

Finance Committee

Minutes of the Finance Committee Meeting of
SR & BGNR Govt. Arts & Science College (Autonomous), Khammam
(Held on 21-03-2022 at 11.00 A.M in the Principal's Chamber)

Member Present:

1. Dr Mohammad Zakirullah – Principal & Chairperson
2. Sri T.Rajiah, Finance Officer, Kakatiya University, Waragal – Member
3. Dr S.Narayana Swamy, Assi Prof of. Commerce – Member

Agenda:-

- 1) To discuss, approve and ratify the Audited Financial Statement for the Autonomous (Examination Branch) for the Financial Year 2020-21.
- 2) To discuss and approve the expenditure incurred in the F.Y 2021-22 (Partial)
- 3) Implementation of Previous Governing Body Resolutions.
- 4) Ratification and approval of unavoidable expenditure incurred by the College.
- 5) Any other matter with the permission of the chair.

The Meeting of the Finance Committee of SR & BGNR Govt. Arts & Science College (Autonomous), Khammam held on 21-03-2022 at 11.00 A.M in the Principal's chamber under the chair of Dr Mohammad Zakirullah. The chairperson introduced the members and also read the functions and mandate of the finance committee as per MHRD notification dated 12-02-2018 as contained in the UGC Statues on Autonomy with specific reference to the finance committee.

Resolutions:-

- 1) To discuss and approve the Audited finance statement Autonomous (Examinations branch) for the F.Y 2020-21. (Copy enclosed).

a) Honorarium incurred	: Rs. 420201-00+167500=587701-00
b) Remuneration	: Rs. 389592-00+352304=741896-00
c) Students OD Certificate (As Advance)	: Rs. 537040-00
d) Other expenditure	: Rs. 557258-00+377020=934278-00
e) Office Expenses	: Rs. 18463-00+4020=22483-00
f) Bank Charges	: Rs. 679-00

TOTAL: Rs.1923233-00+900844=2824077-00

Resolution: Discussed, approved and ratified the Audited Financial Statement of Autonomous exam branch for the F.Y 2020-2021 done by the CCE appointed Auditor as per the guidelines of CCE and forwarded to the Governing Body for final approval.

2. Ratification and approval of expenditure incurred for conduct of examinations during 2021-2022 for the of 2020-2021 batch.

Date	Particulars	Amount
20-04-2021	Spot evaluations 2 nd & 4 th Semesters	96,000-00
20-04-2021	invigilation	1,90,420-00
20-04-2021	paper Setting	90,440-00
27-04-2021	Answer scripts evaluation 2 nd & 5 th Semesters	2,96,898-00
28-04-2021	Revaluations	32,921-00
28-04-2021	Honorarium to COE Dec 2020 to Apr 2021	40,000-00
08-07-2021	Preparation GB meeting expenditure	38,840-00
09-07-2021	GB expenditure	92,860-00
12-07-2021	Answer booklets	99,828-00
13-07-2021	Answer booklets	99,828-00
13-07-2021	Repairing & Painting work for wooden Almirahs	17,350-00
20-07-2021	Electrification of exam hall	49,055-00
23-07-2021	Expenditure towards sanatization, face masks etc., during III & IV Semester Exams.	46,750-00
23-07-2021	Invigilation III Sem	1,17,400-00
23-07-2021	Invigilation IV Sem	93,300-00
31-07-2021	Repairing work of strong Room exam branch	5,447-00
03-08-2021	Stationery	56,799-00
05-08-2021	Question paper setting III & IV Sem	77,000-00
30-08-2021	Answer scripts evaluation V Sem	2,43,222-00
08-09-2021	Answer booklets	99,828-00
08-09-2021	Answer booklets	99,828-00
08-09-2021	Answer booklets	22,184-00
08-09-2021	Coding and spot revaluation camp III Sem	2,32,042-00
08-09-2021	COE & ACOE remuneration / honorarium	64,000-00
08-10-2021	Coding remuneration	64,150-00
08-10-2021	Answer scripts valuation	1,69,600-00
26-11-2021	Software Installation	42,700-00
26-11-2021	Stationery	19,750-00
18-12-2021	Stationery	19,500-00
04-01-2022	Honorarium (4 months)	32,000-00
21-01-2022	ACOE Honorarium (4 months)	16,000-00
21-01-2022	ACOE Honorarium (4 months)	12,400-00
27-01-2022	Renewal of Licence	1,18,000-00
02-02-2022	I/II/IV Supply Exam	25,590-00
04-02-2022	Misc expenditure	8,000-00
14-02-2022	Main Answer Booklets 2021-22 Semester Exams Purpose ANU TRADING COMPANY, Hyd.	98450-00
21-02-2022	UG I,II & IV Sem Theory Exam Paper VALUATION BILL	313918-00
21-02-2022	January -2022 & Feb-2022 Expenditure N.GOPI CEO	9225-00
21-02-2022	UG THEORY AUG-21 VI Sem Theory	75270-00

