

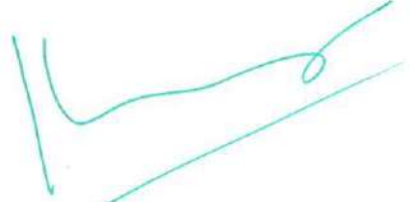


ACADEMIC YEAR: 2019-2020

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PRINCIPAL
AVANTHI INSTITUTE OF
PHARMACEUTICAL SCIENCES
Gunthapally (V), Abdullapurmet (M)
R.R. Dist. Telangana.



Ref No: AIPS/IQAC/2019-2020/01

CIRCULAR

Date: 09/07/2019

This is informto all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting on 10/07/2019at 11.00AM in the Seminar Hall. All the members of IQAC are hereby informed to be present for the meeting without fail.

The following points in the agenda will be discussed.

AGENDA

- Review of minutes of PreviousIQAC meeting.
- Action taken report on the decisions of the Previous Meeting
- Result Analysis of each course and semester
- Academic auditing & schedules
- Discussion on Lab Maintenance
- Review of NAAC AQAR Preparation
- Any other item with permission of chairman

Copy To:

- The principal
- HODs
- IQAC Coordinator
- All IQAC Committee members




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Gunthapally (V), Abdullapurmet (M),
R.R. Dist. Telangana.



Internal Quality assurance Committee (2019-2020)

S.NO	POSITION	NAME OF THE FACULTY	DESIGNATION
1	Chairman	Dr. K. Balaji	Principal
2	Coordinator	Dr. Nihar Ranjan Das	Vice Principal
3	Member	Dr. Y. Jaya Pradha	Director
4	Member	Mr. I. Sravan kumar	Member of GB
5	Members	Dr. M. Rama krishna	HOD
		Dr. B. Manjula	HOD
		P. Nagaraju	Asso. Prof
		A. Shailaja	Asso. Prof
6	Industry Members	Ms. T. Madhuri	Asst. Prof
		Dr. Praba Shankar	Chairman & Managing Director Leads Pharma Pvt Ltd.
7	Senior Administrative Officers	Mr. N. SaiRam	Administrative Officer
8	Nominee from Local society	K. Venkatesh	Sarpanch, Gunthapally Village
9	Nominee from Alumni	G. Hari Kiran	CRA-Novanardis, Bangalore
10		N. Revathi	Axis Clinicals Limited Hyderabad
11	Nominee from Students	K. Hari priya	19GNIT0004



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Internal Quality assurance Committee (2019-2020)

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1	Chairman	Dr. K. Balaji	Principal	
2	Coordinator IQAAC	Dr. Nihar Ranjan Das	Vice Principal	
3	Member	Dr. Y. Jaya Pradha	Director	
4	Member	Mr. I. Sravan kumar	Member of GB	
5	Members	Dr. M. Rama krishna	HOD	
		Dr. B. Manjula	HOD	
		P. Nagaraju	Asso. Prof	
		A. Shailaja	Asso. Prof	
		Ms. T. Madhuri	Asst. Prof	
6	Industry Members	Dr. Prabha Shankar	Chairman & Managing Director Leads Pharma Pvt Ltd.	
7	Senior Administrative Officers	Mr. N. SaiRam	Administrative Officer	
8	Nominee from Local society	K. Venkatesh	Sarpanch, Gunthapally Village	
9		G. Hari Kiran	CRA-Novanardis, Bangalore	
10	Nominee from Alumni	N. Revathi	Axis Clinicals Limited Hyderabad	
11	Nominee from Students	K. Hari priya	19GN1T0004	



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IQAC Minutes of Meeting

Date: 10-07-2019

The Chairperson Dr. K. Balaji welcomed the members for the meeting followed by review presentation made by Dr. Nihar Ranjan Das, Coordinator of IQAC.

The following points were discussed in the meeting.

Agenda: Review and Action taken report on the decisions of the previous IQAC meeting

Resolution: It is informed that the IQAC meeting was held on 02-01-2019 at 11.00 AM and the minutes of the meeting was approved by the members.

