



**NANDHA ENGINEERING COLLEGE**  
(Autonomous)

**CIRCULAR**

Date: 10.08.2023

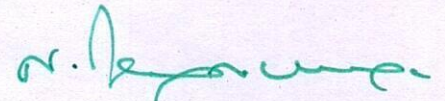
NEC/Cir/2023-2024/76

| <b>Classification</b> | <b>ROUTINE</b>                             | <b>IMMEDIATE</b>                            |
|-----------------------|--|---|
| Academic              | Originator: Chairman,<br>Finance Committee | Circulated to: Finance<br>Committee members |

Sub.: 13<sup>th</sup> Finance Committee meeting – reg.

\*\*\*\*\*

The 13<sup>th</sup> meeting of finance committee is scheduled on 17.08.2023 at 4.00 PM in the Board room ,Nandha Engineering College, Erode. Hence, all the committee members are requested to attend the meeting as per schedule.

  
PRINCIPAL



# NANDHA ENGINEERING COLLEGE

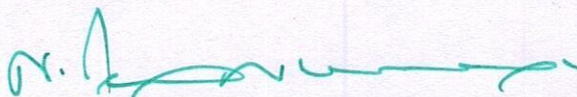
(Autonomous)  
Erode – 638 052

## FINANCE COMMITTEE MEETING

|                      |            |                      |                   |
|----------------------|------------|----------------------|-------------------|
| <b>Academic Year</b> | 2022-2023  | <b>Meeting No.</b>   | 13                |
| <b>Venue</b>         | Board room | <b>Date and Time</b> | 17.8.23 & 4.00 PM |

### AGENDA

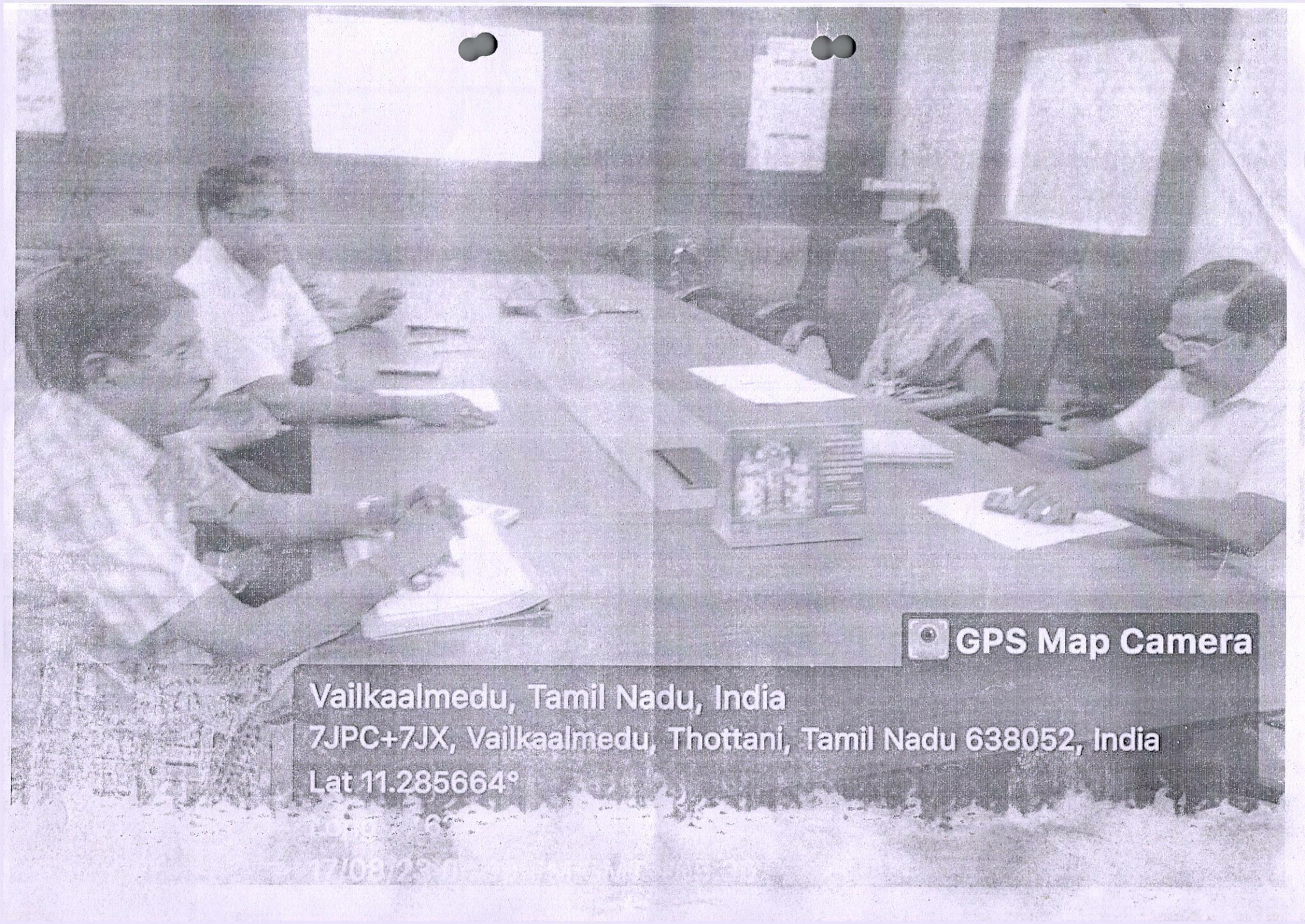
| <b>ITEM</b> | <b>DETAILS</b>   |
|-------------|--|
| 13.1        | Welcome by the Chairman of Finance Committee   |
| 13.2        | Approval of the minutes of the 12 <sup>th</sup> finance committee meeting held on 27.9.2022. |
| 13.3        | Ratification of Budget utilization for the college during the financial year 2021-2022       |
| 13.4        | Approval of Allotted Budget for the College during the Year 2022-23                          |
| 13.5        | Ratification of Budget utilization for the COE during 2022-2023(Even semester)               |
| 13.6        | Approval of Budget estimate for the COE section during the year 2023-2024                    |
| 13.7        | Approval of Proposed & Approved Budget for the College during the Year 2023-24               |
| 13.8        | Revision of hospitality amount revised from Rs.50 to Rs.75 per session.                      |
| 13.9        | Any other item.  |


