



**D.K.GOVERNMENT COLLEGE FOR WOMEN [AUTONOMOUS]
NELLORE – 524 003**

Finance Committee Meeting 2019-20

DATE OF MEETING: 30.01.2020

**VENUE: D.K.GOVERNMENT COLLEGE FOR WOMEN [AUTONOMOUS]
NELLORE**

Time: 3:00 PM

Agenda

1. *Expenditure incurred from Restructured Special Fee funds for the years 2016-17, 2017-18 and 2018-19.*
2. *U.G.C Autonomous funds - Proposed budget for the year 2019-20.*
3. *U.G.C., CPE funds - Proposed budget allocation among various activities.*
4. *Expenditure incurred by the Autonomous Examinations Cell for the year 2016-17, 2017-18 and 2018-19.*
5. *Payment of Remuneration to Controller of Examinations from College Examination Fee Account for the years 2016-17, 2017-18 and 2018-19.*
6. *Payment of Remuneration to Technical Assistant and Attender in the Autonomous Examinations Cell from College Examination Fee Account for the years 2016-17, 2017-18 and 2018-19.*
7. *Proposal for the payment of Remuneration to the Controller and two Additional Controller of Examinations from the from College Examination Fee Account for the year 2019-20.*
8. *Proposal for Payment of Remuneration to Technical Assistant and Attender in the Autonomous Examinations Cell from College Examination Fee Account for the years 2019-2020.*
9. *Enhancement of Remuneration of CPDC Staff*
10. *Any other issue with the permission of the Chair.*



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Time: 3:00 PM

Agenda with Notes, Discussions & Resolutions

The members of the Finance Committee of the College met on 27th January 2020 at 3:00 PM in the Principal's Chamber under the Chairmanship of Dr.Ch.Masthanaiah, Chairman and Principal of the College and discussed on the agenda points. Dr. G.Varalakshmi, Academic Coordinator of the institution attended the meeting as special invitee and presented the agenda points to the committee.

1. Expenditure incurred from Restructured Special Fee funds for the years 2016-17, 2017-18 and 2018-19.

The Institution has not received Autonomous Grants from the UGC, SERO, Hyderabad for the years 2016-17, 2017-18 and 2018-19. The expenditure incurred for conducting Board of Study Meetings for various subjects and Academic Council Meeting from the College Restructured Special Fee Fund as shown in the below mentioned Table.

S.No.	YEAR	Amount Spent (Rs.)
1	2016-2017	90,000
2	2017-2018	48,000
3	2018-2019	57,555



Discussion: The Finance Committee verified the statements of expenditure for the three years and expressed satisfaction.

Resolution: The Finance Committee approved the expenditure incurred from the Restructured Special Fee fund for conducting BOS and AC meetings during the years 2016-17, 2017-18 and 2018-19.

2. U.G.C Autonomous funds - Proposed budget for the year 2019-20.

Keeping in view the new guidelines for autonomous colleges by UGC, the Budget proposal for the current financial year i.e., 2019-20 is proposed here for the approval of the finance committee

S. No.	Item	Amount proposed to spend (₹)	Justification
1	Up-gradation of syllabus on regular basis making it skill oriented with quantifiable outcomes	2,00,000	The 18 departments of the college along with its subject experts, experts from the affiliating university and industry will meet and upgrade the syllabus from time to time by including skill based modules. Further, this up-gradation of syllabus will be submitted to higher academic committees such as Academic Council and Governing Body for approval.
2	Orientation and re-training of teachers	1,00,000	A Reorientation program on "the Teaching through new pedagogical strategies" is proposed for effective and productive teaching practices.
3	Re-designing courses and development of teaching/learning material	50,000	Estimated expenditure towards procurement of Books and other Teaching-learning material across the departments in general and new UG & PG programs in particular.
4	Workshops & Seminars	50,000	It is proposed to conduct National/State level Seminars/Workshops in the college by various departments.
5	Examination Reforms	2,00,000	It is proposed to purchase online software for conducting Internal Examination in the college campus.



