BUILDINGS AND WORKS COMMITTEE MEETING - VII

Dated : 28 November 2025 **Time** : 04.00 PM

Venue : Board Room

Members Present : Enclosed

MINUTES OF MEETING

Agenda

7.1 Confirmation of the minutes of the previous meeting and action taken report.

7.2 Review of construction works completed during the semester.

7.3 Review of maintenance works completed during the semester.

7.4 Consideration of proposed works for the coming year.

7.5 Any other matter.

Item 7.1: Confirmation of the Minutes of the Previous Meeting and Action Taken

The minutes of the previous Buildings and Works Committee meeting were placed before the Committee. The action taken on the decisions of the previous meeting was reviewed and noted.

Resolution: The Committee approved the minutes of the previous meeting and the action taken thereon.

Item 7.2: Review of Construction and Maintenance Works Completed During the Semester

(a) Construction Works Completed During the Last Semester

The Committee reviewed the construction works completed during the last semester. The details of the completed works were noted and recorded.

Action Taken: Noted.

S. No.	Nature of Work	Cost (Rs.)
1	Mesh fixing on windows in Ladies' Hostel	12,500
2	Shed work for Generator	7,000
3	New AC for MCA Labs	1,78,000
4	Dais work in I Year Classroom	9,000

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S. No.	Nature of Work	Cost (Rs.)
5	Administrative Office Interior Work	30,00,000
6	Idea Lab	6,00,000
Total		**38,06,500**

(b) Electrical Maintenance Works Completed During the Last Semester

The Committee reviewed the electrical maintenance works carried out during the last semester. The details were noted.

Action Taken: Noted.

S. No.	Nature of Work	Cost (Rs.)
1	Office Electrical Work	3,50,000
2	Automatic Capacitance Bank	14,833
3	MCA Department Electrical Work	1,50,000
4	AICTE Idea Lab Electrical Work	3,00,000
5	New Camera Electrical Work – Indoor Stadium, Bus Yard and Boys' Hostel Outside Road	—
6	Structural Lab and Casting Yard Cabling	30,000
7	Boys' Hostel to Bus Yard and Gate II Cabling Work and DB Installation	25,000

(c) Proposed Construction and Maintenance Works

The Committee discussed and recommended the proposed construction and maintenance works for the forthcoming semester.

Construction Works:

- Road work via Morning Star Polytechnic College – *in progress.*
- Remaining construction works to be taken up in the next semester.

Maintenance Works:

- Classroom arrangements for MCA.
- Cabling work in the Structural Laboratory and Casting Yard.
- Closure of plug points in Boys' and Girls' Hostels.
- Installation of Automatic Capacitance Bank – *completed.*

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- EB panel rearrangement and Automatic Generator ON/OFF system – *in progress.*
- Electrical drawings and College name board works – *in progress.*

Resolution: The Committee approved the proposed construction and maintenance works.

S. No.	Nature of Work	Cost (Rs.)
1	Intercom Work	8,00,000
2	Road Work via Morning Star	-
3	Painting Work in Panel Rooms	—
4	Name Board Work	5,50,000
5	Drinking Water Supply in Each Block	70,000
6	EB Panel Rearrangement and Automatic Generator ON/OFF	13,00,000
7	Electrical Drawing	—

Item 7.3: Review of Maintenance Works Completed During the Semester

The Committee reviewed the maintenance works completed during the current semester, including electrical, plumbing, and carpentry works. The details along with expenditure were presented and discussed.

Electrical Maintenance Works

S. No.	Nature of Work	Cost (Rs.)
1	5 kVA Generator shifted from Boys' Hostel to Indoor Stadium and maintenance	15,000
2	Rectification of fire-damaged items in Civil Block panel	4,800
3	Fan rearrangement in Central Library	10,000
4	AC maintenance and data collection	90,000
5	Mic arrangements in Seminar Hall, Rock Auditorium and Conference Hall	1,10,000
6	Block A (COE, Bursar, Guest Rooms) inverter work	—
7	Boys' and Girls' Hostel plug point closing and rearrangement	—

Resolution: The Committee noted and approved the electrical maintenance works completed during the semester.

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Plumbing Maintenance Works

S. No.	Nature of Work	Cost (Rs.)
1	RO plant service	4,000
2	Water filter items	2,000
3	Pipeline maintenance in Jas Hostel	2,100
4	Replacement of toilet taps in Ladies' and Gents' Hostels	10,000
5	Plumbing items for maintenance work	60,000
Total		**78,100**

Carpentry Works

S. No.	Nature of Work	Cost (Rs.)
1	Window hook replacement in CSE, IT and Civil classrooms	—
2	Chapel stand and mosquito net provision in Gents' Hostel	—
3	Toilet door lock maintenance work	—
4	Aluminium partition maintenance works	—
5	Classroom bench and desk repair works	—
6	CAM Lab and Simulation Lab computer table servicing	25,010
7	Bed repair work in Ladies' Hostel (80 Nos.)	94,000
8	Furniture for new faculty	12,000
9	New furniture for MCA, CSE, HSC and AI (147 Nos. × Rs. 7,000)	10,29,000

