



MANAKULA VINAYAGAR

INSTITUTE OF TECHNOLOGY

An Autonomous Institution
 Affiliated to Pondicherry University, Approved by AICTE, New Delhi,
 Accredited by NBA, New Delhi and NAAC with 'A' Grade
 Kalittheerthalkuppam, Puducherry - 605 107.



FINANCE COMMITTEE

Minutes of the First Meeting of the Finance Committee held on Friday, the 29th August 2025.

The First Meeting of the Finance Committee of Manakula Vinayagar Institute of Technology (Autonomous) held on Friday, the 29th August 2025 at 11.30a.m at the Conference Hall with the Principal in the Chair.

The following members were present in the Meeting:

SI No.	Name of the Member	Designation, Address of the FC Member	Position in the FC
1	Dr. S. MALARKKAN	Principal/MVIT	Chairman – Finance Committee
2	Mr. HARIRAM SINGH	Internal Auditor, SMVET	Member
3	Dr. M. JAYEKUMAR	Professor, ECE and Dean(Placements)/MVIT	Member
4	Mr. K.KRISHNASAMY	Deputy Registrar, MVIT	Member Secretary

MVIT - 1st Finance Committee Meeting: AGENDA ITEMS:

FC2025.01.1 To consider and approve the fees structure under various Heads for the existing programmes for the AY 2025-26 in respect of:

- Engineering (UG, PG and Ph.D Programmes)
- BBA & MBA and BCA & MCA Programmes

FC2025.01.2 To consider and approve the fee to be charged for Transport services to the students for various routes of operations for the AY 2025-26.

FC2025.01.3 To consider and approve the fee to be charged for Hostel dwellers towards the cost of Boarding and Lodging for the AY 2025-26.

Dr. S. MALARKKAN
Principal

Dr. Sayekumar M
Dean - Placements



L. Balakrishnan
K. KRISHNASAMY
DR/DOIT

FC2025.01.4 To deliberate and approve the Budget for the AY 2025-26 received from various Departments of:

- Engineering (UG, PG and Ph.D Programmes)
- BBA & MBA and BCA & MCA Programmes

FC2025.01.5 To consider and approve the Budget proposed for the additions for Central Library for the AY 2025-26.

FC2025-01.6 To the appraise and approve the proposed Total Recurring and Non-recurring expenditure for the Academic Year 2025-26.

FC2025.01.7 To consider and approve the Honorarium Travelling Allowance for the External members of various statutory bodies for attending meetings.

EC2025.01.8 To consider and approve

- Proposed Examination Related Fees to be charged from the Academic Year 2025-26
- The rates of remuneration, TA & DA payable, honoraria payable to various persons in connection with examinations work such as Question Paper setting, Scheme of Evaluation, Scrutiny, Script Evaluation, etc for the AY 2025-26 AND
- The Budget of expenditure for the conduct of examinations by the Controller of Examinations.

FC2025.01.9 To appraise the Budget utilized for the Academic year 2024-25.

FC2025.01.10 To appraise and approve the proposed Budget for the financial year 2025-26

FC2025.01.11 Any other item with the permission of the Chair.

MINUTES OF THE MEETING

Dr.S.Malarkkan, Chairman – Finance Committee and the Principal opened the meeting with a warm welcome and introduced the members and expressed his appreciation for their presence in the Meeting.

The Chairman then proceeded with the Agenda of the Meeting one by one. After detailed discussion, all the Agenda items were accepted and recommended by the Committee.

John
McGinn



B. Haller

Agenda

FC2025.01.1 To consider and approve the fees structure under various Heads for the existing programmes for the AY 2025-26 in respect of:

- Engineering (UG, PG and Ph.D Programmes)
- BBA & MBA and BCA & MCA Programmes

The fee structure of various existing programmes (UG, PG and Ph.D programmes) are provided in Annexure – 1.

Accepted and Recommended.

Agenda

FC2025.01.2 To consider and approve the fee to be charged for Transport services to the students for various routes of operations for the AY 2025-26.

Transport fee to the Students for various routes is given in Annexure – 2.

Accepted and Recommended.

Agenda

FC2025.01.3 To consider and approve the fee to be charged for Hostel dwellers towards the cost of Boarding and Lodging for the AY 2025-26.

Fee to be charged from the Hostel dwellers towards the cost of boarding and lodging is given in Annexure – 3.

Accepted and Recommended.

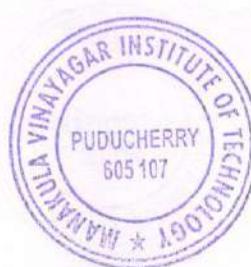
Agenda

FC2025.01.4 To deliberate and approve the Budget for the AY 2025-26 received from various Departments of:

- Engineering (UG, PG and Ph.D Programmes)
- BBA & MBA and BCA & MCA Programmes

Budget for various Departments as provided in Annexure – 4.

Accepted and Recommended.



Agenda

FC2025.01.5 To consider and approve the Budget proposed for the additions for Central Library for the AY 2025-26.

Budget Proposal for Central Library is provided in Annexure – 5.

Accepted and Recommended.

