



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

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Finance Committee

Sr. No.	Name of Faculty / Staff	Nature of Nomination	Department
1.	Dr. S. S. Admuthe	Chairman	Campus Director
2.	Dr. Mrs. S. B. Patil	Member	Principal
3.	Prof. S. T. Jadhav	Member	Registrar
4.	Prof. A. S. Sajane	Member	Dean Academics
5.	Mr. J.B. Patil	Member	Accountant
6.	Prof. B. N. Shinde	Member Secretary	First Year Engg.

५४.२०२२-२३

संस्थेचे नांव

Dr. J. J. Magdum College of Engineering

Jaysingpur.

मिटींग नोटीस बुक

सभा नं.

3

संस्थेच्या समितीची सभा दि. ०६/१०/२०२२ Thursday वार रोजी सकाळी / दुपारी / सांजकाळी / रात्री ३:०० PM वाजता Campus Director's या ठिकाणी खालील कामांचा विचार करण्याकरिता भरणार आहे. तरी कृपया सदर सभेस हजर रहावे, अशी विनंती आहे.

※ सभेपुढील कामे ※

१. मागील सभेचा वृत्तांत वाचून कायम करणे expenses/
२. To approve the purchases made for the
३. Period 01-04-2022 to 30-09-2022.

४.
५.
६.
७.
८.
९.
१०.

मा. अध्यक्षांच्या परवानगीने आयत्यावेळी येणाऱ्या कामांचा विचार करणे.

येणेप्रमाणे असे तारीख : ०६/१०/२०२२


चिटणीस

सभापती

दि. ०६/१०/२०२२ रोजी होणारी मिटींगची नोटीस पोहचल्याच्या सह्या

क्र.नं.

सदस्याचे नांव

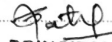
सही

Dr. S. B. Patil

Prof. A. S. Saine

Prof. S. T. Jadhav

Shri J. B. Patil


PRINCIPAL
Dr. J. J. Magdum College of Engg.
Jaysingpur.



सूचना : सर्वत्र हजर असलेल्या सभासदांनी याचे सभेपत्राने व अर्थपत्राने स्वतंत्र कागदावर लिहून ती या कायदाप्रमाण ओपनची.

1) सभेचा प्रकार _____ 2) सभेची तारीख : 07/04/2023 3) सभेचे ठिकाण : Principal's Cabin

2) सभेचा क्रमांक : _____ 3) सभेची वेळ : 2.30 P.M.

3) सभेस कोणी सन्यासनीय गृहस्थ अथवा अधिकारी हजर असल्यास त्यांची (हुददमासत) नावे _____

सभेचे अध्यक्ष - मान्यवर _____

3) सभेस हजर असलेल्या सभामंडावी नावे व सदा

नांव	गट	नं.	नांव
1		22	
2	Dr. S. Sakane	23	
3	Prof. B. S. Shinde	23	
4	J. G. Patil	24	
5		25	
6		26	
7		27	
8		28	
9		29	
10		30	

विषय नं.	दराव नंबर	सभेचे विचाराकर्ता आलेले विषय आणि दराव	शेरे व तासदमास दरावाची अमलपत्रक
Item No. 2.		To approve the purchases/expenses made for the period 01/10/2022 to 31/03/2023. Details are as follows - i) Computers & printers - Rs. 44,826.00 ii) Furniture & deat stock - Rs. 5,095.00 iii) Library books - Rs. 84,852.00 iv) Machinery & Instruments - Rs. 2,84,260.00	
Resolution 2:		The details of the purchases made placed before the committee. It is unanimously resolved to approve the same. "Resolved unanimously"	
Item No. 3.		To approve the budget for the financial yr. 2023-24	
Resolution 3:		The budget for the yr. 2023-24 placed before the committee for approval. Committee approved the budget.	

विषय नं.	दराव नंबर	सभेचे विचाराकर्ता आलेले विषय आणि दराव	शेरे व तासदमास दरावाची अमलपत्रक
PRINCIPAL, Dr J.J. Magdum College of Engineering, Jaysingpur - 416101.			