  
FINANCE COMMITTEE CHARIMAN

**Annexure – I**

**List of Members for the Finance Committee Meeting.**

| <b>Sl. No.</b> | <b>Name &amp; Designation</b>   | <b>Category</b>                                       |
|----------------|---|---|
| 1.             | <b>Dr. N. Rengarajan,<br/>Principal,<br/>Nandha Engineering College.</b>  | <b>Finance Committee – Chairman</b>                   |
| 2.             | <b>Dr.K.M.Parammasivam,<br/>Professor &amp; Head<br/>Department of Aerospace<br/>Engineering,MIT Campus,<br/>Chennai.</b> | <b>University Nominee</b>                             |
| 3.             | <b>Thiru A. Sivaprakasam,<br/>Chief Financial Officer,<br/>Nandha Educational Institutions.</b>                           | <b>Nominee of the Governing Body</b>                  |
| 4.             | <b>Dr.J.Senthil,<br/>Professor /CSE,<br/>Nandha Engineering College.</b>  | <b>Senior-most Faculty nominated<br/>by Principal</b> |
| 5.             | <b>Mr. S. Nandhakumar Pradeep,<br/>Secretary,<br/>Sri Nandha Educational Institutions.</b>                                | <b>Co-opted Member</b>                                |
| 6.             | <b>Mr. S. Thirumoorthi<br/>Secretary,<br/>Nandha Educational Institutions.</b>  | <b>Co-opted Member</b>                                |
| 7.             | <b>Mr. A.K. Velusamy,<br/>Administrative Officer ,<br/>Nandha Engineering College.</b>                                    | <b>Co-opted Member</b>                                |
| 8.             | <b>Mr. P. Thirumoorthy<br/>DCOE,<br/>Nandha Engineering College.</b>  | <b>Co-opted Member</b>                                |



 **GPS Map Camera**

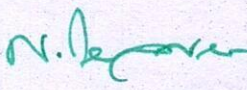

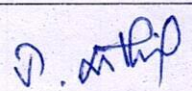
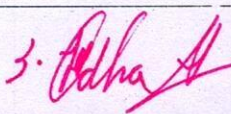

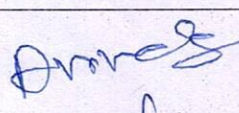
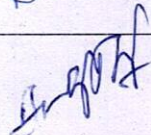
Vailkaalmedu, Tamil Nadu, India

7JPC+7JX, Vailkaalmedu, Thottani, Tamil Nadu 638052, India

Lat 11.285664°

Annexure – II

List of Members Attending Finance Committee Meeting.

| Sl. No. | Name & Designation   | Category   | Signature   |
|---------|--|--|---|
| 1.      | Dr. N. Rengarajan,<br>Principal,<br>Nandha Engineering College.  | Finance Committee<br>– Chairman                  |    |
| 2.      | Dr.K.M.Parammasivam,<br>Professor & Head<br>Department of Aerospace<br>Engineering,MIT Campus,<br>Chennai. | University Nominee                               | - AB -  |
| 3.      | Thiru A. Sivaprakasam,<br>Chief Financial Officer,<br>Nandha Educational Institutions.                     | Nominee of the<br>Governing Body                 |    |
| 4.      | Dr.J.Senthil,<br>Professor /CSE,<br>Nandha Engineering College.  | Senior-most Faculty<br>nominated by<br>Principal |    |
| 5.      | Mr. S. Nandhakumar Pradeep,<br>Secretary,<br>Sri Nandha Educational Institutions.                          | Co-opted Member                                  |   |
| 6.      | Mr. S. Thirumoorthi<br>Secretary,<br>Nandha Educational Institutions.                                      | Co-opted Member                                  |  |
| 7.      | Mr. A.K. Velusamy,<br>Administrative Officer ,<br>Nandha Engineering College.                              | Co-opted Member                                  |  |
| 8.      | Mr. P. Thirumoorthy<br>DCOE,<br>Nandha Engineering College.  | Co-opted Member                                  |  |



# NANDHA ENGINEERING COLLEGE

(Autonomous)

## MINUTES OF THE FINANCE COMMITTEE

The 13th meeting of the Finance Committee was held as given bellow:

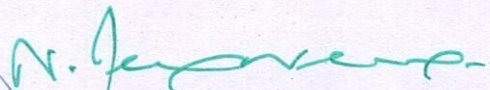
|                                 |   |                      |                      |
|---------------------------------|---|----------------------|----------------------|
| <b>Academic Year</b>            | 2023-2024   | <b>Meeting No.</b>   | 13                   |
| <b>Venue</b>                    | Offline Mode  | <b>Date and Time</b> | 17.08.23<br>4.00 P.M |
| <b>List of Members Attended</b> | The list of members attended is given in the Annexure – I |                      |                      |

The Principal welcomed the members of Finance Committee Members.

The Committee considered the items given in the agenda and deliberations are given bellow.

| ITEM           | DETAILS  |
|----------------|--|
| 13.1           | <b>Welcome by the Chairman of Finance Committee</b>  |
| 13.2           | Approval of the minutes of the 12 <sup>th</sup> finance committee meeting held on 27.9.2022.       |
| <b>Details</b> | The committee reviewed the minutes of the 12 <sup>th</sup> finance committee meeting and approved  |
| 13.3           | Ratification of Budget utilization for the college during the financial year 2021-2022             |
| <b>Details</b> | The committee reviewed the Budget utilization for the college during the financial year 2021-2022. |
| 13.4           | Approval of Allotted Budget for the College during the Year 2022-23                                |
| <b>Details</b> | The committee reviewed the Budget Approved for the College during the Year 2022-23.                |

|                |   |
|----------------|---|
| 13.5           | Ratification of Budget utilization for the COE section during 2022-2023(Even semester)  |
| <b>Details</b> | Ratification of Budget utilization for COE section for the 2022-2023(Even semester)   |
| 13.6           | Approval of Budget estimate for the COE section for the year 2023-2024.   |
| <b>Details</b> | The committee reviewed the Budget and Expenditure for CoE for the year 2023-2024 and approved.                                      |
| 13.7           | Approval of Proposed & Approved Budget for the College during the Year 2023-24  |
| <b>Details</b> | The committee reviewed the proposed budget which includes CoE budget and approved for the year 2023-2024 and the details are given. |
| 13.8           | Revision of hospitality amount revised from Rs.50 to Rs.75 per session.   |
| <b>Details</b> | The committee reviewed the Revision of hospitality amount revised from Rs.50 to Rs.75 per session and approved.                     |
| 13.9           | <b>Any other item.</b>  |
|                | Nil   |

