




6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.

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4	Different Policies a) Institute Quality Policy & Core value b) Environmental policy c) ERP Policy d) Avanathi Free ship & Merit scholarship policy e) Divyanggan policy and Initiatives undertaken f) Grievances redressal mechanism g) Anti-Ragging Policy h) Green Campus Initiatives i) Maintenance Policy j) Staff welfare Policy	211-236
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STRATEGIC PERSPECTIVE PLAN OF THE INSTITUTION

The organization is working toward the accomplishment of its vision, purpose, and core values through a long-term strategic perspective plan that calls for ongoing progress. Stakeholders and different academic and administrative authorities provide input on the strategic plan, which is then implemented and reviewed periodically.

The field of technical education will face previously unheard-of opportunities and problems in the new millennium. Through the creation of trained labor, increased industrial productivity, and improved quality of life, technical education is essential to the nation's human resource development. A vast range of programs and specializations are covered by technical education. It is crucial that faculty members have a research and innovation mindset in order to keep themselves up to date on cutting edge technology. This organization is excited to provide faculty training to support their innovative and research endeavors.

A. Improvement in quality Technical Education:

The institute wants to work with universities and other international educational institutions to enhance its Teaching-Learning Process and Research, with the goal of improving the quality of Technical Education. The following areas are where the Institute hopes to strengthen its partnerships with reputable universities and educational institutions: Students exchange, Faculty exchange and Collaborative Research.

1. The institution uses an experimental and demonstrative teaching and learning process to provide skill-based education.
2. To provide teachers with pedagogy and pertinent technical knowledge training so they can further hone their teaching abilities and stay up to date on the most recent advancements.
3. To get academic autonomy, this will allow the institute to create a curriculum that meets industrial demands.
4. To take part in national surveys and rankings in order to get better rankings and gain national exposure and recognition.



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B. Collaboration to impart Skill-based Education:

The institute works with industries, reputable institutes, universities, and research groups to provide skill-based education in the future.

Institution Strategic Plans:

1. Accreditation & Ranking
2. Teaching and Learning
3. Research and Development
4. Alumni Interaction
5. Industry Interaction / Collaboration
6. Student's development and participation
7. Staff development & welfare
8. Entrepreneurship
9. Library, ICT and Physical Infrastructure / Instrumentation




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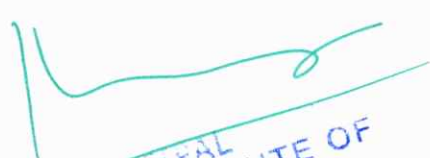


STRATEGIC PLANNING

For The Next Five Years

1	Accreditation and Ranking	<ul style="list-style-type: none"> ✓ NAAC accreditation with A++ Grade by 2024 ✓ Autonomous status by June 2024 ✓ NIRF ranking (Within top 100 Pharmacy Institutes by 2025)
2	Teaching and Learning	<ul style="list-style-type: none"> ✓ Pedagogical Innovation-to be encourage and introduce in teaching learning ✓ Development of teaching plan as per OBE ✓ Preparation of Lesson Plan based on CO & PO mapping ✓ Development of e- learning resources ✓ Promote research culture & facilities ✓ Provide mentoring and personal support ✓ Continuous assessment to measure outcomes
3	Research and Development	<ul style="list-style-type: none"> ✓ Dedicated R &D facilitation Centre ✓ Establish and develop Laboratories with more research facility ✓ Fund generation through Project proposals ✓ Apply for Government/Non-Government industry, sponsored funds ✓ Collaborations with Government & Private Institutes, Universities and Research Organizations ✓ Applying for patent ✓ Students research paper publication/ presentation in Journal/ Conference from each department to be increased. ✓ More Initiatives should be taken to encourage the students for Start-ups and entrepreneur ship. ✓ Faculty members to be involved in consultancy work using their own expertise.
4	Alumni Interaction	<ul style="list-style-type: none"> ✓ Data base creation, Regular interactions with alumni and networking ✓ Recognition of successful alumni ✓ Leverage for guest lecturers/internships/placements/training/ entrepreneurship ✓ Exploring Contributions ✓ Sponsorships/scholarships/fund generation
5	Industry Interaction / Collaboration	<ul style="list-style-type: none"> ✓ More no. of MOUs with industries ✓ Support for internships, visits, trainings, guest lectures ✓ Identifications of industry needs and advice on Curriculum for extra courses apart from curriculum.





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		<ul style="list-style-type: none">✓ Providing opportunities for Industry based/sponsored projects✓ Providing career guidance.
6	Student's development and participation	<ul style="list-style-type: none">✓ Budget allocation for student development✓ Students Trainings & Placement Activities✓ Formation of student council✓ Student's representation in various committee and cell✓ Participation in competitions✓ Organizing competitions✓ Rewards & recognitions of achievers✓ Participation in extracurricular activities✓ Participating in social and welfare activities
7	Staff development and welfare	<ul style="list-style-type: none">✓ Recruitment Policy formation & implementation✓ Staff performance evaluation system✓ Staff Training for quality improvement✓ Best possible work facilities & infrastructure facilities✓ Staff welfare policy implementation✓ Career advancement schemes & Rewards, recognitions and incentives✓ Deputation for seminars, conferences and workshops etc.✓ Sponsorship/ Motivation for qualification improvement✓ Support for research, consultancy, innovations
8	Entrepreneurship	<ul style="list-style-type: none">✓ MOUs with organizations for entrepreneurship development✓ Providing training & guidance for entrepreneurship development✓ Bringing more experts of the field for seminar, lecture, workshop for entrepreneurship development✓ Promoting, sponsoring and facilitating entrepreneurship development.
9	Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none">✓ Infrastructure building development & modification✓ More number of Subscription of E-Journal & E-books✓ Library infrastructure development.✓ Modernize all class room sand laboratories to save power.✓ Smart Class rooms, Tutorials, Seminar halls✓ Modernization of Laboratory & equipment✓ Library infrastructure up gradation✓ System up gradation




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	<ul style="list-style-type: none">✓ Functional facilities for e-learning✓ Safety & Security management✓ Medical facility✓ Developing sports (indoor/outdoor) facilities✓ Plantations✓ Renewable Energy usage✓ Hygiene, zero plastic & green campus✓ Recycling of water
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Short-term objectives:

- To attain consistently high educational standards.
- To train students at the graduate level into professionals to fulfil the requirements of the industry in students.
- Cultivate close ties with the industry to pass the benefits of their knowledge and Experience to the research work of the institute.
- To upgrade faculty knowledge by organizing faculty development program or by sending them to various quality improvement programs as well as by providing industrial exposure.
- To provide exposure to global knowledge via e-learning resources.

Long-term objectives

- To be centre of academic excellence.
- To inculcate the research culture and strength it by applying for research grants from various funding agency to enhance the quality of research. Short term goals:
- To attain consistently high educational standards.
- To Train students at the graduate level into professionals to fulfil the requirements of the industry in students.
- Cultivate close ties with the industry to pass the benefits of their knowledge and Experience to the research work of the institute.
- To upgrade faculty knowledge by organizing faculty development program or by sending them to various quality improvement programs as well as by providing industrial exposure.
- To provide exposure to global knowledge via e-learning resources.