Item 7.4: Consideration of Proposed Works for the Coming Year

Proposed Construction Works

S. No.	Nature of Work	Estimated Cost (Rs.)
1	Building for the new programme	—
2	Compound wall near Gate I	15,000
3	Lift installation in A Block and F Block	—
4	Ramp for Idea Lab	—

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S. No.	Nature of Work	Estimated Cost (Rs.)
5	Accessible toilets in all blocks	—
6	Shed in Ladies' Hostel for cloth drying	—
7	AI & DS, Communication Lab and CSE Computer Lab rearrangements.	—

Proposed Maintenance Works

1. Replacement of urinals in all ladies' toilets.
2. Replacement of damaged drainage slabs.
3. Painting work in Placement Office.
4. Fault identification and rectification of cable from College Substation to distribution station.
5. Rearrangement of 7 kW solar panels in Mechanical Block.
6. Checking and maintenance of cable gland connections in all panels.
7. Replacement of 320 kVA Generator display panel.
8. Auditorium BLDC motor controller maintenance.
9. Maintenance of two 500 kVA transformers and switchyard.
10. HT and Solar PV system approval.

Item 7.5: Any Other Matter

The following additional matters were discussed during the meeting:

- It was noted that the AI & DS Laboratory and Communication Laboratory will be required for the forthcoming semester.
- It was discussed that four to five additional classrooms will be required in the coming semester to meet academic needs.
- The Committee noted that the college main entrance has been constructed on the ongoing new road work near the Structural Engineering Laboratory.

There being no other matters to discuss, the meeting concluded with a vote of thanks to the Chair.

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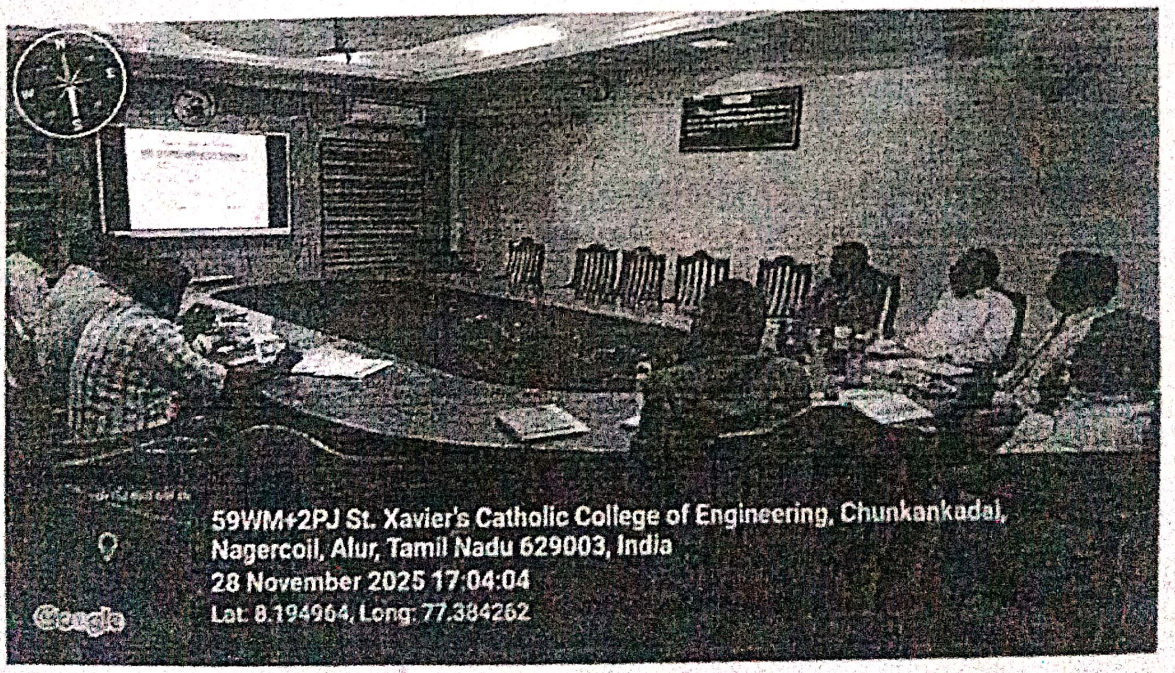
Members present:

