



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
Kalitheerthalkuppam, Puducherry- 605 107.

FINANCE COMMITTEE

MVIT - Second Meeting of the Finance Committee: AGENDA ITEMS:

Agenda	Description
FC2026.2.1	To confirm the Minutes of the First Finance Committee Meeting held on 29 th August 2025.
FC2026.2.2	To review the Utilisation of the Fund allocation done during the First Meeting of the Finance Committee in respect of: <ul style="list-style-type: none">• Stationery and Printing• Lab Consumables• Non – Consumables• Equipment Procurements• Guest Lectures• Conferences and Seminars• Research and Development Activities• Library Resources• Physical Education and Sports• Salary of Teaching and Non-Teaching Staff• Computers and Accessories
FC2026.2.3	To consider and approve the fee to be charged for the UG and PG programs in: <ul style="list-style-type: none">• Engineering (UG, PG, and Ph.D Programmes)• BBA & MBA and BCA & MCA for the AY 2026-27
FC2026.2.4	To consider and approve the fee to be charged for Transport services for various Routes AND for the Hostel for the AY 2026-27
FC2026.2.5	To review the Utilisation of funds by Examination Wing in the conduct of End-Semester Examinations (Both Theory and Practical) during the AY 2025-26
FC2026.2.6	To consider and approve the budget of expenditure for the conduct of Even Semester Examinations 2025-26
FC2026.2.7	To review, update and approve the Rates already approved in the First Finance Committee for Examination Wing for conduct of Examination.

FC2026.2.8	To consider and approve the Budget for the following Infrastructure Development activities: a. Construction of Additional Lecture Hall Building b. Creation of New Laboratories for CSE, AIML and CSE(ICB) Departments.
FC2026.2.9	To consider any other item with the permission of the Chair

MINUTES OF THE MEETING

Minutes of the Second Meeting of the Finance Committee held on 27th March 2026 (Friday).

The Second Meeting of the Finance Committee of Manakula Vinayagar Institute of Technology (Autonomous) held on Friday, the 27th March 2026 at 02.30p.m at the Conference Hall with the Principal in the Chair.

The following Members were present in the Meeting:

Sl 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

- 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 approved by the Committee.

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FC2026.2.1 To confirm the Minutes of the First Meeting of the Finance Committee held on 29th August 2025.

Minutes of the First meeting of the Finance Committee were circulated to all the Members. After due discussion, it was resolved to confirm the Minutes of the First Meeting of the Finance Committee held on 29th August 2025.

FC2026.2.2 To review the Utilisation of the Fund allocation done during the First Meeting of the Finance Committee in respect of:

- Stationery and Printing
- Lab Consumables
- Non – Consumables
- Equipment Procurements
- Guest Lectures
- Conferences and Seminars
- Research and Development Activities
- Library Resources
- Physical Education and Sports
- Salary of Teaching and Non-Teaching Staff
- Computers and Accessories

The Chairman presented a summary of Utilisation of the funds allocated under various Heads for the period from 01-04-2026 to 18-03-2026 as under:

MVIT - Utilisation of Funds allocated for the AY 2025-26				
Sl.No	Particulars	Approved Budget for the AY 2025-26 [in Rs]	Expenditure incurred From 01.04.25 To 18.03.26 [in Rs]	% of Utilisation
1	Stationery and Printing	3000000	2997543	99.92
2	Lab Consumables	700000	251695	35.96
3	Non-Consumables	1000000	863651	86.37
4	Equipment Procurements	3500000	1509039	43.12
5	Guest Lectures / Conference / Seminars	500000	338655	67.73

6	Research and Development Activities	1200000	1494450	124.54
7	Library Resources	2000000	2776618	138.83
8	Physical Education and Sports	500000	183397	36.68
9	Salary of Teaching and Non-Teaching Staff	82500000	81633597	98.95
10	Computers and Accessories	11900000	6236164	52.40
11	AMC Charges	3000000	3004280	100.14
12	Advertisement Expenses	3000000	3144909	104.83
13	Repairs & Maintenance	6100000	6593648	108.09
14	Contribution to EPF & ESI	5000000	6246695	124.93
15	Exam Cell Expenses	9500000	3814378	40.15
16	Other Recurring & Non Recurring Expenses	7010000	7964093	113.61
	Total	140410000	129052812	91.91
		14,04,10,000	12,90,52,812	

Accepted and Approved

FC2026.2.3 To consider and approve the fee to be charged for the UG and PG programs in:

- **Engineering (UG, PG, and Ph.D Programmes)**
- **BBA & MBA and BCA & MCA for the Academic Year 2026-27**

The Chairman of the committee presented the following as the Proposed fee to be charged for each Programme per annum:

1st Year B.Tech / BCA / BBA / MCA / MBA - Proposed Fees for the year 2026-2027

Department	Proposed College Fees for the Year 2026-2027 (CENTAC)	Proposed College Fees for the Year 2026-2027 (Management)
EEE	58,000.00	58,000.00
ECE	68,000.00	81,500.00
CSE	68,000.00	91,500.00
IT	68,000.00	81,500.00
MECH	58,000.00	58,000.00