Strengths

- Reputable organization with eighteen years of track record
- Visionary leadership
- 'B++' accredited by NAAC for a period of five years in 2018.
- Recipient of Swachh Bharat Award
- Involvement of students in all administrative, academic, and decision-making organizations.
- A culture of participation in the workplace & Delnet/JGate facilities
- Knowledgeable and skilled Staff with a high retention rate
- Extension initiatives via the NSS
- Alumni who have settled down all across the world
- Robust placement cell having a stellar placement history
- Facilities with ICT-enabled classrooms
- Accommodations for Staff and Students
- The Institute runs student branches that are actively involved in carrying out the activities of the various professional bodies.
- Partnered with Telangana Academy of Skill & Knowledge




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Weakness

- Being an affiliated institution, it limits academic flexibility.
- Limited financing is available for sponsored research and development.
- There aren't many postgraduate programs, and the number of PG students admitted is rather low.
- Challenges to draw big MNCs for campus postings of Packages more than 10 LPA. .
- While overcoming linguistic hurdles, students from rural areas are working hard to meet national and international standards in technical education.

Opportunities

- Startups and tech-driven businesses can emerge from the establishment of an ecosystem that fosters student creativity and entrepreneurship.
- Seeking autonomy as an institution under the auspices of JNTU Hyderabad and UGC New Delhi.
- To engage in cooperative and connecting efforts with the public and private sectors
- To increase the Innovation Cell's and EDC's activities
- The college's location will maximize the chance to serve a greater number of students with rural backgrounds.
- Fostering an entrepreneurial culture among students by putting awareness-raising, capacity-building, and sensitization programs into practice.

Challenges

- Attract and hold onto highly skilled teachers.
- Excessively long wait times for government student fee receipts for scholarship recipients there by limiting the institution's expansion.
- Creating an environment that supports creativity, research, and start-ups.
- Keeping the admissions rate at predetermined levels despite rising competition
- Drawing students from other states and high rankers in order to foster a culture of competition.
- Teaching rural kids in accordance with business requirements.
- Enhancing the caliber of student work
- The rapid advancement of technology may require more personnel and equipment

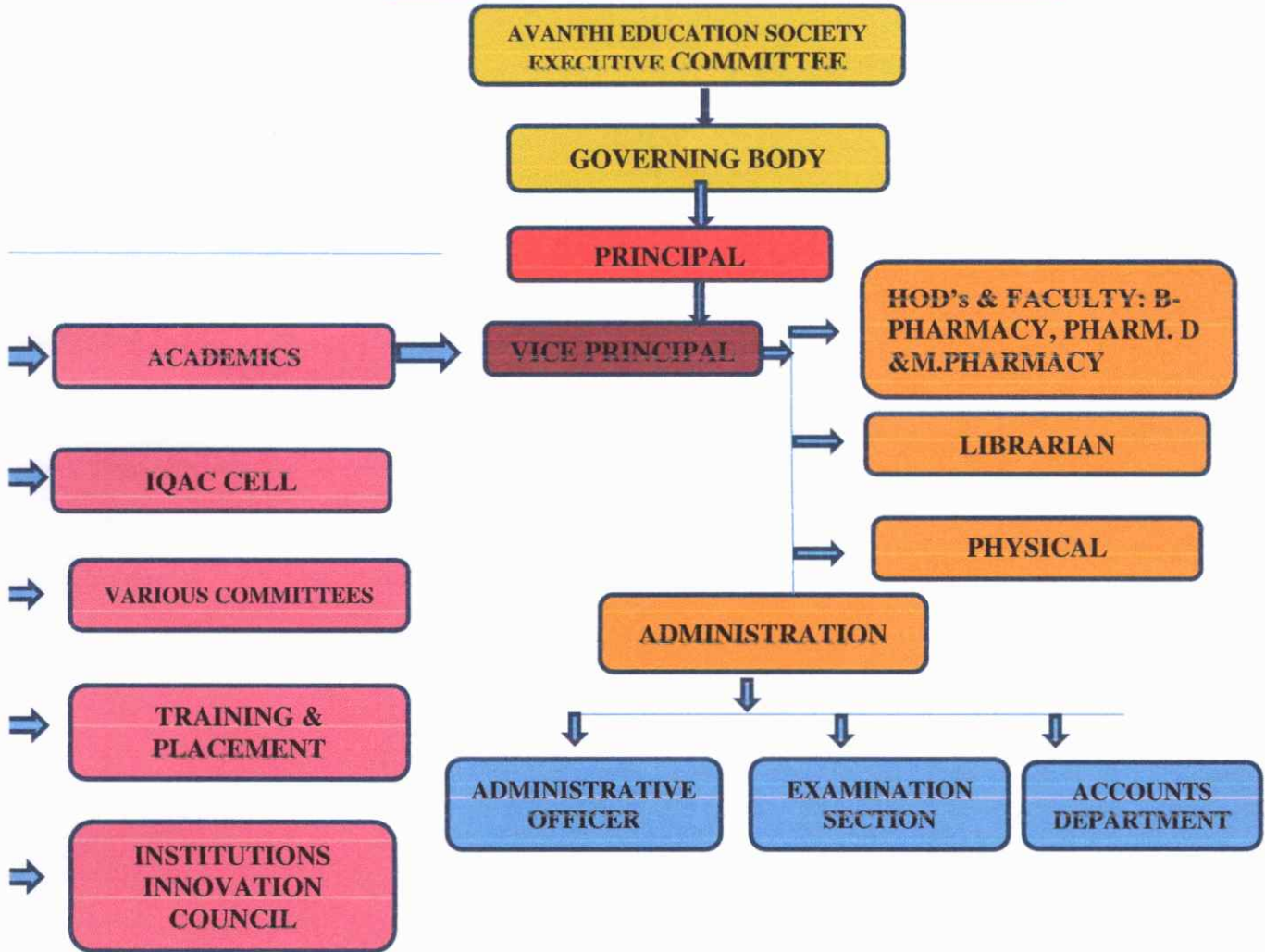



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Institutional Organogram

ORGANIZATIONAL CHART



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Various Committees/Cells/Clubs and their responsibilities:

For administrative convenience a number of committees/Cells/Clubs have been constituted to look into various aspects of the college administration, development and student & staff affairs.

The list of such committees is mentioned here:

Various Committees

S.NO	COMMITTEE
1	IQAC COMMITTEE
2	ANTI – RAGGING COMMITTEE
3	DISCIPLINARY COMMITTEE
4	GRIEVANCE REDRESSAL COMMITTEE
5	SC / ST COMMITTEE
6	RESEARCH AND DEVELOPMENT COMMITTEE
7	EXAMINATION COMMITTEE
8	EXTRA CURRICULAR AND SPORTS COMMITTEE
9	ALUMNI COMMITTEE
10	COLLEGE ACADEMY COMMITTEE
11	ADMISSION COMMITTEE
12	LIBRARY COMMITTEE
13	WOMEN PROTECTION CELL
14	COLLEGE DEVELOPMENT COMMITTEE
15	TRAINING & PLACEMENT COMMITTEE
16	NATIONAL SERVICE SCHEME (NSS) COMMITTEE
17	CAREER GUIDANCE COMMITTEE
18	STORES AND MAINTENANCE COMMITTEE
19	ENTREPRENEURSHIP DEVELOPMENT CELL
20	INDUSTRY – INSTITUTE INTERACTION COMMITTEE
21	MINORITY CELL
22	OBC CELL
23	INTERNAL COMPLIANT COMMITTEE



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Functions & Responsibilities of Various Committees:


Internal Quality Assurance cell

Internal Quality Assurance Cell (IQAC) aims at continuous enhancement of quality in teaching-learning process. Internal quality cell is headed by the IQAC coordinator appointed by the Principal

Functions & Responsibilities:

- ✓ Keeping the vision of the institution in view the cell advises on the following issues.
- ✓ Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- ✓ Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- ✓ Optimization and integration of modern methods of teaching, learning and evaluation.
- ✓ Introduction of Add-on Courses.
- ✓ Welfare schemes for staff and students.
- ✓ Research and consultancy.
- ✓ Promotion of culture and Heritage of India.
- ✓ Organizing seminars, conferences and workshops at different levels.
- ✓ Extension and up gradation of Classrooms and Laboratories.




