

Minutes of the meeting of the 6th Finance Committee of Velagapudi Ramakrishna Siddhartha Engineering College, Autonomous, Vijayawada held at 10.00 AM on 26-08-2013 in the chambers of the Principal, Velagapudi Ramakrishna Siddhartha Engineering College, Vijayawada - 520 007.

Dr. G. Sambasiva Rao, Principal of the College and Chairman, Finance Committee chaired the meeting and extended a warm welcome to the Members and special invitees present.

Sri P. Lakshmana Rao, Secretary, Siddhartha Academy of General & Technical Education and Dr. N. Vijaya Sai, Prof, ME Department and Controller of Examinations of the College attended as Members of Finance Committee.

Sri M. Rajaiah, Vice - President, Siddhartha Academy of General & Technical Education and Dr. K. Mohana Rao, Director, Velagapudi Ramakrishna Siddhartha Engineering College, Vijayawada, attended as special invitees.

The Finance Committee unanimously passed the following resolutions.

Resolutions passed:

Item: 1

It is resolved to ratify the Minutes of the Previous meeting held on 12-06-2012 (presented in the Report page nos. 03 to 05).

Item: 2

It is resolved to approve the proposal for the purchase of two water coolers for use in the Examination section at an approximate cost of Rs. 20,000/- from autonomous funds.

Item: 3

It is resolved to approve the proposal for the purchase of Three steel almirahs (Two for Exam section and One for Confidential section) and 6 racks for Confidential section at an approximate cost of Rs. 1, 00,000/- from autonomous funds.

Item: 4

It is resolved to approve the proposal for the purchase of a Two multi - function HP Laser Jet printers for use in Examination section & Confidential sections at an approximate cost of Rs. 40,000/- from autonomous funds.

Item: 5

It is resolved to approve the proposal for the purchase of Digital Copiers (Photo Copiers) for use in the examination section and Confidential sections at an approximate cost of Rs. 3, 20,000/- from autonomous funds.

Item: 6

It is resolved to approve the proposal for the appointment of two more Assistant Controllers of Examination, with an honorarium of Rs. 5,000/- each per month w.e.f. September 2013.

Assistant Controller of Exams (1):- for taking up various works from question paper-setting to declaration of results.

Assistant Controller of Exams (2):- Software development, Up gradation, fault diagnosis, solving the software related problems etc.

Item: 7

It is resolved to approve the proposal for enhancement of remuneration for the faculty, staff & external experts who are involved in examination related works. The following are the approved rates of remuneration and will be applicable w.e.f the first semester end examinations of 2013-14 (all courses & all years) academic year.

(i) **Theory Examinations**

Designation	Approved Rates Rs.
Chief . Superintendent	150/- per session
Asst. Superintendent.	125/- per session (@ one faculty for every 300 candidates and part there of)
Invigilator	100/- per session (@ one staff for every 20 candidates and part there of)
Clerk	50/- per session (@ one staff for every 200 candidates and part there of)
Attender	35/- per session (@ one staff for every 200 candidates and part there of)
Water Men	35/- per session (@ one staff for every 200 candidates and part there of)
External Observer	350/- per day
Internal Observer	150/- per session

(ii) **Practical Examinations**

Designation	Approved Rates Rs.
Project Viva UG (B.Tech)	30/- per candidate (15+15) External + Internal
Chief . Superintendent	150/- per session
Project Viva PG External (M.Tech)	500/- per candidate 1 external for every 9 candidates
Lab Technician/ Programmer / Jr.Programmer	6/- per candidate. Minimum of Rs. 50/-
Clerk / Store Keeper (Department)	4/- per candidate. Minimum of Rs. 30/-
Clerk (Examination section of the College)	50/- per session
Electrician (For entire College for operating Generator & maintenance works)	25/- per session
Attender	2.50/- per candidate. Minimum of Rs. 10/-

(iii) Paper Setting

Description	Approved Rates Rs.
Paper Setting Fee	
B.Tech	750/-
MBA	750/-
MCA	750/-
M.Tech	1000/-
Moderator for Scrutiny of Question Papers.	75/- per paper

(iv) Paper Valuation

Description	Approved Rates Rs.
Chief Examiner	B.Tech -20/-
Remuneration for Local co-ordinator at outside centres during valuation	
Less than 10 Subjects for Supplementary	750/-
10 to 20 subjects for supplementary examinations.	1000/-
More than 20 subjects for supplementary examinations.	1500/-
10 Subjects for Regular examinations.	1000/-
More than 10 subjects of Regular examinations.	1500/-
Remuneration for Local co-ordinator at outside centres during paper setting	
Description	Approved Rates Rs.
Less than 10 Subjects	750/-
10 to 20 subjects	1500/-

(v) Spot Valuation

Description	Approved Rates Rs.
Chief Coordinator	550/- per day
Asst. Coordinator	450/- per day
Clerk	175/- per day
Attender /Water Boy/ Sweeper	125/- per day

Item: 8

Dr. G. Sambasiva Rao, Principal, explained the progress of renovation of administrative block and informed that an amount of **Rs. 26,75,000/-** has been sanctioned by the management for renovating the administrative Block. The amount of **Rs. 24,98,607/-** has been incurred as on **31-07-2013**.

Item: 9

It is resolved to approve the proposal for enhancement of Imprest amount for Confidential section from Rs. 500 to 2000/-

Item: 10

It is resolved to ratify the Re – Admission fee collected for detained / break-in-study candidates from the year 2012-13 onwards. Following are the particulars.

- A candidate, who is detained in any semester due to lack of attendance/ internal marks / credits, has to pay a Re – Admission fee of Rs. 1,000/- after fulfilling the required norms stipulated by the college for Re – admission.

- A candidate, who discontinued the studies for any reason can get the Re-admission in to appropriate semester after break- in study, has to pay Rs. 2,000/- per each year of break-in study after fulfilling the required norms stipulated by the college for Re - admission.

Item: 11

It is resolved to approve the proposal for the purchase of Window curtains for the Confidential section.

Item: 12

It is resolved to ratify the Instant Examination fee of Rs1000/- for MBA

Item: 13

It is resolved to approve the proposal to fix CCTV System in Confidential section and Examination section from Autonomous funds.

Item: 14

It is resolved to approve the proposal for renovation and repair work of Confidential section at an approximate cost of Rs. 3,50,000/- from Autonomous funds.

Item: 15

The proposal to arrange Elevator for Administrative Block for the use of Confidential & Examination sections is deferred.

Item: 16

It is decided to spend an amount of Rs. 3,00,000/- for NAAC Peer Team visit from College funds.

Item: 17

The proposal to enhance the examination fee for semester-end examinations of B.Tech w.e.f from the batch admitted in 2013-14 from Rs. 1,000/- to Rs. 1,250/- is deferred.

Item: 18

It is resolved to approve the statement of proposed income and expenditure for the year 2013-14 except the income projected through enhancement of examination fee for I/IV B.Tech students to be admitted and the expenditure estimated for the erection of elevator.

Statement of accounts for the year 2012-13 presented in the report (page no: 16-24) have been approved.

Dr. G.Sambasiva Rao, Principal and Chairman – Finance Committee, thanked all the members and special invitees for their active participation.

Date: 29-08-2013



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29/08/13
(Dr. G. Sambasiva Rao)
Chairman, Finance
Committee & Principal
PRINCIPAL

V.R.Siddhartha Engineering College
AUTONOMOUS
VIJAYAWADA-520 007