

St. Xavier's Catholic College of Engineering (Autonomous)

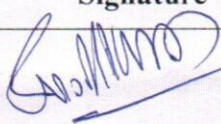
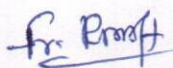



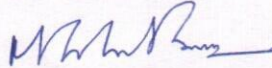
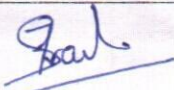

Chunkankadai, Nagercoil- 629003, Kanyakumari District, Tamil Nadu

Buildings and Works Committee Review Meeting- Attendance

Date: 15-02-2023

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	AB
4.	Mr.T.R. Stalin Christopher Management member	
5.	Dr.J. Maheswaran principal	 15.2.23
6.	Dr.I. Jessy Mol HoD/CE	 15/2/23
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 – I [2022 – 2023]

MINUTES OF MEETING

Venue : Board Room

Date and Time: 15-02-2023, 3.00 p.m.

AGENDA

- To review the ongoing construction works
- To review the maintenance works(Civil & Electrical) completed last semester
- To consider the maintenance works in the even semester.
- Other matters

DISCUSSION

The first Autonomous Buildings and Works Committee meeting constituted with the Correspondent, Bursar, two Management members, Principal, Dr.I.Jessy Mol, HoD Civil, Dr.M.John Bosco, A-HoD EEE, Dr. Frank Stephen, AP/Civil and Mr. Maria Benzilal, Estate Officer was conducted in the Board room at 03.00 p.m. on 15/02/2023. Principal Dr.J.Maheswaran introduced the members and welcomed them. He explained the responsibilities of Committee.

AGENDA 1 – ONGOING CONSTRUCTION WORKS

- Principal presented the ongoing construction works with cost involved and proposed works with budget.
- The Correspondent told to keep the bill settlements for all cases as evidences.

AGENDA 2 - THE MAINTENANCE WORKS (CIVIL & ELECTRICAL) COMPLETED LAST SEMESTER

Maintenance works made in the ODD semester 2022 – 2023 was presented which include Civil, Electrical, Plumbing and Carpentry works. The amount spent for each was presented, Rs.66,000.00 for Civil maintenance works, Rs.2,59,828.00 for Electrical works, Rs.1,02,929 for plumbing maintenance works and Rs.9,83,000 for carpentry works.

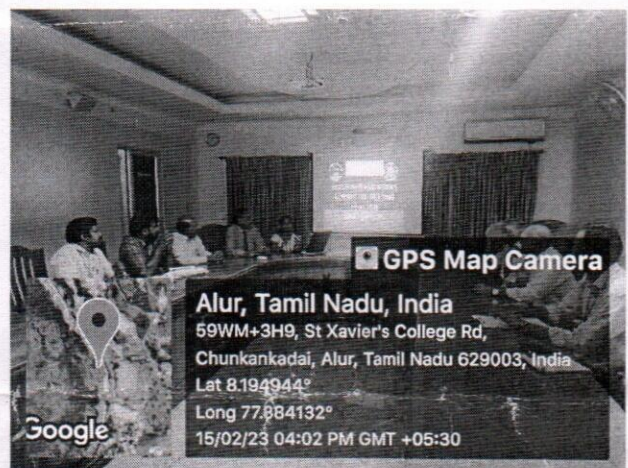
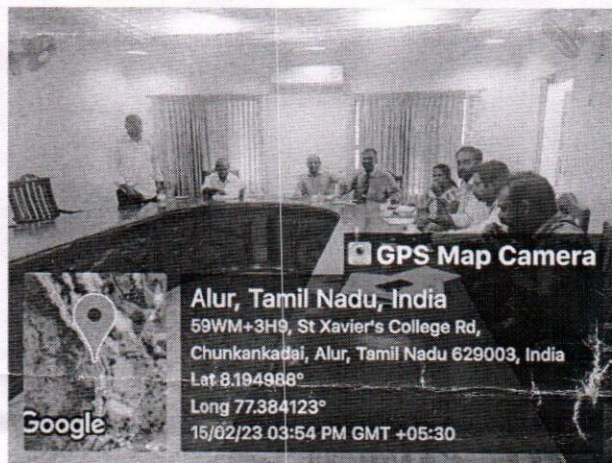
AGENDA 3 – MAINTENANCE WORK DURING THE EVEN SEMESTER 2022-2023

Maintenance requirements during the even semester were presented.

AGENDA 4 – OTHER MATTERS

The additional construction works proposed, such as the prayer hall, classrooms and laboratory for the new programs, the photo point, and road leading to Generator set point will be considered after getting permission of Governing Body.

It was decided to have the review meeting once in three months.



Rev. Fr. Dr. M. Maria William
Correspondent

Rev. Fr. M. Francis Xavier
Bursar

Dr. J. Maheswaran
Principal

Mr. T. R. Stalin Christopher
Management member

Dr. I. Jessy Mol
HoD, Civil

Dr. M. John Bosco
A-HoD, EEE

Dr. S. Frank Stephen
AP/CE

Mr. Maria Benzilal
Estate Officer