



SS INSTITUTE OF PHARMACY

(A unit of VS Educational & Charitable Trust)

Approved by Tamilnadu Government & Pharmacy Council of India, New Delhi.
Affiliated to the Tamilnadu Dr. M.G.R. Medical University,
and The Directorate of Medical Education, Chennai.

SSCET/FC/2024-25/001

Date: 28.03.2024

CIRCULAR

It is proposed to conduct Finance committee meeting for the academic year 2024-2025 on 03.04.2024 at 11.00 am in the Principal's Chamber. All the members are requested to attend the meeting.


AGENDA:

1. To read and confirm the minutes of the previous finance committee meeting held on 05.04.2023
2. To consider and approve the audited statement report of the accounts for the year 2024-2025.
3. Budget Proposal for the Current Financial Year 2024-25.
4. Any other item with the approval of the chairman



Copy to members:

1. Chairman / Principal
2. IQAC
3. Office
4. All Finance committee members


PRINCIPAL
PRINCIPAL,
SS INSTITUTE OF PHARMACY,
KUPPANUR (PO), SANKARI (TK),
SALEM - 637301



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SSIP /FC/2024-25/001

Date: 03.04.2024

Minutes of the Finance Committee Meeting

The finance committee meeting for the Academic Year 2024-2025 of SS Institute of Pharmacy was held on 03rd April' 2024 at 10.00 AM in the Principal's Chamber.

AGENDA:

1. To read and confirm the minutes of the previous finance committee meeting held on 05.04.2023.
2. To consider and approve the audited statement report of the accounts for the year 2023-2024.
3. Budget Proposal for the Current Financial Year 2024-25.
4. Any other item with the approval of the chairman
- 5.

The following list of members attended the meeting,

S.No	Name of the Member	Designation	Founder Category
1	Dr.V.Balakrishnan	Founder Chairman	Founder Chairman
2.	Dr.v.Sujatha	Chairman	Chairman
3.	Dr.C.Jothimanivannan	Principal	Principal
4.	Mr.K.Janarthanan	Administrative Officer	Member Nominated by Principal
5.	Mr.C.Praveen Kumar	Accounts Manager	Management Representative Member & Accounts Department

The Principal welcomed the members to the Finance Committee Meeting. Further, the Principal briefed about the importance of the committee and its function to the members. The Principal also mentioned the various activities to be carried in the academic year 2024-25. After this the agenda was taken up for discussion.



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Points discussed:

Item No. 1.1: To place before the Finance Committee, the Annual Accounts together with Audit Report for the financial year 2023-24.

The Committee considered the accounts statements and discussed in detail. The report by the auditor and the audited annual accounts for the year 2023-24 were further recommended to submit it before the Governing Body for further approval.

Item No. 1.2: To place before the Finance Committee, the budget proposal for the financial year 2024-2025.

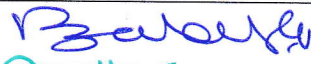
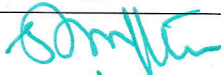



The Committee considered the proposal and discussed. After the discussion, the Committee recommended to submit it before the Governing Body for further approval.

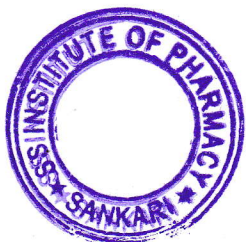
Item No. 1.3: To place before the Finance Committee, Approval of Various Fees under the committees.

The Committee discussed the various fees to be collected by the Institute viz. Tuition Fee and Examination Fee, etc. After the detailed discussion, the Finance Committee recommended and fixed various fees.

The Meeting ended with a Vote of Thanks to the Chair.

Attendance List:

S.No	Name of the Member	Designation	Signature
1	Dr.V.Balakrishnan	Founder Chairman	
2.	Dr.V.Sujatha	Chairman	
3.	Dr.c.jothimanivannan	Principal	
4.	Mr.K.Janarthanan	Administrative Officer	
5.	Mr.C.Praveen Kumar	Accounts Manager	



PRINCIPAL

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SS INSTITUTE OF PHARMACY,
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Proposed Budget for Academic Year 2024-25

Date: 19.05.2024

To

The Chairman,
SS Institute of pharmacy,
Sankari, salam-637301.

Respected Sir,

I am submitting the proposed budget for SS Institute of pharmacy for the academic year 2024-25 for your kind consideration.

S.No	Particulars	Proposed Budget
1.	Laboratory materials Expenses	130,000
2.	Erp Software	30,000
3.	Library books	50,000
4.	Functions expenses	100,000
5.	Staff welfare	200,000
6.	Repair & Maintenance	200,000
7.	Printing & Stationary	50,000
	Total	7, 60,000



Principal
Sankari

Principal
PRINCIPAL,
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KUPPANUR (PO), SANKARI (TK),
SALEM - 637301.