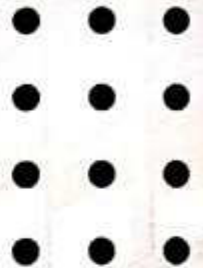




SOUNDARYA
INSTITUTE OF
MANAGEMENT AND
SCIENCE

CRITERION - 6

**GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

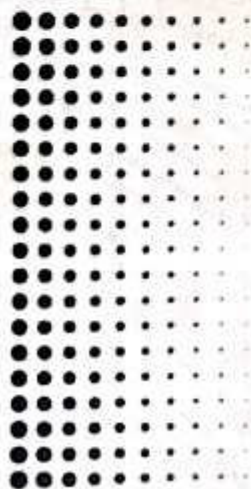


6.3 - Faculty Empowerment Strategies

“

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years





**SOUNDARYA
INSTITUTE OF
MANAGEMENT &
SCIENCE**

NAAC Reassessment | 2024

CRITERION	Governance, Leadership and Management
Question No.	6.3.2 Financial Support - Staff
Enclosed documents	<ul style="list-style-type: none">• Research Policy• Certificates of Participation• Audit statements



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MANAGEMENT AND
SCIENCE

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RESEARCH POLICY AND GUIDELINES

RESEARCH POLICY AND GUIDELINES

SCOPE AND APPLICABILITY OF THE POLICY

In the pursuit of excellence in SIMS, a vibrant research culture is considered as a nurturing ground for innovative ideas and applications. This Research policy is applicable to all the existing Faculty members, Staff and Students.

OBJECTIVES OF THE POLICY IS TO:

1. Embrace Research as a vital part of the education.
2. Preserve and enhance the quality of Research undertaken.
3. Increase funding support for research through external and internal sources; create translucent, effective and efficient systems for accelerating research outputs through national and international funding agencies and collaborations.
4. Creation and maintenance of research infrastructure to enable conduct of state-of the-art research through funded projects.
5. Confirm a facilitating environment for conduct of high-quality original research by all individuals affiliated with the Institutions and provide continued and effective support for pursuit of research activities.
6. Safeguard of intellectual property (IP) generated as a result of research conducted at the Institutions
7. Encourage and facilitate multi-disciplinary research collaborations within different Departments of the college along with other reputed Institutes, Universities and Research Organizations both in India and abroad.
8. Improve the research shape of the College by effective diffusion of research activities and achievements of the college at all levels to maximize the impact and recognition of research done.
9. The College has subscribed to some of the popular databases that have a rich collection of resources. The College has a policy to update the library resource continuously and frequently based on the request from the Departments.
10. In Order to encourage research at all levels, the college conducts research paper presentation competitions among Undergraduate students.

11. The College encourages its faculty members to apply for research funding from governmental institutions, industry and non-profit foundations.
12. At SIMS the faculty members are encouraged to take up Minor Research Projects (MRP) to promote excellence in research in various disciplines. The management also provides seed money for encouraging Minor Research Projects within the Institution.
13. The Institution encourages the faculty members to apply for patents and also publish them.
14. At SIMS, faculty members are encouraged to raise funds under consultancy services.

IMPLEMENTATION

The implementation of the policy will be carried out under the guidance of **Principal of the college, Research and Innovation Cell and Scrutiny Committee.**

1. The articles with the affiliation of Soundarya Institute of Management & Science alone will be considered for the financial incentive.
2. Before sending the work to any journal, faculty can submit the paper to Scrutiny Committee for a plagiarism check.
3. After Scrutiny Committee approval, faculty can send the paper for publication.

RULES AND REGULATIONS

Following are the rules and regulations and the documents to be submitted by the faculty members after attending/presenting any events like Conference/ FDP/Workshop/Seminar etc.,

1. CONFERENCE (NATIONAL AND INTERNATIONAL).

- No. of conferences per semester per faculty – Minimum one
- The faculty members should fill the intimation proforma available with the **Scrutiny committee** at the time of abstract communication. The scrutiny committee will provide remarks on whether the conference can be taken up or not. If the scrutiny committee rejects the conference proposal and faculty still would like to go for the conference, the college doesn't bear such expenditures.

Documents

- Registration details (brochure, payment)
- Abstract communication (mail acceptance)
- Attendance
- OOD
- Certificate

							publicati on	

Note: 1. Financial assistance will be given based on publication charges.

2. Financial assistance will be given for Experimental expenditure and Field work; provided necessary documents are submitted.

4. CONSULTANCY SERVICES

The Consultancy Services offered by the college will be under three broad categories namely:

- **Extension Based Consultancy**-Extending Knowledge through training on curriculum/Pedagogy such as Corporate Training, Training for Competitive Exams etc.
- **Functional Consultancy** –Non-Business Enterprises such as Market Survey, Feasibility Study, Software Testing, Validation of Research Methods and other support assignments supporting research etc.
- **Research Based Consultancy**- It is a typical Research based projects on Sciences & Social Sciences which is not covered under functional Consultancy.

The disbursement of profit after deduction of all expenditures would be 70:30. However this ratio is not fixed. Based on the utilization of college resources, the ratio will differ.

Documentation:

A brief summary how the consultancy services impact the institutions.

- Communication letter (requisition for consultancy, consultant Name, consultant fee, period etc.,)
- Expertising field
- Acceptance letter from Principal
- MOUs (If applicable)
- Financial statement with an authorized signature

5. MINOR RESEARCH PROJECT AND MAJOR RESEARCH PROJECT

Rules and Regulations for Major Research Project and Minor Research Project

Purpose of MOU: MoU is to have mutual intentions to jointly work on projects required for industries and research needs, with learned faculty of good industrial experience and promising students, jointly agree to exchange their expertise for mutual benefit and growth.

Duration: -

Major Research Project (MRP): Major Research Project duration is 2 to 3 years (based on sanctioning agency)

Minor Research Project (MRP): Minor Research Project duration is 6 months to 1 year.

Funding: -

For Major Research Project: funding depends on the sanctioning authority.

For Minor Research Project: Institution will sanction the fund up to **Rs.....**

Rules and Regulations:

- ✓ Principal Investigator need to submit a research proposal to Scrutiny committee and Principal to get approval.
- ✓ The proposal should come through respective Department (Not individually) to get approval from Scrutiny committee and Principal.
- ✓ Principal investigator should belong to SIMS only.
- ✓ Proposal should include Abstract, Objectives, Hypothesis, Statement of the problem, Scope of Research, Research Design, Proposed Findings, Suggestions and Conclusion.
- ✓ Researcher need to submit Tentative expenditure details.
- ✓ Need to explain the benefits of MRP towards institution and society.
- ✓ Name of the funding agency, if so, make an MOU with the same.

- ✓ Fulfill the project within stipulated time period, if not, give an explanation to Scrutiny committee and get extension period if required.
- ✓ The proposed topic should come under main stream of the respective course.
- ✓ The outcome of the MRP should be published in reputed journals.

Documentation:

- Research proposal
- **Principal investigator and Co investigator details, field assistant details**

6. BOOK PUBLISHED, ARTICLES, EDITED BOOKS ETC.,

Rules and Regulations:

- Authors name should be associated with SIMS
- Compliment copy should be submitted to the College library

Documentations:

- Titles of the books
- Authors name
- Publication Details
- Financial assistance received from college

7. WORKSHOP/ FDP/ MDP/SDP (SKILL ENHANCEMENT PROGRAM)/ SEMINARS /SYMPOSIUM/ RESEARCH CONCLAVE (NATIONAL AND INTERNATIONAL)

- No of seminars per semester per faculty – Minimum one
- The faculty members should fill the intimation proforma available with the Scrutiny committee before attending any events. They will provide the remarks whether the above said events will be value added or not. If the scrutiny committee rejects the proposal, and faculty still would like to go for the above said events the college doesn't bear such expenditures.

Documentations

- Registration details (brochure, payment)
- Attendance certificate
- OOD
- Certificate
- Financial claim

8. **RULES AND REGULATIONS FOR ORGANIZING ANY CONFERENCE, SEMINARS WORKSHOP, FDP, MDP IN THE COLLEGE CAMPUS.**

Aims and objectives:

1. To enhance technical and professional competency as well as organizing skill of the faculty members
2. To promote interaction with professionals working in specific areas of research in Academic Institutions, Research Labs, and Industries.
3. To provide exposure on latest developments in Academia/Research/ Industry to the students from renowned Academicians/Researchers/ Entrepreneurs/Experts from Industry.