6	Furniture for office, classrooms, library and laboratories, Library equipment, books/journals	3,20,000	For purchasing required furniture for classrooms/ Office/Library or books/equipment for library.
7	Renovation and repairs not leading to construction of a new building	2,00,000	Renovation and minor repair works in the college will be undertaken
8	Extension Activities	50,000	For carrying out Fieldworks & Educational tours by various department
9	Office equipment, teaching aids and laboratory equipment	3,00,000	To purchase office equipment and to expand the facilities to establish virtual /digital classrooms and purchase of Laboratory Equipment who are in dire need.
10	Guest/visiting faculty	10,000	By inviting expert from industry /University teachers
11	Capacity building for teachers	20,000	Capacity building programs such as "Classroom Management", Gender Sensitivity" etc. are proposed
12	Development of Area Study Programmes.		To carry out Area Study with interdisciplinary approach.
	TOTAL	15,00,000	

Proposal: The proposed budget for an amount of 15, 00, 000 is being placed before the Finance Committee for approval.

Resolution: The Proposal is approved with above modifications

3. U.G.C., CPE funds – Proposed budget allocation among various activities.

Keeping in view the CPE guidelines for autonomous colleges by UGC, the Budget proposal for the current financial year i.e., 2019-20 is proposed here for the approval of the finance committee

CAPITAL ASSETS – 35 (NON-RECURRING)		
Sl. No.	Budget head	Amount Proposed to spent
1	Lab up-gradation	21,00,000
2	Language Lab equipment/systems	3,00,000
3	Teaching Aids-LCD	4,00,000



4	Library Automation	5,00,000
5	Computers	14,00,000
6.	Books & Journals	2,00,000
7.	Internet connectivity	3,00,000
8.	Up-gradation of class rooms/seminar halls	4,00,000
9.	Any other activities (please specify	12,40,000
	Total: (Rupees in Lakhs)	Rs.68,40,000/-

GRANT-IN-AID GENERAL – 31 (RECURRING)

Sl. No.	Budget Head	Amount Proposed to spent
1	Lab consumables	2,50,000
2	Software's	3,00,000
3	Internet services	1,00,000
4	Maintenance of equipment	1,00,000
5	Enrichment of teachers knowledge	1,50,000
6	Any other activities(Please specify)Student facility	2,00,000
	Total: (Rupees in Lakhs)	Rs 11,04,000/-

Expenditure incurred from CPE budget for various activities for the Academic year 2017-18

CPE Non- Recurring funds 2017-18

S.No	Name of the Department	Amount sanctioned Rs.	Justification
1.	Commerce	30,000	The better learning ambience created by enhanced learning facilities lead to good student performance in academics which is reflected in the increasing pass percentage.
2.	Chemistry	1,33,500	Augmentation of Lab equipment
3.	Microbiology	45,000	The equipment in department of Microbiology help the students in the latest practical analysis .
4.	Home science	47,000	Provision of sewing machines



				and cooking equipment in Home Science department has given opportunity to students to work on their skills leading to employability and entrepreneurship.
5.	Botany		1,00,000	The equipment in department of Botany help the students in the latest practical analysis of plants and thus guided them towards the current practical needs
6.	Library science		1,21,000	Staff and students are benefited through Library Automation software.
7.	Office		32,000	Xerox machine for running smooth functioning of the office activities.
8.	Physics		1,08,560	The equipment installed in department of Physics has given firsthand experience of infrastructure related to Solar Energy.
9.	Zoology		1,08,000	Equipment like Water Analysis and Soil Analysis kits in department of Zoology helps the students in gaining hands on experience of these methods and help them to apply to real life situations.
CPE Recurring funds				
10.	Computer science		31,000	Augmentation of Lab equipment and related infrastructure like green boards, scientific - calculators and computer equipment resulted in creating better learning environment, hastened learning speed and helped in research activities and projects for the students.
11.	Botany		16,000	
12.	Physics		35,000	
13.	Statistics		14,000	

Proposal: It is placed before the Finance Committee for approval.

Resolution: It is approved



4. Expenditure incurred by the Autonomous Examinations Cell for the year 2016-17, 2017-18 and 2018-19.
5. Payment of Remuneration to Controller of Examinations from College Examination Fee Account for the years 2016-17, 2017-18 and 2018-19.
6. Payment of Remuneration to Technical Assistant and Attender in the Autonomous Examinations Cell from College Examination Fee Account for the years 2016-17, 2017-18 and 2018-19.