  
FINANCECOMMITTEE – CHAIRMAN

(Dr.N.RENGARAJAN)

**NANDHA ENGINEERING COLLEGE (AUTONOMOUS)**  
**OFFICE OF CONTROLLER OF EXAMINATIONS**  
**Total Expenditure for Conduct of End Semester Examinations - April-May 2022**

| File No      | Particulars   | Online Transaction | Cheque Transaction | Cash (Self cheque Rs.) | Expenditure Amount  | Yet To Be Debited |
|--------------|---|--------------------|--------------------|------------------------|---------------------|-------------------|
| I            | Project & Practical (UG & PG)                                 | 333165.00          | 29640              | 12400                  | 375,205.00          | 0                 |
| II           | Theory Online Exam (UG & PG)                                  | 181520.00          | 53075              | 1,615                  | 236,210.00          | 0                 |
| III          | Valuation and Revaluation(UG & PG)                            | 446480.50          | 42930              | 300                    | 489,710.50          | 0                 |
| IV           | Result Passing Board  | 42583.00           | 12080              | 0                      | 54,663.00           | 0                 |
| V            | Question Paper Setting  | 194000.00          | 0                  | 0                      | 194,000.00          | 0                 |
| VI           | UR, Squad, Malpractice, Scrutinizing and Answer Key Claim     | 137160.00          | 0                  | 0                      | 137,160.00          | 0                 |
| VII          | Remuneration for Principal, DCOE & Non Teaching Claim         | 108403.00          | 0                  | 0                      | 108,403.00          | 0                 |
| VIII         | One Credit Courses  | 161340.00          | 0                  | 0                      | 161,340.00          | 0                 |
|              | COE Office Regular Stationery, Academic and Software Expenses | 3397.55            | 39650              | 14,419                 | 57,466.55           | 0                 |
| X            | Degree Certificate & Provisional Certificate                  | 0                  | 704171             | 0                      | 704,171.00          | 0                 |
| XI           | TDS Expenses  | 0                  | 12560              | 0                      | 12,560.00           | 0                 |
| <b>TOTAL</b> |   | <b>1608049.05</b>  | <b>894106</b>      | <b>28734</b>           | <b>2,530,889.05</b> | <b>0</b>          |

Amount Received from Autonomous A/C to COE A/C:

Cash Expenses:

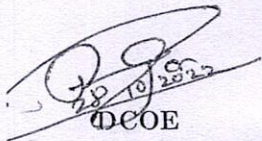
| S.No                  | Date     | Details  | Amount            | S.No.                         | Date     | Details               | Amount      |
|-----------------------|----------|--|-------------------|-------------------------------|----------|-----------------------|-------------|
| 1                     | 01.06.22 | Opening Bank Balance                               | 251,489.89        | 1                             | 01.06.22 | Opening Cash Balance  | 22          |
| 2                     | 01.06.22 | Opening Cash Balance                               | 22                | 2                             | 08.06.22 | Cash Withdrawn Amount | 10000       |
| 3                     | 14.07.22 | Amount from Autonomous A.C to COE A.C Ch.no-098539 | 1,000,000         | 3                             | 18.07.22 | Cash Withdrawn Amount | 10000       |
| 4                     | 05.09.22 | Duplicate Hall Ticket Amount                       | 21,600            | 4                             | 01.08.22 | Cash Withdrawn Amount | 10000       |
| 5                     | 06.09.22 | Amount from Autonomous A.C to COE A.C Ch.no-098540 | 1,000,000         | <b>Total Cash withdrawn</b>   |          |                       | 30022       |
| 6                     | 12.10.22 | Amount from Autonomous A.C to COE A.C Ch.no-098543 | 600,000           | <b>Total Cash Expenditure</b> |          |                       | 28734       |
| <b>Remaining Cash</b> |          |  |                   |                               |          |                       | <b>1288</b> |
| <b>TOTAL</b>          |          |  | <b>2873111.89</b> |                               |          |                       |             |

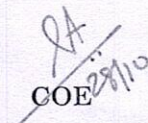
Total Expenditure:

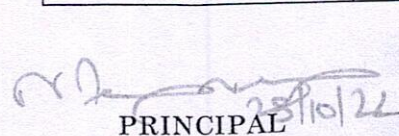
|                                |                   |
|--------------------------------|-------------------|
| Total Amount Received from CFO | 2,873,111.89      |
| Total Expenditure              | 2,530,889.05      |
| <b>Remaining Amount</b>        | <b>342,222.84</b> |

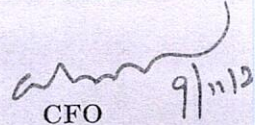
Cash Balance:

|                      |                   |
|----------------------|-------------------|
| Cash in Bank         | 340,934.84        |
| Cash in Hand         | 1288              |
| <b>Total</b>         | <b>342,222.84</b> |
| Yet To Be Debited    |                   |
| Cash Balance in Bank | 340,934.84        |

  
DCOE

  
COE 28/10

  
PRINCIPAL 28/10/22

  
CFO 9/11/22



**Nandha Engineering College, Erode - 52**  
**Budget Requirement for the Academic Year 2023-2024**  
**Office of the Controller of Examinations**