Agenda

FC2025-01.6 To appraise and approve the total Recurring and Non-recurring expenditure for the AY 2025-26.

Details of Recurring and Non-Recurring expenditure are provided in Annexure – 6.

Accepted and Recommended.

Agenda

FC2025.01.7 To consider and approve:

The rates of Honorarium and Travelling Allowance for the External Members of various Statutory Bodies for attending Meetings.

Details of Honorarium and TA are provided in the Annexure - 7

Accepted and Recommended.

Agenda

FC2025.01.8 To consider and approve

- Proposed Examination Related Fees to be charged from the Academic Year 2025-26
- The rates of remuneration, TA & DA payable, honoraria payable to various persons in connection with examinations work such as Question Paper setting, Scheme of Evaluation, Scrutiny, Script Evaluation, etc for the AY 2025-26 AND
- The Budget of expenditure for the conduct of examinations by the Controller of Examinations.

Details of rates for various activities and Budget Proposal of the Examination Cell are given in the Annexure – 8.

Accepted and Recommended.

Agenda

FC2025.01.9 To appraise the Budget utilized for the year 2024-25

Details of the Budget utilized provided in Annexure - 9.

Noted.

Jehil
M. S. S.



B. Balaji
L. Venkateswamy

Agenda

FC2025.01.10 To appraise and approve the proposed Budget for the Year 2025-26.

Details of the Proposed Budget for the Year 2025-26 are provided in Annexure-10.

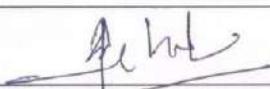
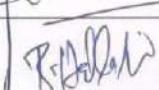
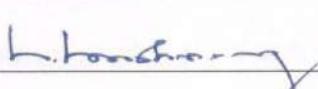
Accepted and Recommended.

Agenda

FC2025.01.11 To consider any other item with the permission of the Chair.

Dr. S. Malarkkan, Chairman – Finance Committee and the Principal of the College concluded the Meeting at 12.30 p.m with vote of thanks.

Members:

SI No.	Name of the Member		Signature
1	Dr. S. MALARKKAN	Chairman – Finance Committee	
2	Mr. HARIRAM SINGH	Member	
3	Dr. M.JAYEKUMAR	Member	
4	Mr. K.KRISHNASAMY	Member Secretary	



MVIT - 1st Finance Committee Meeting - ANNEXURES:

ANNEXURE - 1

Agenda

FC2025.1.1 To consider and approve the fees structure under various Heads for the existing programmes for the AY 2025-26. In respect of:

Engineering - UG, PG and Ph.D Programmes

BBA & MBA and BCA & MCA

1st Year B.Tech & M.Tech Fees Structure (Management Quota)

Department	CSE	IT	ECE	ICB	AIML	RA	FT	EEE	MECH	M.Tech
Tuition Fees	51,300	51,300	51,300	51,300	51,300	51,300	51,300	51,300	51,300	30,000
College Other Fees	30,700	30,700	20,700	30,700	30,700	20,700	20,700	7,700	7,700	0
Accreditation Fees	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Admission Fees	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,000
University Dev. Fund	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Book Fees	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	0
Record Fees	500	500	500	500	500	500	500	500	500	0
Total Fees	1,08,500	1,08,500	98,500	1,08,500	1,08,500	98,500	98,500	85,500	85,500	43,500

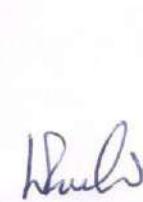
1st Year B.Tech & M.Tech Fees Structure (CENTAC Quota)

Department	CSE	IT	ECE	ICB	AIML	RA	FT	EEE	MECH	M.Tech
Tuition Fees	49,100	49,100	49,100	49,100	49,100	49,100	49,100	49,100	49,100	30,000
College Other Fees	9,400	9,400	9,400	9,400	9,400	9,400	9,400	9,400	9,400	0
Accreditation Fees	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Admission Fees	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,000
University Dev. Fund	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Book Fees	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	0
Record Fees	500	500	500	500	500	500	500	500	500	0
Total Fees	85,000	43,500								

1st Year Fees Structure (BBA & BCA for Management Quota)

Department	B.B.A	B.C.A.
Tuition Fees	50,000	50,000
Admission Fees	0	0
University Dev. Fund	0	0
Total Fees	50,000	50,000

T.M.-O.-A


PRINCIPAL
MANAKULAI VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

A.O-MIT

1st Year Fees Structure (M.B.A. & M.C.A. Management Quota)

Department	M.B.A	M.C.A.
Tuition Fees	43,600	40,000
College Other Fees	16,400	0
Accreditation Fees	10,000	0
Admission Fees	1,000	0
University Dev. Fund	2,500	0
Total Fees	73,500	40,000

1st Year Fees Structure (M.B.A. & M.C.A. CENTAC Quota)

Department	M.B.A	M.C.A.
Tuition Fees	43,600	40,000
College Other Fees	6,400	0
Accreditation Fees	10,000	0
Admission Fees	1,000	0
University Dev. Fund	2,500	0
Total Fees	63,500	40,000

1st Year Fees Structure (Ph.D Programme)

Department	Ph.D
Tuition Fees	30,000
University Registration Fees	5,010
Total Fees	35,010


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 2

Agenda

FC2025.1.2 To consider and approve the fee to be charged for Transport services to the students for various routes of operations for the AY 2025-26.

