



# A.D.M. College For Women (Autonomous)

Nationally Accredited with 'A' by NAAC (Cycle- III)

Nagapattinam - 611 001

Tamil Nadu.



**Date: 25.01.2021**

All Members

A.D.M College for Women (Autonomous),  
Nagapattinam-611001

Dear Sir/Madam,

There will be a meeting of the members of Finance Committee on Monday 01.02.2021 at 10.00 am in our college premises to transact to the following Agenda.

## **AGENDA**

1. To Read and record the notice of the meeting.
2. To confirm the minutes of the previous meeting.
3. To record the leave of absence.
4. To seek approval and ratification for the expenses incurred from UGC and Autonomous grant for the financial year 2019-2020.
5. To seek approval for the proposed expenses to be met from UGC and Autonomous grant for the financial year 2020-2021.
6. To seek approval for the expense of Equipment – Department of Commerce, Honorarium to Experts / Resource Person, Organizing workshop / Trainings, Contractual Lab Staff, Honorarium to Guest / Consumables, Meeting and Contingency / Consumables, Other Miscellaneous and Preparation of Materials.
7. Any other subject with the approval of the chair.



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### MINUTES OF THE FINANCE COMMITTEE MEETING OF A.D.M COLLEGE FOR WOMEN

HELD ON 01.02.2021 AT 10.00 am

The Chairman of the Committee Dr. (Mrs.) R. Anbuselvi, Principal In-charge presided over the Meeting

#### Members Present

Thiru.N.Kathiresan Prabhu

Dr.R.Anbuselvi

Mrs.V.Kannaki

Mrs.P.Shanthi

#### Designation

Secretary

Principal

HOD of English

Superintendent

Res.No.1/2021	Agenda	:	To read and record the notice of the meeting
	Resolution	:	Read and recorded.
Res.No.2/2021	Agenda	:	To confirm the minutes of the last meeting
	Resolution	:	Minutes of the last meeting was confirmed.
Res.No.3/2021	Agenda	:	To record the leave of absence.
	Resolution	:	-
Res.No.4/2021	Agenda	:	To seek approval and ratification for the expenses incurred from UGC and Autonomous grant for the financial year 2019-2020.
	Resolution	:	Resolved to approve and ratify the expenses incurred from UGC and Autonomous grant for the financial year 2019-2020 and to submit the audited accounts to the Governing Body for Approval and ratification.
Res.No.5/2021	Agenda	:	To seek approval for the proposed expenses to be met from UGC and Autonomous grant for the financial year 2020-2021.
	Resolution	:	Resolved to approve and recommend the proposed expenses to be met from UGC and Autonomy grant for the financial year 2020-2021.





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### **FINANCE COMMITTEE MEETING**

#### **Action Taken on Minutes of earlier Meeting held on 01.02.2021**

##### **Res.No.4 / 2021**

Resolved to approve and ratify the expenses incurred from UGC and Autonomous grant for the financial year 2019-2020 and to submit the audited accounts to the Governing Body for approval and ratification.

##### **Action Taken :**

The auditor accounts of the financial year 2019-2020 was approved and ratified by the Governing Body.

##### **Res.No.5/ 2021**

Resolved to approve and recommend the proposed expenses to be met from UGC and Autonomous grant for the financial year 2020-2021.

##### **Action Taken :**

The expenditure incurred from UGC and Autonomous Grant for the financial year 2020-2021 was recommended and approved.



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### Res.No.6 / 2021

Resolved to the expense of Equipment – Department of Commerce, Honorarium to Experts / Resource Person, Organizing workshop / Trainings, Contractual Lab Staff, Honorarium to Guest / Consumables, Meeting and Contingency / Consumables, Other Miscellaneous, Preparation of Materials.

### Action Taken :

The expenditure incurred for the year 2020-2021 from UGC and Autonomous Grant for the purchase of the following items.

S.No.	Particulars	UGC- PG Assistant Rs.	UGC Paramash Rs.	UGC B.Voc., Rs.
1	Equipment – Department of Commerce	80,000	-	-
2	Honorarium to Experts / Resource Person/Guest Lecturer	-	2,63,500	-
3	Organizing workshop / Trainings	-	10,000	-
4	Contractual Lab Staff	-	-	84,000
5	Honorarium to Guest / Consumables	-	-	12,93,000
6	Meeting and Contingency / Consumables	-	73,200	1,76,156
7	Other Miscellaneous	-	14,750	5,51,895
8	Preparation of Materials	-	-	51,250