Agenda: Result Analysis

Resolution: The committee requested respective HODs to improve students' performance through actions such as Conducting additional classes, doubt-clearing/clarification sessions. The committee informed the faculty to analyze the results and to appreciate the toppers from each branch by giving prizes. The committee resolved to implement remedial classes for the average and below average students.

Agenda: Academic auditing & schedules

Resolution: It is resolved by the committee to continue the Academic Audit at the end of every odd and even semesters as this audit will help the departments to document and showcase different activities related to student development, faculty development, research contributions, teaching-learning & evaluation and professional society activities. It is also resolved to continue the template of the Academic Audit as it encourages the competitiveness among various departments and comprehensively audits the various academic components of each department. It is also resolved to conduct an external audit. The study report and action taken report after its preparation should be submitted to principal and Governing Body members.

Agenda: Encourage the staff to publish research journals and also publish chapters in books related to Pharmaceutical Sciences.

Resolution: It is decided to communicate with the HOD's to encourage the staff to publish research journals and also publish chapters in books related to Pharmaceutical Sciences.




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Agenda: Discussion on Lab Maintenance

Resolution: IQAC team observed that the laboratories are not maintained properly. It was resolved and informed to the concerned that every lab should maintain stock registers, maintenance registers and complaint registers. It was informed to the HOD's to take appropriate steps regarding monitoring and maintenance of lab.

Agenda: Review and Action Taken for Implementation & Outcomes of NAAC AQAR Preparation

Resolution: Prepared NAAC AQAR on all the Individual criteria.

Agenda: Any other matter with permission of chairperson.

Resolution: The committee decided to meet at regular intervals in formal/informal manner to enhance IOAC institutionalization

Dr. NIHAR RANJAN DAS

Coordinator IQAC

- All Committee Members
- Office



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Gunthapally (V), Abdullapurmet (M),
R.R. Dist. Telangana.



LETTER OF COMMUNICATION

From:
Dr. Nihar Ranjan Das
Coordinator – IQAC
Professor
To

Date: 10-07-2019

All Heads of Departments
TPO, Librarian,
Administrative Officer

Ref: Copy of Minutes of IQAC Meeting held on 02-01-2019

Sub: Recommendations from IQAC for the implementation activities for Quality Enhancement
-Reg


Dear Sir/ Madam

In Continuation to IQAC meeting which was held on 23-11-2019 along with Institution IQAC members, we are hereby attaching a copy of Minutes of meeting. These recommendations were made based on the resolutions proposed in the meeting. Hence, we humbly request you to direct your respective units of the department/Institution to chart out a structural plan to implement

Following are the proposed resolutions made based on the recommendations of all committee members.

- Review of minutes of Previous IQAC meeting.
- Action taken report on the decisions of the Previous Meeting




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- Result Analysis of each course and semester
- Academic auditing & schedules
- Discussion on Lab Maintenance
- Review of NAAC AQAR Preparation
- Any other item with permission of chairman

You are requested to submit action taken reports to IQAC from time to time.


Thanking You

Yours Sincerely

Dr. Nihar Ranjan Das
Coordinator – IQAC
Professor

Copy to:
Principal
HR Director




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Gunthapally (V), Abdullapurmet (M),
R.R. Dist. Telangana.



Ref No: AIPS/IQAC/2019-2020/02

CIRCULAR

Date: 07/01/2020

This is inform and invite all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting on 08-01-2020at 11.00AM in the Seminar Hall. All the members of IQAC are hereby informed to be present for the meeting without fail.

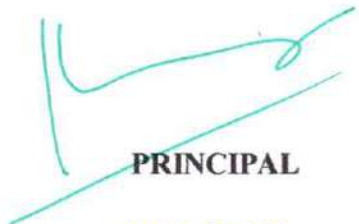
AGENDA

- Review of minutes of Previous IQAC meeting.
- Action taken report on the decisions of the Previous Meeting
- Encourage the staff publish research journals and publish chapters in books related to Pharmaceutical Sciences.
- Discussion on organizing seminars/workshops and awareness programs for students.
- Discussion on Certification- programs
- Review of NAAC AQAR Preparation.
- Any other matter.

