab Embedded Theory Subjects [PG] | 1000 | 1050 |
| 7 | Project Work [PG] | 1000 [Phase-I] 2000 [Phase-II] | 1000 [Phase-I] 2000 [Phase-II] |
| 8 | Ph.D Programme – Registration Fee per Course | 2500 [Internal] 5000 [External] | 2500 [Internal] 5000 [External] |
| 9 | Duplicate Hall Ticket | 150 | 150 |
| 10 | Penalty of Late Payment of Exam fee [Per day] | 100 | 100 |
| 11 | Provisional & Degree Certificate | 1250 | 1250 |
| 12 | Consolidated Statement of Grades | 500 | 500 |
| 13 | Duplicate Grade Sheet / Consolidated Statement of Grades | 3000 [First time] 5000 [Second time] | 3000 [First time] 5000 [Second time] |
| 14 | Duplicate Rank Certificate | 300 [within a Year] 600 [after a Year] | 300 [within a Year] 600 [after a Year] |
| 15 | Revaluation of each paper | UG - 750, PG - 1000 | UG - 750, PG - 1000 |
| 16 | For viewing Answer Script (No photocopy will be issued) | 300 | 300 |
| 17 | Copy of Syllabus [Attested copy] | 1000 | 1000 |
| 18 | Students Verification | 1000 | 1000 |
| 19 | Course Completion Certificate | 500 | 500 |
| 20 | Re – Admission fee | 1000 | 1000 |
| 21 | Autonomous office onetime fee at the time of Admission 1.Registration and Enrollment Fee 2.Cost of Regulation and syllabus book and other document | 1000 500 | 1000 500 |

2. Remuneration for officials and staff of the examination office during Theory Examinations

| Sl. No | Details | Amount in Rs. |
|--------|--|------------------------|
| 1 | Chief Superintendent [per session] | 250 |
| 2 | University Representative [per session] | 200 |
| 3 | Officer in Charge of Examinations [per session] | 200 |
| 4 | Assistant to Office in Charge Examinations [per session] | 100 |
| 5 | Squad Member for Practical and Theory [per session] | 200 |
| 6 | Hall Superintendents [per session] [One HS for every 25 candidates.] | 150 |
| 7 | Clerical Staff | 50 |
| 8 | Examination office assistant [per session] | 50 |
| 9 | Waterman / Sweeper/Scavenger [for every 100Candidates] | 50 |
| 10 | General arrangements [for every 100 candidates] | 50 |
| 11 | Dearness Allowance per day [For CS, O/C exams, HS on holidays only] | 200 |
| 12 | Lumpsum Allowance [For University Representative & External Hall Superintendents] | 200/session 300/day |
| 13 | End Semester examinations : Pre-arrangement [One OCE] for 2 days Post -arrangement [One OCE] for one day | 200 |

3. Remuneration for Question Paper Setting

| Details | Rate |
|---------------------------------------|-----------|
| Question paper setting [U.G/P.G] | Rs.1000/- |
| Detailed Answer key | Rs. 500/- |
| Postage Charge for External | Rs. 50/- |

4. Remuneration for Valuation/Revaluation

| Valuation / Revaluation | U.G | P.G | Minimum |
|-------------------------------------|--------|---------|----------|
| Per Script [30 Scripts per session] | R.25/- | Rs.30/- | Rs.100/- |

5. Remuneration of the Examiners for Practical and Project work Examination

| Internal Examiners [Practical UG/PG] | External Examiners [Practical UG/PG] | For Arrear Practical | Skilled Assistants | Other Expenses |
|---|---|---|--------------------------------------|---------------------------------------|
| U.G - Rs.15/- P.G - Rs. 25/- per candidate examined. | U.G - Rs.15/- P.G - Rs. 25/- per candidate examined. | U.G - Rs.15/- P.G - Rs. 25/- per candidate examined. | Rs.6/- per candidates examined | Rs.5/- per candidate registered |
| Minimum Rs.75/- | Minimum Rs.75/- | Minimum Rs.75/- | Minimum Rs.50/- | Minimum Rs.75/- |

