

41<sup>th</sup> FC

## LIST OF MEMBERS

St. Xavier's College (Autonomous), Palayamkottai

FINANCE COMMITTEE MEETING  
16-07-2019

Members :

Sl.No.	Name of the Staff	Designation	Signature
1.	Rev. Dr. S. Mariadoss, S.J.	Chairman	
2.	Rev. Dr. Alphonse Manickam S.J.	Member	
3.	Rev. Dr. F. X. Dominic Royce, S.J., (Special Invite)	Campus Treasurer	
4.	Dr. V. S. Joseph Albert (Special Invite)	Deputy Principal	
5.	Dr. G. Sahaya Anthony Xavier	Member	
6.	Dr. F. X. Robert Bellarmine	Member	
7.	Dr.S. Paulraj	Member	
8.	Dr. A. Lourdusamy	Member	
9.	Dr.S.P. Victor	Member	
10.	Dr.A.C. Ignatius Xavier	Member	

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## 2. MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 16<sup>th</sup> July 2019.

The first Finance Committee meeting of the college for the Academic Year 2019-20 was held on 16<sup>th</sup> July 2019 in Rev. Dr. Fr. Principal's Office at 3 p.m. Rev. Dr. Alphose Manickam S.J., Secretary, invoked the blessings of the God. Rev. Dr. S. Mariadoss S.J., Principal welcomed the members of the Finance Committee. In his welcome address Fr. Principal thanked the Finance Committee members for their contributions in the previous Finance Committee Meetings.

Dr. F. X. Robert Bellarmine, Dean of Arts, presented the minutes of the previous Finance Committee meeting held on 04<sup>th</sup> March 2019. Members suggested to make some minor changes like the use of the word "Expenditure" instead of the word "rate". The minutes were confirmed.

Dr. F. X. Robert Bellarmine, presented the proposed Autonomy Budget for Rs 22, 00,000 for the Academic Year 2019-2020. Dr. Joseph Albert, Deputy Principal said that the amount assigned for Area Study Programme should be spent as per the rules accepted by the UGC. It was well taken by the members. Fr. Principal added that once in three months review meeting should be conducted to discuss the utilization of the Autonomy Grant. Dr. V.S. Joseph Albert asked the Deans to monitor the fund utilization, fixing deadlines to spend the amount within the specified period.

Dr. Sahaya Anthony Xavier, Dean of Research and UGC Affairs, presented the Audited Statement of Autonomy account for the year 2018-19. It was accepted by the members.

Dr. Sahaya Anthony Xavier presented the Accounts for the Career Oriented Programme Grant, 2018-19. He also informed that the unspent amount of Rs 1, 95,055 has to be refunded with interest to UGC. Fr. Secretary asked to write a request letter to UGC to give more time to make use of the unspent amount to be refunded to UGC. It was accepted and well taken by the members. He also presented the accounts for the FIST as on 31/03/2019. He furnished the total amount allotted and the total amount spent till 31/03/2019. The unspent amount was Rs 40, 79,581.00. He also said that the first installment Grant was sanctioned on 01/10/2018 and it must be utilized by 30/09/2019. Only after spending the full grant and sending the audited utilization certificate within one year, the second installment grant will be released. It was accepted and well taken by the members.

Dr. Sahaya Anthony Xavier presented the Accounts of College with Potential for Excellence for the Grant period 2014-2019 and the balance as on 31/03/2019. Out of 60, 00,000 sanctioned for Recurring, UGC released Rs 12, 00,000 only for Recurring items. During 2018-19 Management Advanced Rs. 12, 00,000/- for Recurring items. As per allotment, Rs 48, 00,000 is yet to be released for recurring items. Rev. Dr. Secretary asked to send a communication to UGC regarding the delay in sending the CPE balance money to be received.

Finally, Rev. Dr. Principal thanked all the members for their effective contribution towards the utilization of fund for the development of college. The meeting came to an end at 5 p.m.



Principal

16/07/2019

42nd FC

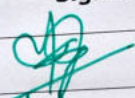


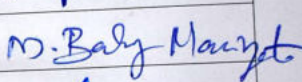
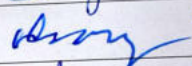

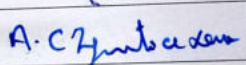
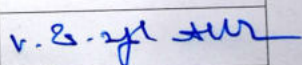
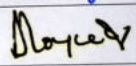
### LIST OF MEMBERS

St. Xavier's College (Autonomous), Palayamkottai

FINANCE COMMITTEE MEETING ON 20-03-2020

Place: PRINCIPAL'S OFFICE

Time: 09.30 A.M.