PROPOSED BUS FEES STAGE WISE FOR THE YEAR 2025-2026 As on 01.06.2025

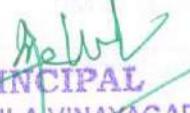
SI. No	NAME OF THE BOARDING PLACE	Bus Fees Fixed for (I,II,III,IV) YEAR (2024-2025)	Proposed Bus Fees for (I,II,III) YEAR (2025-2026)	Proposed Bus Fees for (IV) YEAR (2025-2026)
1	Cuddalore To MIT	25,500	26,000	22,000
2	Tindivanam To MIT	26,500	27,000	23,000
3	Panruti To MIT	24,500	25,000	21,000
4	Neyveli To MIT	26,500	27,000	23,000
5	Nellikuppam To MIT	26,500	27,000	23,000
6	Marakkanam To MIT	27,500	28,000	24,000
7	Kurunjipadi To MIT	28,500	29,000	24,500
8	Pondy To MIT	22,000	22,500	19,500
	Villianur To MIT	20,500	21,000	18,000
	Thavalakuppam To MIT	22,500	23,000	19,500
	Pillaichavady To MIT	23,000	23,500	20,000
	Ganapathychettikulam To MIT	23,500	24,000	20,500
	Bahour To MIT	22,000	22,500	19,500
9	Villupuram To MIT	20,500	21,000	18,000
10	Vadamangalam To MIT	17,000	17,500	15,000
11	Thirukanur To MIT	17,000	17,500	15,000
12	Madukarai To Nettapakkam To MIT	17,000	17,500	15,000
13	Koliyanur To MIT	17,000	17,500	15,000
14	Valavanur To MIT	14,500	15,000	12,500
15	Sanjeevi Nagar To MIT	25,000	25,500	22,000
16	Kuruvinatham To MIT	22,000	22,500	19,500
17	Thiruvanthipuram To MIT	26,500	27,000	23,000
18	Pakkam X road To MIT	17,000	17,500	15,000
19	Sellipet To MIT	20,500	21,000	18,000


A-O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM

20	Pallur To MIT	27,500	28,000	24,000
21	Embalam To MIT	22,000	22,500	19,500
22	Cuddalore – OT To MIT	26,500	27,000	23,000
23	Kurunjipadi To MIT	28,500	29,000	24,500
24	Kariyamanikam To MIT	17,000	17,500	15,000
25	Vanur To MIT	24,000	24,500	20,500
26	Koonimedu To MIT	25,500	26,000	22,000
27	Vadalur To MIT	28,000	28,500	24,500
28	Vikkaravandi To MIT	25,500	26,000	22,000
29	Thavalakuppam To MIT	22,500	23,000	19,500
30	Sedurapet To MIT	23,500	24,000	20,500
31	Koonimedu To MIT	25,500	26,000	22,000
32	Kannikovil To MIT	25,500	26,000	22,000
33	Tiruchitrambalam X Road To MIT	23,000	23,500	20,000
34	Vazhuthavur To MIT	23,500	24,000	20,500
35	Veerampattinam To MIT	22,000	22,500	19,500
36	Mailam To MIT	26,500	27,000	23,000
37	Gingee To MIT	28,000	28,500	24,000


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTH MALKUPPAM
PUDUCHERRY-605 107

ANNEXURE -3

Agenda

FC2025.1.3 To consider and approve the fee to be charged for Hostel dwellers towards the cost of Boarding and Lodging for the AY 2025-26.

Hostel fees : Rs. 80,000/- per year [Includes Room Rent, E-B-Charges, Water Charges].

Abdul

A.O-MIT

Abdul
~~PRINCIPAL~~
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 4

Agenda

FC2025.1.4

To deliberate and approve the Budget for the AY 2025-26 received from various Departments of:

- Engineering (UG, PG and Ph.D Programmes)
- BBA & MBA and BCA & MCA Programmes

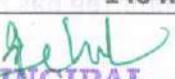
The following are the overall Budget Proposal requested by various departments for grant of fund for the year 2025-26.

S.No.	Department	Budget Amount Requested Rs-in Lakhs
1	EEE	42.20
2	ECE	62.10
3	CSE	58.16
4	IT	31.50
5	MECH	22.90
6	R&A	7.30
7	FT	7.20
8	ICB	55.61
9	AIML	8.40
10	MCA	38.60
10	MBA	8.25
11	GENERAL ENGINEERING	6.55
12	OFFICE & LIBRARY	1495.23
	TOTAL	1844.00

Finance Committee has recommended Rs 1404.10 Lakh against the proposed Budget of Rs 1844.00 Lakh detailed as below:

S.No.	Department	Grant of funds Rs. in Lakhs
1	EEE	30.00
2	ECE[UG, PG and Ph.D]	45.00
3	CSE	53.00
4	IT	28.00
5	MECH	15.00
6	R&A	07.00
7	FT	07.00
8	ICB	50.00
9	AIML	08.00
10	MCA	36.60
11	MBA	08.00
12	GENERAL ENGINEERING	06.50
13	OFFICE & LIBRARY	1110.00
	TOTAL	1404.10


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

Departmentwise Details are given in the ANNEXURE - 4

EEE Department

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Laboratory Equipment	25.30
2	Software	5.00
3	Consumables	1.40
4	Research & Development	3.50
5	Maintenance and Spares	3.00
6	Training & Travel	2.00
7	Miscellaneous Expenses	2.00
TOTAL		42.20

Finance Committee has recommended Rs 30.00 Lakh against the proposed Budget of Rs 42.20 Lakh.

