



Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University under Category A by MHRD, Estd. u/s 3 of UGC Act 1956)

Re-accredited with A- Grade by NAAC. Recognised by UGC Under Section 12 B

Coimbatore - 641 043, Tamil Nadu, India

MINUTES

38TH MEETING OF THE FINANCE COMMITTEE

Date : 29th September 2018

Time : 10.30 A.M.

Venue : Board Room. Coimbatore



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Minutes of the 38th Meeting of the Finance Committee held on 29.09.2018 at 10.30 am at the Board of Management chamber.

The meeting was participated by the following members:

1. Dr. Mrs. Premavathy Vijayan
Vice Chancellor - Chairperson
2. Dr. Mr.A. Palanivel,
Registrar, MHRD Nominee
National Institute of Technology
Trichy-620 015. - Member
MHRD Representative
3. The Secretary
Department of Higher Education
St. George Fort, Secretariat
Chennai 600 009. - Not attended
4. The Secretary
Finance (Education-1) Department
St. George Fort, Secretariat
Chennai 600 009. - Not attended
5. Dr.L.Jeyalakshmi
No.35, Indira Nagar
Gold Wins, Civil Airport
Coimbatore - 641 041. - Member
Nominee of
Board of Management
6. Dr.U.Jerinabi
Dean, Faculty of Business Administration,
Avinashilingam Institute for Home Science
and Higher Education for Women,
Coimbatore-641 043 - Member
Nominee of
Board of Management

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| 7. | Mr.C.Swaminathan, B.E.M.I.E.,
'CHOCKRAM'87-Race Course
Coimbatore- 641 018. | - Member
Nominee of Sponsoring
Trust |
| 8. | Thiru S. Lakshmanan – Finance Officer (i\c)
Avinashilingam Institute for Home Science
and Higher Education for Women,
Coimbatore-641 043 | - Secretary |
| 9. | Dr. Mrs. S.Kowsalya
Registrar | - Special invitee |

The meeting began at 10.30 am by invoking the blessings of the "Almighty".

WELCOME ADDRESS BY THE CHAIRPERSON FINANCE COMMITTEE

The Chairperson welcomed all the Finance Committee Members and briefly narrated the Academic & Administrative developments taking place in the Institute.

The Chairperson also briefed preparations under going for NAAC reaccreditation process.

The Chairperson with the consent of other Finance Committee members permitted Administrative Officer and part time Internal Auditor to participate in the Finance Committee proceedings as special Invitees for required clarification if any.

Thereafter, The Chairperson requested Finance Officer (i/c) to present the agenda items for discussion.

The Finance Officer (i/c) thanked the Chairperson and other Honorable Members of the Finance Committee for giving Opportunity to Present item wise Agenda.

ITEM NO :1 CONFIRMATION OF THE MINUTES OF THE 37th MEETING OF THE FINANCE COMMITTEE MEETING HELD ON 14.02.2018.

RESOLUTION 38/FC/2018/1 RESOLVED THAT the minutes of the 37th meeting of the Finance Committee held on 14.02.2018 be confirmed.

ITEM NO:2 ACTION TAKEN ON THE DECISIONS OF THE 37th MEETING OF THE FINANCE COMMITTEE

RESOLUTION 38/FC/2018/2 RESOLVED THAT the 'Action taken' on the decisions of the 37th meeting of the finance committee be noted.

ITEM NO:3 APPROVAL OF ACTUAL EXPENDITURE FOR THE YEAR 2017-2018 UNDER MAINTENANCE GRANT(NON PLAN ACCOUNT) -

ANNEXURE P.NO.1 to 3. ✓

The actual expenditure for the year 2017-2018 was compared with RBE of 2017-2018. The reasons for incurring lesser expenditure in other components and pension were explained.

RESOLUTION 38/FC/2018/3 RESOLVED THAT the Actual Expenditure for the year 2017-2018 Under MAINTENANCE GRANT(NON PLAN ACCOUNT) be approved.

ITEM NO:4 APPROVAL OF ACTUAL EXPENDITURE FOR THE YEAR 2017-2018 UNDER PLAN BLOCK GRANT ACCOUNT. - ANNEXURE P.NO.4 to 6. ✓

The actual expenditure for the year 2017-2018 was compared with RBE of 2017-2018. The reasons for incurring less expenditure than amount provided in RBE was due to receipt of actual grant from UGC

RESOLUTION 38/FC/2018/4 RESOLVED THAT the Actual expenditure for the year 2017-2018 under Plan Block Grant Account be approved.

ITEM NO:5

APPROVAL OF BUDGET ESTIMATE FOR THE YEAR 2018-2019 UNDER NON PLAN AND PLAN BLOCK GRANT ACCOUNT.**ANNEXURE P.NO.7 to 43.** ✓

The annual budget estimate for the year 2018-2019 under Non Plan and Plan Block Grant Account was examined with actual expenditure for the year 2018-2019.

The Finance Committee observed that the funds available from UGC will be limited and hence advised the Institute to explore the possibilities of increasing Internal Resources and also incur expenditure on priority basis.

