



SRI VENKATESHWARAA DENTAL COLLEGE

(Recognized by Dental Council of India - Affiliated to Pondicherry University)

No.13-A, Pandy-Villupuram Main Road, Ariyur, Puducherry-605 102. Tel : 0413-2644405
Telefax : 0413-2644406, E-mail : svdc@svmcpondy.com

RESOURCE MOBILIZATION POLICY	LAST REVIEWED:11.05.2018 PAGES: 1-5
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Introduction

Our Institution, Sri Venkateshwaraa Dental College operates student centric policies with focus on skill based research driven quality education which should be accessible and affordable by youth of rural and urban areas. The cardinal principle of management in the Institutions to provide best resources to the faculty & students to meet the above requirements and also work towards realizing the Vision and Mission of the Institution. This document draws the policies for resource mobilization. A five years strategic plan will be made by the Institution to plan both Undergraduate & Postgraduate academic activities, related administrative, logistic and developmental activities. Accordingly the budget estimates and funds requirements are made. This will be subdivided into yearly activities and mobilization of resource planned.

Resources

The Institution needs four types of resources i.e. Human Resources, Equipment & Material Resources and Infrastructural Resource and financial Resources.

Human resources

The Institution ensure that qualified manpower needed to run the educational courses as per the laid down norms of concerned regulator authority is available. For Officers of the Institution and other support staff, the procedure laid down by statutes, ordinances and Government policies will be followed.



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Appointment of Teachers

The post of Reader, Senior Lecturer, Professor & HOD are laid down by relevant regulating authorities like DCI, Pondicherry University etc. Post as prescribed by regulating authorities for the department to operate courses will be approved by the University. For any additional requirement or to fill up the vacant posts, the matter will be taken up with the Academic Council by respective departments of the Institution. After approval of the Academic Council, the Institution will initiate the recruitment process.

Selection and Recruitment Process for Teachers As per the vacancies approved by the Institution requirement as per the statute, the Principal will publish the vacancies in the newspapers. All the applications will be scrutinized by selection Board. A Selection Board will be constituted by the Institution in accordance with laid down norms by the Pondicherry University/ DCI/ Statute. The Selection Board will have a representation from Regulatory Commission and experts of respective department. The Selected candidates as per the merit. The Selection Board will be headed by the Chairman. Appointments will be done as per the approved vacancies based on actual reporting against appointment letter issued by the Chairman of the Institution.

Appointment of Non-Technical Staff The number of officers/supervisors required for non-technical work is laid down by the statutes, act and laid down norms. The principal will take up the matter for effective recruitment as per approval of the Management.

Mobilization of Students against Intake

Admission in the medical courses are based on the marks scored in the NEET examination by the candidates and all the admission procedures are made by the Centralized Admission Committee (CENTAC) nominated by the Government of Puducherry.



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The important part of cash inflow in budget outlay is the student admission and resulting fees received from them. In order to ensure that maximum seats are filled against approved in take following mobilization plan is implemented.

- **Quality Education & Infrastructure**

The Institutions should get faculty members with adequate qualification and experience with involvement and dedication to work for longer duration which motivates the students to reach the greater heights in academic activities.

- **Advertisements & Publicity.** The Institution should spend certain amount decided in the budget annual on this head to mobilized admissions effectively and create a brand value.
- **Infrastructure & Facilities.** This attracts quality intake and enhances mobility to attract maximum admission. Efforts therefore be made for ensuring world class facilities.
- **Counseling and Guidance.** The Counseling Cell mobilized admission with quality intake by effective action plan. The Counseling Cell with therefore by provided with matching resources to meet the action plan.

EQUIPMENT & MATERIAL RESOURCES

Based on the Strategic Plan the requirement of equipment & material resources will be worked out by respective departments and consolidated at Institution level by Academic Council and the management. The requirement will be examined by the management in details.

INFRASTRUCTURAL RESOURCES

In order to operate the approved academic programmes effectively and provide administrative support, the building and basic infrastructural requirements will be worked out by the Building Committee in terms of financial load and time needed. The project management team will provide these inputs in budgetary preparation.



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FINANCIAL RESOURCES

On the basis of Student Intake, Faculty requirements, Lab/library/material needs and infrastructural needs, the details of funds requirement will be examined and cash inflow/out flow will be worked out at Academic Council, management and Finance Committee. A Resource Mobilization Plan will be made and put up to the management with following broad outlines.

- Cash inflow through fees from students
- Cash inflow likely from Government and Non-Government funding, Consultancy, Alumni Funding, Sponsorship/grants and interest etc.
- Cash Outflow based on already running programmes as well as newly acquired programmes, enhancement in expenditures, maintenances, administrative expenditure and depreciation. Repayment of earlier loans, interest etc., are included in cash out flow.
- Deficit due to difference between cash inflow and out flow
- The management will discuss various options to meet the fund deficit.

The Management will examine possibility of increasing cash inflow or/and reducing out flow by cutting on some demands, postponing some needs. After all the deliberations the General Body will tentatively finalize the cash inflow, outflow, deficit and budget outlay.

FUNDS MOBILIZATION PLANS

The Management will deliberate and clear the Budget and Associated Action Plan with Following Options to Maximize Funds Mobilization.

Maximize Cash Inflow.

Principal and Administrative Officer will take necessary steps to insure that admissions are done as per plans, fees are received on time and efforts are made to materialize inflow from fees and other planned resources.




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Minimize Cash Out Flow.

Principal and Administrative officer will ensure, through proper purchasing process and "Conserve and Care Policy of Running Expenses" that cash out flow is minimum as per approved budget.

Options to Meet the Deficit.

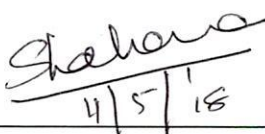
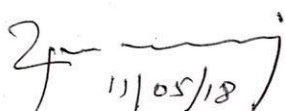
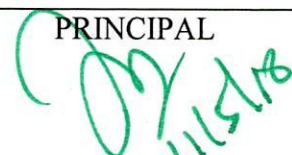
The net likely deficit will be discussed and finalized for funding by the Management. Following options will be considered:

- I. Funding by Bank Loan
- II. Funding by Sponsoring Body
- III. Funding partly by Bank Loan and partly by Sponsoring Body.

Management will finalize the options and approve the final plan accordingly.

Monitoring

The implementation and deviations from the plan will be monitored at the level of Principal, Administrative officer and Finance Officers and discussed at the Board of Trustees. Chairman and Board of trustees may call periodic meeting of all concerned to monitor the progress and issue suitable instructions. Any major corrective measures will be applied approval of the Management.

PREPARED BY	VERIFIED BY	APPROVED BY
DR.SHABANA  4/5/18	DR.YUVARAJ  11/05/18	PRINCIPAL  11/5/18



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