

# **MINUTES**

## **XXXII FINANCE COMMITTEE MEETING**

*On*

**11<sup>th</sup> March 2023, 10.00 AM**

**GEETHANJALI INSTITUTE OF SCIENCE**

**AND TECHNOLOGY**

**3<sup>rd</sup> Mile, Bombay Highway, Gangavaram(V), Kovur(M),**

**Nellore District, Andhra Pradesh - India. 524 137.**

Web: [www.gist.edu.in](http://www.gist.edu.in)

The 32<sup>th</sup> meeting of the Finance Committee of Geethanjali Institute of Science and Technology, 3<sup>rd</sup> Mile – Bombay Highway, Gangavaram Village, Kovur Mandal, Nellore District, Andhra Pradesh – 524 137 was held on 11<sup>th</sup> Mar 2023 at 10.00 AM in the college campus. The following members attended the meeting.

S. No.	Name	Occupation	Address	Designation
1	Sri. N. Sudhakar Reddy Secretary, Ushodaya Educational Society, Nellore	Agriculture / Business	D. No. 27-2-1827, 6 Lane Ramji Nagar, NELLORE - 524 002.	Chairman
2	Sri. S. Jayachandran Exec. Member, Ushodaya Educational Society, Nellore	Chartered Accountant	3A/23, CEE DEE YES, Velachery Enclave, Taramani Main Road, Tansi Nagar, Velachery, CHENNAI – 600 042	Member
3	Sri. Y. Vijaya Shankar Reddy Treasurer, Ushodaya Educational Society, Nellore	Agriculture / Business	D. No. 8-21-4, Vayunandana Press Road, KAVALI – 524 201.	Member
4	Sri. P. Srinivasulu Reddy Joint Secretary, Ushodaya Educational Society, Nellore	Agriculture / Business	D. No. 10-21-2A, Kamaladri, 5 <sup>th</sup> Lane, Christianpet, KAVALI - 524 201	Member
	Prof. Dr. G. Subba Rao Principal, Geethanjali Inst. of Sci. & Tech., Nellore	Academics	27-6-189, Flat No. 103, Srinivasa Residency, A.C.Nagar, Nellore.	Member
5	Sri T. Sreenivasulu Reddy	AE, Panchayat Raj, Govt. of AP., Nellore	1-12-250 Near AP Tourism,Current office ,Nellore	Member
6.	Sri S. Sridhar	Academics	Assoc. Prof. in EEE, GIST	Member
6	Mrs. K. Vijaya	Academics	Assoc. Prof. in S&H,GIST	Member
7	Prof. Dr.Sundeep Kumar.K Principal, Geethanjali Inst. of Sci. & Tech., Nellore	Academics	4-1761, Durganagar Colony, Greems Pet, Chittoor-517002	Member- Secretary

### **Agenda for the 32<sup>th</sup> Finance Committee Meeting of Geethanjali Institute of Science and Technology:**

- **Confirmation of the Minutes of the 31<sup>th</sup> Finance Committee**

- **Proposed provisional revenue for the Institution based on the approved intake.**
- **To consider and approve the provisional income and expenditure for the year 2022-23.**
- **To discuss the recommendations of Governing Body and any other Committees related to financial aspects.**
- **To finalise and approve the budget proposals and estimates submitted by various departments for 2023-24.**
- **Granting approval to Finance Department for preparation and submission of accounts for auditing by the Institution Auditors**
- **Any other matter related to financial aspects of the Institution with the permission of the Chair**

At the outset the Prof. Dr. K.Sandeep kumar, Principal and Member Secretary, Finance Committee, GIST, welcomed all the esteemed members and thanked them for their kind presence. Sri. N. Sudhakar Reddy, Chairman, presided over the meeting. The Committee on its part expressed its wish to actively facilitate the development of GIST and making it one of the best Institution in the region.

The Finance Committee transacted the business as follows:

The, following agenda were discussed:

**1. Confirmation of the Minutes of the 31<sup>th</sup> Finance Committee**

Confirmation of the 30<sup>th</sup> meeting of the Finance Committee meeting held on 11<sup>th</sup> Mar. 2023

The Principal, GIST has informed that the minutes of the 30<sup>th</sup> Meeting of the Finance Committee was circulated to all the members of the Committee and said that as no comments were received from the members, he requested all the honourable members to confirm the minutes of the 30<sup>th</sup> Finance Committee meeting.

Item Confirmed.

**2. Proposed provisional revenue for the Institution based on the approved intake.**

The Principal presented the statement of approved student intake for the year 2022-23 and the provisional revenue generation.

Item noted.

**3. To consider and approve the provisional income and expenditure for the year 2022-23**

The Principal presented the statement of provisional income and expenditure for the year 2022-23.

After the discussions, the provisional income and expenditure for the year 2022-23 were considered and approved.