Dt. 16.03.2023

| Sl.No. | Details of Requirement                        | ODD Semester (Nov-2023) | Even Semester (April-2024) | Total (lakhs)  |
|--------|---|-------------------------|----------------------------|----------------|
| 1      | Practical (UG PG Practical )                  | 400000                  | 375000                     | 775000         |
| 2      | Theory Exam (UG & PG)                         | 350000                  | 310000                     | 660000         |
| 3      | Theory (UG PG Valuation)                      | 750000                  | 725000                     | 1475000        |
| 4      | Project Viv Voce                              | 0                       | 150000                     | 150000         |
| 5      | One credit Course Claim                       | 400000                  | 300000                     | 700000         |
| 6      | UR and Squard                                 | 40000                   | 30000                      | 70000          |
| 7      | Result Passing Board                          | 50000                   | 75000                      | 125000         |
| 8      | Theory Revaluation (UG & PG)                  | 10000                   | 10000                      | 20000          |
| 9      | Question paper Scuritizing(UG PG)             | 200000                  | 140000                     | 340000         |
| 10     | Question Paper Setting Claim (UG & PG)        | 400000                  | 350000                     | 750000         |
| 11     | Answer Key claim                              | 100000                  | 100000                     | 200000         |
| 12     | COE Stationary and other Regular Expenditure  | 100000                  | 100000                     | 200000         |
| 13     | Exam paper                                    | 0                       | 100000                     | 100000         |
| 14     | Course to be conducted to staff Imporvement   | 75000                   | 75000                      | 150000         |
| 15     | Purchase of Laptop(2 Nos)                     | 120000                  | 0                          | 120000         |
| 16     | Software update and renewal details           | 500000                  | 100000                     | 600000         |
| 17     | Single valuation table (Study table) 150x1500 | 225000                  | 0                          | 225000         |
| 18     | Graduation Certificate to university 850x1000 | 100000                  | 850000                     | 950000         |
|        | <b>Total</b>                                  | <b>3820000</b>          | <b>3790000</b>             | <b>7610000</b> |

Total Budget (Round off) = 76,00,000 /-

SA  
COE 16/03

D. M. P.  
Director

Principal  
12.2.23

CFO 19/3/23

S. T.  
Secretary 19/6/23

16.3.23



**NANDHA ENGINEERING COLLEGE**  
(Autonomous)

**ACTION TAKER REPORT THE 13<sup>th</sup> FINANCE COMMITTEE**

Date :30.10.23

| ITEM | DETAILS   | Action taken  |
|------|---|---|
| 1    | Revision of hospitality amount revised from Rs.50 to Rs.75 per session.   |   |
|      | The committee reviewed the Revision of hospitality amount revised from Rs.50 to Rs.75 per session and approved. | Hospitality amount revised from Rs.50 to Rs.75 per session. |

*(Handwritten signature)*  
30/10/23  
Finance committee – Co-ordinator



# NANDHA ENGINEERING COLLEGE

(Autonomous)

Affiliated to Anna University Chennai \*Approved by AICTE \*Accredited by NAAC (A+ Grade)  
Pitchandampalayam (PO), Vaikkalmedu, Erode - Perundurai Road, ERODE - 638 052

Phone: 04294-225585, 223711, 223722, 226393, Fax: 04294-224787

Website: www.nandhaengg.org

e-Mail: principal@nandhaengg.org

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
PRINCIPAL

Date: 28.02.2024

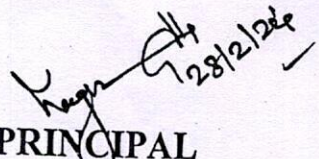
NEC/Cir/2023-24/1011  
Time: 11.00 am

## CIRCULAR

| Classification | ROUTINE                                    | IMMEDIATE                                   |
|----------------|--|---|
| Academic       | Originator: Chairman,<br>Finance Committee | Circulated to: Finance<br>Committee members |

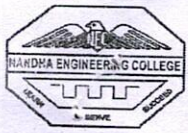
Sub.: 14<sup>th</sup> Finance Committee meeting – reg.

The 14<sup>th</sup> meeting of finance committee is scheduled on 06.03.2024 at 11.30 AM in the Board room, Nandha Engineering College, Erode. Hence, all the committee members are requested to attend the meeting as per schedule.

  
28/2/24 ✓  
PRINCIPAL

Copy to

- Members of the Finance committee (Annexure – I)



# NANDHA ENGINEERING COLLEGE

(Autonomous)

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Pitchandampalayam (PO), Vaikkalmedu, Erode - Perundurai Road, ERODE - 638 052

Phone: 04294-225585, 223711, 223722, 226393, Fax: 04294-224787

Website: [www.nandhaengg.org](http://www.nandhaengg.org)

e-Mail: [principal@nandhaengg.org](mailto:principal@nandhaengg.org)

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

Date: 06.03.2024

## FINANCE COMMITTEE MEETING

|                      |            |                      |                       |
|----------------------|------------|----------------------|-----------------------|
| <b>Academic Year</b> | 2023-2024  | <b>Meeting No.</b>   | 14                    |
| <b>Venue</b>         | Board room | <b>Date and Time</b> | 06.03.2024<br>11.30AM |

## AGENDA

| <b>ITEM</b> | <b>DETAILS</b>   |
|-------------|--|
| 14.1        | Welcome by the Chairman of Finance Committee   |
| 14.2        | Approval of the minutes of the 13 <sup>th</sup> finance committee meeting held on 17.08.23   |
| 14.3        | Ratification of Budget utilization for Nandha Engineering College for the Year 2022-2023     |
| 14.4        | Inclusion/deletion of certain parameters of Audited statement format as per NBA, NACC & NIRF |
| 14.5        | Introduction of formats for various categories of Financial approvals.                       |
| 14.6        | Any other item.  |



# NANDHA ENGINEERING COLLEGE

(Autonomous)

Affiliated to Anna University Chennai ★Approved by AICTE ★Accredited by NAAC (A+ Grade)  
Pitchandampalayam (PO), Vaikkalmedu, Erode - Perundurai Road, ERODE - 638 052  
Phone: 04294-225585, 223711, 223722, 226393, Fax: 04294-224787

Website: [www.nandhaengg.org](http://www.nandhaengg.org)

e-Mail: [principal@nandhaengg.org](mailto:principal@nandhaengg.org)