21-02-2022	UG THEORY Sept-21 I Sem Theory	77160-00
21-02-2022	UG THEORY Oct-21 II,IV th Sem Theory	116440-00
22-02-2022	N.GOPI CEO January-2022 Mescaline Expenditure	2000-00
22-02-2022	COE Honorarium Month of January - 2022 N.GOPI CEO	8000-00
22-02-2022	ACOE Hanararium Month of January - 2022 S.NARAYANA SWAMI.ACOE	4000-00
22-02-2022	ACOE Hanararium Month of January - 2022 T.PRABHAKARA RAO	4000-00
22-02-2022	J.RAMESH.Academic Coordinator I,III & V Sem Exam Expenditure	4445-00
28-02-2022	UG I,II & IV th Sem January-2022 & Feb-2022 VALUATION BILL	143884-00
03-03-2022	Advance Conducting of March-2022 I,III & V th Sem Exams N.GOPI CEO	30000-00
11-03-2022	Stationary charges	18643-00

Resolutions:- Discussed, Approved and ratified the above expenditure incurred during 2021-22 and forwarded to the Governing Body for final approval.

3. Implementation of Governing Body approved resolutions.

- (i) Sitting Charges of
Chairperson and Member of GB
Members of Finance Committee
Members of Academic Council
BOS Members,
- (ii) Miscellaneous Expenditure for exam branch @ 2000/- Per month.
- (iii) Honorarium to COE and 2 Addl. COEs from the A.Y 2020-2021 @
COE-8000 P.M
ACOE-4000 P.M
- (iv) Honorarium to 2 academic Coordinators @ 1000/- per month
- (v) Proposals to CCE regarding seed money for Research activity from the bank interest of corpus fund as per the guidelines issued by G.B.
- (vi) In house repair system for expenditure on repairs of Computers or hardware devices for minor repairs.
Through quotations up to Rs.1 lakh per annum.
E procurement for more than Rs.1 lakh
- (vii) Remuneration to confidential works as per the rate of kakatiya University.

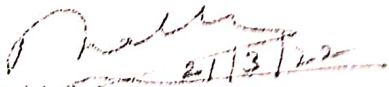
4. Proposals to meet the following expenditure


- 1) Digital Duplicator 130 PPM , B4 size 2 No's @ Rs.2,38,950/- = Total Rs.4,77,900/-
- 2) UPS 10 KVA 1 item @ 3,74,300/-

The proposed 2 items will be ordered and purchased from SETWIN, Hyderabad in obedience to the CCE Proceedings and Orders.

- 3) Proposal to meet expenditure towards fencing in college premises up to the tune of Rs. 99,500/-
- 4) Approval for the payment towards BOS meetings up to the tune Rs.1,00,000/-
(20 Dept @ Rs.5000/- each 1, 00,000/-)
- 5) As per the instruction of CCE, all accounts, including the Autonomous exam account is shifted from Bank of Baroda to HDFC Bank in a single account.

Resolution: Discussed, Approved and ratified the above expenditure incurred during 2021-22 and forwarded to the Governing Body for final approval.


21/03/22
1) (Dr Mohammad Zakirullah)
Principal & Chair


21/03/22
2) Sri T. Rajaiah, Finance Officer,
Kakatiya University, Warangal.


3) Dr S. Narayana Swamy,
Asst Prof of. Commerce, Member