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Composition of the Internal Quality Assurance Committee

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. Sraavan kumar	Member of GB
5	Members	Dr. M. Rama krishna	HOD
		Dr. B. Manjula	HOD
		P. Nagaraju	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	MALVIKA	ANALYST-APOLLO HOSPITAL,JUBLEEHILLS,HYD
10		ANISH KUMAR DAS	CRA-BANGLORE
11	Nominee from Students	K. Sandeep	21GN1R0022

College Academic Committee

Academic committee is centralized (Institute level) committee responsible for regulating and implementing different academic activities and it is headed by Convener along with all Heads of the Department and the representative from each department acts as Departmental Academic Coordinator is the member of Academic Committee.

Functions & Responsibilities:

The followings are the duties of the academic committee in order to enhance the efficiency of learning and teaching process.



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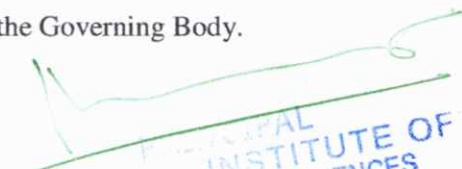
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- ✓ To review advice on and develop policies on assessment for learning, teaching and learning quality.
- ✓ To review and formulate policies to enhance students' learning motivation.
- ✓ To review and advise elective subjects to be offered by the concern departments
- ✓ To review and formulate policies to cater for student diversity.
- ✓ To monitor and following up students learning outcomes.
- ✓ To introduce and promote different teaching methods.
- ✓ To set up academic reward systems.
- ✓ To promote academic activities and creating an atmosphere of learning.
- ✓ To record students personal data and other learning experience records systematically to help students pursue further studies or develop their career.
- ✓ To help and support the teachers development through holding different professional development activities and orientations.
- ✓ Issuing the guidelines to the departments to organizing guest lectures by esteemed personalities from the industry and conducting workshops, organizing events for the improvement of the student's academics and knowledge.
- ✓ Encouraging and enhancing the teaching efficiency through the appraisal system.
- ✓ Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- ✓ To request the Governing body to encourage the best students with scholarships, fellowships, prizes and medals, and to frame regulations for the award of the same.
- ✓ Perform other functions as may be assigned by the Governing Body.




Principal
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Composition of College Academic Committee

S.No.	Name of the Faculty	Designation
1	Dr. K. Balaji, Principal, AIPS	Chairperson
2	Dr. Y. Jayapradha, Director – HR	Member
3	Dr. Nihar Ranjan Das, Vice Principal, AIPS	Member
4	Dr. M. Rama Krishna, Associate Professor and Head, Dept. of Pharmacy	Member
5	Dr. B. Manula, Associate Professor and Head, Dept. of Pharm D	Member
6	Mr. K. Anil Kumar	Member
7	Mrs. G. Swapna	Member

Anti-Ragging Committee:

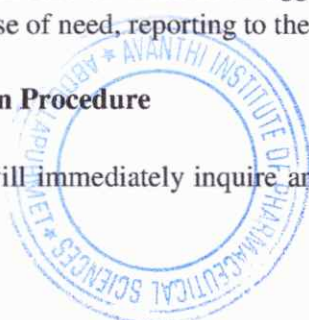
Anti – Ragging committee is one of the key committee that will be involved in designing strategies and action plan for curbing the Menace of Ragging in the institute by adopting an array of activities.

Functions & 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



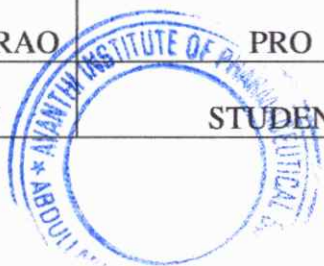
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- ragging or abetment of ragging noticed by them immediately to the head of the institute and also to the Anti-Ragging Committee.
- b. Immediate action as per the situation will be taken by the Institute Anti Ragging Committee which may include:
- Immediate suspension of involved students
 - Sending reinforcements or any help if required.
 - 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.

Composition of Anti-Ragging Committee

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr.Y.JAYAPRADHA	H.R DIRECTOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	CO – ORDINATOR
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B. MANJULA	HOD	MEMBER
6	G.SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER
7	T.MADHURI	ASSOCIATE PROFESSOR	MEMBER
8	S.SWATHI	ASSISTANT PROFESSOR	MEMBER
9	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
10	G. SRINIVASA RAO	PRO	MEMBER
11	P. PRANAY	STUDENT	MEMBER





Training & Placement committee:

The Training & Placement Committee shall be primarily responsible for the activities related with campus placements.

Functions and Responsibilities:


The responsibilities and functions shall include (but not limited to) the followings.

- ✓ To build confidence in students and develop right attitude in them
- ✓ Organize Various Training Programs to train the students in the areas of Quantitative Aptitude, Logical Reasoning and Verbal reasoning through the reputed external training organizations and in-house trainers.
- ✓ To plan and implement a mechanism for organizing various placement activities so as to provide placements to all the eligible candidates.
- ✓ To device and implement mechanism to liaison with good companies for recruitment of the students.
- ✓ To organize pool campus drive in campus or off campus.
- ✓ To work out and execute any other activity related with the placement of the students.

Composition of Training and Placement Cell

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR. K. BALAJI	PRINCIPAL	CHAIRMAN
2	V. ANUDEEP	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B. MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR. M. RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	A.V. PAVAN	ASSISTANT PROFESSOR	MEMBER
7	G. SWAPNA	ASSISTANT PROFESSOR	MEMBER




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IIC (Industry Institute Interaction Cell):

IIPC (Industry Institute Interaction Cell) objective is to develop of a strong technical workforce that would bridge the gap between industry requirements and academic orientation.


Functions & Responsibilities:

- ✓ To offer courses on the latest developments in engineering and technology to practitioners.
- ✓ To encourage industry and organizations for placement and training of students in industries.
- ✓ To conduct industrial training and industrial visit for the students and faculty.
- ✓ Motivate the young executives to become successful entrepreneur.

Composition of Industry Institute Interaction Cell

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
6	MARTHI SWATHI	ASSISTANT PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER




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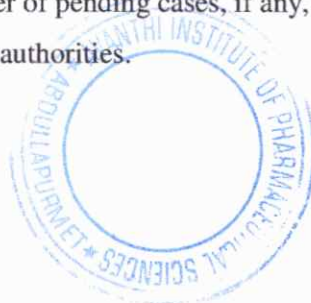
Grievance Redressal cell:

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 Engineering & Technology to be listened to so that any feeling of injustice is sorted out promptly.