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

**Date:06.03.2024**

## Annexure – I

### List of Members of the Finance Committee

| Sl. No. | Name & Designation  | Category                                     |
|---------|---|--|
| 1.      | <b>Dr. U.S.Ragupathy,</b><br><b>Principal,</b><br><b>Nandha Engineering College.</b>                                  | <b>Finance Committee – Chairman</b>          |
| 2.      | <b>Thiru A. Sivaprakasam,</b><br><b>Chief Financial Officer,</b><br><b>Nandha Educational</b><br><b>Institutions.</b> | <b>Nominee of the Governing Body</b>         |
| 3.      | <b>Dr.G.Ramani</b><br><b>Professor /EEE,</b><br><b>Nandha Engineering College.</b>                                    | <b>Senior Faculty nominated by Principal</b> |
| 4.      | <b>Mr. S. Nandhakumar Pradeep,</b><br><b>Secretary,</b><br><b>Sri Nandha Educational</b><br><b>Institutions.</b>      | <b>Co-opt Member</b>                         |
| 5.      | <b>Mr. S. Thirumoorthi</b><br><b>Secretary,</b><br><b>Nandha Educational</b><br><b>Institutions.</b>                  | <b>Co-opt Member</b>                         |
| 6.      | <b>Mr. A.K. Velusamy,</b><br><b>Administrative Officer ,</b><br><b>Nandha Engineering College.</b>                    | <b>Co-opt Member</b>                         |
| 7.      | <b>Mr. P. Thirumoorthy</b><br><b>DCOE,</b><br><b>Nandha Engineering College.</b>                                      | <b>Co-opt Member</b>                         |



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e-Mail: [principal@nandhaengg.org](mailto:principal@nandhaengg.org)

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

**Date:06.03.2024**

## Finance Committee Meeting Minutes

| Academic Year             | 2023-2024   | Meeting No | Date and Time          |
|---------------------------|---|------------|------------------------|
| Venue                     | Offline Mode  | 14         | 06.03.2024<br>11.30A.M |
| List of Members Attended. | The list of members attended is given in the Annexure – I |            |                        |

| ITEM    | DETAILS   |
|---------|---|
| 14.1    | <b>Welcome by the Chairman of Finance Committee</b>   |
| 14.2    | <b>Approval of the minutes of the 13<sup>th</sup> finance committee meeting held on 14.08.2023.</b>   |
| Details | Finance committee co-ordinator read the 13 <sup>th</sup> finance committee meeting minutes and the committee members approved the minutes.  |
| 14.3    | <b>Ratification of Budget utilization for Nandha Engineering College for the Year (2022-2023).</b>  |
| Details | The members reviewed the Budget utilization for the college during the financial year(2022-2023).The allocated budget for the Financial year was Rs.2,108 lakh and the Utilization was Rs.2,904 lakh (As per the Audited Statement).The increased expenses are due to Infrastructure and purchase of additional Laboratory Equipment. The members reviewed and ratified the budget utilization. |
| 14.4    | <b>Inclusion of certain parameters in Audited statement as per NBA, NACC &amp; NIRF.</b>  |
| Details | Committee Chairman requested to include certain heads in the Audited statement which are required for NBA, NACC & NIRF.   |
| 14.5    | <b>Introduction of formats for various categories of Financial approvals and Settlement</b>   |
| Details | To enhance the clarity of the budget, certain new formats are to be introduced to get Approval/Claim settlement for Recurring, Non recurring and Programme organised. The revised forms will be followed from the forthcoming Financial year (2024-2025) onwards.   |



# NANDHA ENGINEERING COLLEGE

(Autonomous)

Affiliated to Anna University Chennai \*Approved by AICTE \*Accredited by NAAC (A+ Grade)

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Phone: 04294-225585, 223711, 223722, 226393, Fax: 04294-224787

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e-Mail: [principal@nandhaengg.org](mailto:principal@nandhaengg.org)

**Dr. U.S. RAGUPATHY M.E., Ph.D**

**PRINCIPAL**

|                |  |
|----------------|--|
| 14.6           | <b>Any other item.</b>   |
| <b>Details</b> | <p><b>1.Financial power delegation</b><br/>Finance committee chairman discussed about the limits of the financial power delegation to the Head of the Department, Principal and Secretary.</p> <p><b>2.Revision of fee detail for coursework Examination</b><br/>The controller of Examinations revised the Ph.D scholars course work Registration fee (only for the scholar pursuing under our Institute Research centre) from Rs.6000/- to Rs.3000/-</p> |

  
**Chairman/Finance Committee**



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e-Mail: principal@nandhaengg.org

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

**Date:06.03.2024**

## Annexure – II

### Attendance

| Sl. No. | Name & Designation  | Category                                 | Signature |
|---------|---|--|-----------|
| 1.      | Dr. U.S.Ragupathy,<br>Principal,<br>Nandha Engineering College.                           | Finance Committee –<br>Chairman          |           |
| 2.      | Thiru A. Sivaprakasam,<br>Chief Financial Officer,<br>Nandha Educational<br>Institutions. | Nominee of the Governing<br>Body         |           |
| 3.      | Dr.G.Ramani<br>Professor /EEE,<br>Nandha Engineering College.                             | Senior Faculty nominated<br>by Principal |           |
| 4.      | Mr. S. Nandhakumar Pradeep,<br>Secretary,<br>Sri Nandha Educational<br>Institutions.      | Co-opt Member                            | -         |
| 5.      | Mr. S. Thirumoorthi<br>Secretary,<br>Nandha Educational<br>Institutions.                  | Co-opt Member                            |           |
| 6.      | Mr. A.K. Velusamy,<br>Administrative Officer ,<br>Nandha Engineering College.             | Co-opt Member                            |           |
| 7.      | Mr. P. Thirumoorthy<br>DCEO,<br>Nandha Engineering College.                               | Co-opt Member                            |           |



From

Dr. Dr .C.N.Marimuthu M.E., Ph.D.,  
Professor (ECE) and Dean (R&D),  
Nandha Engineering College,  
Erode

To

The Secretary,  
Sri Nandha Educational Institutions,  
Erode

Through

The Principal  
Nandha Engineering College,  
Erode

Sir

Sub: Requisition letter to revise the PhD Special elective Course work Examination fees for our NEC Research scholars – reg.