ECE Department [UG, PG and Ph.D]:

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Laboratory Equipment	21.10
2	Software	5.00
3	Consumables	1.00
4	Research & Development	3.00
5	Maintenance and Spares	15.00
6	Training & Travel	8.00
7	Miscellaneous Expenses	9.00
TOTAL		62.10

Finance Committee has recommended Rs 45.00 Lakh against the proposed Budget of Rs 62.10 Lakh.

CSE Department

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Computer Peripherals & Software	37.60
2	Consumables & Raw Materials	0.06
3	Maintenance and Spares	12.00
4	Research & Development	0.30
5	Training & Travel	5.00
6	Miscellaneous Expenses	3.20
TOTAL		58.16

Finance Committee has recommended Rs 53.00 Lakh against the proposed Budget of Rs 58.16 Lakh.

IT Department

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Computer Peripherals and Software	16.40
2	Consumables & Raw Materials	0.10
3	Maintenance and Spares	10.00
4	Research and Development	0.50
5	Training & Travel	0.50
6	Miscellaneous Expenses	4.00
TOTAL		31.50

Finance Committee has recommended Rs 28.00 Lakh against the proposed Budget of Rs 31.50 Lakh.

MECHANICAL Department

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Laboratory Equipment	1.15
2	Software	17.00
3	Consumables & Raw Materials	2.36
4	Maintenance & Spares	1.80
5	Research and Development	0.00
6	Training & Travel	0.26
7	Miscellaneous Expenses	0.31
8	Other Items	0.02
TOTAL		22.90

Finance Committee has recommended Rs 15.00 Lakh against the proposed Budget of Rs 22.90 Lakh.

ROBATICS & AUTOMATION

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Laboratory Equipment	4.50
2	Software	0.50
3	Research and Development	0.50
4	Consumables & Raw Materials	0.20
5	Maintenance & Spares	0.50
6	Training & Travel	0.50
7	Miscellaneous Expenses	0.50
8	Others	0.10
TOTAL		7.30

Finance Committee has recommended Rs 07.00 Lakh against the proposed Budget of Rs 07.30 Lakh.


A.O.-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

FT Department

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Laboratory Equipment	4.70
2	Consumables & Raw Materials	0.60
3	Maintenance & Spares	0.40
4	Research and Development	0.20
5	Department Library Establishment	0.70
6	Training & Travel	0.40
7	Miscellaneous Expenses	0.20
TOTAL		7.20

Finance Committee has recommended Rs 07.00 Lakh against the proposed Budget of Rs 07.20 Lakh.

CSE-ICB Department

1	Computer Peripherals	36.83
2	Consumables & Raw Materials	0.08
3	Maintenance & Spares	9.50
4	Research and Development	2.00
5	Training & Travel	5.00
6	Miscellaneous Expenses	2.20
TOTAL		55.61

Finance Committee has recommended Rs 50.00 Lakh against the proposed Budget of Rs 55.61 Lakh.

CSE - AIML Department

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Computer Peripherals	3.20
2	Consumables & Raw Materials	0.20
3	Maintenance & Spares	2.00
4	Research and Development	1.00
5	Training & Travel	1.00
6	Miscellaneous Expenses	1.00
TOTAL		8.40

Finance Committee has recommended Rs 8.00 Lakh against the proposed Budget of Rs 8.40 Lakh.

A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

T.M-O.A

MCA Department [BCA & MCA]:

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Computer Peripherals and Software	25.00
2	Consumables & Raw Materials	0.10
3	Maintenance and Spares	1.00
4	Research and Development	0.25
5	Training & Travel	0.25
6	Furniture	12.00
TOTAL		38.60

Finance Committee has recommended Rs 36.60 Lakh against the proposed Budget of Rs 38.60 Lakh.

MBA Department [BBA & MBA]

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Maintenance & Spares	0.60
2	Training & Travel	3.85
3	Placement Activities	1.20
4	Departmental Activities	2.00
5.	Miscellaneous Expenses	0.60
TOTAL		8.25

Finance Committee has recommended Rs 08.00 Lakh against the proposed Budget of Rs 08.25 Lakh.

General Engineering

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Physics & Chemistry Laboratory Equipment	2.50
2	Consumables & Raw Materials	0.20
3	Maintenance & Spares	0.10
4	Research and Development	0.00
5	Training & Travel	3.50
6	Miscellaneous Expenses	0.25
TOTAL		6.55

Finance Committee has recommended Rs 06.50 Lakh against the proposed Budget of Rs 6.55 Lakh.

