



JAIN COLLEGE (AUTONOMOUS)

Affiliated to Bengaluru City University
Accredited with 'A+' Grade by NAAC
Recognized by UGC under 2(f)
ISO 21001:2018 Certified

MINUTES OF THE FIRST FINANCE COMMITTEE MEETING

Date: 27th November 2025

Time: 4:00 PM

Venue: Seminar Hall

Members Present:

SL.NO	NAME	DESIGNATION
1	Dr. Naveen Kumar C M	Principal and Chairperson
2	Sri. Ravindra Bhandary	Vice President, JGI
3	Prof. Paramesha C	HoD, Management (UG)
4	Sri. Mahaveer Solanki	Chief Finance Officer

AGENDA

1. Welcome
2. Constitution of the Finance Committee
3. Approval of Revenue Generated through Annual Fees for the Academic Year 2025-26
4. Approval of Examination Fees and Examination related Revenue Generated
5. Approval of Expenditure of Governing Body, Academic Council and Board of Studies and
6. Finance Committee: Sitting fees and other expenses
7. Approval of Capital Expenditure Infrastructure of examinational cell
8. Approval of Printing Charges of Answer Scripts for Semester End Examination
9. Approval of Stationary expenditure for conducting Internal and Semester End Examination
10. Approval of expenditure of QP, coding, decoding, valuation, TA and DA to the examiners
11. Approval of Remuneration for examination functionaries and Practical External Examiners
12. Presentation and Approval of the Annual Budget (2025-26)
13. Approval to Open Separate Examination Account
14. Approval of Financial Provisions for introducing new programs

www.jaincollege.ac.in

Campus:

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AGENDA AND RESOLUTION

1. Welcome

The Chairperson, Dr Naveen Kumar C M, formally welcomed all the members to the First Finance Committee Meeting. The Chair extended gratitude to the Vice President, Jain Group of Institutions, Shri Ravindra Bhandary, Chief Finance Officer, Shri Mahaveer Solanki and HoD, Management (UG) for their presence.

2. Constitution of the Finance Committee

The Chair informed the members about the constitution of the Finance Committee is as per UGC guidelines. The composition were formally recorded and resolved.

3. Approval of Revenue Generated through Annual Fees for the Academic Year 2025-26

The projected Revenue expected from Annual fees for the Academic Year 2025–26 was presented. After deliberation, the proposed estimates were approved unanimously and resolved.

4. Approval of Examination Fees and Examination related Revenue Generated

The committee reviewed the proposed examination fee structure and estimates of revenue from examination activities. The vice president suggested the examination fee be fixed in accordance to BCU Examination Fee with slight revision. After discussion, the committee accorded approval and resolved.

5. Approval of Expenditure of Governing Body, Academic Council and Board of Studies and Finance Committee: Sitting fees and other expenses

Expenditures relating to sitting fees and miscellaneous expenses for the Governing Body, Academic Council, Board of Studies, and Finance Committee were presented. The proposed expenditure was approved and resolved.



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6. Approval of Capital Expenditure Infrastructure of examinational cell

A detailed proposal for strengthening the Examination Cell's infrastructure was presented to the committee. The members approved and resolved the expenditure required for essential upgrades and facilities.

7. Approval of Printing Charges of Answer Scripts for Semester End Examination

The committee reviewed the projected printing costs for answer scripts used in Semester End Examinations. The expenditure was approved as proposed and resolved. The committee also suggested obtaining quotations from two vendors before approval.

8. Approval of Stationary expenditure for conducting Internal and Semester End Examination

The committee examined the stationery requirements for both Internal Assessments and Semester End Examinations. The committee suggested to obtain the required stationery from the Jain Corporate Office.

9. Approval of expenditure of QP, coding, decoding, valuation, TA and DA to the examiners

Expenditures for question paper setting, coding and decoding of scripts, valuation work, and TA/DA for external examiners were discussed. The proposal was approved in full.

10. Approval of Remuneration for Examination functionaries and Practical External Examiners

The Principal proposed the remuneration structure in line with BCU guidelines. The Finance committee reviewed the remuneration structure for invigilators, chief superintendents, squad members, valuation staff, and external practical examiners. The remuneration structure was approved.

11. Presentation and Approval of the Annual Budget (2025-26)

The Annual Budget for the year 2025–26 was presented, after thorough discussion and review, the Annual Budget was approved.



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12. Approval to Open Separate Examination Account

Principal proposed that as per UGC direction, a separate Examination Account to be open for collecting Examination Fee. The Finance committee approved the opening of a separate Examination Account exclusively for examination-related financial transactions.

13. Approval of Financial Provisions for introducing new programs

The proposed new programs for UG and PG was approved with few changes in Fee structure.

Dr. Naveen Kumar C M
(Principal and Chairperson)

Sri. Ravindra Bhandary
(Vice President, JGI)

Prof. Paramesha C
(HoD, Management (UG))

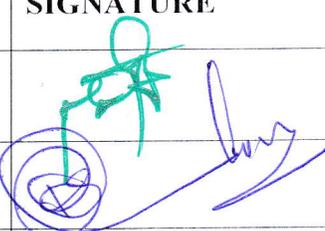
Sri. Mahaveer Solanki
(Chief Finance Officer)



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2	Sri. Ravindra Bhandary	Vice President, JGI	
3	Prof. Paramesha C	HoD, Management (UG)	Paramesha-C
4	Sri. Mahaveer Solanki	Chief Finance Officer	Mahaveer