I am writing to bring to your attention a matter of concern regarding the examination fees for faculty members pursuing special electives within our institution's research centers.

We currently have four Anna University approved research centers, fostering a conducive environment for the pursuit of Ph.D. degrees. At present, we have 53 dedicated research scholars, contributing significantly to the institution's academic credential. The total number of Ph.D. scholars enrolled not only plays a pivotal role in our NIRF score but also carries considerable weight age in the accreditation processes of NBA and NAAC. Additionally, a higher number of Ph.D. enrolments indirectly supports the generation of quality publications in the institution's name

However, we have observed a discrepancy in the examination fee structure for faculty and other members registered through our research centers, particularly the exam fees for special electives in the course work. Currently, there is a disparity with faculty members being charged Rs 3000/- and other faculty members from external colleges being charged Rs 6000/- for the same special electives.

Considering that both categories of faculty members are essential contributors to our institution, we kindly request your approval to revise the examination fee uniformly Rs 3000/- for each special elective.

We believe that this normalization in the examination fee would foster a more inclusive and supportive academic environment, encouraging continued dedication from all faculty members involved in the research centers. We appreciate your consideration of this matter and look forward to your positive response.

Thank you for your time and understanding

Yours Sincerely,

C.N. Marimuthu  
(Dr C.N.Marimuthu)

Date: 27.11.2023

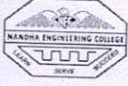
Place: Erode

Forwarded to the Secretary

M. K. Srinivasan

27.11.23

Research scholars pursuing Special electives within our institution's research centers' course work registration



# NANDHA ENGINEERING COLLEGE

(Autonomous)

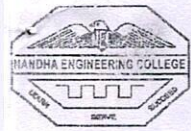
## ACTION TAKER REPORT THE 14<sup>th</sup> FINANCE COMMITTEE

Date : 15.04.2024

| ITEM | DETAILS   | Action taken   |
|------|---|--|
| 1    | <b>Introduction of formats for various categories of Financial approvals and Settlement</b>   |  |
|      | To enhance the clarity of the budget, certain new formats are to be introduced to get Approval/Claim settlement for Recurring, Non recurring and Programme organised. The revised forms will be followed from the forthcoming Financial year (2024-2025) onwards. | New formats are introduced to get Approval/Claim settlement for Recurring, Non recurring and Programme organised .               |
| 2    | <b>Any other items</b>  |  |
|      | <b>1.Financial power delegation</b><br>Finance committee chairman discussed about the limits of the financial power delegation to the Head of the Department, Principal and Secretary.  | The limits of the financial power delegation to the Head of the Department, Principal and Secretary is followed as per the norms |
|      | <b>2.Revision of fee detail for coursework Examination</b><br>The controller of Examinations revised the Ph.D scholars course work Registration fee (only for the scholar pursuing under our Institute Research centre) from Rs.6000/- to Rs.3000/-               | The controller of Examinations revised the Ph.D scholars course work Registration has been revised                               |

*Handwritten signature*  
15/4/24

Finance committee – Co-ordinator



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e-Mail: principal@nandhaengg.org

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

NEC/Cir/2023-24/1071

Date: 26.06.2024

Time: 3.00PM

## CIRCULAR

| Classification | ROUTINE                                    | IMMEDIATE                                   |
|----------------|--|---|
| Academic       | Originator: Chairman,<br>Finance Committee | Circulated to: Finance Committee<br>members |

Sub.: 15<sup>th</sup> Finance Committee meeting – reg.

The 15<sup>th</sup> meeting of finance committee is scheduled on 02.07.2024 at 3.00PM in the Board room, Nandha Engineering College, Erode. Hence, all the committee members are requested to attend the meeting as per schedule.

*K. Raghav*  
26/6/24  
**PRINCIPAL**

Copy to

- Members of the Finance committee(Annexure – I)



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**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

Date: 26.06.2024

## FINANCE COMMITTEE MEETING

|                      |            |                      |                    |
|----------------------|------------|----------------------|--------------------|
| <b>Academic Year</b> | 2023-2024  | <b>Meeting No.</b>   | 15                 |
| <b>Venue</b>         | Board room | <b>Date and Time</b> | 02.07.2024 3.00 PM |

## AGENDA

| <b>ITEM</b> | <b>DETAILS</b>   |
|-------------|--|
| 15.1        | Welcome by the Chairman of Finance Committee   |
| 15.2        | Approval of the minutes of the 14 <sup>th</sup> finance committee meeting held on 06.03.2024 |
| 15.3        | Approval of Budget Allocation for the College during the Financial Year 2024-2025            |
| 15.4        | Approval of Budget estimate for the COE section during the year 2024-2025                    |
| 15.5        | Any other item.  |



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**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

Date: 26.06.2024

## Annexure – I

### List of Members for the Finance Committee Meeting

| Sl. No. | Name & Designation   | Category                                 |
|---------|--|--|
| 1.      | Dr. U.S.Ragupathy,<br>Principal,<br>Nandha Engineering College.                        | Finance Committee – Chairman             |
| 2.      | Thiru A. Sivaprakasam,<br>Chief Financial Officer,<br>Nandha Educational Institutions. | Nominee of the Governing Body            |
| 3.      | Dr.G.Ramani<br>Professor /EEE,<br>Nandha Engineering College.                          | Senior Faculty nominated by<br>Principal |
| 4.      | Mr. S. Nandhakumar Pradeep,<br>Secretary,<br>Sri Nandha Educational Institutions.      | Co-opt Member                            |
| 5.      | Mr. S. Thirumoorthi,<br>Secretary,<br>Nandha Educational Institutions.                 | Co-opt Member                            |
| 6.      | Mr. A.K. Velusamy,<br>Administrative Officer ,<br>Nandha Engineering College.          | Co-opt Member                            |
| 7.      | Mr.Dr. P. Thirumoorthy<br>DCOE,<br>Nandha Engineering College.                         | Co-opt Member                            |



