

**Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College (Autonomous), Kolhapur**

Minutes of the Finance Committee

The Meeting of the Finance Committee was Conducted under the Chairmanship of Prin.S.Y.Hongekar on 15th Dec 2018 at 10 a.m. in the Board Room of the College.

The following members were Present.

- | | |
|--------------------------|----------------------------------|
| 1) Prin.Dr. S.Y.Hongekar | - Chairman |
| 2) Shri. V.T. Patil | - University Nominee |
| 3) Prof. Mr. S.S. Kale | - Faculty |
| 4) Shri. S.B. Sutar | - Finance Officer of the College |

The items in the agenda were discussed and the following decisions were taken unanimously.

Item No. 1:

The Proceeding of the first meeting was approved and finalised.

Item No.2

Autonomous college budget for 2018-19 Prepared by the college was approved and finalised to send to U.G.C . The detail chart is attached.

Item No.3

It was decided to make the provision of the budget of Rs.30,000/- per subject for Publication of text books through library Head from Autonomous college budget.

Item No.4

Theory and Practical examination fee charged by the college for various classes was approved and finalised by the finance committee. The details of fee is given below.

Fees Table

Class	University Fee	Autonomous College fee decided by College	Difference
B.A. I	355	450	95
B.Com I	355	450	95
B.Sc. I	355	450	95
B.B.A.I	495	600	105
B.C.A I	475	900	425
B.Sc. Comp. Science Entire	425	525	100
Biotech Entire I	355	450	95
M.Sc. I Organic Chemistry	785	1200	415
M.Sc. I Physics	785	1200	415
M.Sc. I Maths	785	900	115
M.Com. I	580	680	100
B.Voc. I	355	635	280
Community College. I	530	635	105

The Examination fees for B.C.A. -I, M.Sc. I Organic Chemistry, M.Sc.I Physics & B.Voc. I (Graphic Design& Foundary Technology) is charged over Rs. 100/- due to Practical Examination per semester.

Item No.5

For smooth conduction of examinations the following decisions regarding the staff required for examination and their remuneration were discussed and finalized.

The details are given below.

Staff appointed for CAP centre

Sr. No.	Designation	Number of Staff Allowed
1.	Cap Director	02
2.	Quality	01
3.	Clerk	02
4.	Data entry operator	01
5.	Peon	03
6.	Night Watchman	01

Remuneration Table

Sr. No.	Designation	University Rates (Rs)	College Rates (Rs)
1.	Cap Director	500/- Per day Per person	1000/- per day for 2 persons
2.	Quality Director	500/- Per day Per person	500/- per day per person
3.	Clerk	120/- Per day Per person	125/- Per day per Person
4.	Data entry operator	120/- Per day Per person	125/- Per day per Person
5.	Peon	75/- Per day Per person	80/- Per day per Person
6.	Night Watchman	75/- Per day Per person	80/- Per day per Person

Staff required for conduct of Examination

Sr. No.	Designation	Number of Staff Allowed
1.	External Senior supervisor	01
2.	Internal senior supervisor	01(B.A., B.Com., B.Sc.) 01(Vocational Courses) 01(P.G.Courses)
3.	Junior Supervisors	As per Requirement
4.	Senior Clerk	01
5.	Junior Clerk	02
6.	Peon	05

Remuneration Chart

Sr. No.	Designation	University Rates	College Rates (RS.)
1.	External Senior supervisor	160/- per day	175/- per day
2.	Internal senior supervisor	160/- per day	175/- per day
3.	Junior Supervisors	60/- per session	65/- per session
4.	Senior Clerk	120/- per day	125/- per day
5.	Junior Clerk	75/- per day	80/- per day
6.	Peon	75/- per day	80/- per day

Administrative Staff

Sr. No.	Designation	Number of Staff allowed
1.	Chief COE	
2.	COE(Appointed by Principal)	01
3.	Dy.COE(Appointed by Principal)	01
4.	Finance Officer	01

Remuneration table

Sr. No.	Designation	Rates
1.	Chief COE	Rs.2/- per paper per student per program
2.	COE	Rs.2/- per paper per student per program
3.	Dy.COE	Rs.2/- per paper per student per program
4.	Pre Examination Committee	Rs.4/- per student Equal distribution to each member
5.	Flying squad	Rs.400/- per day Equal distribution to each member
6.	Lapses Committee	As per University rules
7.	Finance Officer	Rs.2000/- lump-sum

Staff required for practical examination and their remuneration table.