MODE OF SEEKING APPROVAL:

The proposals may be submitted in any of three segments with broad guidelines as specified here under:

8.1 CONFERENCE/ e- CONFERENCE (National / International)

- All departments will be eligible to organize International/National Conference/e-Conference of 2 to 3 days duration either alone or jointly, covering various sub-themes under one broader area.
- Desiring Departments may submit the proposal for organizing the event to Organizing Secretary for seeking administrative and financial approvals. The Organizing Secretary may

choose suitable faculty members in his/her core team for smooth organization of the Conference/e-Conference. The Organizing Secretary shall strive to seek external sponsorships from different organizations/agencies such as AICTE, INSA, DRDO, CSIR,

- DST, Professional bodies, Industries, etc. Preferably the International/National Conference/e-Conference must be organized under the umbrella of some National/International professional society.
- Normally only one International/National Conference/e-Conference shall be organized by the Department in an academic year. However, under special circumstances (where some external agency has agreed to sponsor the entire expenses to be incurred on organizing the Conference/e-Conference) more than one Conference may be allowed in a financial year.
- The Organizing Secretary of the proposed Conference shall apply to Principal giving details of the estimated expenditure under various heads such as Honorarium and TA/DA to Experts (if applicable), Boarding & Lodging (if applicable), Contingency/Stationery/Miscellaneous items etc. The proposal shall also mention about the amount to be collected as registration fee, external sponsorships, etc.
- The proposal submitted by the Organizing Secretary must be evaluated at the Level of Institution by committee. This committee shall examine the proposal for its objectives, theme(s), justification, and details of Experts/Speakers. The tenure of the members of this committee shall be one academic year.

This Institute Level Committee shall give its specific recommendations to accept/reject the proposals based on the merit of the proposal and the extent of funding.

- The event may be funded by the Institute only up to a maximum of **Rs.**The remaining expenditure, if any, has to be met out of external sponsorships.
- Non-refundable registration fee may be collected from the participants preferably through **Soundarya Souharda Credit Co-operative Ltd.** Collect and the details may be shared with the Institute cashier as under:

Conference			e-conference	
Description	International	National conference	International Conference	National Conference
Participants from Academia/R&D	Rs. 3000 for foreign delegates	Rs.1000	Rs. 2000 for foreign delegates	Rs.500

Participants from Industry	Rs.5000 for foreign delegates	Rs. 2000	Rs. 1000 for foreign delegates	Rs.300
Students	Rs.1000 for foreign delegates	Rs.500	Rs. 300 for foreign delegates	Rs.200
Attendee/ listener	Rs.500 for foreign delegates	Rs.300	Rs. 200 for foreign delegates	Rs.100

- The registration fee completely or partially may be waived off for some of the participants belonging to the sponsoring organization/Industry depending on the sponsorship amount.
- After seeking approval from the principal, they shall issue the necessary permission letter.
- The Organizing Secretary will be responsible for taking all necessary measures with regard to the issues of International Participants wherever applicable. The Organizing Secretary will be responsible for maintaining of all relevant records (registration/attendance, stock registers, cash book, etc.) and make these available as and when required.
- The Organizing Secretary will also be responsible for completing all the formalities related to the settlement of the amount received through sponsorship from external agencies.

8.2 WORKSHOP/e-WORKSHOP, FACULTY DEVELOPMENT PROGRAMME (FDP)/e-FDP, SHORT TERM COURSE (STC)/ e-STC

OFFLINE MODE

- ✓ All departments will be eligible to organize Workshop/ FDP/ STC. Such events of normally 7 days duration, shall in general be organized during summer/winter break. The proposed programme of 7 days duration must have 18 sessions (at least 03 sessions of 2 hours duration each per day except the last day) including at least 03 practical sessions wherever possible.
- ✓ The programmes should have sufficient sessions for Software Exposure and Experimental Demonstration wherever possible. A day-to-day tentative schedule of the proposed event indicating lectures as well as laboratory/practical sessions must be furnished along with the proposal.

- ✓ Desiring Departments may submit the proposal as Coordinator for seeking administrative and financial approvals. Coordinator may choose suitable faculty /staff members in his/her team for smooth organization of the event. The coordinator shall also be responsible for seeking external sponsorships from agencies such as AICTE, INSA, DRDO, CSIR, DST, Professional bodies, Industries, etc., if required.
- ✓ Normally each Department shall be allowed to organize at least one per year.
- ✓ The coordinator shall apply to Principal giving details of the estimated expenditure under various heads such as Honorarium and TA/DA to Experts, Boarding & Lodging, Contingency/Stationery/Miscellaneous, etc. The proposal shall also include the amount to be collected as registration fee, external sponsorships, etc., (if any).
- ✓ The proposal for FDP/STC should normally be made for a maximum of 50 (fifty) participants. 20 participants from outside i.e., from reputed Institutions/Industries.
- ✓ The proposal submitted by the coordinator must be evaluated at the Level of Institution by committee. This committee shall examine the proposal for its objectives, justification, course content, and details of Experts/Speakers. The tenure of the members of this committee shall be one academic year.
 - This Institute Level Committee shall give its specific recommendations to accept/reject the proposals based on the merit of the proposal and the extent of funding.
- ✓ The event may be funded by the Institute based on the department wise budget submitted. The remaining expenditure, if any, has to be met out of external sponsorships.
- ✓ Non-refundable registration fee may be collected from the participants preferably through Soundarya Co-operative Society Collect and the details may be shared with the Institute cashier as under:
 1. Rs. 1000 for the participants from Academia/R&D Labs
 2. Rs. 1500 for the participants from Industry
 3. Rs. 250 for Students.

The coordinator will be responsible for maintaining all relevant records (registration/attendance, stock registers, cash book, etc.) and make these available as and when required. If required he/she may suggest suitable faculty member as Treasurer or act as Treasurer himself/herself.

B. ONLINE MODE

- i. Any Department of the Institution will be eligible to organize workshop/STC in online mode i.e. e-Workshop/e-STC. Such events of normally one week duration may be arranged in such a way that the academic schedules are not disturbed. The proposed programme of 7 days duration may have

minimum three sessions per day (at least 02 sessions of 2 hours duration each) with emphasis to hand holding sessions wherever possible.

ii. A day-to-day tentative schedule of the proposed event indicating lectures must be submitted along with the proposal.

- i. Desiring department may submit the proposal as Coordinator for seeking administrative and financial approvals. Coordinator may choose suitable faculty /staff members in his/her team for smooth organization of the event. The coordinator shall also be responsible for seeking external sponsorships from agencies such as AICTE, INSA, DRDO, CSIR, DST, Professional bodies, Industries, etc., if required.
- ii. Normally each Department shall be allowed to organize one programmes in a financial year.

The coordinator shall apply to Principal giving details of the estimated expenditure under various heads such as Honorarium, Contingency, Miscellaneous expenditure etc. The proposal shall also include the amount to be collected as registration fee, external sponsorship etc. (if any). The proposed programme may have minimum 30 participants. The coordinator must adhere to the specific guidelines/norms fixed by sponsoring agency or guidelines mentioned in a specific project out of which the sponsorship is being arranged.

vi. The proposal submitted by Coordinator must be on par with budget submitted by each Department.

- o Non-refundable registration fee may be collected from the participants preferably through Soundarya Co-operative Society Collect and the details may be shared with the Institute cashier as under:
 - a. Rs.500 for the participants from Academia/ R&DL abs
 - b. Rs.150 for students
 - c. Rs. 750 for participants from Industry

The coordinator will be responsible for maintaining all relevant records (registration/attendance, stock register, cash book etc.) and make these available as and when required. If required the coordinator may suggest suitable faculty member as Treasurer or act as treasurer himself/herself

MODE OF SUBMITTING APPLICATION

The application for organizing the programme (Conference/e-Conference, Workshop/e-Workshop, FDP/e-FDP, and STC/e-STC), duly forwarded and recommended by concerned Head of Department must be submitted along with relevant details specified hereunder:

1. Brochure of the programme
2. Tentative list of experts with specialization/expertise
3. Tentative lecture schedule
4. Budget detail/proposal

The proposal must be submitted well in advance to Principal on standard format for evaluation of the Institute Level Committee, wherever applicable, and subsequent approval of the Competent Authority.

