



**Agenda for a meeting of the Seevic College Corporation Finance & General Purposes committee
to be held on Tuesday 22 March 2016**

Venue: Principal's office

Time: 16:30

Item	Description	Lead person	Action req	Paper	Time (approx)
Procedural matters					
1.	Apologies for absence	Clerk	<i>to receive</i>	Verbal	16:30-16:31
2.	Confirmation of eligibility and quoracy	Clerk		Verbal	16:31-16:32
3.	Declaration of interests	Clerk	<i>to receive</i>	Verbal	16:32-16:33
Ensuring Accountability					
4.	To confirm the accuracy of the minutes of the last meeting held on 8 Dec '15 & discuss and review progress against matters arising	Chair	<i>to agree</i>	A	16:33-16:40
5.	Report of actions taken by the Chair on behalf of the Corporation	Chair	<i>to note</i>	Verbal	16:40-16:45
Strategic matters					
6.	Estates update	Head of Fac & Est	<i>to receive</i>	B	16:45-17:00
7.	Finance Report: Management accounts for the half year to January 2016.	DP F&R	<i>to consider</i>	C	17:00-17:10
8.	Employer Responsive: update income projection for 2015/16	Vice Principal	<i>to receive</i>	Present	17:10-17:25
9.	Mid-year budget update 2015	DP F&R	<i>to receive</i>	D	17:25-17:40
Confidential matters					
10.	Consideration of any confidential matters	Chair		Verbal	17:40
Date of next meeting					
The date of the next scheduled meeting is: Tues 17 May 2016 @ 16:30					