**NANDHA ENGINEERING COLLEGE, Erode-638052**  
(Autonomous)

| S.No                 | Proposed Head                           | Name of the In charge | Proposed budget Rs. |
|----------------------|---|-----------------------|---------------------|
| <b>Non-Recurring</b> |   |                       |                     |
| 1                    | <b>Infrastructure built up</b>          |                       |                     |
|                      | Infra Requirement-Building construction | Infra Co-ordinator    | 56184314            |
| 2                    | <b>Library</b>                          |                       |                     |
|                      | Books, Journals/Magazines and Newspaper | Librarian             | 3142265             |
|                      | Library Maintenance                     |                       | 60550               |
| 3                    | <b>Laboratory equipment</b>             |                       |                     |
|                      | AI&DS                                   | Dean's/HOD'S          | 253000              |
|                      | Agri                                    |                       | 933100              |
|                      | BME                                     |                       | 396000              |
|                      | CHEMICAL                                |                       | 492000              |
|                      | CIVIL                                   |                       | 585000              |
|                      | CSE                                     |                       | 1011500             |
|                      | CSE-CS                                  |                       | 111000              |
|                      | CSE-IOT                                 |                       | 5299709             |
|                      | EEE                                     |                       | 1338500             |
|                      | ECE                                     |                       | 1768000             |
|                      | IT                                      |                       | 155000              |
|                      | MECH                                    |                       | 1407300             |
|                      | S&H                                     |                       | 250000              |
|                      | MBA                                     |                       | 60000               |
|                      | MCA                                     |                       | 136525              |
|                      | Software                                |                       | 6442211             |



**NANDHA ENGINEERING COLLEGE, Erode-638052**  
(Autonomous)

| Other equipment |                                 |                  |         |
|-----------------|---------------------------------|------------------|---------|
|                 | CIPD Equipment                  | Dean/MECH        | 150000  |
|                 | Electrical Equipment & Fittings | A.O-Office       | 150000  |
|                 | Furniture's& Fittings           | A.O-Office       | 8020950 |
|                 | IQAC cell Equipment             | IQAC             | 100000  |
|                 | Principal Office Equipment      | Principal Office | 100000  |
|                 | Administrative office Equipment | A.O-Office       | 100000  |
|                 | Placement office Equipment      | Placement cell   | 50000   |
|                 | Sports Equipment                | PD               | 500000  |
| Recurring       |                                 |                  |         |
| 4               | Consumables                     |                  |         |
|                 | AI&DS                           | Dean's/HOD'S     | 10000   |
|                 | Agri                            |                  | 52000   |
|                 | CHEMICAL                        |                  | 19000   |
|                 | CIVIL                           |                  | 142400  |
|                 | CSE                             |                  | 25000   |
|                 | CSE-CS                          |                  | 7000    |
|                 | CSE-IOT                         |                  | 5000    |
|                 | EEE                             |                  | 9000    |
|                 | ECE                             |                  | 57480   |
|                 | IT                              |                  | 140000  |
|                 | MECH                            |                  | 36000   |
|                 | S&H                             |                  | 76370   |
|                 | MBA                             |                  | 51500   |
|                 | MCA                             |                  | 0       |



**NANDHA ENGINEERING COLLEGE, Erode-638052**  
(Autonomous)

|   |  |                       |           |
|---|--|-----------------------|-----------|
| 5 | Salary(Teaching,Non-teaching, Visiting/Adjunct faculty and other Staff Salary) | A.O-Office            | 180000000 |
| 6 | <b>Maintenance and spares</b>  |                       |           |
|   | Garden Maintenance   | A.O-Office            | 300000    |
|   | Repair and Maintenance-Infrastructure  | A.O-Office            | 10000000  |
|   | Repair and Maintenance-Laboratory  | Dean's/HOD'S          | 1182660   |
|   | Transport Maintenance  | Transport office      | 500000    |
| 7 | <b>Research &amp; Development</b>  |                       |           |
|   | Energy & Green audit Certification   | HOD/EEE & Mech        | 72000     |
|   | CLD Activities   | Prof.Thiruneelakandan | 500000    |
|   | CIPD Activities  | Dean/Mech             | 486000    |
|   | Paper publication Expenses   | Dean/R&D              | 400000    |
|   | Seed money   | Dean/R&D              | 200000    |
|   | Faculty training programme   | Dean/R&D              | 300000    |
|   | IIC Activities   | Dean/Mech             | 64000     |
|   | International conference   | Dean/R&D              | 486000    |
|   | Testing & Consultancy Expenses   | Dean/R&D              | 400000    |
|   | NPTEL-fund to faculty  | Dean/Civil            | 240000    |
| 8 | <b>Training and Travel</b>   |                       |           |
|   | Seminars /Workshop and conference Attended                                     | Dean/Civil            | 400000    |
|   | Placement Expenses   | Placement office      | 9000000   |
| 9 | <b>Miscellaneous allowances (Sports, Department and College Functions)</b>     |                       |           |
|   | Advertisement  | A.O-Office            | 1000000   |
|   | Alumni Expenses(Interaction,Meet)  | Ms.Vasuki             | 181000    |
|   | Association membership fee paid to Association of Management,                  | A.O-Office            | 5000      |