GENERAL GUIDELINES

The Organizing Secretary/Coordinator, as the case may be, must submit complete report within one month of the completion of the programme to the office and scrutiny committee. The report must include details and affiliation of the speakers and participants of the programme and broad outcome/objectives achieved etc.

Wherever the Conference/Workshop/FDP/STC (offline or online) is sponsored by external agency or the finances are to be booked to a specific project, the Organizing Secretary/Coordinator must adhere to the guidelines/norms of sponsoring agency.

The purchase process, wherever required, must be in accordance with the Institute rules. The purchase committee, if required, must have one member from Accounts and Audit Section.

The certificates must be issued to participants based on their attendance in the programme organized and may be signed by Organizing Secretary/ Coordinator of the programme, Head of the Department, and Principal. Prior to issuing of the certificates to the participants, coordinator shall appraise the Principal of the Institute about the attendees of the event along with the attendance record.

E-Certificates for programmes conducted through online mode may be issued as per point “e” above.

Duly recommended proposals (both offline and online mode) must be submitted to the Scrutiny committee for further processing in accordance with the time frame as under:

- o **Workshop/FDP/STC:** at least one month in advance from the proposed date.
- o **National Conference:** at least five months in advance from the proposed date.
- o **International Conference:** at least six months in advance from the proposed date.

To keep uniformity at the Institute level, the organizing committee for offline as well as online mode of Conference/Workshop/FDP/STC should be proposed in the following pattern:

A) For Conference

- i. **Patron:** Head of the Institute
- ii. **Co-Patron:** Head of the Department
- iii. **Organizing Chairman:** Faculty member (01)
- iv. **Organizing Secretary(s):** Faculty member (s) (Max 02)
- v. **Treasurer:** Faculty member (01)
- vi. **Organizing Committee (s):** Faculty/Staff member(s), if required.
- vii. **Advisory Committee*:** Renowned Academicians/ Researchers

*Persons from Reputed Industry may also be considered, if required

B) For Workshop/FDP/STC


- **Patron:** Head of the Institute
- **Chairman:** Head of the Department
- **Convener:** Faculty member (01)
- **Coordinator (s):** Faculty member(s) (Max: 02)
- **Treasurer:** Faculty member (01)
- **Organizing Committee (s)**

GUIDELINES FOR A MEMORANDUM OF UNDERSTANDING

A Memorandum of Understanding (MOU) is required of an agency when an application for funds includes an explicit non-financial collaboration with partnering organizations. The MOU provides documentation that demonstrates the organizations have consulted and coordinated the responsibilities of their grant activities.

The following elements should be considered when constructing an MOU:

- Describe each partner agency.
- State the purpose of the MOU.
- Clearly describe the agreed upon roles and responsibilities each organization or agency will be providing to ensure project success. The roles and responsibilities should align with project goals, objectives and target outputs;
- Identify the staff responsible for completing the specific responsibilities
- Describe how the collaboration/partnership benefits the project;
- Describe the resources each partner would contribute to the project. This can be contributing staff time, making in-kind contributions, delivering services, offering training or expertise, etc.;
- Provide a statement that the lead agency accepts full responsibility for the performance of the collaborative organizations/agencies; and
- The MOU must be signed by all partners. Signatories must be officially authorized to sign on behalf of the agency and include title and agency name.



WHEN DO I NEED A MEMORANDUM OF UNDERSTANDING?

A MEMORANDUM OF UNDERSTANDING should be used when you submit a request for application involving a collaborative partner(s)

that agrees to provide a non-financial exchange that will enhance the project. Examples include: a work station for an out-stationed advocate or training for staff/volunteers.

MEMORANDUM OF UNDERSTANDING

All *italicized* sentences are considered instructions and should be deleted prior to the submission of the final MOU.

This Memorandum of Understanding (MOU) is entered into by and between: *Provide the agency name and a brief description of each agency.*

- A. **Purpose**. *State the purpose of the MOU. Include statements that explain how the collaborative relationship enhances or benefits the Applicant's program;*

- B. **Roles and Responsibilities**. *Clearly describe and delineate the agreed upon roles and responsibilities each organization or agency will be providing to ensure project success. The roles and responsibilities should align with project goals, objectives and target outputs. This may be contribution of staff time, in-kind contributions of space or materials, delivery of program services, provision of training or staff expertise, etc.*

Agency A agrees to:

Responsibility / Activity	Responsibility / Activity

Agency B agrees to:

Responsibility / Activity	Responsibility / Activity

C. **Reporting Requirements.** Describe who will be responsible for collecting, collating and submitting data as per the project target outputs and outcomes.

D. **Timeframe.** Clearly state the time period that this MOU will be in effect.

This MOU will commence on _____ and will dissolve at the end of the grant funding period on _____.

F. Confidentiality.

In order to ensure the safety of clients, all parties to the Memorandum of Understanding agree to adhere to the confidentiality expectations as outlined in the Grant Agreement.

The designated lead agency accepts full responsibility for the performance of the collaborative organizations/agencies.

This Memorandum of Understanding is the complete agreement between _____ and _____ and may be amended only by written agreement signed by each of the parties involved.

The MOU must be signed by all partners. Signatories must be officially authorized to sign on behalf of the agency and include title and agency name.

AGENCY A

Authorized Official: _____
Signature Printed Name and Title

Address: _____

Telephone(s): _____

E-Mail Address: _____

AGENCY B

Authorized Official: _____
Signature Printed Name and Title

Address:

Telephone(s): _____

E-Mail Address:

PATENTS

Applicability

This Regulation applies to all creative works produced at the institution, whether individually or collaboratively, by faculty (regular, part-time, and visiting), staff, students, or associates, in the context of educational or research programs, including but not limited to degree programs, research projects, publications, seminars, product development, inventions, and media releases. The Regulation encompasses all classes of intellectual property, including patents, copyrights, trademarks, design registrations, and licensing, and pertains to individuals and organizations associated with the institution's educational, research, or consultancy activities.

Types of Patents

- i. Patents Act, 1970
- ii. Trademarks Act, 1999
- iii. Designs Act, 2000
- iv. Geographical Indications of Goods (Registration and Protection) Act, 1999
- v. Copyright Act, 1957
- vi. Protection of Plant Varieties and Farmers' Rights Act, 2001
- vii. Semiconductor Integrated Circuits Layout-Design Act, 2000 and Biological Diversity Act, 2002
- viii. Biological Diversity Act, @022
- ix. National IPR Policy 2016

Sl.no	Name of the Inventor	Publication/ Patent Number	Title of the Patent	Patent Filed Date (DD/MM/YYYY)	Patent Published Date / Granted Date (DD/MM/YYYY)	Link of the Patent Details	File Upload (Published/ Awarded)	Published /Grant

GENERAL RULES OF ELIGIBILITY FOR INTELLECTUAL PROPERTY

- Two copies of all publications resulting from the research conducted with the aid of the grants should be submitted to Institution.
- Intellectual Property Rights
Any intellectual property rights or such information/knowledge being able to sustain or create or any such right arising out of the papers/ projects sponsored by institution will be held jointly by the Institution/R & D of Institution.
- R & D shall inform each other before filing for any protection of any Intellectual Property Rights resulting from any of the project sponsored by Institution.
- Academic institute/R & D institution and Institution will ensure appropriate protection of Intellectual Property Rights generated from cooperation, consistent with laws, rules and regulations of India.
- The expenses for filling the Patent protection in India and abroad shall be borne equally between Institute and Any/all financial accruals due to any commercial exploitation, of this patent shall be shared equally between them, on 50:50 basis. However, any of the parties is free to utilize the IPR for their own use on non-commercial basis.

TEMPLATE:

Documents to be submitted:

- IPR certificate
- Design Application details. (Screenshots)
- Supporting Documents (if any.)

