SHRI VISHNU COLLEGE OF PHARMACY

Vishnupur, Bhimavaram – 534 202 (Autonomous)

FINANCE COMMITTEE MEETING – NOTICE

DATE: 19-02-2026

It is proposed to conduct a Finan ce Committee meeting for the Financial Year 2025-26 on 21-02-2026 at 2.30 p.m. in the Placement Cell. All members are requested to attend the meeting.

AGENDA

Items for Discussion

37. 1 Review of budget utilisation and expenditure during 2025-26.
38. 2. Review of institutional revenue and expenditure and any significant variances.
39. 3. Review of maintenance expenditure and unbudgeted operating requirements.
40. 4. Review of grants, funded research project expenditure and audit preparedness.

Thanking you,

K. Sudhir

Principal

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MINUTES OF THE FINANCE COMMITTEE MEETING – 21-02-2026

DATE: 23-02-2026

Financial Year: 2025-26

Members Present

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 and expenditure

The committee reviewed the expenditure position against approved allocations. Departments were advised to reconcile their accounts and provide explanations for significant variations, where applicable.

2. Revenue and expe nditure

The Finance Officer presented the available revenue and expenditure statements. The committee recommended regular monitoring of financial performance and timely updating of records.

3. Maintenance and unbudgeted requirements

Maintenance expenditure and unbudgeted operating requirements were discussed. The committee recommended that essential requirements be properly justified, documented and approved in accordance with institutional procedures.

4. Grants, funded projects and audit preparedness

The committee reviewed the status of grants and available project expenditure records. The concerned personnel were advised to maintain project-wise documentation and keep financial records ready for audit.

Principal

Copy to all Finance Committee members

Principal
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