**4. To discuss the recommendations of Executive Committee, Governing Body and any other Committees related to financial aspects.**

The Principal submitted the Minutes of XXXI Governing Body of GIST and the Executive Committee of Ushodaya Educational Society for considering the recommendations made by the members.

After discussing the recommendations of members of Governing Body and Executive Committee with regard to financial aspects, due consideration and inclusions were recommended to be incorporated in the budget for the FY 2023-24.

**5. To finalise and approve the budget proposals and estimates submitted by various departments for 2023-24.**

The Principal presented the statement of budget proposals and estimates submitted by various departments for 2022-23.

The Finance Officer informed that the budget for the year 2022-23 has been prepared on the basis of the revenues from the fees estimated assuming full admissions as per the approved student intake of the academic year 2023-24. Any differences arising out after complete admissions and actual students admitted and revenue generation, the same will be incorporated in the revised budget and presented in the next Finance committee meeting.

After discussions, modifications suggested by the members were incorporated to the budget proposals submitted by various departments for 2023-24 and the budget of GIST for the FY 2023-24 was considered and approved.

**6. Granting approval to Finance Department for preparation and submission of accounts for auditing by the Institution Auditors Approved.**

All the items presented were discussed in detail in the meeting and all the members gave their consent for carrying the proposals for benefit and betterment of the Institution, faculty and students. The Chairman approved all the items and requested the Secretary to appraise the Management in implementing the proposals.

**GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY:NELLORE**  
**BUDGET PROPOSAL FOR FINANCIAL YEAR: 2023-24**  
**DATE : 11.08.2023**

<b>S.No</b>	<b>Major Heads</b>	<b>Minor Heads</b>	<b>Total Exp.</b>
1	Capital Expenditure	Major Equipment	45,71,820
		Minor Equipment	1,40,000
		Software	13,15,000
		Buildings	5,36,60,000
		Motor Vehicle	85,00,000
		Furniture	15,30,000
2	Laboratory Maintenance & Consumables	Maintenance/Calibration	6,28,050
		Lab Consumable	6,50,000
		Teaching Aids	18,000
		Computer and Xerox maintenance	1,18,000
3	Staff Development	Seminars/Workshops/Conferences (BOS, FG & ACc Remuneration)	5,27,000
		Summer Training	10,000
		Organizing FDP	1,85,000
		Professional Society Membership	30,000
		Incentives & Rewards	3,75,000
		Insurance	1,50,000
4	Travel & conveyance	Travel (Incl. BOS, GB & AC Meeting)	5,25,000
		Conveyance	1,70,000
5	Research & Development	In house Research Activities	70,000
		Seed Capital & Consultancy	1,05,000
		Research Publication	1,85,000
6	Student Development	Paper Presentation/Quiz Etc	18,57,200
		Organizing Inter Dept. Events	99,150
		Organizing Inter Insti. Events	48,450
		Professional Society Memberships	35,000
		Organizing Personality Devel. Progs.	48,000
		Programs on Ethics &Entrepr.	58,000
		Organizing Alumni Events	71,000
		Scholarships	2,30,000
Sports & Games	3,31,000		
7	Administration	Telephone Charges	1,05,000
		Internet Expenses	6,00,000
		Advertisement & Publicity	10,00,000
		Printing & Stationary	20,00,000
		Electricity charges	35,00,000
		Annual Functions	4,00,000
8	Approval, Affiliation & Accreditation Fees	Admissions & Processing Fee-UG	2,00,000
		Affiliation Fee - B. Tech	3,00,000
		AICTE Processing Fee	3,00,000
		JNTU Infrastructure Fee(UCS)	1,00,00,000
		Admissions & Processing Fee-Polytechnic	15,00,000
		Accreditation Expenses	7,00,000

9	Examinations	Spot Evaluation enpenses	30,00,000
		University Examination Expenses	60,00,000
		Online Examination Expenses	18,00,000
10	Campus Maintenance	Gardening & Plantation	4,00,000
		Repairs and maintenance - General	51,65,000
11	Hostel	Vessels, Equipment	5,00,000
		Provisions, Vegetables	80,00,000
12	Financial costs	Auditor Fee	75,000
		Interest on late payment of TDS	-
		Rates & Taxes	3,00,000
		Bank Charges & Processing Charges	4,00,000
		Interest	1,00,000
		Term Loan & OD Interest	40,00,000
13	Trasporatation	Vehicle Loan Interest	10,00,000
		Vehicle Maintainance	1,40,00,000
14	Library	Books and Journals	3,75,000
		Periodicals	2,53,000
15	Salaries	Salaries	10,00,00,000
16	Depreciation		
<b>17</b>	<b>Total Amount Proposed by the Budget for 2023-24</b>		<b>24,22,13,670</b>
<b>18</b>	<b>Amount Budgeted for the Previous FY 2022-23</b>		<b>18,36,96,500</b>
<b>19</b>	<b>Amount Sanctioned for the Previous FY 2022-23</b>		<b>18,30,50,000</b>
<b>20</b>	<b>Amount Utilized for the Previous FY 2022-23</b>		<b>17,48,37,808</b>