**NANDHA ENGINEERING COLLEGE, Erode-638052**  
(Autonomous)

|           |   |                   |          |
|-----------|---|-------------------|----------|
|           | Coimbatore  |                   |          |
|           | Banking charges   | A.O-Office        | 200000   |
|           | Concession(Scholarship/Freeship)                                  | A.O-Office        | 22500000 |
|           | Electricity charges & Diesel for Genset                           | A.O-Office        | 9000000  |
|           | ID Card Expenses  | Librarian         | 100000   |
|           | Insurance   | Students affairs  | 500000   |
|           | Internet charges(1GB)   | HOD/IT            | 1000000  |
|           | NSS/NCC Charges   | NSS Co-ordinator  | 50000    |
|           | Postage, Telegraph & Courier                                      | A.O-Office        | 150000   |
|           | Printing & Stationery   | A.O-Office        | 1800000  |
|           | Sports & Sports day Expenses                                      | A.O-Office        | 850000   |
|           | Students welfare  | A.O-Office        | 150000   |
|           | Telephone & mobile Charges  | A.O-Office        | 800000   |
|           | Uniform Expenses  | A.O-Office        | 500000   |
|           | Website Charges   | Mr.Mani/CSE       | 45000    |
|           | MoU Activities  | Dean's/HOD'S      | 221000   |
|           | Department club activities  | Dean's/HOD'S      | 672000   |
| <b>10</b> | <b>Others (University, Functions, Extracurricular activities)</b> |                   |          |
|           | Affiliation Expenses  | Mr.Ramamoorthy    | 1500000  |
|           | AICTE fee   | Mr.Ramamoorthy    | 550000   |
|           | Association Expenses(Students)                                    | Dean's/HOD'S      | 1648000  |
|           | Autonomous fee  | Mr.Ramamoorthy    | 125000   |
|           | Certificate verification fees                                     | Mr.Ramamoorthy    | 50000    |
|           | Club Activities Expenses(PCD)                                     | Club co-ordinator | 200000   |



# NANDHA ENGINEERING COLLEGE, Erode-638052

(Autonomous)

|  |                       |                        |
|--|-----------------------|------------------------|
| COE (Examination Expenses & BoS,PAC,DAB,AC,FC,GB Expenses and others)  | COE Office            | 1000000                |
| Function Expenses(Fresher's day, Induction program, Annual day, Sports day, Cultural day, Innovation day, Placement day) | Head/Students Affairs | 500000                 |
| Inspection and Processing fees to Anna university  | Mr.Ramamoorthy/O.S    | 350000                 |
| NBA Expenses   | Dean/Civil            | 1886000                |
| NOC for increase in intake   | Mr.Ramamoorthy/O.S    | 25000                  |
| PF Contribution  | A.O-Office            | 400000                 |
| Processing fee to fee fixation committee   | Mr.Ramamoorthy/O.S    | 45000                  |
| Professional bodies  | Dean's/HOD'S          | 260400                 |
| <b>TOTAL</b>   |                       | <b>35,62,40,734.50</b> |

Administrative Officer

Secretary



**NANDHA ENGINEERING COLLEGE**  
(Autonomous)

**ACTION TAKER REPORT THE 15<sup>th</sup> FINANCE COMMITTEE**

Date : 5.7.24

| ITEM | DETAILS | Action taken |
|------|---------|--------------|
| NIL  |         |              |

*(Handwritten signature)*

Finance committee – Co-ordinator



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e-Mail: principal@nandhaengg.org

**Dr. U.S. RAGUPATHY M.E., Ph.D**

**PRINCIPAL**

**Date : 2.07.2024**

## Finance Committee Meeting Minutes

| Academic Year            | Venue      | Meeting No                               | Date and Time        |
|--------------------------|------------|--|----------------------|
| 2023-2024                | Board room | 15                                       | 02.07.2024 & 3.00P.M |
| List of Members Attended |            | Attendance is given in the Annexure – II |                      |

| ITEM           | DETAILS  |
|----------------|--|
| 15.1           | <b>Welcome by the Chairman of Finance Committee</b>  |
| 15.2           | <b>Approval of the minutes of the 14<sup>th</sup> finance committee meeting held on 06.03.2024</b>   |
| <b>Details</b> | Finance committee co-ordinator read the 14 <sup>th</sup> finance committee meeting minutes and the committee members approved the minutes. |
| 15.3           | <b>Approval of Budget Allocation for the College during the Financial Year (2024-2025)</b>   |
| <b>Details</b> | The committee reviewed the Budget Approved for the College during the Year (2024-25) and approved.   |
| 15.4           | <b>Approval of Budget estimate for the COE section during the year (2024-2025)</b>   |
| <b>Details</b> | The committee reviewed the Budget estimate for the COE section during the year (2024-25) and approved.                                     |
| 15.5           | <b>Any other item.</b>   |
| <b>Details</b> | NIL  |

  
**Chairman/Finance Committee**



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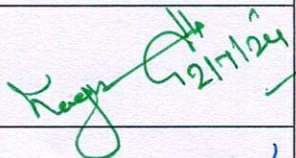


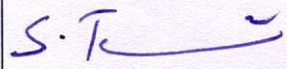
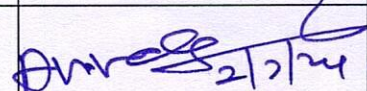
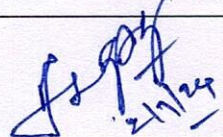
e-Mail: principal@nandhaengg.org

**Dr. U.S. RAGUPATHY M.E., Ph.D**  
**PRINCIPAL**

**Date : 2.07.2024**

## Annexure – II

### Attendance

| Sl. No. | Name & Designation   | Category                                 | Signature  |
|---------|--|--|--|
| 1.      | Dr. U.S.Ragupathy,<br>Principal,<br>Nandha Engineering College.                        | Finance Committee –<br>Chairman          | <br>21/7/24   |
| 2.      | Thiru A. Sivaprakasam,<br>Chief Financial Officer,<br>Nandha Educational Institutions. | Nominee of the<br>Governing Body         | <br>21/7/24   |
| 3.      | Dr.G.Ramani<br>Professor /EEE,<br>Nandha Engineering College.                          | Senior Faculty<br>nominated by Principal | <br>21/7/24 |
| 4.      | Mr. S. Nandhakumar Pradeep,<br>Secretary,<br>Sri Nandha Educational<br>Institutions.   | Co-opt Member                            | -AB-   |
| 5.      | Mr. S. Thirumoorthi,<br>Secretary,<br>Nandha Educational Institutions.                 | Co-opt Member                            |             |
| 6.      | Mr. A.K. Velusamy,<br>Administrative Officer ,<br>Nandha Engineering College.          | Co-opt Member                            | <br>21/7/24 |
| 7.      | Mr.Dr. P. Thirumoorthy<br>DCOE,<br>Nandha Engineering College.                         | Co-opt Member                            | <br>21/7/24 |