



**M. Kumarasamy
College of Engineering**

NAAC Accredited Autonomous Institution

Approved by AICTE & Affiliated to Anna University

ISO 9001:2015 Certified Institution

Thalavapalayam, Karur - 639 113, TAMILNADU.



M.KUMARASAMY COLLEGE OF ENGINEERING

(An Autonomous Institution)

Thalavapalayam-639113, Karur

RESOURCE MOBILIZATION AND OPTIMAL UTILIZATION POLICY

(Version – 1.0)

Policy No: MKCE/RMOU/2024/01

Date: 17.05.2024



Vision

To emerge as a leader among the top institutions in the field of Technical Education.

Mission

- Produce smart technocrats with empirical knowledge who can surmount the global challenges.
- Create a diverse, fully-engaged, learner-centric campus environment to provide quality education to the students.
- Maintain mutually beneficial partnerships with our alumni, industry and professional associations.



M. Kumarasamy College of Engineering


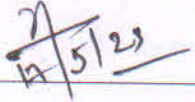

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1. Introduction

M. Kumarasamy College of Engineering (MKCE), an autonomous institution affiliated to Anna University, recognizes the importance of **effective resource mobilization and optimal utilization** to achieve its academic, research, and infrastructural goals. The policy serves as a framework to identify potential sources of funds, establish efficient financial management practices, and ensure transparent and judicious utilization of all available resources to fulfill the institutional mission and vision.

The **Resource Mobilization and Optimal Utilization Policy** provides guidelines for strengthening financial sustainability, promoting accountability, and ensuring that every resource — human, financial, or physical — contributes effectively to the holistic development of the institution.

2. Objectives

1. To **diversify and expand** the financial resource base to support institutional strategic plans, academic growth, and infrastructure enhancement.
2. To **identify, allocate, and manage** available resources for program priorities, research, and maintenance efficiently.
3. To **analyze the funding landscape** and strengthen institutional collaborations with stakeholders, industries, alumni, and government agencies.
4. To **maximize the use of internally generated income (IGI)** and promote partnerships for sustainable development.
5. To ensure **transparency, accountability, and financial discipline** through structured planning and regular audits.

3. Sources of Funds

The institution mobilizes funds through multiple channels to ensure stability and support for academic and developmental activities.

A. Institutional Revenue

- Fees collected from students are deposited into the Trust/Institution account and utilized for operational and developmental expenditure.

B. Externally and Internally Generated Funds

Funds are generated through the following sources:

- **Research Consultancy Services** offered by faculty members to industries and external organizations.
- **Sponsored Research Projects** funded by Government, Industry, or Private Agencies (AICTE, DST, MSME, TNSCST, etc.).
- **Alumni Contributions** through MKCE Alumni Association towards scholarships, awards, or infrastructure support.
- **Rental Income** from institutional facilities such as Auditorium, Seminar Halls, Sports Complex, and Hostel spaces when permitted.
- **Training and Certification Programs** such as SAP, AWS, BEC, CLAD, etc., conducted through value-added initiatives.
- **Institutional Consultancies and Testing Services** offered through Centers of Excellence and Laboratories.

4. Policy Statements

- The **Governing Body/ Management** shall monitor the mobilization and optimal utilization of funds to ensure the smooth functioning of the institution.
- The **Finance Officer**, in consultation with the **Principal and Management**, shall manage institutional finances in alignment with annual budgets.
- The **Annual Budget** shall be prepared based on past expenditure patterns and future academic and infrastructure needs.
- All income and expenditure shall adhere to financial discipline, transparency, and accountability.
- **Annual internal and external audits** shall be conducted to ensure compliance.
- The institution shall provide **funding for new programs, laboratories, and infrastructure** as part of strategic growth.
- Financial support shall be extended for **seminars, workshops, FDPs, guest lectures, hackathons, and student association activities**.
- **Scholarships, freeships, and fee concessions** shall be granted to deserving and economically weaker students.
- Employees shall receive **Provident Fund (PF), Employee State Insurance (ESI)**, and other statutory benefits.
- The institution shall **encourage innovative strategies** for resource mobilization and welcome faculty and staff suggestions for effective utilization.
- **Facility sharing** shall be promoted by allowing external use of selected resources such as:
 - Auditorium, Seminar Halls, and Sports Facilities
 - Language Laboratory and Computing Facilities for training and certification of sister institutions or local communities
- All resource mobilization activities shall align with institutional goals and regulatory guidelines.

5. Maintenance Policy

The institution ensures **systematic maintenance** of infrastructure, laboratories, ICT facilities, library, and sports amenities to enhance resource longevity and reliability.

a. General Maintenance

- Routine building maintenance, civil repairs, and electrical works are monitored by the **Planning and Monitoring Committee**.
- Adequate annual maintenance budgets are allocated for infrastructure upkeep.
- Housekeeping and support staff are maintained to ensure campus cleanliness.
- Periodic painting, plumbing, and roof repairs are executed as per requirement.
- General and emergency repairs are carried out through departmental or management funds.
- Regular cleaning of water tanks, wells, and campus surroundings is ensured.

b. Laboratory Maintenance

- Annual stock verification of consumables, instruments, and glassware is conducted.
- Equipment calibration, AMC servicing, and refurbishing are carried out periodically.
- Lab waste management follows **green and eco-friendly practices**.
- Minor repairs are handled by lab assistants; major repairs through departmental funds or vendors.

c. ICT Maintenance

- A dedicated **System Administration Team** oversees ICT infrastructure, including servers, ERP, UPS, and projectors.
- All IT equipment is maintained under **Annual Maintenance Contracts (AMCs)**.
- Computers and peripherals are periodically serviced and reused to minimize e-waste.
- E-waste disposal follows environmental compliance and institutional guidelines.

d. Library Maintenance

- The Library is automated using **KOHA Integrated Library Management System**.
- Damaged or lost books are replaced or compensated by users.
- Library facilities are open to staff, students, and nearby community members for academic use.
- E-resources and digital databases are maintained through annual subscriptions.

e. Sports Facility Maintenance

- The **Department of Physical Education** ensures regular maintenance of indoor and outdoor facilities.
- Equipment and protective gear are inspected periodically.
- Professional coaches and field experts are engaged for specialized training and upkeep.
- Gym equipment is serviced and upgraded as per requirement.

6. Optimum Utilization of Resources

- Institutional facilities such as **Examination Halls and Classrooms** are utilized for government and competitive examinations on holidays.
- **Language and Computing Labs** are used for international certifications (AWS, SAP, BEC, etc.).
- **Central Computing and Department Labs** are made available for placement training and industry-led workshops.
- **Annual stock verification** ensures proper inventory control and usage efficiency.
- Funds from alumni, philanthropists, and sponsors are utilized for infrastructure, research, and student welfare projects.
- **Energy and water conservation measures** are promoted through green campus initiatives (solar panels, rainwater harvesting, and LED lighting).

7. Monitoring and Review

- The implementation and review of this policy shall be monitored by:
 - Principal
 - Finance Officer
 - Heads of Departments
 - IQAC Coordinator
- The **Governing Body** and **Management** shall review the financial performance, utilization reports, and audit outcomes periodically.
- The **Finance Committee** shall ensure adherence to this policy and recommend corrective measures when required.
- **Periodic review meetings** will be held to assess effectiveness, compliance, and strategic alignment of financial planning with institutional goals.