



**mysore diocesan educational society®**  
**ST. PHILOMENA'S COLLEGE (Autonomous), MYSORE**  
**Affiliated with the University of Mysore**  
**Reaccredited by the NAAC with B++grade**  
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**Minutes of the Finance Committee Meeting held on 20<sup>th</sup> March 2024**  
**Time: 10.30 am. Venue: Board Room, PG Block**

**The following members were present:**

Sl. No.	Name	Designation
1.	Dr. Ravi J D Saldanha	Principal & Chairperson
2.	Rev. Fr. Dr. Bernard Prakash	Rector
3.	Smt. Rekha K. S	Finance Officer – University of Mysore
4.	Mr. Ronald Prakash Cutinha	Vice Principal – Administration
5.	Dr. Alphonsus D'Souza	Senior Teacher
6.	Mr. A. Thomas Gunaseelan	IQAC Coordinator
7.	Ms. Venitha Lobo	Office Superintendent
8.	Mr. Naveen S	Accountant

**The following members were not present**

1.	Rev. Fr. Madalai Muthu	Treasurer, MDES – G B Nominee
2.	Prof. Othbert Pinto	Director, PG Centre

The Principal Dr. Ravi J D Saldanha, introduced and welcomed the members. He briefed the members about the administrative structure and academic profile and updated the current programmes offered by the institution.

The following agenda was taken up for discussion and approval:

*Agenda 1: Approval of the minutes of the Finance Committee meeting held on March 21, 2023.*

The Principal sought the approval of the minutes of the previous meeting which was circulated among the members. It was approved by Smt. Rekha. K. S, Finance Officer, University of Mysore, and seconded by Mr. A. Thomas Gunaseelan, the IQAC coordinator.

*Decision: Approved*

*Agenda 2: Approval of the Audited Income and Expenditure statements for the following accounts of the financial year 2022-23:*

- a) Grant-in-Aid (State Govt.)*
- b) Non-Grant-in-Aid (Self-financing / Management)*
- c) UGC (Central Govt.)*

Smt. Rekha K. S, the Finance Officer – University of Mysore enquired about the number of bank accounts. Ms. Venita Lobo, the College Office Superintendent explained that there are five bank accounts under aided accounts

1. Joint account (Govt & College Management)
2. College Account
- ~~3. Scholarship account – 1~~
- ~~4. Scholarship account – 2~~
- ~~5. SC & ST Scholarship account~~
- ~~6. Other Scholarships~~
- ~~7. Salary deduction account~~

Smt. Rekha. K. S sought clarification on using financial aid for students received from Government bodies through scholarships. Ms. Venitha Lobo informed that the amount is claimed by the beneficiaries through direct credit to their bank accounts for SC-ST, BCM, and Beedi workers scholarships, whereas C. V. Raman and Sanchi Honnamma Scholarships are credited to the scholarship account from where it's awarded to the deserving students. The unutilized funds are returned to the government after the stipulated period.

The Principal stated that the institution dedicates considerable financial resources to extra-curricular activities (NCC, NSS, Red Cross, Ranger, and Rowers, etc.), co-curricular activities (invited talks, field visits, workshops, conferences), community outreach activities, and capacity building programs for staff.

On the query raised by the Finance officer about the grant-in-aid salaries, the Office Superintendent clarified that the salary for UGC grant-in-aid staff is

credited to the savings bank account through the treasury after approval of the HRM statement.

The net salary is credited to the UGC staff's account and the deduction amount is sent to the salary deduction account. She added that few staff contribute towards government schemes like the Punyakoti scheme

Mr. Ronald Prakash Cutinha informed the members that the college has not received funds from UGC since April 2023. The difficulty of relying on external financial support has made it inevitable for institutions to become self-sustainable. He added that the Research and Development cell of the college which promotes a research culture on the campus, encourages staff to apply for government grants for research projects

*Decision: Approved*

**Agenda 3: Approval of the proposal to implement a 10% increase in the fee structure for aided and self-financing Undergraduate and Postgraduate Programmes for the financial year 2024-25 compared to the fees charged in the previous financial year of 2023-24.**

The members examined the details of the fee structure of all programmes offered in 2023-24.

The Principal explained that a 10% increase in the fee structure for the financial year 2024-25 was proposed considering the salaries and other benefits for the non-grant in-aid staff members who form the majority of the workforce of the institution; welfare schemes, fee concessions for meritorious and needy students; activities of statutory committees like equal opportunities cell, clubs and associations like Old Students Association; administrative and maintenance expenses and infrastructure Upgradation for over 09 UG, 14 PG and 04 PhD existing programmes and strategic planning towards starting of newly proposed courses and programmes like MBA (TH), BCA in Cloud Computing and BCA in Cyber Security. Further, the proposed increase in fee will vary with courses and programmes depending on the nature of the programs (Aided/Self-financing) and the student admissions.

*Decision: Approved*

#### **Agenda 4: Any other matter with the permission of the Chairman**

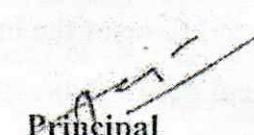
Smt. Rekha. K. S proposed that educational institutions should advocate for the use of the mother tongue and motivate students to embrace our culture and its rich literary heritage. Mr. Ronald Prakash Cutinha highlighted St. Philomena's College's legacy in preserving a substantial collection of resources in the Kannada language. He emphasized the influence of individuals like Prof. M. Krishne Gowda, the former Principal has significantly contributed to Kannada literature. Additionally, he mentioned students' active involvement in activities organized by the renowned theatre organization, Rangayana, and their interest in launching new programs such as a Masters in Kannada.

Smt. Rekha. K. S expressed concerns about gender inequality and emphasized the importance of raising awareness on this issue. The Vice Principal (Administration) reaffirmed the college's dedication to social causes and its prioritization of the welfare of female stakeholders and the public at large. He cited various gender sensitization programs conducted for students and staff in collaboration with NGOs as evidence of this

#### ***Decision: Approved***

The Principal thanked Smt. Rekha. K. S for the valuable suggestions. The meeting concluded with a vote of thanks extended by Mr. Ronald Prakash Cutinha

Date:

  
Principal  
PRINCIPAL  
ST. PHILOMENA'S COLLEGE  
(AUTONOMOUS)  
MYSORE-570015