Functions & 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 Cell

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION in COMMITTEE
1.	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. Y. JAYAPRADHA	H.R.DIRECTOR	MEMBER SECRETARY
2.	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
3.	Dr. M. RAMAKRISHNA	HOD	CO-ORDINATOR
4.	B.MANJULA	HOD	MEMBER
5.	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
6.	G.SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER
7.	T.MADHURI	ASSOCIATE PROFESSOR	MEMBER
8.	R.ASHOK KUMAR	ASSISTANT PROFESSOR	MEMBER
9.	G. SRINIVAS RAO	PRO	MEMBER
10.	E.AVINASH	STUDENT	MEMBER

SC/ST committee

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

- Encouraging the SCs/STs employee/student to express their grievances freely and frankly without any fear of being victimized.
- Entertain written signed complaints and petitions of SCs/STs students/staff in respect of matters directly affecting them individually or as a group
- Ensure grievances are registered and acknowledged promptly through a unique fileidentification number for future reference.
- Enquiry into the grievances, making recommendations, and reporting to the concerned authorities. - Monitoring the progress of disposal of the grievance
- . Ensuring disposal of grievances within the time frame. If unsolved within the time frame the coordinator of the committee will report to the



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ombudsman of the university.

- Dealing with every grievance in a fair manner. - Ensuring a reasoned and an optimistic reply for every grievance rejected.
- Recommending appropriate action against complainant, if allegations made in the documents are found to be baseless. - Collection of the feedbacks from the complaint. - Monitoring the publication of annual report.

Composition of SC/ST Committee

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	P. NAGARAJU	ASSOCIATE PROFESSOR	COORDINATOR
5	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER
7	K.SHAILAJA	ASSISTANT PROFESSOR	MEMBER
8	Dr. RAVI NAYAK	ASSISTANT PROFESSOR	MEMBER
9	YALA MADHU	STUDENT	MEMBER

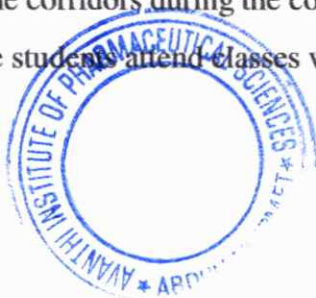
Disciplinary Committee:


Disciplinary Committee consists of Senior Faculty members, drawn from all the departments. The following are the functions of Disciplinary Committee.

Functions & Responsibilities:

- ✓ To maintain & enforce strict discipline in the college campus
- ✓ To enforce strict dress code among students
- ✓ To monitor the movement of the students in the college and prevent students loitering around in the corridors during the college working hours.

To ensure that all the students attend classes without bunking




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prevent the students from leaving the college early. Please note that no student can leave the college without prior permission of the higher authorities (gate pass should be produced).

Composition of Disciplinary committee

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN
2	Dr. M. RAMAKRISHNA	HOD	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	Dr. G.SAI KIRAN	PROFESSOR	MEMBER
5	S.SWATHI	ASSISTANT PROFESSOR	MEMBER
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G. SRINIVASA RAO	PRO	MEMBER
10	RAJASHEKAR	PD	MEMBER

Career Guidance cell:

The objective of the Career Guidance cell is to create awareness among the students about latest trends & needs of Government & Private Sector.

Functions & Responsibilities:

- ✓ To prepares the students to overcome challenges of the corporate world.
- ✓ To give training and guidance to students on career related matters and assist them in exploring new opportunities.
- ✓ To activate resources for needy students to apply jobs.
- ✓ To invite companies to interact with students.



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Examination committee:

- The Examination committee is an apex body of the Institute which is headed by the chief superintendent
- The main function of this Committee is to carry out examinations, publish results and award certificates (provided by the University) to the students who pass the final examinations.

Functions and Responsibilities:

- ✓ To conduct Internal Assessment and External Assessment Examination related all work as per University notifications and ordinance.
- ✓ Set principles and guidelines for exam policy.
- ✓ To notify the schedules of examination to the faculty and students well in advance to prepare themselves for the examinations.
- ✓ Preparation of smooth conduct of Examinations, preparation of time – table schedules, Invigilation duty chart, Seat allotment in the Examination halls etc.
- ✓ Assigning the duty to staff properly during examination as per duty chart
- ✓ To take decision on malpractice cases and award punishments as per the university regulations.
- ✓ To facilitate the academic departments for smooth conduction of practical examination and submitting the attendance sheets and awarded marks sheets in closed envelopes duly signed by the examiners to the university.



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Composition of Career guidance committee

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER

Entrepreneurship Development Cell (EDC):

The objective of promote Entrepreneurship Development Cell is to promote entrepreneurship culture among the students by organizing entrepreneurship awareness programs

Functions and Responsibilities:

- ✓ Guide and assist potential entrepreneurs in the process of setting up, growing and managing the new venture.
- ✓ To create awareness on entrepreneurship among the students.
- ✓ To device and implement a mechanism for creating awareness on Intellectual Property Rights (IPR) by motivating student and faculties, organizing workshops / seminars on the same.
- ✓ To device and implement a mechanism for patenting of the products or innovations and securing the prototypes/processes/products under intellectual property rights.
- ✓ To provide a platform for interaction with entrepreneurs.
- ✓ Motivate students to develop their own startups.



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Composition of Entrepreneurship Development committee

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	PV.PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	KUNDURU MADHURI	ASSISTANT PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
9	P.KAVITHA	ASSISTANT PROFESSOR	MEMBER

R&D consultancy committee:

Research and Development cell has been formed on the recognition of the fact that pioneering research and technological innovations will be critical drivers for the nation's sustained economic growth, it will facilitate the interchange of information, establishment of standards, new techniques and fresh approaches to old problems. The R&D Committee shall focus on providing an atmosphere conducive to research and development for faculty and students.

Functions & Responsibilities:

- ✓ To inculcate the concept of research among students & staff by arranging paperpresentation competitions
- ✓ To organize Short Term Training Programs and workshops regarding Research.
- ✓ To support the faculty for writing quality research papers, patents and books
- ✓ To provide research atmosphere in the college.
- ✓ To arrange talks and interactions by eminent personalities from industry, R&D organizations, Institutions of repute; for the better understanding of research methodology and practices currently followed.
- ✓ To help the faculty in submitting the proposals to AICTE, DST/Non Govt organizations.



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Composition of Research & Development Cell

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	Dr. GADIPALLY SAIKIRAN	PROFESSOR	MEMBER
5.	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER
6	MOHAMMEDABDUL AZEEM	ASSOCIATE PROFESSOR	MEMBER
7	BOLLE SURESHKUMAR	ASSOCIATE PROFESSOR	MEMBER
8	RAJASHEKAR	PD	MEMBER

Library Committee:

The Library Committee provides a forum for open discussion of matters relating to the library and its services,

The Committee will look into the matters relating to library such as procurement or adding up of titles, volumes, learning resources such as e-journals, e-learning material for the college for the academic year.

Functions and Responsibilities:

- ✓ To frame general rules for the management of the library.
- ✓ To prepare annual budget estimated of the Committee. library for submission to the academic
- ✓ To allocate funds, from the sanctioned annual budget of the library, to the Department and Centre of Studies for the purchase of books, journals, and periodicals.
- ✓ It invites the requirements from all the departments based on revisions in curriculum as well as students through a requirement register available in the Central Library and in the form of feedback.