D.K.GOV.T.COLLEGE FOR WOMEN (A) ,Nellore					
AUTONOMOUS EXAMINATION CELL					
BALANCE SHEET FOR THE YEAR 01-06-2019- till date					
Income			Expenditure		
S.No	Item	Amount (Rs)	S.No	Item	Amount (Rs)
1	STUDENT FEE	832952.00	1	Salary to technician & attender	69000.00
			2	Stationary & Consumables	98726.00
			3	Neft charges	51.00
			4	Repairs	20100.00
			5	Telephone	9005.00
			6	Software-AMC	30975.00
			7	Labour Charges (painting gate)	2000.00
			8	Evaluation	91957.00
			9	Paper setting	214910.00
			10	Universal Printers (CMM)	48200.00
			11	TA/DA COE to UGC workshop	8391.00
			12	Scrutiny	20306.00
			13	Invigilation	73410.00



			14	Others CMM Fee to university	19210.00
			15	COE Remuneration	96000.00
			16	Miscellaneous	21645.00
			17	Total	802241.00
			18	Balance	9066.00

D.K.GOV.T.COLLEGE FOR WOMEN (A) ,Nellore

AUTONOMOUS EXAMINATION CELL

BALANCE SHEET FOR THE YEAR 2018-2019

Income			Expenditure		
S.No	Item	Amount (Rs)	S.No	Item	Amount (Rs)
1	STUDENT FEE	12,67,000.00	1	Honorarium to examination cell staff	113000.00
			2	Travel Expenses	60113.00
			3	Stationary & Consumables	134328.00
			4	Printing PC & CMM	48200.00
			5	Refilling & Service catridge	5805.00
			6	Repairs	33111.00
			7	Booklets	227924.00
			8	BSNL Charges	13502.00
			9	Software	43750.00
			10	Labour Charges	4200.00
			11	Evaluation	135932.00
			12	Paper setting	157000.00
			13	Scrutiny	37913.00
			14	Miscellaneous	12640.00
			15	Decoding	6822.00
			16	Courier Charges	3482.00
			17	Invigilation	110643.00
			18	DTP Charges	3150.00



			19	Practical's	24123.00
			20	Iron and Hardware purchase	8891.00
			21	Revaluation	5120.00
			22	VS University PC verification charges	19210.00
				Total	12,08859.00
				Balance	58,141.00

D.K.GOV'T.COLLEGE FOR WOMEN (A) ,Nellore

AUTONOMOUS EXAMINATION CELL

BALANCE SHEET FOR THE YEAR 2016-2017

Income			Expenditure		
S.No	Item	Amount (Rs)	S.No	Item	Amount (Rs)
1	STUDENT FEE	3,0,4140.00	1	Honorarium to examination cell staff	10800.00
			2	Booklets	74367.00
			3	Examination Expenditure	33000.00
			4	BSNLcharges	15950.00
			5	Question Paper Printing	16895.00
			6	Paper Coding charges	8850.00
			7	Transportation	18000.00
			8	Paper setting	22635.00
			9	Paper Valuation	45958.00
			10	Scrutiny	9351.00
			11	Revaluation	1900.00
			12	Stationary	8310.00
			13	Practical	5950.00



			14	Total	3,69,166.00
			15	Balance	-65026.00

D.K.GOV.T.COLLEGE FOR WOMEN (A) ,Nellore

AUTONOMOUS EXAMINATION CELL

BALANCE SHEET FOR THE YEAR 2017-2018

Income			Expenditure		
S.No	Item	Amount (Rs)	S.No	Item	Amount (Rs)
1	STUDENT FEE	6,77,490.00	1	Honorarium to examination cell staff	88100.00
			2	Booklets	126367.00
			3	BSNLcharges	26944.00
			4	Marks Memos Printing	30000.00
			5	Repairs	2290.00
			6	Transportation	40410.00
			7	Paper setting	47745.00
			8	Valuation	84691.00
			9	Scrutiny	24185.00
			10	Revaluation	3060.00
			11	Stationary	74569.00
			12	Practical	10378.00
			13	Cartridge refilling & Service	6200.00
			14	Computer network tools	15600.00
			15	Invigilation	68788.00
			16	Miscellaneous	10530.00
			17	Total	6,59,857.00



				Balance	17,633.00
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Proposal: It is placed before the Finance Committee for approval.

