

PVKN Govt. College(A), Chittoor
Finance Committee Meeting - I

**Minutes of the 1st meeting held on 11-03-2019 in the
Principal's Chamber @ 10.00 am**

Members Present

Principal	:	Dr. G. Ananda Reddy	Chairperson
Alumni (Proposed member to GOB)	:	Sri G. Kanna Reddy Ex. IAF, Retired Manager, Indian Bank 7780217746	Member
University Nominee	:	Sri P. Chandrasekhar Sanjeevaiah, Finance Officer, S.V. University, Tirupati 7780399325	Member
Senior Faculty	:	1. Sri B. Ramesh Chandra Babu, Lecturer in Mathematics 2. Sri G. Babu Chetty, Lecturer in English	Member Member
Controller of Examinations	:	Dr. P. Sujana, Lecturer in Botany	Member
Librarian	:	Sri P. Ravi, Lecturer in Library Science	Member
Auditor	:	Sri A. Akhilesh, Chartered Accountant 9533521909/220909	Member

Agenda

1. UGC Autonomous colleges regulations -2018.
2. University Course fee for B.Com. / B.Sc., / B.A.
3. Separate bank accounts for operating transactions UGC autonomous grants and Examination receipts & payments
4. Transition period - requirement of funds from self - sources
5. Budget estimations
6. Utilization of sanctioned and released UGC Autonomous grant - 2018-19

Resolutions

1. The minutes of the examination committee meetings held in the principal's chamber were read and approved and ratified. Subsequently, the action was implemented by the Principal, examination committee as per the parent university regulations. In the above circumstances the remuneration paid to the QP setters and their printing(I year I &II Semesters,) printing of main answer books / additional books, conduct of examinations (Invigilation), publication of results, installation of CC cameras in autonomous confidential room, examination software is ratified and approved.
2. The course fee, semester examination fee, etc., which is fixed by the parent university shall be collected from the students who are in autonomous system for the conduct of examinations and to run the courses for the financial year 2018-19.
3. Separate bank accounts were opened already for the purpose of examination, to operate all transactions which relate to the examination cell like semester end examinations fee, fee for late payment, condonation, revaluation, personal identification, etc. The final statement of income and expenditure (receipts and payments) to be presented at GOB meeting is presented and approved.
4. Since the college conferred autonomous status in the month of August, 2018, and with the instructions of the parent university notification, the autonomy has been implemented from the academic year 2018-19, for which the expenditure already met from the self resources of the college is ratified. The expenditure incurred from self sources like examination software, expenditure on CC cameras shall be reimbursed from the sanctioned and released autonomous grant (Office equipment, examination reforms, UGC regulations 2018) is approved.
5. The estimated budget for the year 2018-19 and the expected autonomy grant to be released from the UGC with the examination fee receipts and actual expenditure incurred as on today for the year is presented for discussion and approved.
6. a) Resolved to develop teaching learning material for upgraded / need based courses (certificate / Diploma / Skill based courses) Rs. 50,000/- is approved.

b) Resolved to hold orientation programme, re-training in newly introduced cluster electives and also subject specific trainings for which the amount allocated Rs. 80,000/- is approved.

c) Resolved to organize seminars / workshops, preparation of question banks for, electives / modified courses

d) Resolved and approved for the purchase of required equipment of Digital TV, installation of Public Addressing System, Office / Classroom furniture, payment towards examination software, Xerox copier on priority basis since the above items are essential to run the autonomous system.

e) Resolved to acquire (purchase) books, journals for the new electives and for modified courses, and to purchase 10 KV UPS with 120 minutes backup.

f) Resolved to renovate the administrative block, to purchase furniture to the Principal chamber and to take up cleaning and repair of water tank (Minor repairs)

g) Resolved to organize guest lectures by inviting visiting faculty for the enhancement of the academic standards of the students.

h) Resolved and approved to reappropriate the unspent grant to other requirements on priority basis to other allowable needs in order to utilize the entire grant on or before 31.03.2019. Further, it is ratified the expenditure incurred from the date of conferment to till date:

i) It is resolved to submit utilization certificate for Rs. 20 lakhs to the UGC for reimbursement of the balance amount (Rs. 20.00 - Rs. 16.00) Rs. 4 lakh which was advanced by the college from self sources to meet the required needs in Autonomous system.


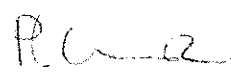
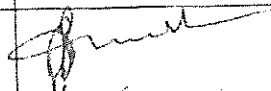


The following are the estimated budget of the autonomous grant for 2018-19 and examination fee receipts / expenditure of the examination section.

Estimated Receipts and Payments of Examination Cell for the financial year 2018-19

Receipts	Estimated	Actual	Expenditure	Estimated	Actual
Examination fee	420000	211380	Conduct of Examinations		
Condonation fee		-	Printing of Main / Addl. Practical	70000	66625
Duplicate marks fee		-	Remuneration to valuation scrutinization	22000	21247
Revaluation fee		1845	Remuneration for paper setters and printing	60000	59001
Bank interest			Remuneration for Administrative staff	5000	4900
Refunds			Honorarium to Controller of Examination	24000	24000
Sale of Old Paper		-	Honorarium to Additional Controller	12000	12000
College Self sources (reimbursement)	200000	187000	Remuneration to invigilators	16000	15400
UGC Autonomous Grants	2000000	1600000	Remuneration to computer programmer	12000	10000
			Remuneration to confidential work	10000	5500
			Remuneration to clerk, attender and watchman.	8400	4400
			Travelling and conveyance	12000	8500
			Postage / courier	4500	1500
			Equipment		
			Purchase of equipment - CC Cameras installation	80000	72000

				Examination software	275000	
				AMC (reimbursement)	50000	
				Xerox machine	175000	
				Public Addressing System	150000	
				Furniture to office	160000	
					300000	
				10 KV UPS	200000	
				Digital TV	100000	
				Books and journals	50000	
				Seminars	200000	
				Extension activities	50000	
				Minor repairs	50000	
				Miscellaneous	7500	
				reimbursement	200000	
			22000225		2253400	

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