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- ✓ To ensure that students maintain utmost silence in the library
- ✓ To maintain proper discipline in the student waiting room and corridors during the college working hours
- ✓ To assist the college Anti Ragging Committee in preventing ragging in the college and to spread anti ragging campaign throughout the students community.
- ✓ To recommend suitable disciplinary action against that student including in fact of indiscipline behind doubt.

Composition of Library Committee

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	S. SRI DEVI	LIBRARIAN	MEMBER SECRETARY
3	Dr. M.RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
6	S KOTI REDDY S KOTI REDDY	ASSISTANT PROFESSOR	MEMBER

NSS Committee:

The sole aim of the NSS is to provide hands on experience to young students in delivering community service.

Functions and Responsibilities:

- ✓ To create awareness regarding social service among the students and other members of the college community.
- ✓ To organize orientation programs for NSS volunteers, explain them about the concept of social service, and teach them methods and skills required for achieving the objectives of the scheme
- ✓ To select service projects on the basis of utility and feasibility
- ✓ To ensure cooperation and coordination of community agencies, government departments and non-governmental agencies.



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Composition of National service scheme (NSS) committee

S.No	Name of the faculty	Designation	Designation in committee
1	Dr.k. Balaji	Principal	Chairman
2	Dr.Nihar Ranjan Das	Vice Principal	Member
3	Dr. B.Manjula	Associate professor	Member
4	Dr.M.Ramakrishna	Associate professor	Member
5	AV. Pavan	Assistant professor	Member
6	M.Umarani	Assistant professor	Member
7	V.Anudeep	Assistant professor	Member
8	V. GANESH	Assistant professor	Member

Sports and Games Committee:

The Sports and Games committee is intended to plan and coordinate the organization of various extracurricular activities in the college. The aim of this committee is to make students more fitness and health conscious. The sports and games committee is responsible to bring the sporting spirit in the student community and bring in a culture of sports and games in the institute.

Functions and Responsibilities:

- ✓ To recommend to principal to provide facilities for indoor and outdoor games
- ✓ To finalize annual calendar of internal and external sports activities
- ✓ Prepare budget for proposed activities
- ✓ Provide necessary training to the students in different sports activities
- ✓ Selection of teams to represent college in intercollegiate tournaments and intramural tournaments.



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Composition of Extra-Curricular and Sports Committee

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	RAJASHEKAR	PD	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	D.BALU	ASSISTANT PROFESSOR	MEMBER
5	DR. VELPUKONDA ANUDEEP	ASSISTANT PROFESSOR	
6	KANDUKURI DILEEP KUMAR	ASSISTANT PROFESSOR	MEMBER


Alumni committee:

The objective of the Alumni committee is to maintain a lifelong relationship with alumni and providing relationship between alumni and present students as well as among alumni.

Functions and Responsibilities:

- ✓ To develop plans to support the growth of institution to achieve its vision and to enable institute to add values to all its stakeholders.
- ✓ To plan and implement a mechanism for alumni feedback and suggestions from as well as schedule and execute Alumni meet.
- ✓ To support a strong relationship between alumni association and current students
- ✓ To organize interactive sessions with alumni to current students and assist current students and alumni in career planning, placement and transitions.
- ✓ The committee also tracks and highlights the achievements and successes of alumni so as to provide impetus to the institute and its students.




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Alumni Committee Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	K VIMALA	ASSISTANT PROFESSOR	MEMBER
5	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
6	RAJASHEKAR	PD	MEMBER

Transport Committee:

The Transport Committee provides the Academy with a standard procedure for the acquisition, enhancement, use, control, maintenance, repair and disposal of the Academy vehicles and for the management of related forms of transport engaged for Academy activities.

Functions & Responsibilities:

- ✓ To allot seats for students and faculty in concerned routes and display of list of faculty and students
- ✓ To take necessary steps for prevention of un-authorized boarders
- ✓ To recommend management for additional transport facilities
- ✓ To review the operation of vehicle in all routes
- ✓ To review the maintenance of transport vehicles



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Composition of Transport Committee

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	K VIMALA	ASSISTANT PROFESSOR	MEMBER
5	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
6	M. RAJASHEKAR	PD	MEMBER
7	N. RAMA CHANDRA RAO	BUS INCHARGE	MEMBER

Women grievances & equal opportunity cell:

The objective of the Women grievances & equal opportunity cell is to create an atmosphere of Equal Opportunity through awareness generation programmes and to provide auxiliary support towards skill development and enhancing employability of students.

Functions & Responsibilities:

- ✓ To enquire the Complaints received from the female students or staff of the College.
- ✓ To deal with the issues of Gender based violence
- ✓ To conduct various gender sensitization programmes
- ✓ To pay Special Attention on ragging/exploitation related issues.



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Composition of Women grievances & equal opportunity cell

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.MANJULA	HOD	MEMBER SECRETARY
3	Dr. Y.JAYAPRADHA	CO-ORDINATOR	MEMBER
4	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER
6	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	B.SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G.SRINIVASA RAO	P R O	MEMBER
10	AFSHA BEGUM	STUDENT	MEMBER

Cultural committee:

The Cultural Committee shall be responsible for all intra and inter collegiate cultural events in the College and to provide platform to students to exhibit their talents.

Functions and Responsibilities:

- ✓ To plan and schedule cultural events for the academic year.
- ✓ To prepare budget for all cultural events and take necessary steps for its approval.
- ✓ To promote and arrange extracurricular activities to bring out the talents of students in performing arts.
- ✓ To obtain formal permission from the College authorities to arrange program.



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Composition of Cultural committee

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
	T.MAHENDER	ASSISTANT PROFESSOR	MEMBER SECRETARY
2	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
3	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
4	V.ANUDEEP	ASSOCIATE PROFESSOR	MEMBER
5	G.SWAPNA	ASSISTANT PROFESSOR	MEMBER
6	A.SHRUTHI	ASSISTANT PROFESSOR	MEMBER

Website Committee:

The objective of the Website committee is to deliver the information about the college to the outside world and to supervise all aspects of the website including updating content and troubleshooting technical issues for the institute website.

Functions and Responsibilities:

- ✓ To administer data acquisition process, maintenance of the institute's website with regards to all activities related to Domain & hosting.
- ✓ To administer regular updates to the site by securing necessary approval/authentication of the information from the concerned authority before hosting on to the website.
- ✓ To collect information & data reports from various academic department & internal bodies like library, NCC, NSS, Training & Placement, Sports, Women Empowerment Cell etc. at regular intervals for necessary and timely updates of the site.



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Composition of Website Committee

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	G SWAPNA	ASSOCIATE PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	VADTYA GANESH	ASSISTANT PROFESSOR	MEMBER
5	Dr. P. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	KUKKALA SHAILAJA	ASSISTANT PROFESSOR	MEMBER
7	Dr. ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	P.V. PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER


Health club:

The main objective of the Health club is to develop a healthy mind in a healthy body. The health club always conducts medical camps, yoga training etc. in regular intervals in every academic year.

