

**SHRI VISHNU ENGINEERING COLLEGE FOR WOMEN:: BHIMAVARAM
(AUTONOMOUS)**

FINANCE COMMITTEE MEETING - NOTICE

Ref.No. SVECW/ /2021

Dt. 04/03/2021

It is proposed to conduct a Finance Committee Meeting for the Financial Year 2021-22 on 09.03.2021 at 02.00 P.M. in the Principal's Chamber. All the members are requested to attend the meeting.

AGENDA:

1. Previous FC meeting on 19.12.2020
 - a. Confirmation of the minutes
2. Items for discussion
 - a. Review on proposal budget of 2021-22
 - b. Discussion on Capital Budget & Expenditure
 - c. Discussion on Operational Budget & Expenditure
 - d. Review on utilization of the Budget in the previous Financial Year
 - e. Review on Institute Revenue and Expenditure
 - f. Review on Expenditure of maintenance works in the previous Financial Year
 - g. Review on Expenditure details of Funded R & D Projects
 - h. Renewal of Life Insurances for Staff & Students
3. Any other item with the permission of the Chair.

Thanking You,



PRINCIPAL

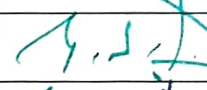
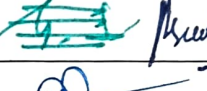

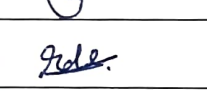
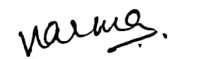
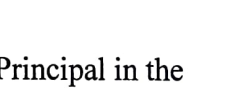
SHRI VISHNU ENGINEERING COLLEGE FOR WOMEN:: BHIMAVARAM
(Autonomous)

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF SVECW HELD AT
PRINCIPAL CHAMBER ON 09.03. 2021**

Ref.No. SVECW/ /2021

Dt.09/03/2021

Members Present :

S. No.	Name and Designation	Role	Signature
1	Dr. G. Srinivasa Rao, Principal	Chairman	
2	Dr. P. Srinivasa Raju, Vice Principal	Member	
3	Mr. M. Prudhvy, Asst. Prof., MBA	Member	
4	Dr. V. Purushothama Raju, Professor, CSE Dept.	Member	
5	Mr. Md. Siddiq, A.O.	Member	
6	Mr. S S S Varma, Finance Manager	Coordinator	

MINUTES

The Finance Committee meeting commenced with an introduction by the Principal in the capacity of the Chairman and the minutes of the previous meeting circulated in advance.

1. Previous FC meeting on 19.12.2020

a. Confirmation of the minutes

The minutes of the previous Finance Committee meeting held on 19.12.2020 are discussed and approved.

2. Resolutions

a. Review on proposal budget of 2021-22

The Principal presented the proposed budget for the Financial Year 2020-21 to the committee. A detailed discussion was held on the various heads of the Budget of each Department. With few advices, the proposed budgets of the college along with all departments, Examination Cell, Library, Sports and Office are approved.

b. Discussion on Capital Budget & Expenditure

In view of establishing additional Infrastructure and new Laboratories for addition Intake at Information Technology and establishment of AI & DS Department, the Capital Budget is discussed and approved. The committee

also approved the budget towards the library to procure Books & Journals keeping in-view of new courses, minor courses and Honor Courses.

c. Discussion on Operational Budget & Expenditure

The operational expenditure raised by all the departments in view of new courses and new regulation is discussed elaborately and the chairperson of the Committee approved the same.

d. Review on utilization of the Budget

The committee reviewed the last year expenditure of each department and compared with the sanctioned budget and found to be utilized more than 95%. All the members of the committee appreciated the entire team.

e. Review on Institute Revenue and Expenditure

The finance officer presented the revenue of the Institution for the financial year 2021 along with the proposed expenditure. A detailed discussion held on and also compared with the last year revenue and expenditure.

f. Review on Expenditure of maintenance works

Keeping in view of Covid-19, the additional proposed expenditure is discussed and approved.

g. Review on Expenditure details of Funded R & D Projects

The Utilization Certificates and Statement of Expenditures sent by all the Principal Investigators of funded R&D Projects are examined with respect to the heads mentioned in the sanctioned orders. With a few suggestions, the reports approved for sending to the external auditing so as to submit to the funding agencies in time.

h. Renewal of Life Insurances for Staff & Students

As a regular practice of the institution to ensure safety, the financial proposals of life insurance for the students, staff and all the buildings are reviewed and forwarded anonymously to the same.

3. Any other item with the permission of the Chair

The Chairperson of the committee advised all the members to monitor all the expenditures effectively in taking care of the financial health of the Institution


PRINCIPAL

Copy to: All the members of FC