A.O-MIT

PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

OFFICE

S.No.	Heads	Budget Amount Requested Rs-in Lakhs
1	Salary	924.00
2	Advertisement Charges	42.00
3	Function Expenses	25.00
4	Sports Expenses	5.00
5	Registration & Affiliation	25.00
6	Students Development & Training	100.00
7	Non Recurring & Other Expenses	374.23
TOTAL		1495.23

Finance Committee has recommended Rs 1110.00 Lakh against the proposed Budget of Rs 1495.23 Lakh.

**OVERALL SUMMARY OF BUDGET PROPOSAL AND DEPARTMENTWISE ALLOTMENT FOR THE
ACADEMIC YEAR 2025-26.**

The following are the **overall Budget Proposal** requested by various departments for grant of fund and **Recommended** by the Finance Committee for the year 2025-26.

S.No.	Department	Budget Amount Requested Rs-in Lakhs	Recommended by Finance Committee Rs in Lakhs
1	EEE	42.20	30.00
2	ECE [UG, PG & Ph.D]	62.10	45.00
3	CSE	58.16	53.00
4	IT	31.50	28.00
5	MECH	22.90	15.00
6	R&A	07.30	07.00
7	FT	07.20	07.00
8	ICB	55.61	50.00
9	AIML	08.40	08.00
10	MCA	38.60	36.60
11	MBA	08.25	08.00
11	GENERAL ENGINEERING	06.55	06.50
13	OFFICE & LIBRARY	1495.23	1110.00
Total		1844.00	1404.10

hhs
A.O-MIT

g
PRINCIPAL
MANAKULAVINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

IM-O-A

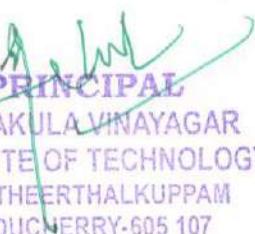
ANNEXURE - 5

Agenda

FC2025.1.5 To consider and approve the Budget proposed for the additions for Central Library for the AY 2025-26.

SL. NO	DESCRIPTION	AMOUNT RS.
1.	DELNET – Institution Membership Renewal	1,85,000
2.	IEEE Transaction Journals – Renewal	2,19,000
3.	J-GATE (Science & Technology)-Institution Subscription(e-Journals)	77,000
3.	British Council & Malibnet Membership Renewal	15,000
4.	Department wise Library Books	11,50,000
5.	International & National Journals (Hard Copy)	2,75,000
6.	Technical Magazine & Magazine (Hard Copy)	62,500
7.	Library News papers	16,500
<i>Total</i>		20,00,000


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 6

FC2025-1.6 To appraise and finalise the total Recurring and Non-recurring expenditure for the Academic Year 2025-26.

	<u>IN LAKHS</u>
PROPOSED – NON RECURRING EXPENDITURE	- 324
PROPOSED – RECURRING EXPENDITURE	
• STAFF COST	- 984
• OPERATION & OTHER EXPENSES	- 531
• INTEREST & FINANCIAL CHARGES	- 5
Recurring Expenditure TOTAL	1844 [In Lakhs]


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 7

Agenda

FC2025.1.7 To consider and approve:

The rates of Honorarium and Travelling Allowance for the External Members of various

Statutory Bodies for attending Meetings:

Sl.No.	Name of the Meeting	Amt of Honorarium	Travelling Allowance		
			[To and fro upto 400 KMs] – Own Car / Taxi	[To and fro above 400KMs] TRAIN	FLIGHT / Bus-[Non-AC/ AC Bus]
1.	Governing Body	Rs 10,000/-	Rs 15 per KM including Toll charges	Actual Fare (AC 2 Tier) + Local Conveyance	Actual fare + Local Conveyance
2.	Academic Council	Rs 10,000/-	Rs 15 per KM including Toll charges	Actual Fare (AC 2 Tier) + Local Conveyance	Actual fare + Local Conveyance
3.	Board of Studies	Rs 3000/-	Rs 15 per KM including Toll charges	Actual Fare (AC 2 Tier) + Local Conveyance	Actual fare + Local Conveyance


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 8

Agenda

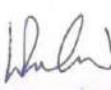
FC2025.1.8

To consider and approve

- Proposed Examination Related Fees to be charged from the Academic Year 2025-26
- The rates of remuneration, TA & DA payable, honoraria payable to various persons in connection with examinations work such as Question Paper setting, Scheme of Evaluation, Scrutiny, Script Evaluation, etc for the AY 2025-26 AND
- The Budget of expenditure for the conduct of examinations by the Controller of Examinations.