Annexure-I

FORMAT FOR SUBMISSION OF PROPOSAL FOR MINOR RESEARCH PROJECT

1. Broad Subject

2. Area of Specialization

3. Duration

4. Principal Investigator

i. Name:

ii. Sex: M/F

iii Date of Birth:

iv Category: (GEN/SC/ST/OBC)

vi Qualification:

v Designation:

Address Office:

Residence Email/Phone:

5. Name of the Institution where the project will be undertaken:

(a) Department :

(b) College :

(c) Affiliating University:

(d) Whether the institute is located in rural/backward area:

Whether the College is approved under Section 2 (f) and 12 B of the UGC Act? Yes/No

6. Teaching and Research Experience of Principal Investigator :

(a) Teaching experience: UG__Years PG_____Years.

(b) Research experience:

(c) Publication:

(a) Papers Published :

(b) Accepted :

(c) Communicated

(d) Book Published

(e) Accepted

(f) Communicated

(Please enclose the list of papers and books published and/or accepted during last five years)

PART – B

Proposed Research Work

- 8 (i) Project Title
- (ii) Introduction
- (iii) Objectives
- (iv) Methodology
- (v) Year-wise Plan of work and targets to be achieved.

9. Financial Assistance required

Item Estimated Expenditure

- i. Books and Journals
- ii. Equipment, if needed
- iii Field Work and Travel
- iv Chemicals and glassware
- v Contingency (including special needs)
- vi Hiring Services Total:

10. Whether the teacher has received support for the research project from the UGC under Major, Minor or from any other agency? If so, please indicate:

- i. Name of the agency from which the assistance was approved
- ii. Sanction letter No. and date under which the assistance was approved
- iii Amount approved and utilized
- iv Title of the project for which assistance was approved
- v In case the project was completed, whether the work on the project has been published
- vi If the candidate was working for the doctoral degree, whether the thesis was submitted and accepted by the University for the award of degree.

(A summary of the report/thesis in about 1,000 words may please be attached with the application)

- vii If the project has not been completed, please state the reasons

11. (a) Details of the UGC project/scheme completed or ongoing.

12. Any other information which the teacher may like to give in support of this proposal

To certify that:

- a. The College is approved under Section 2(f) and 12(B) of the UGC Act and is fit to receive grants from the UGC.
- b. General physical facilities, such as furniture/space etc., are available in the Department/College.
- c. I shall abide by the rules governing the scheme in case assistance is provided to me from the UGC for the above project.
- d. I shall complete the project within the stipulated period. If I fail to do so and if the UGC is not satisfied with the progress of the research project, the Commission may terminate the project immediately and ask for the refund of the entire amount (with interest) released by the UGC.
- e. The above research Project is not funded by any other agency.

Signature of Principal Investigator

Principal

(Seal)

Annexure – II

ACCEPTANCE CERTIFICATE FOR RESEARCH PROJECT

Name _____

No.F. _____ dated _

Title of the Project__

1. The research project is not being supported by any other funding agency.
2. The terms and conditions related to the grant are acceptable to the Principal Investigator and University/College/Institution.
- 3 At present, I have no research project approved by UGC and the accounts for the previous project, if any have been settled.
- 4 The College/University is fit to receive financial assistance from UGC and is included in the list of Section 2(f) & 12 (B) prepared by the UGC.
- 5 The Principal Investigator is a retired teacher and eligible to receive honorarium as he/she is neither getting any honorarium from any agency nor is he/she gainfully employed anywhere.
- 6 (i) His/her date of birth is__
(ii) Age _____
- 7.The date of implementation of the project is _

Principal Investigator

Principal College:

Date:

(Seal)

Annexure - III

NEW DELHI – 110 002

STATEMENT OF EXPENDITURE IN RESPECT OF MINOR RESEARCH PROJECT

1. Name of Principal Investigator _____
2. Dept. of PI _____ Name of College _____
3. UGC approval Letter No. and Date_____
4. Title of the Research Project _
5. Effective date of starting the project _
6. a. Period of Expenditure: From_____to _____
b. Details of Expenditure _____

S.No.	Item	Amount Approved (Rs.)	Expenditure Incurred (Rs.)
i.	Books & Journals		
ii.	Equipment		
iii.	Contingency including special needs		
iv.	Field Work/Travel (Give details in the proforma).		
v.	Hiring Services		
vi.	Chemicals & Glassware		

7. if as a result of check or audit objection some irregularly is noticed at later date, action will be taken to refund, adjust or regularize the objected amounts.

8. It is certified that the grant of Rs. ____ (Rupees ____ only) received from the University Grants Commission under the scheme of support for Minor Research

Project entitled vide UGC letter No. F. ____ dated has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the University Grants Commission.

**SIGNATURE OF PRINCIPAL
INVESTIGATOR**

PRINCIPAL

(Seal)

Annexure - IV

STATEMENT OF EXPENDITURE INCURRED ON FIELD WORK

Name of the Principal Investigator:

Name of the Place visited	Duration of the Visit		Mode of Journey	Expenditure Incurred (Rs.)
	From	To		

Certified that the above expenditure is in accordance with the UGC norms for Major Research Projects.

SIGNATURE OF PRINCIPAL INVESTIGATOR

PRINCIPAL

(Seal)

Annexure - V

Utilization certificate

Certified that the grant of Rs (Rupees _____ only) received from the University Grants Commission under the scheme of support for Minor Research Project entitled _____ vide UGC letter No. F. _____ dated _____ has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the University Grants Commission.

**SIGNATURE OF THE
PRINCIPAL INVESTIGATOR**

PRINCIPAL

(Seal)

STATUTORY AUDITOR

(Seal)

Annexure -VI

Annual/Final Report of the work done on the Minor Research Project. (Report to be submitted within 6 weeks after completion of each year)

1. Project report No. 1st /Final _
2. UGC Reference No.F. _
3. Period of report: from_ to _____
4. Title of research project _____
5. (a) Name of the Principal Investigator_____
- (b) Deptt. _____
- (c) College where work has progressed _____
6. Effective date of starting of the project_____
7. Grant approved and expenditure incurred during the period of the report:
 - a. Total amount approved Rs. _____
 - b. Total expenditure Rs. _____
 - c. Report of the work done: (Please attach a separate sheet)
 - i. Brief objective of the project _____
 - ii. Work done so far and results achieved and publications, if any, resulting from the
 - iii. Work (Give details of the papers and names of the journals in which it has been published or accepted for publication_____
 - iv Has the progress been according to original plan of work and towards achieving the objective? if not, state reasons
 - v please enclose a summary of the findings of the study. One bound copy of the final report of work done may also be sent to the concerned Regional Office of the UGC.
 - vi Any other information

SIGNATURE OF THE PRINCIPAL INVESTIGATOR

PRINCIPAL

(Seal)

Annexure – VII

PROFORMA FOR SUBMISSION OF INFORMATION AT THE TIME OF SENDING THE FINAL REPORT OF THE WORK DONE ON THE PROJECT

1. Title of the Project.....
2. NAME AND ADDRESS OF THE PRINCIPAL INVESTIGATOR
3. NAME AND ADDRESS OF THE INSTITUTION
4. UGC APPROVAL LETTER NO. AND DATE
5. DATE OF IMPLEMENTATION
6. TENURE OF THE PROJECT
7. TOTAL GRANT ALLOCATED
8. TOTAL GRANT RECEIVED
9. FINAL EXPENDITURE
10. TITLE OF THE PROJECT
11. OBJECTIVES OF THE PROJECT
12. WHETHER OBJECTIVES WERE ACHIEVED

(GIVE DETAILS)

13. ACHIEVEMENTS FROM THE PROJECT
14. SUMMARY OF THE FINDINGS

(IN 500 WORDS)

15. CONTRIBUTION TO THE SOCIETY

(GIVE DETAILS)

16. WHETHER ANY PH.D. ENROLLED/PRODUCED OUT OF THE PROJECT.....
17. NO. OF PUBLICATIONS OUT OF THE PROJECT

(PLEASE ATTACH)

(PRINCIPAL INVESTIGATOR) (PRINCIPAL)

(Seal)

Annexure – VIII

ASSESSMENT CERTIFICATE

(to be submitted with the proposal)

It is certified that the proposal entitled” ____”by (Dr./Prof./Mr./Mrs.)_____

Deptt. of _____ has been assessed by the

_____committee consisting the following members

for submission to the UGC Regional Office

_____ for financial support under the scheme of Minor Research Projects:

Details of Expert Committee:

The proposal is as per the guidelines.

