MINUTES OF THE SECOND MEETING OF THE FINANCE COMMITTEE

The **Second Meeting of the Finance Committee** of the Autonomous College was held on **Tuesday, 8th October 2024 at 10:30 a.m.** in the **Principal's Cabin**.

The meeting was chaired by **Prof. (Dr.) F. M. Nadaf, Principal and Chairperson, Finance Committee**.

Following members were present for the meeting

Members Present:

1. Prof. F. M. Nadaf
2. Dr. Maria Fatima Dsouza
3. Ms. Nerita Fernandes
4. Mr. Shrikant Velip

AGENDA-WISE PROCEEDINGS

Agenda Item No. 1: Confirmation of the Minutes of the First Meeting
The minutes of the First Meeting of the Finance Committee held on **30th April 2024** were placed before the Committee. The members reviewed the same and **confirmed the minutes without any modifications.**

Agenda Item No. 2: Transfer of Accountant
The Chair informed the Committee that **Shri Shrikant Velip, Accountant**, has been **transferred to the Tribal Department** consequent upon his promotion. The Committee **took note of the same and placed on record its appreciation for his services rendered to the institution**.

Agenda Item No. 3: Vacancy of Accountant Post
The Chair apprised the members that the **post of Accountant has remained vacant since 6th May 2024**, and that **no replacement has been posted by the Directorate of Accounts so far**. However , Mr Shrikant will be holding additional Charge of the college till further orders.

The Committee also noted that **Ms. Diksha Lone has been efficiently handling the accounting responsibilities in the interim period**. The members appreciated her efforts.

After detailed deliberations, the Committee resolved to **pursue the matter with the Directorate of Accounts for early posting of a regular Accountant** and to **continue the existing arrangement until further orders**.

Agenda Item No. 4: Discussion on Budget Heads

The Chair provided a detailed orientation to the members regarding the **various budget heads of the College**. He also explained the **procedures, norms, and financial practices to be followed in the management and utilization of funds**.

The Committee discussed the allocation patterns and emphasized the need for **prudence, transparency, and adherence to financial rules**.

Agenda Item No. 5: Any Other Business (AOB)

No additional matter was taken up for discussion.

CONCLUSION

The meeting concluded with a vote of thanks to the Chair.

Shri Shrikant Velip
Secretary
Finance Committee

Prof. (Dr.) F. M. Nadaf
Principal
Chairperson
Finance Committee