PROPOSED EXAMINATIONS RELATED FEES from the Academic Year 2025-26

Sl.No	Particulars	Amount(Rs.)
1	Exam Application fees	100
2	Grade Sheet	150
3	Consolidate Grade Sheet	1000
4	Duplicate Grade Sheet	500(1 st Time) 3000(2 nd Time)
5	Genuineness/ Certificate Verification/Student Verification	1500
6	UG Theory Exam	200
7	PG Theory Exam	300
8	UG Practical	250
10	PG Practical-MTECH,MBA,MCA	600
11	Retotalling	250
12	Revaluation for UG	600
13	Revaluation for PG- Simple Valuation	1000
14	Project UG	300
15	Project PG- MBA	600
16	Project – MTECH PG	750(1 st time) 1000(2 nd time)
17	Academic Transcript	1500
18	Condonation	2500(1 st time) 5000(2 nd time)
19	Name correction in grade Sheet	750
20	Exam fees Late Payment Fine	100/Day
21	Course Completion Certificate	300
22	Degree Certificate	750
23	Supplementary Exam	500
24	Exam Registration Fees UG -@admission time	500
25	Exam Registration Fees PG -@admission time	750
27	Provisional Certificate	300
28	Re Admission	5000
29	Scribe	500
30	Photocopy of Answer Script	200
31	Integrated Course – UG Program	200+150=350
32	Integrated Course – PG Program	700


A.O-MIT


PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

33	Challenge Valuation	5000
34	Mitigation Exam	NIL
35	Rank Certificate from 4 th to 10 th Rank	250
36	Percentage Equivalent Certificate CGBA to % Conversion	300

W.W.S
A.O-MIT

Debbarma
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

Debbarma
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

Debbarma
A.O-MIT

Proposal for Approval of Rates for Examination wing from AY 2025-26:

Sl. No.	Particulars	Rate
	Question paper setting & Scrutiny	
1.	Question Setting	Rs 1000 per paper
2.	Answer key	Rs 500 per paper
3.	Question paper Scrutiny	Rs 2000 for External Member
	Conduct of Theory Examination	
1.	Hall preparation work before Exam AND Hall rearrangement work after Exam	Supervisor = Rs 1000 per semester Manpower = Rs 200 per person [Maximum Rs 5000 per semester]
2.	Pre Exam AND Post Exam work: Asst. Superintendents = 4 Clerical staff = 4 Office Attenders = 2	Asst. Superintendents = Rs 150 per session [Maximum 4 A.S per session] Clerical Staff = Rs 100 per day Office Attender= Rs 50 per day
3.	Chief Superintendent	Rs 300 per session
4.	Addl Chief Superintendent	Rs 300 per session
5.	Invigilator / Hall Supervisor per 30 students	Rs 200 per session
6.	Squad	Rs750/ Squad/ Semester/Max. 6 Squads
7.	Scribe	Rs 200 per candidate
8.	Dummy Numbering	Rs 40 / 100 Answer script
9.	Water maid per session /250 students	Rs 100 per day
	Practical and Project Work Examination	
1.	Preparation and Conduction: Internal Examiners: Practical UG/PG	UG: Rs 125 per batch (Rs 100 for more than one batch) UG – Rs 40 per student (Practical) PG: Rs 150 per session PG – Rs 50 / student (Practical) UG – Rs 50 per student (Project) PG – Rs 250 / student (Project – M.Tech) PG – Rs 75 / student (Project – MCA, MBA)
	Skilled Assistant *	Rs. 10/- per candidate & Min. Rs. 100/- per session
	Asst. Supt./Hall Supt. *	Rs. 100/- per session
	Electrician *	Rs. 50/- per session
	Waterman *	Rs. 40/- per session
	Sweeper *	Rs. 40/- per session
	*Remuneration is not admissible for project and comprehensive viva -voce	
2.	Preparation and Conduction: External Examiners Practical UG/PG	UG: Rs 125 per batch (Rs 100 for more than one batch) UG – Rs 40 per student (Practical)

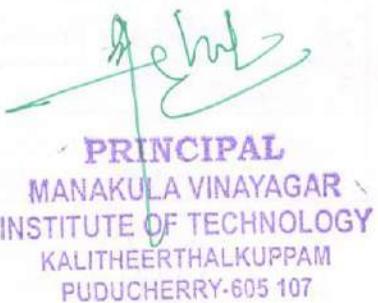
Wah
A.O-MIT

Asw
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHA LALKUPPAM
PUDUCHERRY-605 107

		PG: Rs 150 per session PG – Rs 50 / student (Practical) UG – Rs 50 per student (Project) PG – Rs 250 / student (Project – M.Tech) PG – Rs 100 / student (Project – MCA, MBA)
	Central Valuation	
1.	Board Chairman	Rs 2000 per day
2.	Chief Examiner (Appointed if the Number of Answer Scripts in the exceeds 1000)	Rs 1500 per day
3.	Valuation per session / per paper Maximum 25 per session UG PG	UG: Rs 30 per paper PG : Rs 40 per paper
4.	Revaluation (Minimum payable) UG PG	UG: Rs 30 per paper PG: Rs 40 per paper Min Rs 500 for External Examiner
5.	Attendees - 2	Rs 100 per day
6.	External Examiners – Travelling Allowance	1.Rs 500 for distance less than 60 km(two way) 2.Rs 8 per km for more 60km (two way)
7.	External Examiners – Daily Allowance	Rs 300 per day
8.	External Examiners – Refreshments, Snacks, Lunch	Will be provided by College
	Examination Software	Rs 1,00,000 per month
	Honorarium for CoE, Dy.CoE, ACoE:	
1.	Controller of Examinations	Maximum of Rs 50,000/- per semester for approximately 3000 students.
2.	Dy. Controller of Examinations	
3.	Asst. Controller of Examinations	