(PRINCIPAL)

(Seal)



RESEARCH INCENTIVES FOR THE ACADEMY YEAR 2023-24

Sl. No	Faculty Name	Area of Contribution	Incentive Amount	Faculty Signature
1	Ms. Prema Venkataraman	Paper Publication	2000/-	
2	Mrs. Nagashree R Pujari	Book Publication and Patent	16000/-	
3	Mrs. Rekha C.	Paper and Book Publication	10000/-	
4	Mrs. Ramya H. S.	Paper Publication	13600/-	
5	Mr. Shivakumar U Ganachari	Books and Research papers published in University News	26000/-	
6	Mrs. Sunitha N	Paper Publication	2000/-	
7	Mrs. Soumya Latha R.	Patent	2000/-	
8	Mrs. Prithvi Heggade M.P.	Paper Publication and Patent	4000/-	
9	Dr. Harish P M	Paper Publication And Books	17000/-	
10	Dr. Nagalakshmi G	Publication	4000/-	
11	Mr. Swamy M. R	Paper Publication	4000/-	
12	Mr. Suresh Reddy	Paper Publication	5000/-	
13	Mrs. Anuradha Sindhia	Paper Publication	5000/-	
14	Mrs. Nagasuma C.V.	Paper Publication	3000/-	
15	Mrs. Sowmya N.	Paper Publication	1000/-	
16	Mr. Vaibhav Arwade	Book publication	8000/-	
17	Dr. Shreemathi Giri S	Book Publication, Patent and Paper Publication	18000/-	
18	Dr. Roopa Shettigar	Paper Publication and Patent	14000/-	
19	Mrs. Megha Potdar	Paper Publication	3000/-	
20	Mrs. Rashmi R. Sharma	Paper Publication	2000/-	
21	Mr. Manoj Kumar N.	Paper Publication	5000/-	
22	Mr. Yuvaraj Halage	Paper Publication	2000/-	
23	Mrs. Thanuja V	Paper Publication and Patent	5000/-	

Dr. S. SHREEMATHI GIRI
Head
Research And Innovation
Soundarya Institute of Management and Science

PRINCIPAL
Soundarya Institute Of Management & Science
Soundaryanagar, Sidedahalli,
Nagasandra Post,
Bengaluru-560 073.



Sl no	Faculty name	Signature
1	Mrs.Ramya H.S	
2	Mrs.Prithvi Heggade M.P	
3	Mrs. Rekha C	
4	Prema Venkatraman	
5	Dr.Shreemathi Giri	
6	Aishwarya Jeevakumar CR	
7	Mr. Aafaq Ahmed	
8	Mrs. Nagashree R Pujari	
9	Dr.Shalini B	
10	Aishwarya Jeevakumar	
11	Mrs. Sheethal B.R	
12	Santhosh Shetty	
13	Nagashree	
14	Kavya C	
15	Roopa Setiger	
16	Dr. Vasu BA	
17	Tanuja V	
18	Prithvi Heggade MP	
19	Harikrishna AV	
20	Mañoj Kumar N	
21	Sandhya R	
22	Vibin Krishnan R	
23	Swamy	
24	Sunitha N	
25	Sheethal BR	
26	Vaibhav	
27	Sathish	



2021-22

Sl no	Faculty name	Signature
1	Mrs. Ramya H S	
2	Dr. Jayadurga	
3	Dr. Asha MH	
4	Mr. Lokesh G Angadi	
5	Mrs. Ramya Shesadri	
6	Ms. Malar Velze	
7	Mr. Vaibhav A	
8	Ms. Aishwarya	
9	Vibin Krishnan R	
10	Soumya Latha	



2020-21		
Sl no	Faculty name	Signature
1	Mr. Guruprasad	
2	Mrs. Ramya H.S	
3	Mr. Lokesh G Angadi	
4	Mrs. Prithvi Heggade M.P	
5	Mrs. Soumya Latha	
6	Mrs. Sheethal BR	
7	Mrs. Nagashree R Pujari	
8	Mrs. Rekha C	
9	Mrs. Shalini	
10	Mrs. Malar Velze	
11	Mr. Aafaq Ahmed	



2019-20		
Sl no	Faculty name	Signature
1	Rekha C	
2	Divyashree D	
3	Sheela DV	
4	Nagashree	
5	Prithivi Heggade MP	
6	Tanuja V	
7	Mamatha	
8	Vijayalakshmi R	
9	Sushma AV	
10	Ramya HS	
11	Divyashree D	
12	Anil kumar KB	
13	Naveen A	
14	Koushik DR	
15	Sowmyalatha	
16	Somashekarappa B.K	



2023-24		
Sl no	Faculty name	Signature
1	Dr. Vasu B.A	Vasu B A
2	Dr. Harish P.M	Harish P M
3	Mrs.Prithvi Heggade M.P	Prithvi Heggade M.P
4	Dr. Ramesh D	Ramesh D
5	Mrs. Sowmyalatha	Sowmyalatha
6	Mrs. Sunitha N	Sunitha N
7	Mr. Anil Kumar K.Y	Anil Kumar K.Y
8	Mr.Shivakumar U Ganachari	Shivakumar U Ganachari
9	Mrs.Thanuja V.	Thanuja V.
10	Mr.Somashekarappa B.K	Somashekarappa B.K
11	Mrs.Ramya H.S	Ramya H.S
12	Mrs.Rekha C	Rekha C
13	Mrs.Nagashree R Pujari	Nagashree R Pujari
14	Prof.Basavaraj Okkunda	Basavaraj Okkunda
15	Mr.Aafaq Ahmed	Aafaq Ahmed
16	Mrs.Malarvelze M	Malarvelze M
17	Ms.Prema Venkatraman	Prema Venkatraman
18	Mrs.Sheethal B.R	Sheethal B.R
19	Ms.Shambhavi B.R	Shambhavi B.R
20	Mr.Vibin Krishnan R	Vibin Krishnan R
21	Mr.Hemraju M.N	Hemraju M.N
22	Mr.Harikrishna A.V	Harikrishna A.V
23	Mr.Kishan C	Kishan C
24	Dr.Prashanth Kumar	Dr. Prashanth Kumar
25	Mr.Yatish S.J	Yatish S.J
26	Dr.Ashwini Sachin Sadavarte	Ashwini Sachin Sadavarte
27	Dr.Nagalakshmi G	Nagalakshmi G
28	Mr.Suresh Reddy M.S	Suresh Reddy M.S
29	Mr.Swamy M R	Swamy M R
30	Mrs.Nagasuma C.V	Nagasuma C.V



2023-24		
Sl no	Faculty name	Signature
31	Mr.S.D. Arvinda	S.D. Arvinda
32	Mrs. Sowmya N	Sowmya N
33	Dr..Roopa Shettigar	Roopa
34	Dr.. Shreemathi Giri	Shreemathi Giri
35	Mr.Vaibhav Arwade	Vaibhav Arwade
36	Ms.Jasper Benarji	Jasper Benarji
37	Mrs.Anuradha Sindhia	Anuradha Sindhia
38	Mr.Manoj Kumar N	Manoj Kumar N
39	Mr.Vijaykumar A.S	Vijaykumar A.S
40	Mr.Ramkumar N	Ramkumar N
41	Mrs.Vidya D.C	Vidya D.C
42	Mr.Chakravarthi K	Chakravarthi K
43	Mr.Yuvraj Halage	Yuvraj Halage
44	Ms.Likhitha V.K	Likhitha V.K
45	Mr.Bhanuprakash	Bhanuprakash
46	Mr.Santhosh R.S	Santhosh R.S
47	Ms.Supriya D	Supriya D
48	Dr.Rafic Taj V	Rafic Taj V
49	Mr.Srikanth H G	Srikanth H G
50	Dr.Raghavendra Kuppelur	Raghavendra Kuppelur
51	Ms.Samskruthi B.L	Samskruthi B.L
52	Mr.Shareef A.P	Shareef A.P
53	Mr.Shibin Rahman	Shibin Rahman
54	Mr.Kiran Kumar R	Kiran Kumar R
55	Mr.Chaitra C G	Chaitra C G
56	Mrs.Savitha H.S	Savitha H.S
57	Ms.Jennifer Nancy	Jennifer Nancy
58	Mrs.Deepika P	Deepika P
59	Ms.Theertha T	Theertha T
60	Ms.Chandana Naik	Chandana Naik



2023-24		
Sl no	Faculty name	Signature
61	Dr.C.Menaka	
62	Mr.G.Vasanth Kumar	
63	Ms.Sushmitha	
64	Ms.Divya J	
65	Mr.Angel Chakraborty	
66	Dr.Suchitha S	
67	Ms.Surabhi	
68	Ms.Vidya	
69	Ms. Merlin Solomon	
70	Mrs. Megha Potdar	
71	Ms. Rashmi R. Sharma	
72	Mrs. Nagasuma C.V.	