Functions and Responsibilities:

- ✓ To provide students with knowledge, skills, capacities, values and the enthusiasm to mould a healthy lifestyle into adulthood.
- ✓ To organize Awareness drives in which students are sensitized towards cleanliness.
- ✓ Imparting information about various diseases prevailing in a particular duration of year and various preventive steps.
- ✓ To create awareness of physical fitness which is an important component of wellness.




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Composition of Health Club

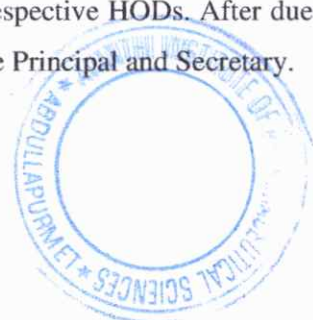
S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. M.RAMAKRISHNA	HOD	MEMBER SECRETARY
3	B.MANJULA	HOD	MEMBER
4	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
5	Dr. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	Dr. B.E. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER
7	T. MAHENDER	ASSISTANT PROFESSOR	MEMBER

Examination Committee

The Examination committee is an apex body of the institution which is headed by Examinations In-Charge (EI). The main function of this Committee is to carry out examinations, publish results and award certificates (provided by the University and Institute) to the students who pass the final examinations. Keeping the record of each and every issue related to the examination.

Functions and Responsibilities:

- The Examination Committee shall prepare relevant time tables for our College based on the Examination Time Table.
- The Examination Committee shall make the Block and Seating Arrangement and display them on the concerned Notice Board/Website and Blocks.
- The Exam Committee shall prepare and display an overall Invigilation Duty List on the Staff Notice.
- The Exam Committee shall ensure that adequate stationery, like answer sheets, drawing sheets, charts, graph paper, drawing boards, trays, threads, water jugs etc. are made available.
- The Exam Committee shall hold a pre-exam meeting to brief the members of faculty with regard to the examination procedures and the role and responsibilities of A report of same shall be submitted to the Principal.
- Committee should collect examiners names for assessment and moderation of each subject from respective HODs.
- Under the guidance of the CE, the Exam Cell shall analyze the exam results and the same shall be verified by the respective HODs. After due verification, copies of the result analysis shall be sent to HODs, the Principal and Secretary.



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- Preparation of smooth conduct of Examinations, preparation of time – table schedules, Invigilation duty chart, Seat allotment in the Examination halls etc.

Composition of Examination Committee

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	P. NAGARAJU	ASSOCIATE PROFESSOR	EXAMBARANCHHEAD
4	LAXMIKANTH RAO	ASSISTANT PROFESSOR	SUPPORTINGSTAFF

Admission Committee:

The Admissions Committee is responsible for the Under Graduate (UG) and Post Graduate (PG) student admissions in the Institute. Admissions committee tracks the success of the admissions process each day during admissions by maintaining a database of pertinent information of the applicants. This committee reviews admission requirements for the Institute annually.

Functions and Responsibilities

The Admission Committee has the following roles and responsibilities:

- To improve the admissions quality with well-defined policies.
- To disseminate and comply with all the rules and regulations of admissions as prescribed by Govt. and statutory agencies.
- To create a brand value and awareness about the institute.
- To provide best counseling to students and parents who come to seek admission.
- To guide the students and parents in making effective decisions.
- To guide admitted students to complete the admission procedure like paying fees, getting roll nos., getting hostel admission, getting I-card, fulfilling eligibility criteria, getting time tables etc



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Composition of Admission Committee Admission Committee

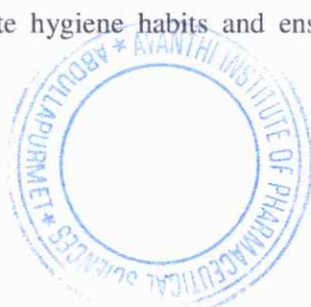
S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. M.RAMAKRISHNA	HOD	MEMBER SECRETARY
3	B.MANJULA	HOD	MEMBER
4	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
5	Dr. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	Dr. B.E. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER
7	T. MAHENDER	ASSISTANT PROFESSOR	MEMBER

Women Protection Cell

Women cell aims at empowering and orienting women to recognize their true potential and to help them attain their own stand in a competing world. The cell has been established in order to protect the women staff and students associated with the college from any sorts of injustice or sexual harassment of any nature directly and indirectly.

Functions and Responsibilities:

1. To mould potential women force in the campus to achieve thriving mile stones of success.
2. Empowering women to attain emotional, physical and mental freedom to withstand the changing phase of their life.
3. To enhance the self-esteem and self-confidence of women students, faculty and staff in the college.
4. To develop critical thinking ability of women students such that it enhances decision-making ability. To women cell has been formed to resolve issues pertaining to grievances filed by students or staff.
5. To provide a platform for listening to complaints.
6. To incorporate hygiene habits and ensure a health atmosphere in and around the campus



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7. To ensure personality along with academic development of students
8. To promote a culture of respect and equality for female gender.
9. To inculcate entrepreneurial attitude among young girls, scientists at the earliest so that they can be “job givers” rather than “job takers”

Composition of Women Protection Cell

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.MANJULA	HOD	MEMBER SECRETARY
3	Dr. Y.JAYAPRADHA	CO-ORDINATOR	MEMBER
4	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER
6	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	B.SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G.SRINIVASA RAO	P R O	MEMBER
10	AFSHA BEGUM	STUDENT	MEMBER

College Development Committee

The College Development Committee (CDC) monitors overall academic and administrative facilities and services. This committee advises the college administration regarding development plans prepares the budget and also suggests the plans for infrastructural development. The major functions of CDC are as following.

Functions and responsibilities of College Development Committee:

- To decide about the overall teaching programs or annual calendar of the college
- To recommend to the management about introducing new academic courses
- To take review of the self-financing courses in the college, if any, and make recommendations for their improvement



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- To make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college
- To make specific recommendations to the management to foster academic collaborations to strengthen teaching and research.
- To make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process
- To make recommendations regarding the students' and employees' welfare activities in the college or institution.

College Development Committee Members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
	T.MAHENDER	ASSISTANT PROFESSOR	MEMBER SECRETARY
2	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
3	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
4	V.ANUDEEP	ASSOCIATE PROFESSOR	MEMBER
5	G.SWAPNA	ASSISTANT PROFESSOR	MEMBER
6	A.SHRUTHI	ASSISTANT PROFESSOR	MEMBER

Stores and Maintenance Committee:

This committee is responsible for developing and implementing strategies for the effective maintenance of the institute's infrastructure and other related facilities. The committee ensures that annual building and other maintenance requirements are satisfied. Identification and planning of preventative maintenance needs is also an important one.



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Functions and Responsibilities:

- To monitor the overall cleanliness of the college campus.
- To monitor the ongoing developmental works of the college.
- To undertake maintenance and repair of infrastructure on the college premises.
- To make special efforts to enhance the ambience of the college.
- To purchase infrastructural and other important purchases for the college.

Composition of Stores and maintenance committee

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	G.RAJENDER	LAB ASSISTANT	MEMBER

Minority Cell

The aim of the Minority Cell is to empower the minority communities in the College and assist them in their curricular, co-curricular and extra-curricular activities. The Cell has been set up to help minority students from the Christian, Muslim, Jain and other communities achieve holistic development.



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R.R. Dist. Telangana.