Sl.No.	Name of the Staff	Designation	Signature
1.	Rev. Dr. S. Mariadoss, S.J.	Chairman	
2.	Rev. Dr. Alphonse Manickam, S.J.	Member	
3.	Mr.S. Benjamin Franklin	Member	
4.	Dr.M. Baby Mariyatra	Member	
5.	Dr.A. Lourdusamy	Member	
6.	Dr.S.P. Victor	Member	
7.	Dr.A.C. Ignatius Xavier	Member	
<b>Special Invitees</b>			
8.	Dr. V. S. Joseph Albert	Deputy Principal	
9.	Rev. Dr. F. X. Dominic Royce, S.J.,	Campus Procurator	

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 20<sup>th</sup> March 2020**

**St. Xavier's College (Autonomous), Palayamkottai**

Date: March 20, 2020

Venue: Conference Hall

Time: 10:00 a.m.

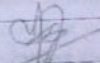
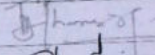
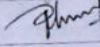
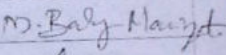
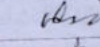
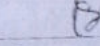
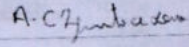
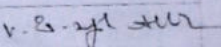
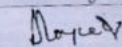
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Sl.No.	Name of the Staff	Designation	Signature
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4.	Dr.M. Baby Mariyatra	Member	
5.	Dr.A. Lourdusamy	Member	
6.	Dr.S.P. Victor	Member	
7.	Dr.A.C. Ignatius Xavier	Member	
<b>Special Invitees</b>			
8.	Dr. V. S. Joseph Albert	Deputy Principal	
9.	Rev. Dr. F. X. Dominic Royce, S.J.,	Campus Procurator	

Finance committee meeting was held for the second time during the academic year 2019-20 on 20<sup>th</sup> March 2020. It was convened to review the financial status of the year. Fr. Secretary said the prayer and initiated the proceedings. There were nine members present in the meeting.

**Agenda 1: Presentation and review of the previous minutes**

Discussion: The minutes of the previous meeting was read by Mr. S. Benjamin Franklin, the Dean of Arts. At the end of the presentation of minutes, Fr. Secretary insisted that action taken report should also be presented.

**Agenda 2: Presentation of Autonomy Grant report 2019 - 2020 and Autonomy Grant Budget Proposal for the year 2020 - 2021**

Discussion: Dr. Baby Mariyatra, the Dean of Science, presented the financial status of the autonomy grant as on March 19, 2020 and presented the proposed Autonomy Grant Budget for the year 2020-2021. Dr. V.S. Joseph Albert, the Deputy Principal, asked whether there is any plan for the unspent amount of Rs.39,483. Dr. M. Baby Mariyatra, responded that the above said money is allocated and the payment was under process. A discussion on offering NCC as non major elective course to the UG students and the consequent increased Autonomy grant to the tune of Rs. 22,00, 000 was initiated. Rev. Dr. Dominic Royce also asked whether the additional Rs.200,000 be claimed from UGC. The budget for the year 2020 – 2021 is approved by the members of Finance Committee.

Res. 2a: Fr. Secretary advised to spend the autonomy grant before end of February every year

**AUTONOMY GRANT BUDGET 2020 – 2021 (PROPOSED and APPROVED)**

Item No.	Item of Expenditure	AMOUNT	
1	Up gradation of Syllabus		100000
2	Orientation and Retraining of Teachers		120000
3	Redesigning of courses and develop. of Teaching & Learning Materials		50000
4	Workshops and Seminars		120000
5	Examination Reforms		10000
6	Furniture for Office, Classes, Library		300000
7	<b>Library Equipment &amp; Books</b>	<b>Books</b>	<b>Journals</b>
7a.	Maths	35000	15000
7b.	Computer Science	25000	15000
7c.	Physics	25000	15000
7d.	Chemistry	25000	15000
7e.	Botany	35000	15000
7f.	Zoology	35000	15000
7g.	Economics	25000	15000
7h.	English	25000	15000
7i.	Commerce	35000	15000
7j.	Tamil	35000	15000
7k.	Folklore	35000	15000
7l.	General	50000	15000
7m.	Library RFID tags		100000
8	<b>Office Equip. and Lab Equipments</b>		
8a.	Computer Science		50000
8b.	Physics		50000

8c.	Chemistry		50000	
8d.	Botany		50000	
8e.	Zoology		50000	
8f.	General			120000
9	Renovation and Repairs			350000
10	Extension Activities			40000
11	Guest/ visiting Faculty			50000
12	Area Study Programme			25000
	<b>Total</b>			<b>2200000</b>

**Agenda 3: Presentation of CPE grant report**

Discussion: Dr. Baby Mariyatra presented the financial report on CPE. Fr. Secretary asked that can an application be sent to UGC claiming any grant applicable to the college of higher grade.

**Agenda 4: Presentation of FIST account report**

Discussion: S. Benjamin Franklin presented the report of the FIST account. Fr. Secretary suggested to receive concurrence from DST-FIST to spent the balance amount of Rs. 2, 41, 071 remaining under the equipment grant. Fr. Principal asked the Dean of Science to write to DST-FIST regarding this matter.

**Agenda 5: Other matters**

The College Treasurer said that the focus should be given on minimising of cash transaction.

The meeting came to an end by 11:30 a.m.

**PRINCIPAL i/c**