SOUNDARYA EDUCATIONAL TRUST
DIVISION : SOUNDARYA INSTITUTE OF MANAGEMENT & SCIENCE
SCHEDULES TO INCOME AND EXPENDITURE A/C..

	As at 31.03.2024	As at 31.03.2023
Sch No. 12 : DIRECT INCOME		
Admission, Tuition & Application Fees	11,71,82,003.00	7,90,11,425.00
Examination Fee Refund	-10,96,268.00	-
Application Fees Collected	2,29,802.00	-
	11,63,15,537.00	7,90,11,425.00
Sch No. 13 : OTHER INCOME		
Bank Interest Received	18,272.00	3,975.00
Sponsorship-Research	15,86,787.00	-
	16,05,059.00	3,975.00
Sch No. 14 : EMPLOYEE BENEFIT EXPENSES		
Salaries & Allowances	4,75,15,861.00	3,29,25,134.00
PF-Employers	19,38,844.00	15,25,706.00
ESI-Employer	1,63,088.00	1,45,020.00
Staff Welfare	21,41,333.00	16,48,140.00
Faculty Financial Support	2,85,000.00	1,27,845.00
Faculty Research Incentives	2,75,000.00	-
	5,23,19,126.00	3,63,71,845.00
Sch No. 15 : FINANCIAL CHARGES		
Bank Charges	1,23,340.50	54,504.45
Interest on Vehicle Loan	12,080.00	65,327.00
Interest on OD	29,01,124.00	41,270.00
	30,36,544.50	1,61,101.45
Sch No. 16 : ADMINISTRATION EXPENSES		
<u>Academic Support Facilities</u>		
Admission & Registration Expenses	25,44,659.00	5,70,482.00
Advertisement Expenses	1,00,33,216.00	61,59,507.46
Affiliation, Admission, Exam Fee	60,87,549.38	48,56,015.00
Conference Meet Expenses	7,000.00	-
Certification Charges	1,55,000.00	-
Events and Activities	11,23,225.00	13,90,852.00
Examination Expenses	76,711.00	2,37,213.00
Graduation Day Expenses	19,200.00	2,19,312.00
Honorarium	57,000.00	1,16,500.00
Industrial Visit Work Shop expenses	16,58,810.00	-
Lab Expenses	24,518.00	13,083.00
Legal Charges	14,50,000.00	-
MBA Students Excursion Expenses	33,11,878.00	-
Medical Expenses of students	3,656.00	-
Newspapers & Magazines	1,89,779.00	34,060.00
NSS & NCC Expenses	4,04,625.00	2,92,219.00
Office Expenses	1,88,479.00	1,79,663.00
Optra Services (E-Governance)	3,47,439.00	2,92,558.00
Photography Charges	39,000.00	34,000.00
Postage & Courier	1,54,601.00	17,000.00
Pooja Expenses	1,61,350.00	47,768.00
Printing & Stationery	22,44,122.00	6,93,562.00
Professional Charges	76,000.00	-
Membership Fees/Registration Charges	4,48,045.00	6,54,928.00
Research & Development expenses	1,56,359.00	-
Software Expenses (E-Governance)	4,248.00	2,99,248.00
Sponsorship	2,59,000.00	2,000.00

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Soundarya Institute Of Management & Science
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Bengaluru-560 073.



DIVISION : SOUNDARYA INSTITUTE OF MANAGEMENT & SCIENCE
SCHEDULES TO INCOME AND EXPENDITURE A/C..

	As at 31.03.2023	As at 31.03.2022
Sch No. 12 : DIRECT INCOME		
Admission, Tuition & Application Fees	7,90,11,425.00	5,48,33,497.00
Examination Fee Refund	-	1,40,629.00
Fine Collected	-	-
	7,90,11,425.00	5,49,74,126.00
Sch No. 13 : OTHER INCOME		
Bank Interest Received	3,975.00	2,873.00
Sponser	-	-
	3,975.00	2,873.00
Sch No. 14 : EMPLOYEE BENEFIT EXPENSES		
Salaries & Allowances	3,29,25,134.00	2,60,38,400.00
PF-Employers	15,25,706.00	11,86,639.00
ESI-Employer	1,45,020.00	99,846.00
Staff Welfare	16,48,140.00	4,23,886.00
Faculty Financial Support	1,27,845.00	78,650.00
	3,63,71,845.00	2,78,27,421.00
Sch No. 15 : FINANCIAL CHARGES		
Bank Charges	54,504.45	17,237.56
Interest on Vehicle Loan	65,327.00	1,16,067.00
Interest on OD	41,270.00	-
	1,61,101.45	1,33,304.56
Sch No. 16 : ADMINISTRATION EXPENSES		
<u>Academic Support Facilities</u>		
Admission Expenses	5,70,482.00	1,62,033.00
Advertisement Expenses	61,59,507.46	1,71,760.00
Affiliation, Admission, Exam Fee	48,56,015.00	38,91,639.00
Events and Activities	13,90,852.00	3,41,918.00
Examination Expenses	2,37,213.00	1,38,582.00
Graduation Day Expenses	2,19,312.00	2,67,663.00
Honorarium	1,16,500.00	37,662.00
NAAC Expenses	-	10,41,605.10
Newspapers & Magazines	34,060.00	32,850.00
NSS & NCC Expenses	2,92,219.00	2,19,524.00
Office Expenses	1,79,663.00	1,30,320.00
Photography Charges	34,000.00	3,23,500.00
Postage & Courier	17,000.00	24,566.00
Pooja Expenses	47,768.00	34,490.00
Printing & Stationery	6,93,562.00	6,96,917.00
Professional Charges	-	1,52,000.00
Membership Fees/Registration Charges	6,54,928.00	5,30,318.00
Research Expenses	-	8,730.00
Sponsorship	2,000.00	1,50,000.00
Sports Expenses	6,15,815.00	2,35,047.00
Student Welfare	59,62,435.00	10,49,900.00
Telephone & Internet Charges	4,22,527.45	2,30,380.00
Training & Workshops	-	28,518.00
Travelling and Conveyance	2,08,018.00	36,362.00

Jama
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Soundaryanagar, Sidedahalli,
Nagasandra Post,
Bengaluru-560073.



MODULES TO INCOME AND EXPENDITURE A/C..