Copy To:

- The principal
- HODs
- IQAC Coordinator
- All IQAC Committee members




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Internal Quality assurance Committee (2019-2020)

S.NO	POSITION	NAME OF THE FACULTY	DESIGNATION
1	Chairman	Dr. K. Balaji	Principal
2	Coordinator	Dr. Nihar Ranjan Das	Vice Principal
3	Member	Dr. Y. Jaya Pradha	Director
4	Member	Mr. I. Sravan kumar	Member of GB
5	Members	Dr. M. Rama krishna	HOD
		Dr. B. Manjula	HOD
		P. Nagaraju	Asso. Prof
		A.Shailaja	Asso. Prof
		Ms. T. Madhuri	Asst. Prof
6	Industry Members	Dr. Praba Shankar	Chairman & Managing Director Leads Pharma Pvt Ltd.
7	Senior Administrative Officers	Mr. N. SaiRam	Administrative Officer
8	Nominee from Local society	K.Venkatesh	Sarpanch, Gunthapally Village
9	Nominee from Alumni	G.Hari Kiran	CRA-Novanardis, Bangalore
10		N.Revathi	Axis Clinicals Limited Hyderabad
11	Nominee from Students	K. Hari priya	19GNIT0004



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Internal Quality assurance Committee (2019-2020)

S.NO	POSITION	NAME OF THE FACULTY	DESIGNATION	SIGNATURE
1	Chairman	Dr. K. Balaji	Principal	
2	Coordinator IQAC	Dr. Nihar Ranjan Das	Vice Principal	
3	Member	Dr. Y. Jaya Pradha	Director	
4	Member	Mr. I. Sravan kumar	Member of GB	
5	Members	Dr. M. Rama krishna	HOD	
		Dr. B. Manjula	HOD	
		P. Nagaraju	Asso. Prof	
		A. Shailaja	Asso. Prof	
		Ms. T. Madhuri	Asst. Prof	
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IQAC Minutes of Meeting

Date: 08-01-2020

IQAC Coordinator Dr.Nihar Ranjan Das commenced the meeting with a note of welcome to the IQAC members. The following decisions were taken after detailed discussions among the members in the meeting.

Agenda: Review and Action taken report on the decisions of the previous IQAC meeting

Resolution: It is informed that the IQAC meeting minutes of the previous was approved by the members.


Agenda: Discussion on organizing seminars/workshops and awareness programs for students.

Resolution:It was resolved to introduce Value added programs and workshops for enriching the students' practical skills. HODs and Department Coordinator was informed to prepare the course content. It was resolved to organize online workshops to enrich the teaching quality of the faculty members. It was also planned to conduct the social extension activities and HODs and Club coordinators were informed to take appropriate action.

Agenda: Encourage the staff publish research journals and publish chapters in books related to Pharmaceutical Sciences.

Resolution:Based on the audit report of the Academic year 2020-2021 the committee informed that very a smaller number of papers were published by the faculty and directed the faculty to publish at least one paper for semester. It was decided that make sure that the papers get published in reputed national and international journals for strengthening future R&D activities. To advise all faculty members to apply for funded projects/consultancy work. To provide seed money to faculty to perform R&D work and publish in peer reviewed journals.




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Agenda: Discussion on Certification- programs

Resolution:Coordinator IQAC has informed about the importance of certification by NPTEL for the students and faculty members in the pursuit of quality. IQAC coordinator said that the number of registrations in NPTEL courses from faculty members is very less in number. He further instructed all the heads of the departments to ensure that every faculty member of the department must register for at least one NPTEL course and complete it at the earliest. It has been decided to compensate the registration fees for faculty members to obtain certification from NPTEL.

Agenda: Review of NAAC AQAR Preparation

Resolution: Dr. K. Balaji, Chairperson & Dr. Nihar Ranjan Das Coordinator of IQAC reviewed the all the documents of criterions prepared by the committee members and suggested to follow up the short falls to meet the requirement of AQAR.


Agenda: Any other matter with permission of chairperson.

Resolution: The committee decided to meet at regular intervals in formal/informal mannerto enhance IQAC institutionalization.

Dr. NIHAR RANJAN DAS
Coordinator (IQAC)



- All committee members
- Office


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R.R. Dist. Telangana.