Resolution: It is approved

7. Proposal for the payment of Remuneration to the Controller and two Additional Controller of Examinations from the from College Examination Fee Account for the year 2019-20.

As per the new guidelines of the UGC, the existing remuneration of Controller of Examinations (CoE) has been dispensed and there is no remuneration for the Additional Controllers of Examinations for the long time. There are 14 UG programmes offered by the College and the lecturers engaged in the Autonomous Examination Cell have to bear the additional workload and they are deserved for some amount of remuneration. It is proposed to pay remuneration @ `4,000/- per month to the CoE and also provide remuneration to the two Additional Controllers working @ ` 2000/- each per month. If approved, the required amount may be met from the Autonomous Examinations Account.

Proposal: The proposed Budget of the autonomous examinations cell for the financial year 2019-20 is placed before the Finance Committee for approval.

Resolution: The proposal is approved as they need to be paid some remuneration in view of their services in addition to their regular duties.

8. Proposal for Payment of Remuneration to Technical Assistant and Attender in the Controller Examinations Cell from College Examination Fee Account for the years 2019-2020.

For the smooth functioning of examination work it is proposed to pay an amount of Rs.6000/- to computer programmer and Rs.3,000/- for attender in Controller of Examinations Cell.

Proposal: It is placed before the Finance Committee for approval.

Resolution: It is approved



9. Enhancement of Remuneration of CPDC Staff

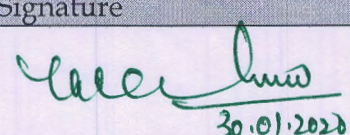
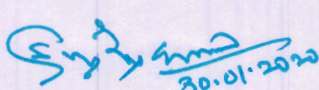
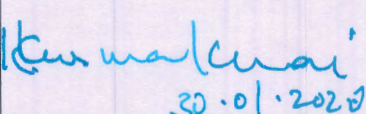
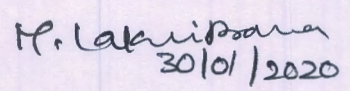
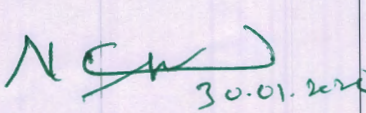
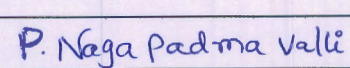
The Institution has only one regular attender and unless and otherwise some outsourcing persons are employed it is not possible to keep the campus clean it is also important to note that the science laboratories do not have attenders in which their services are very much essential under the circumstances the institution has been engaging 12 outsourcing persons To render the services of attenders, scavenger and night watch man with a remuneration of 5000/- per month. Proposal It is proposed to enhance the remuneration to outsourcing persons from 5000/ to 5500/ fro October 2019 onwards.

Proposal: It is placed before the Finance Committee for approval.

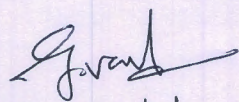
Resolution: The proposal of enhancement of remuneration to CPDC staff is approved.

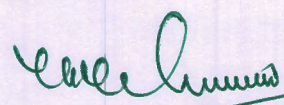
10. Any other issue with the permission of the Chair.

Following members attended the Finance Committee Meeting of the College conducted on 30th January 2020.

S No	Name	Designation	Signature
1	Dr. Ch. Masthanaiah Principal	Chairman	 30.01.2020
2	Dr.G. Sujay Kumar Asst. Registrar VSU Nellore Mob: 9866805985	University Nominee	 30.01.2020
3	Smt. K. Kusuma Kumari, Naha Textiles and Handicaps AK Nagar Nellroe	Principal Nominee	 30.01.2020
4	Smt. M. Lakshmi Prasanna Lect. in Charge , Commerce Dept.	Principal Nominee	 30/01/2020
5	Sri. N. Sudhakar, Administrative Officer D.K.Govt. College for Women(A), Nellore	Principal Nominee	 30.01.2020
6.	Smt. N. Naga Padmavalli,	Principal Nominee	 P. Naga padma valli



	Superintendent D.K.Govt. College for Women(A), Nellore		
7.	Dr.G.varalakshmi Lecturer in Statistics and Academic Co-ordinater D.K.Govt. College for Women(A), Nellore	Special Invitee	 30/1/2020


30.01.2020

Chairman
Finance Committee
& Principal
D.K.Govt. College for Women (A), Nellore