Functions and responsibilities:

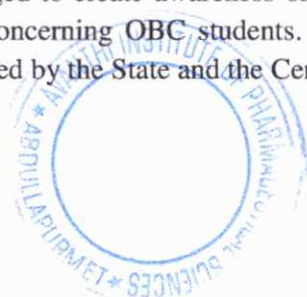
- To collect reports and information of Government of Goa and UGC's orders on various aspects of education, employment of minority students
- To publicize the various Central and State Government scholarship schemes and any updates in these matters
- To coordinate with other College Cells and Committees such as the Mentoring Cell, Placement Cell, Students' Council, Sports Council, Cultural Council, etc. and ensure that students from minority communities participate in their activities
- To coordinate with Programme Coordinators, Department Heads and the Mentoring Council to identify students from these communities who need special assistance such as remedial classes and bridge courses, as well as those who are advanced learners and could be given extra attention and guidance.

Composition of Minority cell Committee

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	MOHAMMEDABDUL AZEEM	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER

OBC Cell

OBC cell has been emerged to create awareness on issues of discrimination and grievances arising out of disputes concerning OBC students. The Cell is also actively participate in various schemes announced by the State and the Centre for students.



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Functions and Responsibilities of the OBC CELL

- To aware the OBC students regarding various scholarships program of State Government and UGC.
- To take such follow up measures for achieving the objectives and targets laid down for the purpose by the Government of India and the UGC.
- To collect reports and information of State Government and UGC's orders on various aspects of education, employment of OBC Students.
- To circulate State Government and UGC's decisions about different scholarship programs.
- To function as a Grievances Redress Cell for the grievances of OBC students and staff of the college and render them necessary help in solving their academic, research as well as administrative problems.


OBC CELL COMMITTEE MEMBERS

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M.RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER
7	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER
8	K VIMALA	ASSISTANT PROFESSOR	MEMBER

Internal Complaint Committee

The Institution has the responsibility to sensitive employees regarding sexual harassment issues by organizing and conducting workshops and seminars. Under the Anti- Sexual Harassment at Workplace Act the central government requires the organizations to implement the following:




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Functions and responsibilities:

1. Dissemination of the policies against sexual harassment,
2. Carrying orientation programs for the members of the Internal Complaints
3. Conduct skill building programs for the members of the Internal Complaints Committee,
4. Publish names and contact details of the members of the Internal Complaints Committee for the easy access by employees of the
5. The Institution may invite legal practitioners, representatives of NGOs, organizations that have worked on issues that are related to women's rights or human rights for such orientation programs on sensitizing sexual harassment.

Composition of Internal Compliant Committee

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	Dr. M.RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	N. SAROJA	ASSISTANT PROFESSOR	MEMBER
6	B. EMMANUEL EVANGILEEN	ASSOCIATE PROFESSOR	MEMBER
7	K VIMALA	ASSISTANT PROFESSOR	MEMBER




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Committee Meetings

2022-2023

S.NO	COMMITTEE
1	IQAC COMMITTEE
2	ANTI – RAGGING COMMITTEE
3	DISCIPLINARY COMMITTEE
4	GRIEVANCE REDRESSAL COMMITTEE
5	SC / ST COMMITTEE
6	RESEARCH AND DEVELOPMENT COMMITTEE
7	EXAMINATION COMMITTEE
8	EXTRA CURRICULAR AND SPORTS COMMITTEE
9	ALUMNI COMMITTEE
10	COLLEGE ACADEMY COMMITTEE
11	ADMISSION COMMITTEE
12	LIBRARY COMMITTEE
13	WOMEN PROTECTION CELL
14	COLLEGE DEVELOPMENT COMMITTEE
15	TRAINING & PLACEMENT COMMITTEE
16	NATIONAL SERVICE SCHEME (NSS) COMMITTEE
17	CAREER GUIDANCE COMMITTEE
18	STORES AND MAINTENANCE COMMITTEE
19	ENTREPRENEURSHIP DEVELOPMENT CELL
20	INDUSTRY – INSTITUTE INTERACTION COMMITTEE
21	MINORITY CELL
22	OBC CELL
23	INTERNAL COMPLIANT COMMITTEE



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Internal Quality Assurance Committee (2022-2023)

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. Sravankumar	Member of GB
5	Members	Dr. M. Rama krishna	HOD
		Dr. B. Manjula	HOD
		P. Nagaraju	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	T.Malvika	Analyst-Apollo Hospital,Jubleehills,Hyd
10		Mr.Anish Kumar Das	CRA-Banglore
11	Nominee from Students	K.Sandeep	21GN1R0022




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Ref No: AIPS/IQAC/2022-2023/01

CIRCULAR

Date: 11/07/2022

This is inform to all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting on 13/07/2022 at 10:30AM 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 previous IQAC Meeting
- Action taken report on the decisions of the previous meeting
- Suggestions for the academic planning
- Revision of CO, PO attainment reports
- Review of Placements for Final year students
- Encourage the staff to publish research journals and also publish chapters in books related to Pharmaceutical Sciences
- Review of NAAC AQAR Preparation
- Any other matter with permission of chairperson.

Copy To:

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




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IQAC Minutes of Meeting

Date: 13/07/2022

Dr. Nihar Ranjan Das, the IQAC Coordinator, gave a review presentation after the meeting's chairperson, Dr. K. Balaji, had welcomed everyone.

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 Previous IQAC meeting was held on 21/01/2022 at 10.30 AM and the minutes of the meeting was approved by the members.

Agenda: Suggestions for the academic planning

Resolution: It was suggested that the required data should be collected and filled by teachers, societies and other resources like library, sports etc.

Agenda: Revision of CO, PO attainment reports

Resolution: Members reviewed the CO, PO attainment reports and deliberated upon the various ways of measuring the CO, PO attainments. All the members highlighted the importance of revising the existing reports and initiation of a comprehensive attainment reports

Agenda: Review of Placements for Final year students

Resolution: It was decided to organize an external training program by best Training Institute for the final year students to provide company specific training in technical, aptitude verbal and soft skills.



[Handwritten Signature]
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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

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

Resolution: Prepared NAAC AQAR on all the Individual criteria's

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

1. All Committee Members
2. Office




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Internal Quality Assurance Committee

Signature Sheet

S.NO	POSITION	NAME OF THE FACULTY	DESIGNATION	Signature
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. Sravankumar	Member of GB	
5	Members	Dr. M. Rama krishna	HOD	
		Dr. B. Manjula	HOD	
		P. Nagaraju	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	T.Malvika	Analyst-Apollo Hospital, Jubleehills, Hyd	
10		Mr.Anish Kumar Das	CRA-Banglore	
11	Nominee from Students	K.Sandeep	21GN1R0022	



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Internal Quality assurance Committee (2022-2023)

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. Sravankumar	Member of GB
5	Members	Dr. M. Rama krishna	HOD
		Dr. B. Manjula	HOD
		P. Nagaraju	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	T.Malvika	Analyst-Apollo Hospital,JubleeHills,Hyd
10		Mr.Anish Kumar Das	CRA-Banglore
11	Nominee from Students	K.Sandeep	21GN1R0022



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Ref No: AIPS/IQAC/2022-2023/02

CIRCULAR

Date: 07/02/2023

This is inform and invite all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting of Avanathi Institute of Pharmaceutical Sciences on 09/02/2023 at 10:30AM to 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 Previous IQAC Meeting
- Action taken report on the decisions of the previous meeting
- Discussion on Proper utilization of Library Services
- Discussion on Two Day National Seminar on BIO-ADHYAYAN 2K23
- Strengthen the abilities of under-performing students by offering more number of remedial classes and also conduct interactive tutorials
- Discussion on Green Audit, Environmental Audit
- Review of NAAC AQAR Preparation
- Any other item with permission of chairman

Copy To:

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



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IQAC Minutes of Meeting

Date: 09/02/2023

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 Previous IQAC meeting was held on 13/07/2022 at 11.00 AM and the minutes of the meeting was approved by the members.