RA	58,000.00	66,500.00
FT	58,000.00	66,500.00
ICB	58,000.00	91,500.00
AIML	58,000.00	81,500.00
BCA	-	50,000.00
BBA	-	50,000.00
MCA	50,000.00	50,000.00
MBA	60,000.00	70,000.00

2nd year B.Tech (Lateral) - Proposed Fees for the year 2026-2027

Department	Proposed College Fees for the Year 2026-2027 CENTAC -Lateral)	Proposed College Fees for the Year 2026-2027 (Management - Lateral)
EEE	58,000.00	58,000.00
ECE	68,000.00	68,000.00
CSE	68,000.00	68,000.00
IT	68,000.00	68,000.00
MECH	58,000.00	58,000.00
RA	58,000.00	58,000.00
FT	58,000.00	58,000.00
ICB	58,000.00	58,000.00
AIML	58,000.00	58,000.00

Accepted and approved

FC2026.2.4 To consider and approve the fee to be charged for Transport services for various routes AND for the Hostel for the AY 2026-27:

The Chairman explained the need for introducing nine New Routes/ Stages for the benefit of the Student community from the Academic Year 2026-27 and presented the fees to be charged for the various routes as below:

PROPOSED BUS FEES STAGE WISE FOR THE YEAR 2026-27

Sl. No	NAME OF THE BOARDING PLACE	Approval Bus Fees for (I,II,III) YEAR (2025-2026)	Proposed Bus Fees for (I,II,III) YEAR (2026-2027)	Proposed Bus Fees for (IV) YEAR (2026-2027) Less-25%
1	Cuddalore To MIT	26,000	27,000	20,250
2	Tindivanam To MIT	27,000	28,000	21,000
3	Panruti To MIT	25,000	26,000	19,500
4	Neyveli To MIT	27,000	28,000	21,000
5	Nellikuppam To MIT	27,000	28,000	21,000
6	Marakkanam To MIT	28,000	29,000	21,750
7	Kurunjipadi To MIT	29,000	30,000	22,500
8	Pondy To MIT	22,500	23,500	17,625
	Villianur To MIT	21,000	22,000	16,500
	Thavalakuppam To MIT	23,000	24,000	18,000
	Pillaichavady To MIT	23,500	24,500	18,375
	Ganapathychettikulam To MIT	24,000	25,000	18,750
	Bahour To MIT	22,500	23,500	17,625
9	Ariyankuppam To MIT	22,500	23,500	17,625
10	Villupuram To MIT	21,000	22,000	16,500
11	Vadamangalam To MIT	17,500	18,500	13,875
12	Thirukanur To MIT	17,500	18,500	13,875
13	Madukarai To Nettapakkam To MIT	17,500	18,500	13,875
14	Koliyanur To MIT	17,500	18,500	13,875
15	Valavanur To MIT	15,000	16,000	12,000
16	Sanjeevi Nagar To MIT	25,500	26,500	19,875

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17	Kuruvinatham To MIT	22,500	23,500	17,625
18	Thiruvanthipuram To MIT	27,000	28,000	21,000
19	Pakkam X road To MIT	17,500	18,500	13,875
20	Sellipet To MIT	21,000	22,000	16,500
21	Pallur To MIT	28,000	29,000	21,750
22	Embalam To MIT	22,500	23,500	17,625
23	Cuddalore – OT To MIT	27,000	28,000	21,000
24	Kurunjipadi To MIT	29,000	30,000	22,500
25	Kariyamanikam To MIT	17,500	18,500	13,875
26	Vanur To MIT	24,500	25,500	19,125
27	Koonimedu To MIT	26,000	27,000	20,250
28	Vadalur To MIT	28,500	29,500	22,125
29	Vikkaravandi To MIT	26,000	27,000	20,250
30	Thavalakuppam To MIT	23,000	24,000	18,000
31	Sedurapet To MIT	24,000	25,000	18,750
32	Thirukovilur To MIT	26,000	27,000	20,250
33	Kannikovil To MIT	26,000	27,000	20,250
34	Tiruchitrambalam X Road To MIT	23,500	24,500	18,375
35	Vazhuthavur To MIT	24,000	25,000	18,750
36	Veerampattinam To MIT	22,500	24,000	18,000
37	Mailam To MIT	New Route	28,000	21,000
38	Gingee To MIT	New Route	29,500	22,125
39	Chidambaram To MIT	New Route	32,000	24,000
40	Kandachipuram To MIT	New Route	26,000	19,500
41	Thirvannamalai To MIT	New Route	31,000	23,250
42	Anumanthai To MIT	New Route	28,000	21,000
43	Arasur To MIT	New Route	23,500	17,625
44	Radhapruam To MIT	New Route	23,500	17,625
45	Kooteripattu To MIT	New Route	26,000	19,500

Proposed Hostel Fees for the year 2026-2027 - Rs. 85,000/- per annum

Accepted and Approved

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FC2026.2.5 To review the Utilisation of funds by Examination Wing in the conduct of End-Semester Examinations (Both Theory and Practical) during the AY 2025-26 AND the Expenditure incurred for conduction of Statutory Bodies/Committee meetings during the year 2025-26.

