

5670 - Buildings and Works committee

SXCCE/NOT/PRL/G/114/2023

05.12.2023

CIRCULAR

Sub: SXCCE- Autonomous ?Buildings and Works committee - Review meeting - Reg.

A meeting of the Buildings and Works committee is arranged on 8.12.2023, Friday at 3:00 pm at the Board Room.

Agenda:

- To present the minutes of last meeting and action taken
- <!--[endif]-->To review the ongoing construction works
- To review the maintenance works completed this semester
- To consider the construction works in the coming semester
- Other matters.

All Members are requested to attend the meeting.

**PRINCIPAL****To**

Fr. Correspondent
Fr. Bursar
Er. M.Jeyaraj- Management Member
Er.T.R. Stalin Christopher- Management Member
HoD/ CE
AHoD/EEE
Dr.S.Frank Stephen/Ap Civil
Estate Officer/SXCCE

Copy To

Rev. Fr. Correspondent
The Principal
The Bursar

HOD - B.E. Computer Science and Engg. (Sec-A)
HOD - B.E. Electronics and Communication Engg. (Sec-A)
HOD - B.E. Electrical and Electronics Engg.
HOD - B.E. Civil Engineering
HOD - B.Tech. Information Technology
HOD - Humanities and Sciences
HOD - B.E. Mechanical Engineering (Sec-A)



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Kanyakumari District, Tamil Nadu

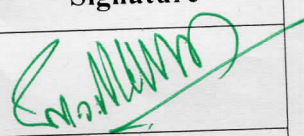
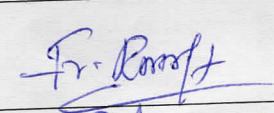
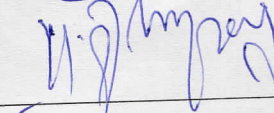
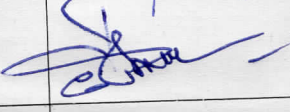
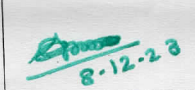
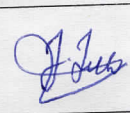
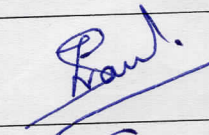
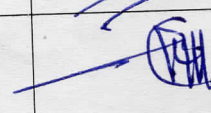
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Buildings and Works Committee Review Meeting- Attendance

Date: 08-12-2023

Venue: Board Room

Time: 3.00pm

Sl.No.	Name	Signature
1.	Rev.Fr.Dr.M.Maria William Correspondent	
2.	Rev.Fr.M.Francis Xavier Bursar	
3.	Mr. M.Jeyaraj Management member	
4.	Mr.T.R. Stalin Christopher Management member	
5.	Dr.J. Maheswaran principal	 8-12-23
6.	Dr.I. Jessy Mol HoD/CE	
7.	Dr.M.John Bosco AHoD/EEE	AB
8.	Dr.S. Frank Stephen AP/CE	
9.	Mr.Maria Benzilal Estate Officer	



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BUILDINGS AND WORKS COMMITTEE MEETING - III

Dated: 08-12-2023

Time: 3.00 PM

Members Present: Enclosed

Minutes of Meeting

The third Buildings and Works Committee meeting was conducted at the Board room at 3.00p.m. on 08/12/2023. Principal welcomed the members and took up the agenda.

Agenda

- 3.1: Presentation of minutes of last meeting and action taken
- 3.2: To review the ongoing construction works
- 3.3: To review the maintenance works completed this semester
- 3.4: To consider the construction works in the coming semester.
- 3.5: Other matters

3.1: Presentation of minutes of last meeting and action taken

S.No	Discussion	Action taken	Remarks
1	The committee members recommended the proposed construction works.	Compound wall construction work in old panel room, St.Xavier's photo point and Rest room facilities at 3 rd floor of Albert Einstein block were completed.	Need of road work for generator room and extending rest room facilities at MBA department are under discussion.
2	Strengthening of compound wall (flour mill generator) near bus shed, Cleaning of day	Cleaning of two old toilets were completed. Compound wall works and cleaning of remaining old	Closing the gate near polytechnic college is included in the proposed works of current semester.

old toilets, Providing few AC room facility and payable laundry facility for hostel students, closing gate near Polytechnic College were recommended.	toilets are in progress.	Since there is no demand for AC room and laundry facilities, the committee recommended to stop the plan.
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3.2: To review the Construction Works

The AI and MCA department computer labs, AI class rooms, Electrical Vehicle lab, Engineering Practice lab toilet work, Albert Einstein block III floor toilet work, Photo point work, College achievements board works, flex frame to display the college achievements and Compound in old panel room were completed for the amount of Rs. 17, 27,753. The Electrical Points for Laptop charging in II Year Class rooms and Installation of 300kw solar panels are going on for the estimated cost of Rs. 1, 65, 80,031. The above was approved by the Building Committee members.

