



## INTERNAL QUALITY ASSURANCE CELL

### IQAC POLICY

The IQAC has been a proactive player in the overall benchmarking process. The IQAC has regularly summoned meetings and regularly submit the Annual Quality Assurance Reports (AQAR) to NAAC in a timely manner and it has collected feedback in appropriate forms from different stakeholder categories, which analyzed the same and used it for qualitative improvement and it has organized Academic and Administrative Audit to follow-up action as per the suggestions and recommendations of the eminent evaluators.

### **Roles & Responsibilities:**

- Parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters to all stakeholders;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes / activities leading to quality improvement;
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- Periodical conduct of Academic and Administrative Audit and its follow-up
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.



  
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## COMPOSITION OF IQAC COMMITTEE

S.NO	NAME OF THE MEMBER AND DESIGNATION	POSITION
1	DR. K. BALAJI PRINCIPAL, AIPS	CONVENOR
2	DR. NIHAR RANJAN DAS, VICE PRINCIPAL, AIPS	COORDINATOR
3	DR. Y. JAYA PRADHA, DIRECTOR, HR	MEMBER
4	MR. I. SRAVAN KUMAR, MEMBER OF GB	MEMBER
5	DR. M. RAMA KRISHNA HOD, DEPARTMENT OF PHARMACY	MEMBER
6	DR. B. MANJULA HOD, DEPARTMENT OF PHARMACY PRACTICE	MEMBER
7	DR.CH. PAVANI, PROFESSOR	MEMBER
8	P.NAGA RAJU, ASSOCIATE PROFESSOR	MEMBER
9	DR. PRABHA SHANKAR, CHAIRMAN & MANAGING DIRECTOR LEADS PHARMA PVT LTD.	INDUSTRY MEMBER
10	MR. K.S.R. MOHAN RAO	ADMINISTRATIVE OFFICER
11	K. VENKATESH, SARPANCH, GUNTHAPALLY VILLAGE	NOMINEE FROM LOCAL SOCIETY
12	T. MALVIKA, ANALYST-APOLLO HOSPITAL, JUBILEE HILLS, HYDERABAD	NOMINEE FROM ALUMNI
13	MR. CH.NIKHIL REDDY, 20GNIR0078	NOMINEE FROM STUDENTS



  
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# AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Approved by PCI, AICTE & Affiliated to JNTUH)

Gunthapally (V), Abdullapurmet (M), R.R. Dist., Near Ramoji Filmcity, Hyderabad - 501 512.



## GOVERNING BODY

### Roles and responsibilities:

- Formulate academic aims and objectives of the Institution and guide the institute towards the achievement of the same.
- Examine the recommendations of the Institutional Academic Committee and prepare roadmap for achieving the goals of the Institution.
- Monitor academic, research and other related activities of the college and guide them in the correct direction.
- Prepare strategic plans for financial, infrastructural and staffing areas
- Consider the important communications and policy decisions received from the University, Government, UGC, etc.
- Facilitate and encourage college faculty to apply for research projects/proposals
- Monitor the student and faculty development programs and guide the college appropriately so that they achieve the end objectives.
- Facilitate the starting of new UG/PG programs, decide on discontinuing any existing programs, and increase/decrease in take into any UG/PG program.
- Consider the recommendations of the IQAC planning Committee of the college and direct them to implementation.
- Examine the budget proposals and accord approval.
- Pass the annual budget of the college.
- Facilitate checking the audited income and expenditure accounts and approve the same for the college annually.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council
- All recruitments of Teaching Faculty/Principal shall be made by the Governing Body/state government as applicable in accordance with the policies laid down by the UGC and State Government from time to time.



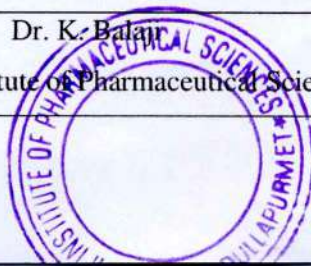
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## COMPOSITION OF GOVERNING BODY