	As at 31.03.2022	As at 31.03.2021
Sch No. 12 : DIRECT INCOME		
Admission, Tuition & Application Fees	5,48,33,497.00	4,59,59,245.00
Examination Fee Refund	1,40,629.00	-
Fine Collected	-	200.00
	5,49,74,126.00	4,59,59,445.00

Sch No. 13 : OTHER INCOME		
Bank Interest Received	2,873.00	-
	2,873.00	-

Sch No. 14 : EMPLOYEE BENEFIT EXPENSES		
Salaries & Allowances	2,60,38,400.00	2,07,01,170.00
PF-Employers	11,86,639.00	10,41,560.00
ESI-Employer	99,846.00	1,13,775.00
Staff Welfare	4,23,886.00	49,546.00
Faculty Financial Support	78,650.00	
	2,78,27,421.00	2,19,06,051.00

Sch No. 15 : FINANCIAL CHARGES		
Bank Charges	17,237.56	12,600.13
Interest on Vehicle Loan	1,16,067.00	1,60,495.00
Interest on OD	-	6,289.00
	1,33,304.56	1,79,384.13

Sch No. 16 : ADMINISTRATION EXPENSES		
<u>Academic Support Facilities</u>		
Admission Expenses	1,62,033.00	64,275.00
Advertisement Expenses	1,71,760.00	1,29,536.00
Affiliation, Admission, Exam Fee	38,91,639.00	12,01,105.00
Events and Activities	3,41,918.00	14,830.00
Examination Expenses	1,38,582.00	1,35,466.00
Graduation Day Expenses	2,67,663.00	-
Honorarium	37,662.00	11,955.00
NAAC Expenses	10,41,605.10	1,36,561.00
Newspapers & Magazines	32,850.00	23,778.00
NSS & NCC Expenses	2,19,524.00	44,213.00
Office Expenses	1,30,320.00	1,49,822.50
Photography Charges	3,23,500.00	-
Postage & Courier	24,566.00	13,615.00
Pooja Expenses	34,490.00	-
Printing & Stationery	6,96,917.00	2,25,681.00
Professional Charges	1,52,000.00	79,700.00
Membership Fees/Registration Charges	5,30,318.00	75,760.00
Research Expenses	8,730.00	-
Sponsorship	1,50,000.00	-
Sports Expenses	2,35,047.00	20,107.00
Student Welfare	10,49,900.00	9,34,250.00

Vandana
PRINCIPAL
 Soundarya Institute Of Management & Science
 Soundaryanagar, Sidedaha
 Nagasandra Post
 Bengaluru-560 075



DIVISION : SOUNDARYA INSTITUTE OF MANAGEMENT & SCIENCE
SCHEDULES TO INCOME AND EXPENDITURE A/C..

	As at 31.03.2022	As at 31.03.2021
Sch No. 12 : DIRECT INCOME		
Admission, Tuition & Application Fees	5,48,33,497.00	4,59,59,245.00
Examination Fee Refund	1,40,629.00	-
Fine Collected	-	200.00
	5,49,74,126.00	4,59,59,445.00
Sch No. 13 : OTHER INCOME		
Bank Interest Received	2,873.00	-
	2,873.00	-
Sch No. 14 : EMPLOYEE BENEFIT EXPENSES		
Salaries & Allowances	2,60,38,400.00	2,07,01,170.00
PF-Employers	11,86,639.00	10,41,560.00
ESI-Employer	99,846.00	1,13,775.00
Staff Welfare	4,23,886.00	49,546.00
Faculty Financial Support	78,650.00	-
	2,78,27,421.00	2,19,06,051.00
Sch No. 15 : FINANCIAL CHARGES		
Bank Charges	17,237.56	12,600.13
Interest on Vehicle Loan	1,16,067.00	1,60,495.00
Interest on OD	-	6,289.00
	1,33,304.56	1,79,384.13
Sch No. 16 : ADMINISTRATION EXPENSES		
<u>Academic Support Facilities</u>		
Admission Expenses	1,62,033.00	64,275.00
Advertisement Expenses	1,71,760.00	1,29,536.00
Affiliation, Admission, Exam Fee	38,91,639.00	12,01,105.00
Events and Activities	3,41,918.00	14,830.00
Examination Expenses	1,38,582.00	1,35,466.00
Graduation Day Expenses	2,67,663.00	-
Honorarium	37,662.00	11,955.00
NAAC Expenses	10,41,605.10	1,36,561.00
Newspapers & Magazines	32,850.00	23,778.00
NSS & NCC Expenses	2,19,524.00	44,213.00
Office Expenses	1,30,320.00	1,49,822.50
Photography Charges	3,23,500.00	-
Postage & Courier	24,566.00	13,615.00
Pooja Expenses	34,490.00	-
Printing & Stationery	6,96,917.00	2,25,681.00
Professional Charges	1,52,000.00	79,700.00
Membership Fees/Registration Charges	5,30,318.00	75,760.00
Research Expenses	8,730.00	-
Sponsorship	1,50,000.00	-
Sports Expenses	2,35,047.00	20,107.00
Student Welfare	10,49,900.00	9,34,250.00


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 Soundarya Institute Of Management & Science
 Soundaryanagar, Sidedaha
 Nagasandra Post
 Bengaluru-560 075




SOUNDARYA EDUCATIONAL TRUST

DIVISION : SOUNDARYA INSTITUTE OF MANAGEMENT & SCIENCE

SCHEDULES TO INCOME AND EXPENDITURE A/C..

	As at 31.03.2021	As at 31.03.2020
Sch No. 12 : DIRECT INCOME		
Admission, Tuition & Application Fees	4,59,59,245.00	5,60,86,716.00
Examination Fee Refund	-	1,80,720.00
Fine Collected	200.00	3,800.00
	4,59,59,445.00	5,62,71,236.00
Sch No. 13 : EMPLOYEE BENEFIT EXPENSES		
Salaries & Allowances	2,07,01,170.00	2,54,76,637.00
PF-Employers	10,41,560.00	14,11,209.00
ESI-Employer	1,13,775.00	1,94,989.00
Staff Welfare	49,546.00	1,84,329.00
	2,19,06,051.00	2,72,67,164.00
Sch No. 14 : FINANCIAL CHARGES		
Bank Charges	12,600.13	44,447.07
Interest on Vehicle Loan	1,60,495.00	78,637.00
Interest on OD	6,289.00	2,746.00
	1,79,384.13	1,25,830.07
Sch No. 15 : ADMINISTRATION EXPENSES		
<u>Academic Support Facilities</u>		
Admission Expenses	64,275.00	1,93,795.00
Advertisement Expenses	1,29,536.00	15,36,887.00
Affiliation, Admission, Exam Fee	12,01,105.00	32,56,372.00
Events and Activities	14,830.00	4,88,560.00
Examination Expenses	1,35,466.00	37,399.00
Guest Lecture Remuneration	-	1,15,790.00
Honorarium	11,955.00	5,48,187.00
Job Fair Expenses	-	2,10,450.00
NAAC Expenses	1,36,561.00	-
Newspapers & Magazines	23,778.00	24,420.00
NSS & NCC Expenses	44,213.00	1,09,751.00
Office Expenses	1,49,822.50	2,23,223.00
Photography Charges	-	23,600.00
Postage & Courier	13,615.00	14,896.00
Printing & Stationery	2,25,681.00	8,90,606.00
Professional Charges	79,700.00	13,500.00
Membership Fees/Registration Charges	75,760.00	1,17,131.00
Sponser	-	30,000.00
Student Welfare	9,34,250.00	61,63,799.00
Sports Expenses	20,107.00	2,72,242.00
Training & Workshops	16,990.00	8,82,323.00
Travelling and Conveyance	28,033.00	75,225.00
Website Maintenance (E-Governance)	36,462.00	0.00
Software Expenses (E-Governance)	1,58,002.00	-
Donation	-	25,115.00
Exhibition Expenses	-	54,331.00
Telephone & Internet Charges	1,32,482.00	55,511.00


PRINCIPAL
 Soundarya Institute Of Management & Science
 Soundaryanagar, Sidedahalli,
 Nagesandra Post,
 Bengaluru-560 073.





SOUNDARYA INSTITUTE OF MANAGEMENT & SCIENCE

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Voucher No.

Date: 16/05/2023

DEBIT	AMOUNT	CREDIT	AMOUNT
Registration	Rs.	Soundarya Bank	Rs.
expenses	Rs. 9000/2	CA-07	Rs. 9000/2
(MBA expenses)	Rs.		Rs.
	Rs.		Rs.
	Rs.		Rs.
TOTAL	Rs. 9000/2	TOTAL	Rs. 9000/2

Please pay to Roopa Shettiga
by Cash / Cheque, as per details below ch.no. 219420/16-05-2023 issued towards
IC3SEA 2023 paper presentation charges
Rupees Nine Thousand only

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STUDY WORLD COLLEGE OF ENGINEERING

Study World College of Engineering



STUDY WORLD

Colleges of Engineering
Coimbatore

Certificate of Presentation

This is to certify that

Dr.ROOPA SHETTIGAR

have successfully presented the paper entitled
**Designing an effective Performance Management System in the age of remote work the
ethics of HR through Artificial Intelligence**
at the

International Conference on Contemporary Challenges in Science and its Engineering Applications [IC3SEA 2023]
Organized by Study World College of Engineering, Coimbatore, India
held on 05-06 May 2023

Dr.S.Kamadhasan

Co-Ordinator

Dr.K.A.Praneesh

HOD/EEE

Dr.P.Gomathi

Principal



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DEBIT	AMOUNT	CREDIT	AMOUNT
	Rs.....		Rs. 1,000/-
	Rs.....		Rs.....
	Rs.....		Rs.....
	Rs.....		Rs.....
	Rs.....		Rs.....
TOTAL	<input type="text"/>	TOTAL	<input type="text" value="1,000/-"/>

Please pay to..... Dr. Roopa Shettigar


by Cash / Cheque, as per details below..... expenses incurred towards

Patent on "office Behavioural tool" published.

