

GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS)
KUMBAKONAM
31ST FINANCE COMMITTEE MEETING
MINUTES

Date: 29.09.2025

MATTERS FOR APPROVAL

No	Agenda
FC:31.01	To approve the Statement of Receipts and Payments of the Examination Fees Account for the year 2024–2025 (June to May). Annexure I

Resolution: Approved.

MATTERS FOR RATIFICATION

FC:31.02	To ratify the revised Semester Examination Fees as per Bharathidasan University norms, effective from November 2025. Annexure II
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Resolution: Approved.

FC:31.03	To ratify the provision of Travelling Allowance (III AC & I AC permitted) for External Experts, Resource Persons and Visiting Faculty invited for academic-related programmes.
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Resolution: Approved.

FC:31.04	To approve financial assistance for organizing academic events: - Rs.10,000/- for a one-day National Symposium/Seminar. - Rs.20,000/- for a one-day International Symposium/Seminar. - Rs.25,000/- per day for International Symposium/Seminar with a conference proceeding. (Applicable to all departments).
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Resolution: Approved.

MATTERS FOR DISCUSSION

FC:31.05	Permission is sought to incur an expenditure towards hospitality (tea, coffee, vadai, and biscuits) for Hall Invigilators during Semester Examinations (FN & AN sessions).
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Resolution: Per session maximum Rs.20/- per head. Approved.

FC:31.06	Permission is sought to incur an expenditure limited to a maximum of Rs.500/- or Rs.1000/- (depending on the corum) for providing lunch and refreshments to the Internal Faculty of each department during the Board of Studies Meetings.
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Resolution: Per head Rs.150/- for working lunch and refreshment.

FC:31.07	Permission is sought to provide Daily Allowance (DA) to Internal Faculty during working days for attending Board of Studies Meetings, Academic Council Meetings, Doctoral Committee Meetings, and other official committee meetings.
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Resolution: Approved.

FC:31.08	To accord approval for the following expenditures: i) Fixing of glass doors and windows in the Valuation Hall. ii) Purchase of Computer Systems, Laptop, and Projector for COE office. iii) Purchase and service / Maintenance of Computer Systems, Air conditioners and UPS for College. iv) Purchase of Plastic Chairs and Table for Valuation Hall and Seminar Hall.
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Resolution: Approved.

FC:31.09	To approve the revised Semester Examination Paper Valuation Remuneration (UG & PG) as per Bharathidasan University norms, effective from November 2025. Annexure III
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Resolution: Approved.

FC:31.10	To approve course work examination fee for Ph.D., Students per course is Rs.500/-
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Resolution: Approved.

FC:31.11	To approve the 10% pay hike for the COE Office Staff to be followed in every year.
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.....Annexure IV

Resolution: Approved.

FC:31.12	To approve the increase in sitting fee for Research Committee Members for Board of Study Meeting, Academic Council Meeting and all other academic meetings. ➤ Sitting fees from Rs.500/- to Rs.1000/- (Internal and External) for Doctoral Committee Meetings ➤ Chairman fee fixed as Rs.500/-. ➤ Sitting fee Rs.500/- to all Internal Faculty members.
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Resolution: Approved.

FC:31.13	Approval is requested for TA and DA remuneration for staff members assigned to collect Degree Certificates and other related works from Bharathidasan University.
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Resolution: Approved.

FC:31.14	To approve the revised expenditure for Clerical staff for every 100 candidates per day from @ Rs.60/- to Rs.100/- and Typist staff for every 100 candidates per session from @ Rs.50/- to Rs.100/- services during Theory Examinations.
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Resolution: Approved.

FC:31.15	Multiple Choice Questions setting and valuation remuneration may be fixed as per Bharathidasan University Norms.
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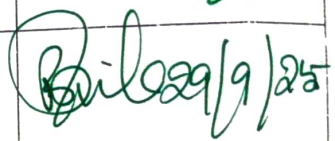
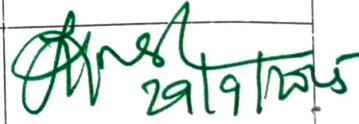
Resolution: Approved.

FC:31.16	Placement cell can be encouraged to conduct a placement oriented examinations of 5 days duration per semester / year by exploiting the services of professionals for final year students. The scheme can be sustained based on the outcome.
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Resolution: Approved.

FC:31.17	All Academic, Research and welfare activities may be carried out based on the IQAC recommendation.
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Resolution: Approved.

S.No	Finance Committee Members	Designation	Signature
1	Dr. A. Gunasekaran, M.A., M.Ed., Ph.D.,	Joint Director of Collegiate Education, Thanjavur Region.	 29/9/25
2	Dr. B. Pramila, M.A., M.Phil., Ph.D.,	Principal	 29/9/25
3	Dr. F. Kurus Malai Selvi, M.Sc., M.Phil., Ph.D., HOD of Computer Science	Controller of Examinations	 29/9/25
4	Dr. S. Sundareswari, M.Sc., M.Phil., Ph.D., Assistant Professor of Computer Science	Deputy Controller of Examination	—
5	Dr. S. Ahila, M.A., M.Phil., Ph.D., HOD of Tamil	Senior Staff Member	 29/9/25
6	Mrs. K. Gomathi, M.A., MLIS., M.Phil.,	Bursar (Incharge)	 29/9/25