A.O-MIT



PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

TIRI-O.A

Proposed Budget Expenditure for conduct of Examinations for the Academic Year 2025-26

Recurring Every Year		Amount in Rs
1	Stationary Charges for end semester exam only	9,00,000
	Grade Sheet	3,00,000
	Question paper	50,000
2	Question Paper Setting	12,80,000
		TOTAL 25,30,000

Valuation Charges

1	Theory Exam	UG = 9,26,400 PG = 2,17,600	11,44,000
2	Practical Exam	UG = 15,54,000 PG = 36,000	15,90,000
3	TA Charges	UG = 3,56,000 PG = 3,60,000	7,16,000
4	DA Charges	UG = 1,64,000 PG = 34,050	2,00,000
5	Conducting End Semester Exam		8,50,000
6	Meeting Expenditure, Scrutiny Board, Result Publishing Board		1,00,000
7	Software expenditure		12,00,000
8	Honorarium for CoE, Dy. CoE, ACoE: 1. Controller of Examinations 2. Dy. Controller of Examinations 3. Asst. Controller of Examinations	Maximum of Rs 50,000/- per semester approximately for 3000 students Total Rs 1,00,000	
		TOTAL:	59,00,000

Non Recurring – One Time Investment

1	Hi Speed Copier	TIM-O.A
2	Digital Color Printer	
3	Copier Machine	
	TOTAL:	10,06,000
	Grand Total:	94,36,000

A.O-MIT

PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 9

Agenda

FC2025.1.9 To appraise the Budget utilized for the year 2024-25

Details of the Budget utilized provided in Annexure -9.

UTILIZATION OF BUDGET AMOUNT

Summary of Departmentwise Amount utilized against allotment of funds in 2024-25

S.No.	Department	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	EEE	25.00	17.76	7.24
2	ECE[UG, PG and Ph.D]	48.60	40.44	8.16
3	CSE	55.88	54.97	0.91
4	IT	20.00	18.97	1.03
5	MECH	30.00	8.05	21.95
6	R&A	6.00	3.46	2.54
7	FT	10.75	1.49	9.26
8	ICB	30.85	17.27	13.58
9	AIML	39.15	5.99	33.16
10	MCA*			
11	MBA	6.05	4.98	1.07
12	GENERAL ENGINEERING	9.35	2.55	6.80
13	OFFICE	1011.34	911.84	99.50
		1026.74	919.37	107.37

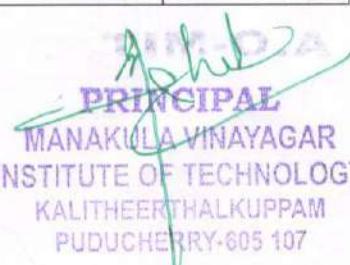
*Started from 2025-26 only

Details of Department wise Amount utilized against allotment of funds in 2024-25:

EEE Department

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Laboratory Equipment	6.90	5.90	1.00
2	Software	0.00	0.00	0.00
3	Laboratory Consumables	1.60	0.00	1.60
4	Research & Development	3.50	3.50	0.00
5	Maintenance and Spares	4.00	3.70	0.30
6	Training & Travel	5.00	2.02	2.98
7	Miscellaneous Expenses	4.00	2.64	1.36
	TOTAL	25.00	17.76	7.24

A.O-MIT


PRINCIPAL
MANAKALA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ECE Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Laboratory Equipment	11.50	9.34	2.16
2	Software	2.00	0.00	2.00
3	Laboratory Consumables	1.10	0.96	0.14
4	Research & Development	3.00	3.00	0.00
5	Maintenance and Spares	14.00	13.60	0.40
6	Training & Travel	8.00	6.06	1.94
7	Miscellaneous Expenses	9.00	7.48	1.52
TOTAL		48.60	40.44	8.16

CSE Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Computer Peripherals & Software	36.83	36.58	0.25
2	Consumables & Raw Materials	0.05	0.00	0.05
3	Maintenance and Spares	11.50	11.28	0.22
4	Research & Development	0.30	0.30	0.00
5	Training & Travel	4.00	3.83	0.17
6	Miscellaneous Expenses	3.20	2.98	0.22
TOTAL		55.88	54.97	0.91

IT Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Computer Peripherals and Software	6.00	5.90	0.10
2	Consumables & Raw Materials	0.50	0.00	0.50
3	Maintenance and Spares	10.00	9.78	0.22
4	Research and Development	0.50	0.50	0.00
5	Training & Travel	0.50	0.41	0.09
6	Miscellaneous Expenses	2.50	2.38	0.12
TOTAL		20.00	18.97	1.03

Abhijit

A.O-MIT

Abhijit
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALUKUPPAM
PUDUCHERRY-605 107

MECHANICAL Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Laboratory Equipment	4.00	0.00	4.00
2.	Software	16.25	0.00	16.25
3.	Consumables & Raw Materials	2.00	1.96	0.04
4.	Maintenance & Spares	2.00	1.90	0.10
5.	Research and Development	0.00	0.00	0.00
6.	Training & Travel	1.75	1.63	0.12
7.	Miscellaneous Expenses	2.25	1.47	0.78
8.	Other Items	1.75	1.09	0.66
TOTAL		30.00	8.05	21.95