<b>Proposed Income</b>	
<b>INCOME</b>	<b>FY 2023-24</b>
<b>Gross Collections</b>	
Tuition Fee	12,00,00,000.00
Bus Fee	2,30,00,000.00
Hostel Fee	2,50,00,000.00
Examination Section Income	70,00,000.00
Examination Remuneration Received	3,00,000.00
Online Examinations Income	15,00,000.00
Spot Valuation Centre Income - JNTUA	32,00,000.00
<b>Misc. Income</b>	
NSS Camp Fund	50,000.00
Mess A/c. Income	6,00,000.00
Misc. Income	5,00,000.00
Solar Income - Export of Excess Energy Units	0.00
	<b>18,11,50,000.00</b>

**GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY: NELLORE**  
**BUDGET SANCTIONED FOR FINANCIAL YEAR: 2023-24**

**DATE : 11.08.2023**

<b>S.No</b>	<b>Major Heads</b>	<b>Minor Heads</b>	<b>Total Exp.</b>
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		Summer Training	10,000
		Organizing FDP	1,85,000
		Professional Society Membership	30,000
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		Seed Capital & Consultancy	1,05,000
		Research Publication	1,85,000
6	Student Development	Paper Presentation/Quiz Etc	18,00,000
		Organizing Inter Dept. Events	90,000
		Organizing Inter Insti. Events	48,000
		Professional Society Memberships	35,000
		Organizing Personality Devel. Progs.	48,000
		Programs on Ethics & Entrepr.	58,000
		Organizing Alumni Events	71,000
		Scholarships	2,30,000
Sports & Games	3,31,000		
7	Administration	Telephone Charges	1,05,000
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		Repairs and maintenance - General	51,65,000
11	Hostel	Vessels, Equipment	5,00,000
		Provisions,Vegetables	80,00,000
12	Financial costs	Auditor Fee	75,000
		Interest on late payment of TDS	-
		Rates & Taxes	3,00,000
		Bank Charges & Processing Charges	4,00,000
		Interest	1,00,000
		Term Loan & OD Interest	40,00,000
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		Periodicals	2,53,000
15	Salaries	Salaries	10,00,00,000
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<b>17</b>	<b>Total Amount Sanctioned by the Budget for 2023-24</b>		<b>24,14,67,000</b>
<b>18</b>	<b>Amount Budgeted for the Previous FY 2022-23</b>		<b>18,36,96,500</b>
<b>19</b>	<b>Amount Sanctioned for the Previous FY 2022-23</b>		<b>18,30,50,000</b>
<b>20</b>	<b>Amount Utilized for the Previous FY 2022-23</b>		<b>17,48,37,808</b>


As there was no other matter for discussion, Sri N. Sudhakar Reddy, Chairman, Finance Committee, GIST, concluded the meeting by thanking all the members for spending their valuable time in useful deliberations and purposeful suggestions. He ensured a prompt and proper implementation of all the constructive suggestions given by the members. Prof. Dr. K.Sandeep Kumar, Secretary of the Finance Committee, thanked all the members for attending the meeting.

The meeting concluded after all the members presented a vote of thanks to the Chair.

Attendance for the 32<sup>th</sup> meeting of the Finance Committee of Geethanjali Institute of Science and Technology held on 11<sup>th</sup> Mar 2023.



S. No.	Name	Occupation	Designation	Signature
1	Sri. N. Sudhakar Reddy Secretary,Ushodaya Educational Society, Nellore	Agriculture / Business	Chairman	N. Sudhakar Reddy
2	Sri. S. Jayachandran Exec. Member,Ushodaya Educational Society, Nellore	Chartered Accountant	Member	S. Jayachandran
3	Sri. Y. Vijaya Shankar Reddy Treasurer,Ushodaya Educational Society, Nellore	Agriculture / Business	Member	Y. Vijaya Shankar Reddy
4	Sri. P. Srinivasulu Reddy Joint Secretary,Ushodaya Educational Society, Nellore	Agriculture / Business	Member	P. Srinivasulu Reddy
5	Sri T. Sreenivasulu Reddy	AE, Panchayat Raj, Govt. of AP., Nellore	Member	T. Sreenivasulu Reddy
	Prof. Dr. G. Subba Rao Director,Geethanjali Inst. of Sci. & Tech., Nellore	Academics	Member	G. Subba Rao
6.	Sri S. Sridhar, Assoc. Prof. in EEE,GIST	Academics	Member	S. Sridhar
6	Mrs. K. Vijaya, Assoc. Prof. in S&H,GIST	Academics	Member	K. Vijaya
7	Prof. Dr.Sundeep Kumar.K Principal, Geethanjali Inst. of Sci. & Tech., Nellore	Academics	Member-Secretary	K. Sundeep Kumar.K

(Sundeep Kumar.K)  
  
 Member Secretary, Finance Committee