| Internal Examiners [Project UG / PG] | External Examiner [Project UG / PG] | Supervisor [Project PG only] |
|--|---|--|
| U.G - Rs.50/- per Project Group[Group Size 4 Members Maximum] | U.G - Rs.50/- per Project Group [Group Size 4 Members Maximum] | ---- |
| P.G - Rs. 60/- per Candidate Examined | P.G - Rs. 60/- per Candidate Examined & Rs. 100/- per Thesis (Evaluation) | PG - Rs. 60/- per Candidate Examined. |
| Minimum Rs.100/- U.G Group size is less than 4 - Rs.10 per candidate | Minimum Rs.100/- U.G Group size is less than 4 - Rs.10 per candidate | --- |

6. Allowance to Incidental Expenses (AIE) for Valuation / Revaluation / Practical and Project Examination Work (only to the External Examiners)

| DISTANCE | AIE (Allowance to Incidental Expenses) |
|---|--|
| If the distance between the Colleges is less than or equal to 100 km | Rs. 300/- per session Rs. 350/- day |
| If the distance between the Colleges is greater than 100 km | Rs. 400/- per session Rs. 450/- day |

[Signature]
24.3.2023

[Signature]
24/3/2023

7. Remuneration to the Internal and External Examiners for Zero Credit Courses (EEC and MDC Courses)

| Examiner | Remuneration (Rs) | Allowance to Incidental Expenses (AIE) | |
|---|---|--|---|
| | | If the distance between the Colleges is less than or equal to 100 km | If the distance between the Colleges is greater than 100 km |
| Viva/Group Discussion based subjects | | | |
| External Examiner | Rs. 500/- per session Rs. 1000/- per day | Rs. 300/- per session Rs. 500/- per day | Rs. 400/- per session Rs. 600/- per day |
| Internal Examiner | Rs. 500/- per session Rs. 1000/- per day | NIL | NIL |
| Written Examination based Theory Subjects | | | |
| Remuneration: As per the Theory Paper Valuation | | | |

8. Remuneration to the External and Internal Members of Question Paper Scrutiny Committee

| Scrutiny Committee | Remuneration (Rs) | Allowance to Incidental Expenses (AIE) |
|--------------------|---|--|
| External Member | Rs. 500/- per session Rs. 1000/- per day | Rs. 400/- per session Rs. 750/- per day |
| Internal Member | Rs. 500/- per session Rs. 1000/- per day | NIL |

9. Remuneration to the Controller of Examinations and Deputy Controller of Examinations

| CoE/DCoE | Remuneration (Rs) |
|-----------------------------------|---------------------------|
| Controller of Examinations | Rs. 15,000/- per semester |
| Deputy Controller of Examinations | Rs. 12,000/- per semester |

[Signature]
24.3.2023

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24/3/2023



Ref: SEC/ Exam Fees /Odd/2022-2023/02

Date: 27.01.2023

Office of the Controller of Examinations


CIRCULAR

Students of First Semester UG & PG are informed to pay the End Semester Examination Fee for JAN-2023 Examinations on or before 10.02.2023.

| Sl. No. | Programme | Course Type | Fees (Rs.) |
|---------|-----------|---|------------|
| 1 | UG | Theory / Employability Enhancement Course (Per Paper) | 375.00 |
| | | Lab Embedded Theory (Per Paper) | 750.00 |
| 2 | PG | Theory / Employability Enhancement Course (Per Paper) | 525.00 |
| | | Lab Embedded Theory (Per Paper) | 1050.00 |
| 3 | UG & PG | Statement of Marks | 200.00 |

The Class Advisors are requested to prepare the Exam Fee List and handover to the Cashier and the CoE Office on or before 31.01.2023.

The fees may be remitted directly to the Cashier or to the following Bank Account and the proof of the online payment shall be submitted to the Class Advisor.

| Account Details for Online Payment | | | |
|---|------------------|--|--------------|
| Name of the Account Holder | | Controller of Examinations, Sengunthar Engineering College | |
| Bank Name | Karur Vysya Bank | Branch | Tiruchengode |
| Account No. | 1194135000016473 | IFSC Code | KVBL0001194 |
| QR Code for Online Payment (Scan and Pay) | | | |
|  Sengunthar Charitable Trust | | Important Note for Online Payment: Students are informed to mention their name with initial and roll number in the remarks column during online payment. | |

Last date for the payment of the End Semester Examination Fee is 10.02.2023.