**RESOLUTION
38/FC/2018/5****RESOLVED THAT the Annual budget estimate for the year 2018-2019 under Non Plan and Plan Block Grant Account be approved.**

ITEM NO:6

APPROVAL FOR THE REVISED CHILDREN EDUCATION ALLOWANCES AS PER 7TH PAY COMMISSION ORDERS ANNEXURE P.NO.44 & 45. ✓

The Revised Children Education Allowances as per 7th pay commission orders issued in Government of India letter no.A27012/02/2017-Estt.(AL) dt 16 August 2017 to be implemented with effect from 1st July 2017 was informed to the Finance Committee members.

**RESOLUTION
38/FC/2018/6****RESOLVED THAT the revised Children Allowances As Per 7th Pay Commission Orders be implemented with the approval of BOM.**

ITEM NO:7

APPROVAL FOR ENHANCEMENT OF NSS FEE TO MEET OUT THE DEFICIT AS PER SUGGESTION GIVEN BY NSS ADVISORY COMMITTEE MEETING HELD ON 28.04.2017 ANNEXURE P.NO.46 to 51. ✓

The excess expenditure from 2013-2014 to 2016-2017 incurred viz 12.30 lakhs needs to be regularized.

**RESOLUTION
38/FC/2018/7****RESOLVED THAT the recommendation of the NSS Advisory committee meeting held on 28.04.2017 be approved by the BOM and the excess expenditure made regularized.**

ITEM NO:8

AUDIT PARAS PENDING AS ON 31-08-2018.
ANNEXURE P.NO.52 to 55. ✓

The audit paras raised by the Accountant General Audit and Local fund Audit were discussed. The Finance Committee advised to initiate immediate action for rectifying the defects pointed out by audit and settle the audit paras at the earliest

RESOLUTION
38/FC/2018/8

RESOLVED THAT the pending audit paras in respect of AG Audit and LF Audit be settled at the earliest by rectifying the defects.

ITEM NO:9

INFORMATION REGARDING RECEIPTS OF TRUST CONTRIBUTION OF 1.75 CRORES.

The receipt of 1.75 crores during 2017-2018 from Institutes Sponsoring Trust as Trust contribution towards Construction of Building at Satellite campus for SF Programmes was informed to the Finance Committee Members.

RESOLUTION
38/FC/2018/9

RESOLVED THAT the receipt of 1.75 crores as Trust Contribution be informed to the BOM and the philanthropic gesture of the Sponsoring Trust be recorded with appreciation.

ITEM NO:10

APPROVAL OF THE ANNUAL ACCOUNT FOR THE YEAR 2017-2018 PREPARED UNDER ACCRUAL BASED ACCOUNT SYSTEM WITH REQUIRED SCHEDULES. ANNEXURE P.NO.56 to 58. ✓

The preparation of annual accounts for the year 2017-2018 on accrual basis as per directions of MHRD/UGC in the prescribed format was examined.

RESOLUTION
38/FC/2018/10

RESOLVED THAT the submission of Annual Accounts on Accrual basis for the year 2017-2018 be approved.

ANY OTHER ITEM WITH THE PERMISSION OF CHAIRPERSON

ITEM NO :11
Table Agenda - 1

INFORMATION OF PLANNING AND MONITORING BOARD MEETING.
ANNEXURE P.NO.59 & 60

The agenda and minutes no:6.3 of 27th Planning and Monitoring board held on 08.09.2018 was placed to the perusal of Finance Committee members.

RESOLUTION **RESOLVED THAT the minutes of 27th Planning and**
38/FC/2018/11 **Monitoring board meeting held on 08.09.2018 be**
noted and brought to BOM.

ITEM NO:12
Table Agenda - 2

DISPOSAL OF OLD LIGHT VEHICLES AND PURCHASE OF NEW LIGHT
VEHICLE. ANNEXURE P.NO.61 to 64

The sale of three old light vehicles and purchase of two new light vehicle by following Government norms were informed to the Finance Committee Members

RESOLUTION **RESOLVED THAT the sale and purchase of light**
38/FC/2018/12 **vehicles as mentioned in table agenda 2 be noted**
for information and the same may be brought to
BOM.

SUGGESTION GIVEN BY FINANCE COMMITTEE MEMBERS

- 1) The Finance Committee Members unanimously recommended to go in for revision of fees from the next academic year in view of providing required facilities to the students.

- 2) The Finance Committee Members unanimously recommended to approach affluent alumnae to sponsor for the higher studies of poor students who are unable to pay the fees.
- 3) The Finance Committee Members unanimously recommended to empower the students for employability by conducting courses in soft and communication skill.
- 4) The Finance Committee Members unanimously recommended to introduce job oriented new courses to the students from the next academic year.
- 5) After knowing the status of shortage of Non-Teaching Supervisory Administrative Staff the Finance Committee Members unanimously recommended to engage 'OFFICERS ON CONTRACT' on need basis from Self Financing Account till the required staff strength approved by the UGC.
- 6) The Finance Committee Members unanimously recommended to monitor Administrative functions by establishing TASK FORCE.

The Chairperson readily agreed to consider the above valuable recommendations of the Finance Committee members and assured to take necessary steps for implementation.

The Meeting ended with the vote of thanks by the Registrar.

The Registrar thanked all the Finance Committee Members for their constructive advisory role for the growth of the Institute.