

GURU NANAK INSTITUTE OF TECHNOLOGY

MINUTES of the Finance Committee meeting of Guru Nanak Institute of Technology held on 26th February, 2024 at 3p.m at the conference room of the Institute.

Date: 26.02.24

Time: 3.00 PM

Members Present

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| • Dr. Swarup Kumar Mitra, | Principal & Chairman |
| • Dr. Suparna Biswas | COE & Member |
| • Dr. Adhish Kumar Chakrabarty | Acting Registrar & Member |
| • Dr. Sucharita Bhattacharyya | Diploma In Charge & Member |
| • Mr. T K Bandyopadhyay | Invitee & Advisor |
| • Mr. Kallol Paul | Accounts Officer & Convener |

The Chairman was requested to preside over the meeting and he welcomed the members present and officially commenced the meeting for agenda wise discussion. The following resolutions were taken after detail deliberation.

Agenda – 1:

Confirmation of the minutes of the previous meeting

Resolution: Minutes of the meeting held on 21st Nov, 2023 was read out by the convener and confirmed by the members present in the meeting.

Agenda – 2: Action Taken

As per the decision of the previous meeting, this meeting was held on 26/02/2024

Agenda – 3: Approval of Proposed Budget for F.Y. 2024-25

Resolution: Mr. Kallol Paul presented the proposed budget for F.Y. 2024-25 along with its allocation in front of the committee. The committee discussed it in length with its members and after thorough scrutiny, budget was approved as the final budget and it was proposed to put it further to BOG for sanction.

Agenda – 4: Any other point.

It was decided to hold a meeting in the month of November for finalization of audited balance sheet for F.Y. 2023-24 and any other important issue that may arise by that time.

The meeting ended with a vote of thanks.



Prof (Dr.) Swarup Kumar Mitra

Chairman – Finance Committee