Sl.No.	Name	Designation
1.	Rev.Fr.S.Godwin Selva Justus	Correspondent, SXCCE
2.	Rev.Fr.R.Xavier Raj	Bursar, SXCCE
3.	Dr.J. Maheswaran	Principal, SXCCE
4.	Dr.V.Christus Jaya Singh	Vice Principal, SXCCE
5.	Mr.T.R. Stalin Christopher	Management member
6.	Mr. M. Jeyaraj	Management member
7.	Dr.M.John Bosco	AHoD/EEE, SXCCE
8.	Dr.S. Frank Stephen	AP/CE, SXCCE
9.	Er.M.Inigo Valan	AP/CE, SXCCE
10.	Mr.Maria Benzilal	Estate Officer, SXCCE

Members Absent:

Sl.No.	Name	Designation
1.	Dr.I. Jessy Mol	HoD/CE, SXCCE



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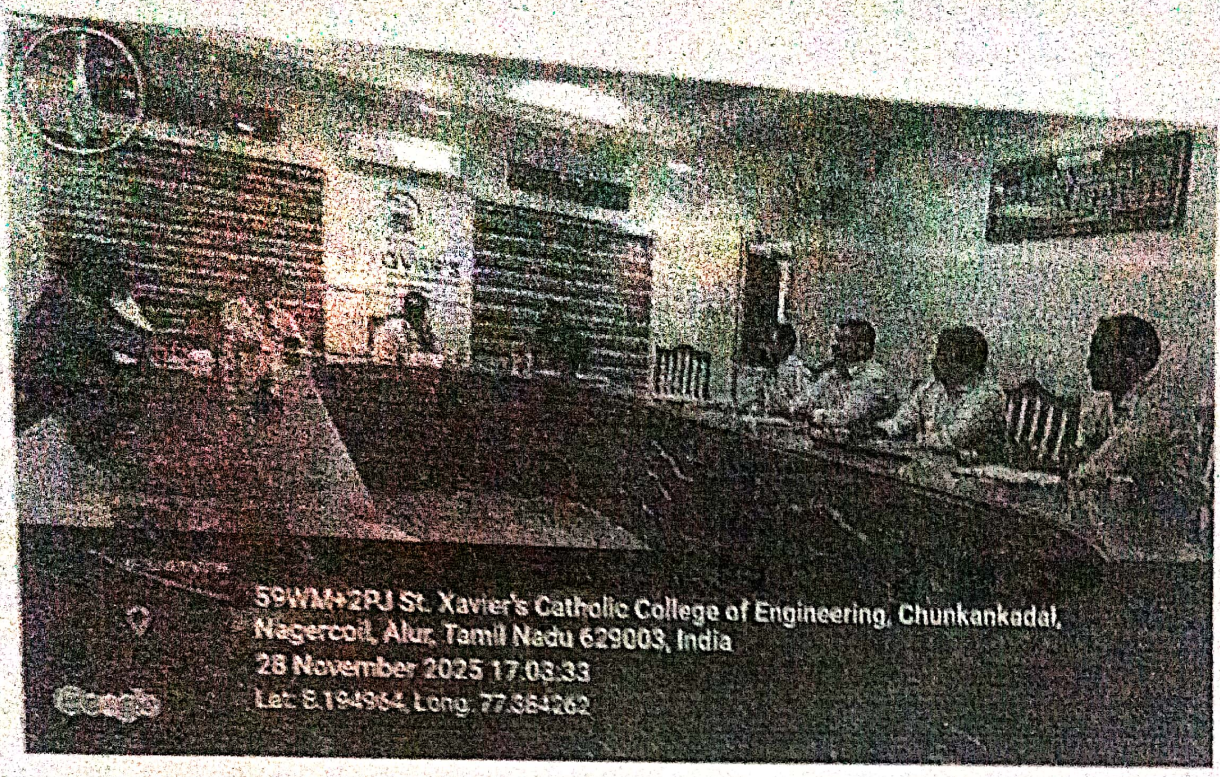

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Mr.T. R. Stalin Christopher
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Dr. I. Jessy Mol
HoD, Civil

Dr.M. John Bosco
AHoD, EEE

Dr.S. Frank Stephen
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Er. Maria Benzilal
Estate Officer

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ST. XAVIER'S
CATHOLIC COLLEGE OF ENGINEERING

Buildings and Works Committee Meeting- Attendance

Date: 28-11-2025 **Venue: Board Room** **Time: 4.00pm**

Sl.No.	Name	Signature
1.	**Rev.Fr.S.Godwin Selva Justus** Correspondent	
2.	**Rev.Fr.R.Xavier Raj** Bursar	
3.	**Dr.J. Maheswaran** Principal	
4.	**Mr.T.R. Stalin Christopher** Management member	
5.	**Mr.M.Jeyaraj** Management member	
6.	**Dr.I. Jessy Mol** HoD/CE	AB
7.	**Dr.M.John Bosco** AHoD/EEE	
8.	**Dr.S. Frank Stephen** AP/CE	
9.	**Mr.M.Inigo Valan,** AP/CE	
10.	**Mr.Maria Benzilal** Estate Officer	
11.	Dr. V. Christus Jeya Singh.	