SHRI VISHNU COLLEGE OF PHARMACY

Vishnupur, Bhimavaram – 534 202 (Autonomous)

FINANCE COMMITTEE MEETING – NOTICE

DATE: 20-02-2025

It is proposed to conduct a Finance Committee meeting for the Financial Year 2024-25 on 22-02-2025 at 2.30 p.m. in the Placement Cell. All members are requested to attend the meeting.

AGENDA

Items for Discussion

29. 1. Review of budget utilisation and expenditure against sanctioned allocations.
30. 2. Review of institutional revenue and expenditure.
31. 3. Review of external audit/internal verification status and follow-up actions.
32. 4. Review of expenditur e under funded research projects and grants.

Thanking you,

Principal

Principal
Shri Vishnu College of Pharma.
(Autonomous)
Vishnupur, Bhimavaram-534 202

SHRI VISHNU COLLEGE OF PHARMACY

Vishnupur, Bhimavaram – 534 202 (Autonomous)

MINUTES OF THE FINANCE COMMITTEE MEETING – 22-02-2025

DATE: 24-02-2025

Financial Year: 2024-25
Members Pres ent

S. No.	Name	Position
1	Dr. K. S. Nataraj, Professor	Chairman
2	Mr. S. S. S. Varma	Member
3	Dr. P. V. Swamy, Professor	Member
4	Mr. Ch. Rajashekar	Finance Officer

The meeting commenced with introductory remarks by the Chairman. The agenda items were taken up for discussion by the committee.

Resolutions / Proceedings

1. Budget utilisation

The committee reviewed expenditure against sanctioned allocations and discussed departmental utilisation. Departments were advised to maintain updated statements and supporting documents.

2. Institutional revenue and expenditure

The Finance Officer presented the revenue and expenditure position for review. The committee recommended continued monitoring and timely reconciliation of financial records.

3. Audit and f ollow-up

The status of audit and internal verification was discussed based on the information presented. The Finance Office was advised to track observations and maintain evidence of action taken.

4. Funded projects and grants

The committee reviewed the av ailable project expenditure records. Investigators were advised to ensure that expenditure remained within approved project heads and that utilisation documents were submitted as required.

Principal

Principal
Shri Vishnu College of Pharmacy
(Autonomous)
Vishnupur, Bhimavaram-534 202

Copy to all Finance Committee members