



KONGU ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
ERODE – 638 107

RESOURCE MOBILIZATION POLICY

Kongu Arts and Science College is a leading co-educational institution in Erode, offering a variety of Programmes in Arts and Science streams. It is an autonomous institution affiliated to Bharathiar University and run by The Kongu Vellalar Institute of Technology Trust, Perundurai.

1. Objective

The objective is to ensure that there is an accountable and transparent approach for mobilization and optimal utilization of resources.

2. Scope

The scope of the resources spans all associated resources employed in the institution for the promotion of a learner-centric ecosystem.

3. Sources of Resource Mobilization

- Application fee, Tuition Fee, Exam Fee, Bus Fee and Hostel fee as per the institutional rules and regulations
- Fees from Value Added Courses and other coaching classes.
- Income generated through registration fees collected during conferences, seminars, workshops and etc.,
- Income generated through renting institutional infrastructure for conducting Government Competitive Examinations.
- Research grants/funds received from UGC, DBT, ICSSR and etc.,
- The e-resources are maintained as per UGC's requirements
- The Library Resources both books and e-content resources are upgraded and updated annually.

4. Optimal Utilization of Resources

The strategy for Optimal Utilization of Resources includes separate sub-strategies on the following parameters:

- a. Optimal utilization of Financial Resources
- b. Optimal utilization of Physical Resources
- c. Optimal utilization of Human Resources

a. Optimal Utilization of Financial Resources

- The funds are used in accordance with the budgeted provision in the Budget proposal, expenditure statements and audited reports filed annually in accordance with the requirements of the Statutory Body.
- All financial grants are used exactly as directed, with the best interests of the stakeholders in mind.
- Salaries, research and other expenses are paid through the Recurring and Non-recurring Funds.
- The daily sundry expenses are met out of the petty cash provision.
- The fees collected from students are used in accordance with the institutional rules and regulations.
- For effective fund management, funds under all heads (except mandatory heads) are transferred to KVIT Trust every day with the minimum balance of Rs.1 lakh. The amount will be transferred back by the Trust as and when required.

b. Optimal Utilization of Physical Resources

- Mobilization and utilization of time is accomplished by allocating sufficient number of working days in each semester and then drafting a calendar of activities for both odd and even semesters.
- Time Table for students for utilization of classrooms, laboratories and other physical resources are prepared.
- Smart class rooms and various gadgets are used for delivering lectures.
- ICT enabled computer labs and various laboratories provide a time and space to develop the skills of the student.
- The seminar halls are also utilized for lectures.
- The library serves as an information hub and a gathering spot for key strategic discussions.
- Various events and sporting practices are held on the playground.
- Physical resources such as all furniture used for learning purpose, office equipment, electrical, electronic and security equipment are monitored and maintained by the Furniture in charge, Electrical in charge and Computer System in charge respectively.

c. Optimal Utilization of Human Resources

- Workload as per Bharathiar Univeristy norms
- Work schedule is prepared for teaching and non-teaching staff.
- Experienced and trained teachers are appointed as internal auditors (ISO & AAA) for smooth functioning of the college activities.
- Teachers are involved in various committees and administrative works.
- Visiting faculty and special trainers are appointed based on need and requirement.


PRINCIPAL,
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