<b>Members from the Management (Chairman or President of the Management as the Chairperson)</b>		
1.	Smt. M. Gnaneswari President, Avanthi Educational Society	Member
2.	Mr. M.V.S.S. Nandeesh Vice President, Avanthi Educational Society	Member
3.	Dr. M. Priyanka General Secretary, Avanthi Educational Society	Member
4.	Mr. I. Sravan Kumar Treasurer & MD, Avanthi Educational Society	Member
5.	Dr. Y. Jayaprada Director – HR , Avanthi Educational Society	Member
6.	Mr. N. Sai Ram Secretary, Avanthi Educational Society	Member
<b>Teachers of the College nominated by the Principal based on Seniority</b>		
7.	Dr. Nihar Ranjan Das, Vice-Principal, AIPS	Member
8.	Dr. M. Rama Krishna, HOD, AIPS	Member
<b>University Nominee nominated by the University</b>		
9.	1. Dr. M. A. S. Srinivas - Professor of Mathematics & Head, JNTUH (From 10-03-2021 to 20-01-2024) 2. Dr. M. Sunitha Reddy – Principal & Professor - JNTUH (From 21-01-2024 to present)	University Nominee
<b>Industrialist</b>		
10.	Dr. Prabha Shankar, Chairman & Managing Director in Leads Pharma PVT LTD, Hyderabad.	Member, Industrialist
<b>Principal of the College (Ex-officio)</b>		
11.	Dr. K. Balaji Principal, Avanthi Institute of Pharmaceutical Sciences, HYD.	Member Secretary



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## FINANCE COMMITTEE

The Finance committee provides financial oversight for the institution and ensures that the governing body fulfills its financial responsibilities.

### Roles and Responsibilities:

- The committee examines the college's annual budget, makes recommendations on financial matters, and recommends the budget to the governing body for each academic year.
- The committee monitors and plans for the institution's financial position and financial control systems.
- The committee presents the financial implications and the audit report to the governing body.
- The committee serves as an advisory team, offering suggestions to the governing body on how to use funds with discretion.
- The committee monitors finance compliance with the budget.

### Composition of Finance Committee

S.NO.	NAME AND DESIGNATION	DESIGNATION IN COMMITTEE
1	DR. K. BALAJI, PRINCIPAL, AIPS	CONVENOR
2	DR. Y. JAYAPRADHA, DIRECTOR, AVANTHI EDUCATIONAL SOCIETY	MEMBER
3	MR. I. SRAVAN KUMAR TREASURER & MD, AVANTHI EDUCATIONAL SOCIETY	MEMBER
4	DR. NIHAR RANJAN DAS, VICE PRINCIPAL	MEMBER
5	DR. M. RAMAKRISHNA AND HEAD, DEPT. OF PHARMACY	COORDINATOR
6	MR. PRAVEEN KUMAR, CHARTED ACCOUNTANT	MEMBER
7	MR. G. LINGAIAH, SENIOR ACCOUNT, AIPS	MEMBER



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## ANTI-RAGGING COMMITTEE

Anti – Ragging committee is one of the key committee that will be involved in designing strategies and action plan for curbing the Menace of Ragging in the institute by adopting an array of activities.


### Roles & Responsibilities:

- ✓ Displaying the charts and other material stating evil nature, punishment of Ragging and also student's discipline.
- ✓ Ensuring compliance with the provision of UGC regulation 2009 at the institute level
- ✓ Appoint Anti-Ragging Squads in the institution monitor and oversee the performance of Anti-Ragging Squads in prevention of ragging in the institution creation of cordial atmosphere.
- ✓ To take appropriate action in case an incident of ragging is reported by Anti- Ragging Squad of the institute in case of need, reporting to the nearest police station.

### Anti-Ragging Committee Action Procedure

- a. Anti-Ragging Squad will immediately inquire and report any incidence of ragging or abetment of ragging noticed by them immediately to the head of the institute and also to the Anti-Ragging Committee
- b. Immediate action as per the situation will be taken by the Institute Anti Ragging Committee which may include:
  - I. Immediate suspension of involved students
  - II. Sending reinforcements or any help if required.
  - III. Forwarding the report of the incident to the Anti-Ragging Committee of the University.
- c. The Anti-Ragging Committee will examine the report and recommend appropriate punishment to University Anti Ragging Committee for approval (Reporting of the matter to the Civil Police or District Administration or lodging of complaint/FIR will not be done without the approval of University Anti Ragging Committee).
- d. If any incident, even minor is reported, in addition to action taken with regard to that incidence the anti-Ragging measures will be reviewed and strengthened with immediate effect.



