



## Finance Committee- Policy

### 1. Purpose and Scope

Finance Committee is responsible for overseeing the financial management of the engineering college, ensuring transparency, accountability, and efficient allocation of resources. These policies apply to all financial activities, including budgeting, procurement, audits, and financial reporting.

### 2. Roles and Responsibilities

- **Budget Preparation:** Review and approve annual budgets proposed by departments.
- **Expenditure Monitoring:** Ensure that all expenses align with the approved budget.
- **Resource Allocation:** Prioritize and allocate funds based on institutional needs and strategic goals.

3. **Objective:** To ensure proper utilization of fund.

### 4. Composition of Finance Committee:

1. The Principal (Chairman).
2. One person to be nominated by the Governing Body of the college.
3. Finance Officer of the College.
4. One senior-most teacher of the college to be nominated in rotation by the Principal.

5. **Meetings:** The Finance Committee will meet at least twice a year

### 6. Meeting Schedule and Process of convening a meeting:

The member secretary is expected to issue a circular with the schedule and agenda one week in advance, with the consent of the Chairman. However, the Chairman reserves the right to conduct any emergency session under certain circumstances that can be deemed to be an emergency situation.

If it is not possible for the member secretary to convene a meeting because of any academic or administrative reasons, one of the senior members of the committee can take up the responsibility of convening the meeting with the prior approval of the Chairman. Tentative schedule of the meetings during the academic year has to be drawn by the convener in consultation with the Chairman.

### 7. Quorum and other standard tenets;

- Attendance of 1/3 of its total strength is considered the quorum for the meeting.
- The committee may prepare a draft plan for items to be presented for further processing by the relevant bodies.

**PRINCIPAL,**  
Dr. J.J. Magdum College of  
Engineering, Jaysingpur-416101.

## Dr. J. J. Magdum College of Engineering, Jaysingpur.

Approved by A.I.C.T.E, New Delhi  Recognized by Govt. of Maharashtra (D.T.E.)  Affiliated to SHIVAJI UNIVERSITY, Kolhapur.

**NAAC 'A' Grade Institution & ISO 21001:2018 Certified**

Gat No. 289 (314/330), Shirol-Wadi Road, (Agarbhag), JAYSINGPUR - 416 101.

Tal, Shirol, Dist. Kolhapur (M.S.) Tel. No. (02322) 221123

■ Email : [campusdirector@jjmcoe.ac.in](mailto:campusdirector@jjmcoe.ac.in) / [principal@jjmcoe.ac.in](mailto:principal@jjmcoe.ac.in) / [registrar@jjmcoe.ac.in](mailto:registrar@jjmcoe.ac.in) ■ Website : [www.jjmcoe.ac.in](http://www.jjmcoe.ac.in)

Dr. J.J.Magdum Trust's,  
Dr.J.J.Magdum College of Engineering, Jaysingpur

To

Date: 30-10-2021

The Principal/ Campus Director,

Following is the Finance committee for the year 2021-22. This is for your kind information and to give the permission for the committee.

**Finance Committee**

Sr No	Name of the faculty	Designation	Position in finance committee
01	Dr.Sunil Admuthe	Campus Director	Chairman
02	Dr. S.B. Patil	Principal	Member
03	Prof.Sajne A.S.	Asst. Prof.(Dean academics)	Member
04	Prof.S.T. Jadhav	Registrar	Member
05	Shri J.B.Patil	Finance officer	Member
06	Prof. Shinde B.N.	Asst. Prof.	Member Secretary

Thanking You,

Yours Sincerely,  
  
Prof. B.N. Shinde







सूचना: संस्थेचे वरत असलेल्या सभ्यांसाठी यावे लागेल्याची व जमिनीसाठी वरत असलेल्या विद्यार्थी व प्रत्येकजणाला सोडविलेला

१) संस्थेचा प्रकार \_\_\_\_\_ ३) संस्थेची स्थापना 08/04/2022 संस्थेचे शिक्षक Ceo tech Jay

२) संस्थेचा क्रमांक \_\_\_\_\_ ४) संस्थेची वेळ: 2:30 P.M.

६) संस्थेचा कायदा संस्थासभेच्या (सहस्र) अथवा अधिकारी वरत असल्यास त्यांची (हस्ताक्षर) नाव \_\_\_\_\_

संस्थेचे अध्यक्ष - मान्यवर \_\_\_\_\_

संस्थेच्या वरत असलेल्या सभ्यांसाठी यावे व वरत

क्र	नाव	वर्ग	क्र	नाव
१	Prof. B. M. Shinde	१		
२	Prof. S. M. Shinde	२		
३	n. n. Kalyan	३		
४	Prof. R. A. Samal	४		
५	Dr. B. B. Desai	५		
६	Dr. O. A. Nikam	६		
७		७		
८		८		
९		९		
१०		१०		

विषय नं.	वर्ग नंबर	संस्थेचे विद्यार्थ्यांसाठी आलेले विषय आणि ठराव	सभेचे अध्यक्ष/संस्थासभेचे अध्यक्ष
		<p>Item No 2 To approve the purchases made for the period 01-10-2021 to 31-03-2022.</p> <p>Resolution No 2 The details of the purchases made placed before the Committee. It is unanimously resolved to approve the same.</p> <p>"Resolved unanimously"</p> <p><i>[Signature]</i>                      PRINCIPAL                      Dr. J. J. Magdum College of Engg.                      Jaysingpur.</p>	

विषय नं.	वर्ग नंबर	संस्थेचे विद्यार्थ्यांसाठी आलेले विषय आणि ठराव	सभेचे अध्यक्ष/संस्थासभेचे अध्यक्ष