Subject	Post	Number	Days	Remuneration Rate
Physics	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	03		17/-per day
	Cleaning day	--	01	44/- per day
	Preparation day	--	02	44/- per day

Chemistry	Examiner	03	As per batches	08/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	03		44/- per day
	Assistant	02		22/- per day
	Attendant	06		17/-per day
	Cleaning day	--		44/- per day
	Preparation day	--	01	44/- per day
Electronics	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	03		17/-per day
	Cleaning day	--		44/- per day
	Preparation day	--	01	44/- per day
Botany	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	02		17/-per day
	Field Collector	01,		17/- per day
	Cleaning day	--	01	44/- per day
	Preparation day	--	02	44/-per day

Zoology	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	03		17/-per day
	Cleaning day	--		44/-per day
	Preparation day	--	01 01	44/- per day
Maths (B.Sc., B.C.S. and Biotech entire)	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	01		17/-per day
	Cleaning day	--		--
	Preparation day	--	-- 01	44/- per day
Statistics (B.Sc., B.C.S.)	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	01		17/-per day
	Cleaning day	--		44/- per day
	Preparation day	--	-- 01	44/- per day

Microbiology	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	02		17/-per day
	Cleaning day	--	01	44/- per day
	Preparation day	--	02	44/- per day
Computer Science(B.Sc.)	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	-		44/- per day
	Assistant	01		22/- per day
	Attendant	01		17/-per day
	Cleaning day	--	--	--
	Preparation day	--	--	--
B.C.A.	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	--		--
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	02		17/-per day
	Project report	--	--	20/- 50 Marks 40/- 100 Marks

B.Sc.Computer Science (Entire)	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	01		44/- per day
	Assistant	01		22/- per day
	Attendant	01		17/-per day
	Cleaning day	--		44/-per day
	Preparation day	--	01	--
			--	
Biotech(Entire & Optional)	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	01		17/-per day
	Cleaning day	--	01	44/-per day
	Preparation day	--	01	44/-per day
Subject	Post	Number	Days	Remuneration Rate
B.Voc.	Examiner	02	As per batches	11/- per day per student per examiner
	Supervisor	01		85/- per day
	Expert	02		44/- per day
	Assistant	01		22/- per day
	Attendant	01		17/-per day
	Cleaning day	--	01	44/-per day
	Preparation day	--	01	44/-per day

Number of Students in a batch for Part-I

Sr. No.	Subject	Number
1.	Chemistry	30-35
2.	Physics	20-25
3.	Electronics	20-25
4.	Botany	25-30
5.	Zoology	25-30
6.	Mathematics	25-30
7.	Statistics	25-30
8.	Microbiology	30-35
9.	B.C.A.	30-40
10.	B.Sc.Computer science(Entire)	25-30
11.	Biotech	30-35
12.	Computer Science(B.Sc.)	25-30
13.	B.Voc.	25-30

Item No. 6

The college decided to convert remaining examination fees in Autonomous Examination development fund for the use of Purchases of dead stock and other required computer software to upgrade the examination cell of the college. This decision was approved and finalised by the committee.

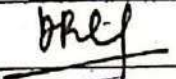
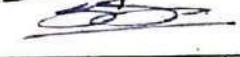
Item No. 7:-

As M.Com course is self funded, it was decided to raise M.Com tuition fee from Rs. 3600/- to 4500/- from the academic year 2019-20 to meet the remunerative expenses of the faculty.

Item No.8

As there was no other issue before the committee Prof.S.S.Kale proposed vote of thanks and the meeting was over.

Finance Committee

Sr. NO.	Name	Designation	Signature
1.	Prin. S.Y.Hongekar	Chairman	
2.	Shri. V.T.Patil	University Nominee	
3.	Prof. Mr.S.S.Kale	Faculty	
4.	Shri. S.B.Sutar	Finance Officer	