Robotics & Automation Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Laboratory Equipment	1.90	1.66	0.24
2.	Software	1.50	0.00	1.50
3.	Research and Development	0.50	0.50	0.00
4.	Consumables & Raw Materials	0.50	0.00	0.50
5.	Maintenance & Spares	0.50	0.40	0.10
6.	Training & Travel	0.50	0.46	0.04
7.	Miscellaneous Expenses	0.50	0.44	0.06
8.	Others	0.10	0.00	0.10
TOTAL		6.00	3.46	2.54

Food Technology Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Laboratory Equipment	8.05	0.00	8.05
2.	Consumables & Raw Materials	0.50	0.14	0.36
3.	Maintenance & Spares	0.50	0.47	0.03
4.	Research and Development	0.10	0.10	0.00
5.	Department Library Establishment	0.70	0.00	0.70
6.	Training & Travel	0.50	0.43	0.07
7.	Miscellaneous Expenses	0.40	0.35	0.05
TOTAL		10.75	1.49	9.26

Hul
A.O-MIT

Prashant
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

CSE – ICB Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Computer Peripherals & Software	20.00	11.80	8.20
2.	Consumables & Raw Materials	0.05	0.00	0.05
3.	Maintenance & Spares	0.50	0.44	0.06
4.	Research and Development	0.30	0.30	0.00
5.	Training & Travel	5.00	2.55	2.45
6.	Miscellaneous Expenses	5.00	2.18	2.82
TOTAL		30.85	17.27	13.58

CSE – AIML Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Computer Peripherals & Software	37.50	4.72	32.78
2.	Consumables & Raw Materials	0.05	0.00	0.05
3.	Maintenance & Spares	0.30	0.12	0.18
4.	Research and Development	0.30	0.30	0.00
5.	Training & Travel	0.50	0.47	0.03
6.	Miscellaneous Expenses	0.50	0.38	0.12
TOTAL		39.15	5.99	33.16

MBA Department:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Maintenance & Spares	0.50	0.45	0.05
2	Training & Travel	1.75	1.46	0.29
3	Placement Activities	1.20	1.00	0.20
4	Departmental Activities	2.00	1.53	0.47
5	Miscellaneous Expenses	0.60	0.54	0.06
TOTAL		6.05	4.98	1.07

Harsh
A.O-MIT

Asw
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALAKUPPAM
PUDUCHERRY-605 107

TM-O-A

General Engineering:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Laboratory Equipment	0.00	0.00	0.00
2.	Consumables & Raw Materials	3.30	0.78	2.52
3.	Maintenance & Spares	0.25	0.22	0.03
4.	Research and Development	0.00	0.00	0.00
5.	Training & Travel	5.50	1.31	4.19
6.	Miscellaneous Expenses	0.30	0.24	0.06
TOTAL		9.35	2.55	6.80

Office:

S.No.	Heads	Amount Sanctioned in Budget – in Lakhs	Amount utilized in Lakhs	Amount not Utilised in Lakhs
1	Salary	839.64	775.48	64.16
2.	Advertisement Charges	20.00	19.98	0.02
3.	Function Expenses	20.00	19.23	0.77
4.	Sports Expenses	5.00	1.76	3.24
5.	Registration & Affiliation	50.00	22.38	27.62
6.	Library Books & Journals	16.70	16.62	0.08
7.	Miscellaneous Expenses	60.00	56.39	3.61
TOTAL		1011.34	911.84	99.50

Abdul
A.O-MIT

Abdul
PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM
PUDUCHERRY-605 107

ANNEXURE - 10

Agenda

FC2025.01.10 To appraise and approve the Proposed Budget for the year 2025-26.

Proposed Budget for the financial year 2025-26

Sources of Income for the year

Revenue:	Rs in Lakhs
College Fees	1500
Indirect Income	400
TOTAL	<u>1900</u>

Application of funds for the year

Non Recurring & Recurring Expenditure

Expenditure

Building Under Construction	25
Lab Equipments	60
Computer / Software / UPS / Accessories	147
Electrical & Fittings	25
Furniture & Fixtures	37
Plant & Machinery	10
Library Books & Journals	20
Advertisement charges and Promotional Activities	42
AMC Charges	50
Bank charges	5
College Function Expenses	25
Exam Cell Expenses	95
Freight Charges	2
Fuel Expenses	5
General Expenses	10
Honorarium	10
Insurance	5
Lab Expenses	15
Legal and Professional Fees	5
Pooja Expenses	2
Postage & Telegraph	2
Printing & Stationery	30
Registration & Affiliation	25
Research & Development	12
Repairs & Maintenance	61
Salary	924
Staff Welfare	10
Sports Expenses	5
SMVET Students Schloarhsip	25
Training & Development Expenses	100
Travelling & Conveyance	5
Contribution to PF & ESI	50
Excess Income over Proposed Expenditure	56
TOTAL	<u>1900</u>


A.O-MIT