LETTER OF COMMUNICATION

From:
Dr. Nihar Ranjan Das
Coordinator – IQAC
Professor

Date: 08-01-2020

To
All Heads of Departments
TPO, Librarian,
Administrative Officer

Ref: Copy of Minutes of IQAC Meeting held on 02-01-2019

Sub: Recommendations from IQAC for the implementation activities for Quality Enhancement
-Reg

Dear Sir/ Madam

In Continuation to IQAC meeting which was held on 08-01-2020 along with Institution IQAC members, we are hereby attaching a copy of Minutes of meeting. These recommendations were made based on the resolutions proposed in the meeting. Hence, we humbly request you to direct your respective units of the department/Institution to chart out a structural plan to implement

Following are the proposed resolutions made based on the recommendations of all committee members.

- Review of minutes of Previous IQAC meeting.
- Action taken report on the decisions of the Previous Meeting
- Encourage the staff publish research journals and publish chapters in books related to Pharmaceutical Sciences.




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- Discussion on organizing seminars/workshops and awareness programs for students.
- Discussion on Certification- programs
- Review of NAAC AQAR Preparation.
- Any other matter.

You are requested to submit action taken reports to IQAC from time to time.


Thanking You

Yours Sincerely

Dr. Nihar Ranjan Das
Coordinator – IQAC
Professor

Copy to:
Principal
HR Director




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Internal Quality Assurance Cell (IQAC)

IQAC MEETINGS

ACTION TAKEN REPORT 2019-2020

S. NO	DESCRIPTION	DATE	PAGE NO
1	Action Taken Report for Meeting	10-07-2019	2
2	Action Taken Report for Meeting	08-01-2020	3




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Internal Quality Assurance Cell (IQAC)
IQAC MEETING-I
Action Taken Report 2019-2020

S. N	IQAC Minutes Recommendations	Action Taken
1	Suggestions given for the academic planning for the Academic Year 2019-2020	Academic calendar of IQAC for the session, 2019-2020 was discussed. It was decided to give suggestions to different departments to have various kinds of activities under the IQAC.
2	Academic auditing & schedules	Internal Academic Audit across all the Department was conducted successfully by Audit Team
3	Discussion on Lab Maintenance	Every lab-maintained stock register, maintenance registers and complaint registers.
4	Result Analysis of each course and semester	BPharmacy, PharmD and MPharmacy Results are 97.7%, 100% and 88.0% respectively. Take remedial classes for backlog students.
5	Any other matter with permission of chairperson. 1. Encourage the staff to participated international conferences related to Pharmaceutical Sciences. 2. collaborations with industries	1. Dr.J.Patel participated international conferences at Chennai related to Pharmaceutical Sciences. 2. There are 22 collaborations with industries.


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IQAC COORDINATOR



**Internal Quality Assurance Cell (IQAC)
IQAC MEETING-II
Action Taken Report 2019-2020**

S. N	IQAC Minutes Recommendations	Action Taken
1	Review and Action taken report on the decisions of the previous IQAC meeting	Previous IQAC meeting minutes was approved by the members.
2	Discussion on organizing seminars/workshops and awareness programs for students.	It was resolved to introduce Value added programs and workshops for enriching the students' practical skills. HODs and Department Coordinator was informed to prepare the course content. It was resolved to organize online workshops to enrich the teaching quality of the faculty members. It was also planned to conduct the social extension activities and HODs and Club coordinators were informed to take appropriate action.
3	Discussion on Certification-programs	IQAC coordinator said that the number of registrations in NPTEL courses from faculty members is very less in number. He further instructed all the heads of the departments to ensure that every faculty member of the department must register for at least one NPTEL course and complete it at the earliest. It has been decided to compensate the registration fees for faculty members to obtain certification from NPTEL.
4	Improving Research Potential of the Faculty	Financial Assistance was Provided to the Faculty to attend FDP's and Programs were organized on Research and development within the campus
5	Review of NAAC AQAR Preparation	Dr. K. Balaji, Chairperson & Dr. Nihar Ranjan Das Coordinator of IQAC reviewed the all the documents of criterions prepared by the committee members and suggested to follow up the short falls to meet the requirement of AQAR.


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IQAC COORDINATOR