3.3: To review the maintenance works completed this semester

Maintenance works made in the odd semester 2023 – 2024 was presented. That listed the Civil, Electrical, Plumbing and Carpentry works done in the last semester. The amount spent for each was Rs.1,80,115 for Civil maintenance works, Rs.1,70,504 for Electrical works, Rs.1,88,189 for plumbing maintenance works and Rs.26,625 for carpentry works. This was approved by the Building Committee members.

3.4: To consider the construction and maintenance works in the coming semester

The construction and maintenance works done during the odd semester was presented with the estimated amount as stated below.

Construction Work

S.No.	Nature of Work	Amount (Rs)
1	Road for Generator shed	2, 50,000
2	Attached Bathrooms for ground floor rooms in Gents Hostel	2,00,000

3	Urinal Partition work	25,000
4	Compound Wall near Morning Star Polytechnic College	50,000
5	Constitution Board	3, 00,000
Total		8,25,000

Maintenance Work

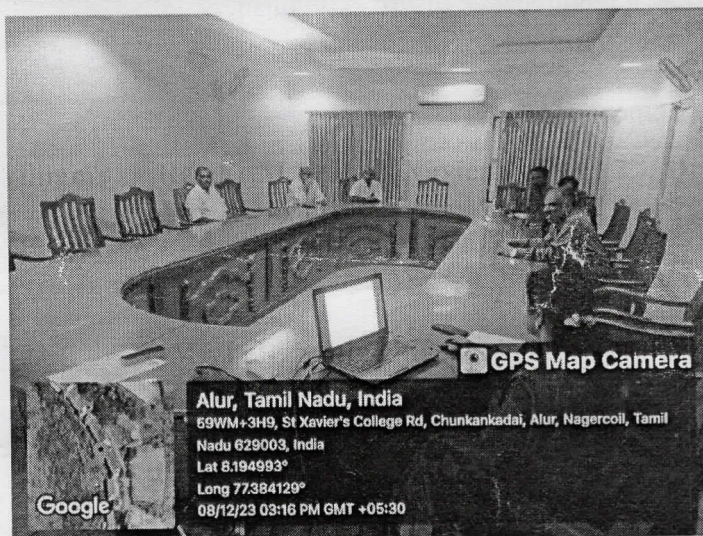
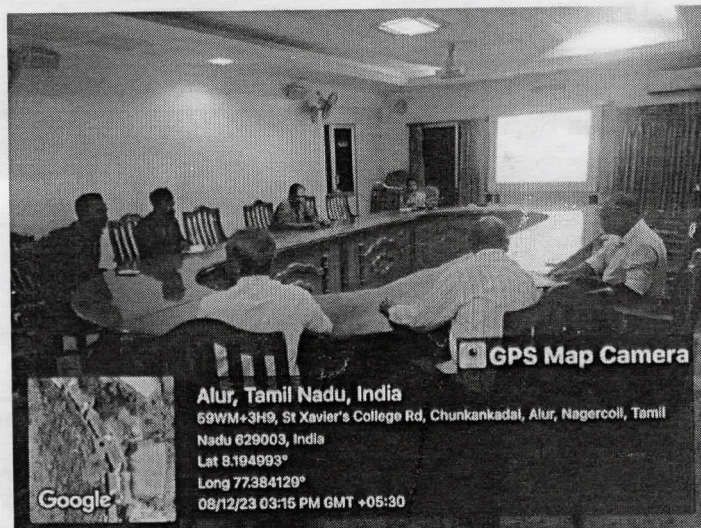
S.No.	Nature of Work	Amount (Rs)
1	Ceiling Plastering repair works at James Watt block and Albert Einstein block	50,000
2	Washbasin Maintenance works	25,000
3	Periodical maintenance of fire extinguishers	20,668
4	Toilet Cleaning	3, 86,000
5	Replacement of taps in rest rooms	35,000
Total		5,16,668


The construction plan of attached Bathrooms for ground floor rooms in Gents Hostel was discussed and was recommended to increase the estimated amount after planning. Also it is recommended to increase the proposed cost of urinal partition work.

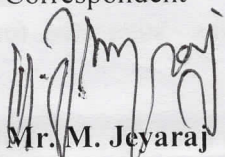
The committee recommended the construction and maintenance works requested by the Departments with the above recommendations. Also, it recommended to immediately start the work of closing the gates near Morning Star Polytechnic College.

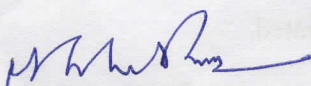
2.5: Other matters

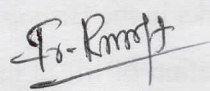
- Finishing and repairing works in the Bishop Leon Tharma Raj block was discussed.
- Discussed about the installation of lift in the Bishop Leon Tharma Raj block and it was planned to include the work in the next budget.
- AC outdoor unit platform of the Bishop Leon Tharma Raj block was suggested for maintenance.
- Suggestion for completing the Tile works in fourth floor of the Bishop Leon Tharma Raj block was given.
- Discussion on Maintenance work for the old panel room was initiated.