@ Govt. of India IPR.

Rupees

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ORIGINAL
क्र. सं./ Serial No. : 163525



पेटेंट कार्यालय, भारत सरकार | The Patent Office, Government Of India
डिजाइन के पंजीकरण का प्रमाण पत्र | Certificate of Registration of Design

डिजाइन सं. / Design No. : 408051-001
तारीख / Date : 20/02/2024
पारस्परिकता तारीख / Reciprocity Date* :
देश / Country :

प्रमाणित किया जाता है कि संलग्न प्रति में वर्णित डिजाइन जो **OFFICE BEHAVIOURAL MONITORING DEVICE** से संबंधित है, का पंजीकरण, श्रेणी 10-05 में 1.Dr. Vasu B A 2. Mr. Chethan S 3.Dr. Roopa Shettigar 4.Mr. Shivaraj Kumar S 5.Dr. S. Sathyeshwar 6.Dr. Anupama के नाम में उपर्युक्त संख्या और तारीख में कर लिया गया है।

Certified that the design of which a copy is annexed hereto has been registered as of the number and date given above in class 10-05 in respect of the application of such design to **OFFICE BEHAVIOURAL MONITORING DEVICE** in the name of 1.Dr. Vasu B A 2. Mr. Chethan S 3.Dr. Roopa Shettigar 4.Mr. Shivaraj Kumar S 5.Dr. S. Sathyeshwar 6.Dr. Anupama.

डिजाइन अधिनियम, 2000 तथा डिजाइन नियम, 2001 के अध्याधीन प्रावधानों के अनुसारण में।

In pursuance of and subject to the provisions of the Designs Act, 2000 and the Designs Rules, 2001.



Signature
कुन्नाल की अंसिय

महानिरीक्षक पेटेंट, डिजाइन और व्यापार चिह्न
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जारी करने की तिथि :
Date of Issue : 05/04/2024

*पारस्परिकता तारीख (यदि कोई हो) जिसकी अनुमति दी गई है तथा देश का नाम। डिजाइन का स्वतंत्राधिकार पंजीकरण की तारीख से दस वर्षों के लिए होगा जिसका विस्तार, अधिनियम एवं नियम के निबंधनों के अधीन, पाँच वर्षों की अतिरिक्त अवधि के लिए किया जा सकता है। इस प्रमाण पत्र का उपयोग विधिक कार्यवाहियों अथवा विदेश में पंजीकरण प्राप्त करने के लिए नहीं हो सकता है।
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DEBIT	AMOUNT	CREDIT	AMOUNT
.....	Rs.....	Rs..... 1,500/-
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
TOTAL	<input type="text"/>	TOTAL	<input type="text" value="1,500/-"/>

Please pay to..... *Ms. Rashmi R. Sharma, Asst. Prof. Dept*
 by Cash / Cheque, as per details below..... *expenses incurred Psychology.*
Towards reimbursement fees incurred for
attending National level Seminar.
 Rupees

Authorised by

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CHRIST ACADEMY
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DEPARTMENT OF SCIENCE

CERTIFICATE

This is to certify that Ms. Rashmi R Sharma of Soundarya Institute of Management and Science has presented the paper titled, Mediating effect of social media on the relation between moral identity and prosocial behavior at the *National Conference on Social and Community Psychology*, organized by the Department of Science,

Christ Academy Institute for Advanced Studies on April 25 & 26, 2024.

Dr. Beena Daliya R
Co- Convenor
Associate Professor,
CAIAS

Dr. Sangeetha George K
Convenor
Head, Department of
Science, CAIAS

Fr. Anthony Davis CMI
Principal, CAIAS



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Voucher No.

Date: 26-3-2024

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.....	Rs.....	Rs. 9,500/-
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
TOTAL	<input type="text"/>	TOTAL	<input type="text" value="2,500/-"/>

Please pay to..... *Mrs. Ramya A.S, HO2 Political Science*
 by Cash / Cheque, as per details below..... *International Conferences*
Regn. Lab charges

Rupees

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Ramya
Received Signature



Kristu Jayanti College
AUTONOMOUS Bengaluru


25

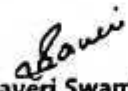
Department of Political Science
International Conference


VIBRANT DEMOCRACY: VISION BEYOND THE BALLOT BOX


Certificate of Appreciation

This is to certify that Dr./Mr./Ms. Romya HS
from Sourdaya Institute of Management & Science has Presented/Participated a paper titled
Role of youth in Democracy
in the International Conference organised by the Department of Political Science, Kristu Jayanti College
Autonomous, Bengaluru on 06th & 07th March 2024.


Dr. Deekshith Kumar M
Event Coordinator


Dr. Kaveri Swami
Convener


Dr. Gopukumar. AV
Dean, Faculty of Humanities


Fr. Dr. Augustine George
Principal



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DEBIT	AMOUNT	CREDIT	AMOUNT
	Rs.....		Rs..... 511/-
	Rs.....		Rs.....
	Rs.....		Rs.....
	Rs.....		Rs.....
	Rs.....		Rs.....
	Rs.....		Rs.....
TOTAL	<input type="text"/>	TOTAL	<input type="text" value="511/-"/>

Please pay to Mr. S. D. Arinda
 by Cash / Cheque, as per details below towards the Registration
fees incurred for presenting papers on
'Cultural Activities through Vision Media'
at St. Paul's College on 17-4-2024.

Rupees

Authorised by Principal Received Signature S.D. Arinda



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MEDIA NEXUS - 2024

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DEPT. OF JMC
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In Association with

DEPT. OF COMMUNICATION
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BEST PAPER AWARD

awarded to

DR S D ARVINDA

for the paper titled CULTURAL ACTIVISM THROUGH SOCIAL MEDIA

Presented at the Third National Conference "MEDIA NEXUS - 2024:
 Promoting Equity, Resilience, and Social Transformation,"
 organized by the Department of Journalism and Mass Communication,
 on April 17, 2024, at ST PAULS COLLEGE, Bengaluru.

Prashanth V

DR. PRASHANTH V
 Conference Chair & Head,
 Dept. of JMC, ST PAULS COLLEGE

Shajju

Rev. Fr. Dr. SHAIJU JOSEPH
 Vice Principal

Thomas MJ

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.....	Rs.....	Rs. 500/-
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
.....	Rs.....	Rs.....
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Please pay to..... *Mrs. Ramya H.S.*
by Cash / Cheque, as per details below.....
..... *Registration charges*
..... *to attend National level PCIT*
..... *at Presidency College*
Rupees

Authorised by

Ramya
Received Signature



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(AUTONOMOUS)

BENGALURU - 560 024, KARNATAKA, INDIA
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RE-ACCREDITED BY NAAC WITH 'A+' GRADE



NATIONAL SEMINAR ON ROLE OF TECHNOLOGY AND MEDIA FOR A SMART AND SUSTAINABLE FUTURE

This is to certify that

Prof./Mr./Ms./Dr. RAMYA H.S of SOUNDARYA INSTITUTE OF
MANAGEMENT & SCIENCE

has presented a research paper entitled _____

Technology and it's sustainable role in Tapaswism

in the 1st National Seminar on "The role of Technology and Media for a Smart and Sustainable Future" organized by

the Department of Computer Applications and Humanities, Presidency College(Autonomous), Bangalore on 15th March,

2024.

Dr. Suchithra R
Principal

Dr. Alli A
Head of
Department(DCA)

Ms. Noreen Alexeena Datta
Head of
Department(Humanities)