  
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**COMPOSITION OF ANTI-RAGGING COMMITTEE**

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	Dr. Y. JAYAPRADHA	H.R DIRECTOR	MEMBER
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	Dr. B. MANJULA	HOD	COORDINATOR
6	G. SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER
7	P.V. PAVAN	ASSISTANT PROFESSOR	MEMBER
8	M.SWATHI	ASSISTANT PROFESSOR	MEMBER
9	K. SARIKA	ASSISTANT PROFESSOR	MEMBER
10	G. SRINIVASA RAO	PRO	MEMBER
11	M. GREESHMA	STUDENT	MEMBER
12	K. CHANDANA	STUDENT	MEMBER
13	J. SAI POOJITHA	STUDENT	MEMBER



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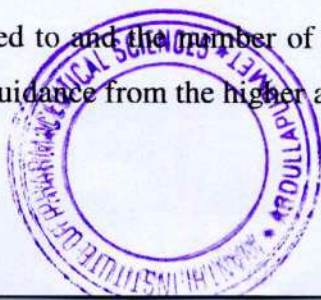
## GRIEVANCE REDRESSAL COMMITTEE

The main objective of the Grievance Redressal Committee is to provide simple, smooth and readily accessible procedure for prompt disposal of the day to day genuine grievances of the student and faculty community to maintain a compatible atmosphere at institution level.

The committee proactively gives an opportunity to everyone in Avanthi Institute of Pharmaceutical Sciences to be listened to so that any feeling of injustice is sorted out promptly.

### Roles & Responsibilities:

- ✓ The function of the cell is to look into the complaints lodged by any student/faculty, and judge its merit. The Grievance cell is also empowered to look into matters of harassment.
- ✓ Anyone with a genuine grievance may approach the department members in person, or in consultation with the class in-charge.
- ✓ In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box which are placed at different locations in the institution
- ✓ . The cases will be attended promptly on receipt of written grievances from the students/faculty. The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- ✓ Use positive, friendly ways to resolve the crisis than punitive steps, which disturb the system
- ✓ Reassure them that the authorities will be acting impartially and will try to resolve the matter as amicably as possible.
- ✓ The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell
- ✓ The cell formally will review all cases and will prepare statistical reports about the number of cases received. The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.



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**COMPOSITION OF GRIEVANCE REDRESSAL COMMITTEE**

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1.	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	Dr. Y. JAYAPRADA	H.R.DIRECTOR	MEMBER
3.	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4.	Dr. M. RAMAKRISHNA	HOD	CO-ORDINATOR
5.	Dr. B. MANJULA	HOD	MEMBER
6.	Dr. B. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER
7.	Dr. V. ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	A. SHRUTHI	ASSOCIATE PROFESSOR	MEMBER
9.	K.S.R. MOHAN RAO	AO	MEMBER
10.	SD ALI	STUDENT	MEMBER
11.	G. SURAJ KUMAR	STUDENT	MEMBER
12.	B. GANESH	STUDENT	MEMBER



  
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### **SC/ST COMMITTEE**

The committee consists of one senior faculty, faculty from each department and student members.

#### **Roles & Responsibilities:**

1. To counsel and guide SC and ST students and help them to manage academic and personal issues of the college life effectively.
2. To ensure provisions of an environment where all such students feel safe and secure.
3. To provide prompt counseling for any emotional emergencies arising on account of any event at the campus.
4. To provide the mechanism to redress the grievance of SC/ST students if any.
5. To ensure the protection and reservation as provided in the constitution of India.
6. To arrange for special opportunities to enhance the career growth.
7. To aware the SC/ST students regarding various scholarship programs of state and central govt.



  
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**COMPOSITION OF SC/ST COMMITTEE**

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1.	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
3.	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	P. LAVANYA	ASSOCIATE PROFESSOR	COORDINATOR
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER
6	T. MAHENDER	ASSOCIATE PROFESSOR	MEMBER
7	A. ANIL KUMAR	ASSOCIATE PROFESSOR	MEMBER
8	Dr. RAVI NAYAK	ASSOCIATE PROFESSOR	MEMBER
9	G. AJITH SAI	STUDENT	MEMBER
10	M. PAVAN KALYAN	STUDENT	MEMBER
11	D. DAMODHAR	STUDENT	MEMBER



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