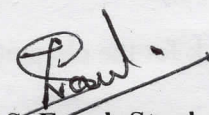

Rev. Fr. Dr. M. Maria William
 Correspondent



Mr. M. Jeyaraj
 Management member

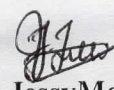

Dr. M. John Bosco
 AHoD, EEE


Rev. Fr. M. Francis Xavier
 Bursar


Mr. T. R. Stalin Christopher
 Management member


Dr. S. Frank Stephen
 AP/CE


Dr. J. Maheswaran
 Principal


Dr. I. Jessy Mol
 HoD, Civil


Mr. Maria Benzilal
 Estate Officer

Members present:

Sl.No.	Name	Designation
1.	Rev.Fr.Dr.M. Maria William	Correspondent, SXCCE
2.	Rev.Fr.M. Francis Xavier	Bursar, SXCCE
3.	Dr.J. Maheswaran	Principal, SXCCE
4.	Mr. M. Jeyaraj	Management member
5.	Mr.T.R. Stālin Christopher	Management member
6.	Dr.I. JessyMol	HoD/CE, SXCCE
7.	Dr.S. Frank Stephen	AP/CE, SXCCE
8.	Mr.Maria Benzilal	Estate Officer, SXCCE

Members Absent:

Sl.No.	Name	Designation
1.	Dr.M.John Bosco	AHoD/ EEE, SXCCE



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Buildings and Works Committee Review Meeting- Attendance

Date: 31-05-2023

Venue: Board Room

Time: 4.00pm

Sl.No.	Name	Signature
1.	Rev.Fr.Dr.M. Maria William Correspondent	
2.	Rev.Fr.M. Francis Xavier Bursar	
3.	Mr. M. Jeyaraj Management member	
4.	Mr.T.R. Stalin Christopher Management member	
5.	Dr.J. Maheswaran principal	
6.	Dr.I. Jessie Mol HoD/CE	
7.	Dr.M.John Bosco AHoD/EEE	
8.	Dr.S. Frank Stephen AP/CE	
9.	Mr.Maria Benzilal Estate Officer	

BUILDINGS AND WORKS COMMITTEE MEETING - II

Dated: 31-05-2023

Time: 4.00 PM

Members Present: Enclosed

Minutes of Meeting

The second Buildings and Works Committee meeting was conducted at the Board room at 4.00 p.m. on 31/05/2023. Principal welcomed the members and took up the agenda.

Agenda

2.1: Presentation of minutes of last meeting and action taken

S.No	Discussion	Action taken	Remarks
1.	All the bills and related documents should be kept as evidences.	After settling the bills, original copies are retained by the College Office and the Estate Officer is maintaining a file containing the xerox copies of all the bills along with other documents.	It is recommended to keep all the bills and bill settlement details of building works itemwise from the initial stage to its completion.
2	Proposed works <ul style="list-style-type: none"> Shed work and road for generator Shed work in ladies hostel for 	<ul style="list-style-type: none"> Shed works for gensets was completed. The joints in between the terrace tiles at dining hall of ladies hostel were grooved out and repacked with cement grout and now there is no 	<ul style="list-style-type: none"> Need for road work for generator is under discussion. Since the ladies hostel dining hall terrace leak was arrested by repacking with cement grout, no

	arresting the leak	leakage.	need to provide shed on the roof.
3	Works such as the prayer hall, classrooms and laboratory for the new programs, the photo point will be considered after getting permission of Governing Body.	Discussed in the governing body meeting and resolved to initiate the works after getting permission from the Management.	Construction of Prayer hall, classrooms and photo point are included in the proposed works of current semester.

2.2: To review the Construction Works

The alteration of compound walls, shed for generators and stainless steel gate at third floor of Bishop Leon Tharmaraj Block were completed recently for the amount of Rs.2, 51,770 and the initial phase of compound wall work near the bus shed is going on for the estimated cost of Rs. 7, 50,000. The above was approved by the Building Committee members.

The buildings and works committee members recommended to take necessary steps to close the gates near Morning Star Polytechnic College.

2.3: To review the maintenance works completed this semester

Maintenance works made in the even semester 2022 – 2023 was presented. That listed the Civil, Electrical, Plumbing and Carpentry works done last semester. The amount spent for each was Rs.88,855 for Civil maintenance works, Rs.98,823 for Electrical works, Rs. 1,06,613 for plumbing maintenance works and Rs.24,828 for carpentry works. This was approved by the Building Committee members.

In order to repair the leakage works of canteen terrace, the RDR construction, which undertook the construction work, will do the same.

2.4: To consider the construction and maintenance works in the coming academic year

The construction works and maintenance requirements during the even semester are presented with estimated amount, Making new furniture for class rooms and Faculty rooms for Rs.



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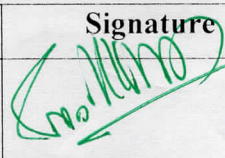
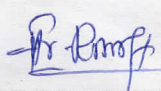
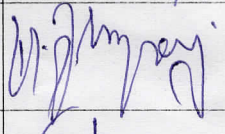
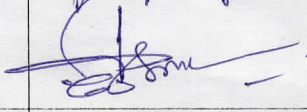


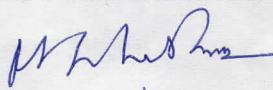

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