- 1] Budget allocated for Examination wing for the year 2025 – 26 - **Rs. 95,00,000/-**
Amount utilized for Examination wing from 1.04.25 To 18.03.2026 - **Rs. 38,14,378/-**
- 2] Expenditure incurred for BoS, Academic council and G.B. Meeting in the financial year 2025 – 26 till 18th Mar 2026.
- Board of Studies meeting expenses **Rs. 2,95,580/-**
Academic council meeting expenses **Rs. 1,33,560/-**
Governing Body meeting expenses **Rs. 38,183/-**

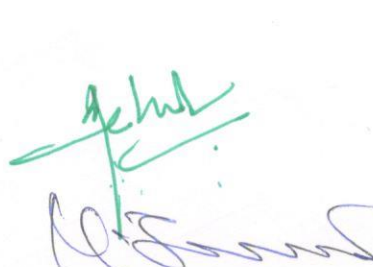


Details of Expenditure are given in the Annexure 4

Accepted and Approved

FC2026.2.6 To consider and approve the budget of expenditure for the conduct of Even Semester Examinations 2025-26

The Chairman presented the details of proposed Budget of Expenditure for conduct of Even Semester Examinations 2025-26 as below.

- a. Proposed Expenditure for conduct of Regular Even Semester Theory & Practical Examinations 2025-26** **Rs 10,90,250.00**
- b. Proposed Expenditure for conduct of Arrear Examinations Theory & Practical Examinations 2025-26** **Rs 69,628.00**

Details of Proposed Expenditure for conduct of Regular Even Semester Theory & Practical Examinations 2025-26		
Sl. No.	Particulars of Expenditure	Amount (in Rs.)
1	Estimated Expenditure for Setting Theory Question Papers	122000
	ESE Q/P Scrutiny Expenditure	60000
2	Estimated Expenditure for Conduct of Theory Examination	35400
3	Estimated Expenditure for Evaluation of Theory Papers	157960
4	Estimated Expenditure towards TA & DA for Evaluation of Theory Answer Scripts	54500
5	Estimated Expenditure on Stationery Items	95500
6	ESE Q/P Scrutiny Expenditure	60000
7	Estimated Expenditure for Conduct of Practical Examination	357140
8	Estimated Expenditure towards TA & DA for Practical Examination	119000
9	Estimated Expenditure – Snacks & Lunch for External Examiners (Theory & Practical)	28750
Total Amount		1090250

Details of Proposed Expenditure for conduct of Arrear Examinations Theory & Practical Examinations 2025-26		
Sl. No.	Particulars of Expenditure	Amount (in Rs.)
2	Estimated Expenditure for Conduct of Theory Examination	5200
3	Estimated Expenditure for Evaluation of Theory Papers	23550
4	Estimated Expenditure towards TA & DA for Evaluation of Theory Answer Scripts	12900
5	Estimated Expenditure on Stationery Items	11498
7	Estimated Expenditure for Conduct of Practical Examination	1680
8	Estimated Expenditure towards TA & DA for Practical Examination	11100
9	Estimated Expenditure – Snacks & Lunch for External Examiners (Theory & Practical)	3700
Total Amount		69628

Details of the Proposed Expenditure are given in Annexure 5.

Accepted and Approved

FC2026.2.7 To review, update and approve the Rates already approved in the First Finance Committee for Examination Wing for conduct of Examination.

The Chairman apprised the need to update the Rates already approved in the First meeting of the Finance Committee and presented the following updated List of Rates applicable for conduct of Examinations.

MVIT - Updated Rates for conduct of Examinations 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-More than 250 Students
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

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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 */ Lab Assistant. *	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) 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

	Revaluation (Minimum payable) UG PG	UG: Rs 30 per paper PG: Rs 40 per paper Min Rs 500 for External Examiner
5.	Tabulator	Rs 300 per session
6.	Attenders - 2	Rs 200 per session
7.	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)
8.	External Examiners – Daily Allowance	Rs 300 per day
9.	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	

Accepted and Approved

FC2026.2.8 To consider and approve the Budget for the following Infrastructure Development activities:

- a) *Construction of Additional Lecture Hall Building*
- b) *Creation of New Laboratories for CSE, AIML and CSE (ICB) Departments*

The Chairman explained the ongoing construction of Additional Lecture Hall Building adjacent to the Main Building at a cost of Rs 11.12 Crore to meet the space requirement for the additional courses.

The Chairman also stated that it is proposed to create New Laboratories for CSE, AIML and CSE (ICB) Departments at cost of Rs 1 Crore.

Noted and Approved

Ashutosh

H. G. Jaiswal




B. K. Bhatnagar

H. G. Jaiswal

FC2026.2.9 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 04.30 p.m with vote of thanks.

Members:

Sl 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	