No. Majlis/FIN/2024/Minutes/003 13.11.2024

MINUTES OF THE THIRD MEETING OF FINANCE COMMITTEE HELD ON 12 DECEMBER 2024, 11 AM AT PRINCIPAL'S CHAMBER OF THE MAJLIS ARTS AND SCIENCE COLLEGE (AUTONOMOUS)

Agenda:

1. Approval of Budget for the year 2024–25.
2. Consideration of the report of the Subcommittee constituted to study and recommend the remuneration payable to the Controller of Examinations and the Examination Wing staff.
3. Any other matter permitted by the Chair.

Members Present:

1. Dr.Mohamed Kutty Kakkakunnan, Principal & Chairman of Finance Committee
2. Sri. C P Hamza, Secretary & Member of Finance Committee
3. Sri. Noushad N, Director & Member of Finance Committee
4. Sri. Abdul Karim U, CAO & Finance Officer

Observation:

The meeting commenced at 11:00 a.m. under the Chairmanship of the Chairman, Finance Committee. The Chairman welcomed all the members to the meeting. He explained that, since the College has commenced its first Autonomous batch from the 2024 admission, the Budget for 2024–25 requires urgent approval. The meeting discussed the various expenditures incurred so far and examined the draft budget in detail.

He also presented the report of the Subcommittee consisting of Sri. C P Hamza and Sri. Noushad constituted to study and recommend the remuneration payable to the Controller of Examinations and the Examination Wing staff. After detailed discussion, the following decisions were taken:

Item No.1: The Finance Committee approved the Budget for the year 2024–25, which is appended to these minutes.

Item No. 2: The Finance Committee considered the recommendations of the Subcommittee comprising Sri. C.P. Hamza and Sri. Noushad regarding the remuneration payable to the **Controller of Examinations** and the **Examination Wing staff**. After detailed discussion, the Committee approved the remuneration suggested by the Subcommittee as detailed below.

- Rs. 7,000/- per month to the Controller of Examinations
- Rs. 3,000/- per month to the Deputy Controller of Examinations.

The meeting came to an end at 12.00 Noon.

Chairman, Finance Committee

PRINCIPAL
MAJLIS ARTS & SCIENCE COLLEGE
(Autonomous)

MAJLIS ARTS & SCIENCE COLLEGE (Autonomous)
Malappuram
Kerala
Pin: 676552
PURAMANNUR

BUDGET FOR 2024-25		
RECEIPTS		
No	Major Head	Amount in Rs.Lakhs
1	Admission, Application	38.00
2	Tuition fee	890.00
3	Parent Teachers Asssociation	24.00
4	BUS	13.00
5	Building Welfare fund	133.00
6	Royalty	50.00
7	Caution Deposit	20.00
8	Laboratory (user fee, fines)	0.75
9	Library	6.00
10	Examination	36.00
11	Convocation	6.00
12	Uniform	10.00
13	College Union Related	8.00
14	Printing	0.20
15	Miscellanious	15.00
16	Hostel	35.00
Total Expected Receipt		**1284.95**
EXPENDITURE		
1	Administration	46.00
2	Directorate of Admission	4.00
3	Printing & Advt	9.00
4	Affiliation Fee	1.50
5	Regulatory Bodies Fee, Membership etc	1.00
6	Salary and Allowances	470.00
7	Bank Interest and charges	14.00
8	Alumni Meet	3.00
9	Electrical,Fixtures and Fittings etc	45.00
10	Satutory Body Meetings	5.00
11	Construction	150.00
12	Caution deposit refund	20.00
13	Repair & Maintenance	10.00

14	Seminar and Workshops	5.00
15	Computers and accessories	75.00
16	Convacation Programe	8.00
17	Travelling and Conveyance	2.50
18	Donation & Charity	1.00
19	Electricity Charge	27.00
20	Faculty development programme	2.50
21	Laboratory Equipments	20.00
22	Land and Building	50.00
23	Library Books	15.00
24	Insurance Tax premium	5.00
25	Scholarships	60.00
26	Software and Networking	10.00
27	Staff Uniform Expense	6.70
28	Hostel	30.00
29	College Union related	10.00
30	Vehicles Purchase	38.00
31	Repair and MaintenanceGeneral	7.00
32	Repairs and Maintanance-Vehicles	10.00
33	Repair and Mantainace Electrical & Electronics	12.00
34	Examination	40.00
35	Miscellanious	30.00
Total Expected Expenditure		**1243.20**

MAJLIS ARTS & SCIENCE COLLEGE (Autonomous) Malappuram Kerala Pin: 676552 PURAMANNUR

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