[Signature]
27/1/23
CoE(i/c)



[Signature]
27/1/2023
PRINCIPAL

Copy to:

1. IQAC
2. All Deans
3. All HoDs – for faculty Circulation & Class Reading
4. All NBs
5. Office File
6. Cashier
7. Exam Cell

[Signature]
24/1/2023

[Signature]
27/1/2023

Copy Submitted to the Correspondent, SEC



SENGUNTHAR ENGINEERING COLLEGE (AUTONOMOUS)

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Recognized Under Section 2(f) & 12(B) of the UGC Act, 1956
NAAC Accredited with 'A' Grade

TIRUCHENGODE - 637 205 NAMAKKAL (DT) TAMILNADU



Office of the Controller of Examinations

Ref: SEC/COE/Remuneration/001

Date: 21.03.2023

Submitted to the Correspondent for Approval

Respected Sir,

Sub. : Requesting approval for Revision of DA and TA for External Examiners involved in valuation/revaluation /practical and project examination work – Reg.

Existing

Allowance to Incidental Expenses (AIE) for Valuation / Revaluation / Practical and Project Examination Work (only to the External Examiners)

| DISTANCE | AIE (Allowance to Incidental Expenses) |
|--|--|
| If the distance between the Colleges is less than or equal to 100 km | Rs. 300/- per session Rs. 350/- per day |
| If the distance between the Colleges is greater than 100 km | Rs. 400/- per session Rs. 450/- per day |

Proposed

DA and TA for Valuation / Revaluation / Practical and Project Examination Work (only to the External Examiners)


| Details | Daily Allowance | Travelling Allowance |
|-------------------|--|--|
| External Examiner | Rs.200/- per session Rs.300/- per day | Rs.10/km. [one way] Minimum Rs 150/- Maximum Rs 1500/- |

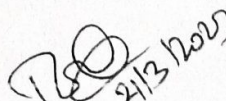
We request you to kindly approve the above proposed DA and TA to the external Examiners.

Submitted by

Recommended by

Approved by


21/3/2023
Staff In-charge


21/3/2023
PRINCIPAL


21/3/2023
CORRESPONDENT

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1. IQAC
2. Account Section
3. Office File


21/3/2023



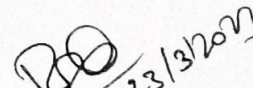
REMUNERATION FOR AUTONOMOUS COMMITTEE MEETINGS


Sitting Fee, DA and TA for attending Question Paper Passing, Result Passing Board, Finance Committee, Board of Studies, Academic Council, Governing Council and other Autonomous Committee Meetings.

| Sl. No. | Details | Sitting Fee | Daily Allowance | Travelling Allowance |
|---------|-----------------------------|-------------|--------------------------------------|--|
| 1 | External Experts Members | Rs.5000/- | Rs.500/- [Excluding Tiruchengode] | 1. Rs.500/- for distance less than 60 km. [Two way] 2. Rs.10/- per KM for more than 60 km. [Two way] and not exceeding Rs.10000/- 3. Actual train fare on production of ticket. 4. Actual Cab/Call taxi charges on production of bill [with toll gate charges]. |
| 2 | Internal Board Chair Person | Rs.2000/- | NA | NA |
| 3 | Internal Member | Rs.1000/- | NA | NA |
| 4 | Alumni | Rs.1500/- | NA | NA |

- The Sitting fee (Rs.3000/- at present) and Travelling Allowance for more than 60 km have been revised.

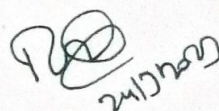

23/3/23
AUTONOMOUS COORDINATOR

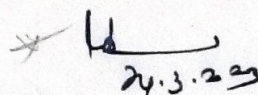

23/3/2023
PRINCIPAL


23/3/2023
CORRESPONDENT

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IQAC
Account Section


24/3/2023


24.3.23