

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

FINANCE COMMITTEE MEETING - NOTICE

Ref.No. SVECW/ /2020

Dt. 27/02/2020

The Meeting of the Finance Committee of SVECW is planned at 2:00 P.M. on 10/03/2020 in the Principal's Chamber. All the members are requested to attend the meeting.

AGENDA:

1. Previous FC meeting on 05.10.2019
 - a. Confirmation of the minutes
2. Items for discussion
 - a. Review on Annual proposed budget of 2020-21
 - b. Review on Expenditure of Students' Merit Scholarships
 - c. Discussion on Civil and Maintenance Works
 - d. Review on utilization of the Budget of 2019-20
 - e. Review on Expenditure details of Funded R & D Projects
 - f. Renewal of Life Insurances for Staff & Students
 - g. Approval of Condemnation / Disposal of unserviceable items
3. Any other item with the permission of the Chair.

Thanking you,


PRINCIPAL


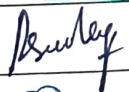



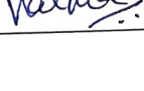
SHRI VISHNU ENGINEERING COLLEGE FOR WOMEN:: BHIMAVARAM
(Autonomous)

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF SVECW HELD AT
PRINCIPAL CHAMBER ON 10.03. 2020**

Ref.No. SVECW/ /2020

Dt.10/03/2020

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, HOD-CSE	Member	
5	Mr. Md. Siddiq, A.O.	Member	
6	Mr. S S S Varma, Finance Manager	Coordinator	

MINUTES

The Chairman welcomed all the members of Finance Committee and introduced the new members to the Committee. He presided over the meeting. After deliberations, the following resolutions were passed.

1. Previous FC meeting on 05.10.2019

a. Confirmation of the minutes

The minutes of the previous Finance Committee meeting held on 05.10.2019 are deliberated and approved.

2. Resolutions

a. Review on Annual proposed budget of 2020-21

The Institution level consolidated budget is presented by the Principal along with possible revenues and planned expenditures to the committee. All the members discussed both expenditure and revenue for all the departments carefully and approved for the further process of Budget 2020-21.

b. Review on Expenditure of Students' Merit Scholarships

To support the economically challenged and meritorious students in form of scholarship budgeted at Institution level is reviewed and anonymously approved by all the members of the committee.

c. Discussion on Civil and Maintenance Works

To encourage learning outside the Class Room, the expenditure planned to construct students' hubs in the Park area is discussed and approved the same. The Principal in the capacity of the chairman of the committee approved the expenditure towards maintenance so as to timely solve the issues.

d. Review on utilization of the Budget of 2019-20

The Finance Officer presented the utilization of allocated budget at Institution level and department level. He also presented the expenditure against to each sub head and found satisfactory.

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

The committee members reviewed the sanctioned and expenditure amounts of each funded R&D Projects. After deliberations, the reports were authorized for sending to external auditing to submit to the funding agencies on time.

f. Renewal of Life Insurances for Staff & Students

The committee is decided to continue the financial proposals of life insurance for the students, staff and all the buildings to ensure safety.

g. Approval of Condemnation / Disposal of unserviceable items

The details of equipment to be condemned are forwarded by all the departments are examined and compared with technical report. The members approved the same and they advised the departments to record the same properly.

3. Any other item with the permission of the Chair
Nil


PRINCIPAL

Copy to: All the members of FC