Agenda: Discussion on Proper utilization of Library Services

Resolution: As per the remarks made by the library utilization committee regarding less utilization of library services, it was directed to the Principal, HOD's and other committee members to inform the students to make use of the various materials, including books, journals and E-content for enhancing their knowledge and skills.

Agenda: Discussion on Two Day National Seminar on BIO-ADHYAYAN 2K23

Resolution: The IQAC Coordinator informed the committee members to organize Two Day National Seminar on BIO-ADHYAYAN 2K23 in the month of March. It was decided to encourage and guide students to participate in various technical events.




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Agenda: Strengthen the abilities of under-performing students by offering more number of remedial classes and also conduct interactive tutorials

Resolution: It is decided to communicate with the HOD's to plan to conduct remedial classes and interactive tutorials to the average and below average students that can help students to get better results in examination.

Agenda: Discussion on Green Audit, Environmental Audit.

Resolution: As per NAAC Developed Policy, it aims to analyze Green Practices with in the college which will have an impact on the eco-friendly ambience which promotes in develop a sustainable eco system in the campus and present the report to the Auditor.

Agenda: Review of NAAC AQAR Preparation

Resolution: Dr. K. Balaji, Chairperson & Dr. NiharRanjanDas 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 item with permission of chairman

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

Dr. NiharRanjan Das
Coordinator (IQAC)

1. All committee members
2. Office



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Internal Quality Assurance Committee

Signature Sheet

S.NO	POSITION	NAME OF THE FACULTY	DESIGNATION	Signature
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. Sravankumar	Member of GB	
5	Members	Dr. M. Rama krishna	HOD	
		Dr. B. Manjula	HOD	
		P. Nagaraju	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	T.Malvika	Analyst-Apollo Hospital, Jubleehills, Hyd	
10		Mr.Anish Kumar Das	CRA-Banglore	
11	Nominee from Students	K.Sandeep	21GN1R0022	



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Date: 18.07.2022

ANTI-RAGGING COMMITTEE

CIRCULAR

This is to inform to all members of the college Anti-Ragging Committee that a meeting is scheduled in Seminar hall on 20.07.2022 at 1 PM to discuss the following Agenda:

Agenda

1. Discussion on guidelines of UGC and AICTE on Anti-Ragging Committee
2. Mentoring Cells
3. Roles and responsibilities of Mentors
4. Establishing Anti-ragging Squad
5. Establishing Review mechanism
6. Suggestions and grievances

Copy To:

1. Office
2. HODs
3. IQAC coordinator
4. All the members of Anti-Ragging Committee




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MINUTES OF MEETING

A meeting of the Anti-ragging committee was held in the Seminar hall on 20.07.2022 at 1 PM under the leadership of Dr. K. Balaji, Chairman Anti-ragging committee, Avanthi Institute of Pharmaceutical Sciences, Gunthapally.

The Agenda for the meeting was:

- Discussion on guidelines of UGC and AICTE on Anti-ragging Committee
- Mentoring Cells
- Roles and responsibilities of Mentors
- Establishing Anti-ragging Squad
- Establishing Review mechanism
- Suggestions and grievances

Resolutions:

- **Discussion on guidelines of UGC and AICTE**

The committee members discussed the guidelines of UGC and AICTE on ragging and establishing and working of Anti-ragging committee in detail.

- **Mentoring Cells**

The committee members discussed how to set up a mentoring cell involving senior faculty members from each department & also student representatives to prevent ragging within the Institution.

- **Roles and Responsibilities of Mentors**

The Committee discussed about the roles and responsibilities of mentors, Anti-ragging squad members and faculty members from each department and also student representatives to prevent ragging within the institution.



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- **Suggestions and grievances**

The committee members suggested to create a Cell where in involvement of the parents toward suggestions and grievances relating to anti-ragging could be taken up.

- **Anti-ragging Squad**

The committee members discussed the activities and performance of anti-ragging squad involving members from each department and also student representatives to prevent ragging within the Institution.

The meeting ended with vote of thanks to the chair.



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Anti-Ragging Committee Members

S.NO	Name of the faculty	Designation	Designation in committee	
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr.Y.JAYAPRADHA	H.R DIRECTOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	CO - ORDINATOR	
4	Dr. M. RAMAKRISHNA	HOD	MEMBER	
5	B. MANJULA	HOD	MEMBER	
6	G.SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER	
7	T.MADHURI	ASSOCIATE PROFESSOR	MEMBER	
8	S.SWATHI	ASSISTANT PROFESSOR	MEMBER	
9	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER	
10	G. SRINIVASA RAO	PRO	MEMBER	
11	P. PRANAY	STUDENT	MEMBER	



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Date: 09.01.2023

ANTI-RAGGING COMMITTEE

CIRCULAR

This is to inform to all members of the college Anti-Ragging Committee that a meeting is scheduled in Seminar hall on 11.01.2023 at 1 PM to discuss the following Agenda:

Agenda

- Discussion on guidelines of UGC and AICTE on Anti-Ragging Committee
- Mentoring Cells
- Roles and responsibilities of Mentors
- Establishing Anti-ragging Squad
- Establishing Review mechanism
- Suggestions and grievance

Copy To:

1. Office
2. HODs
3. IQAC coordinator
4. All the members of Anti-Ragging Committee




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MINUTES OF MEETING

A meeting of the Anti-ragging committee was held in the Seminar hall on 11.01.2023 at 1 PM under the leadership of Dr.K.Balaji, Chairman Anti-ragging committee, Avanthi Institute of Pharmaceutical Sciences, Gunthapally.

The Agenda for the meeting was:

- Discussion on guidelines of UGC and AICTE on Anti-ragging Committee
- Mentoring Cells
- Roles and responsibilities of Mentors
- Establishing Anti-ragging Squad
- Establishing Review mechanism
- Suggestions and grievances

Resolutions:

- The information regarding the 2- tier procedure of anti – ragging activities which the institute follows ,namely, formation of anti-ragging committee and anti -ragging squad was discussed
- The committee members discussed the guidelines of UGC and AICTE on ragging and establishing and working of Anti-ragging committee in detail.
- The committee members discussed how to set up a mentoring cell involving senior faculty Members from each department & also student representatives to prevent ragging within the institution.
- Suggestions and grievances**

The committee members suggested to create a Cell where in involvement of the parents toward suggestions and grievances relating to anti-ragging could be taken up.

- Anti-ragging Squad**

The committee members discussed the activities and performance of anti-ragging squad involving members from each department and also student representatives to prevent ragging




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R. R. Dist. Talangana.



within the institution.

The meeting ended with vote of thanks to the chair.

Anti-Ragging Committee Members

S.NO	Name of the faculty	Designation	Designation in committee	
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	H.R DIRECTOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	CO - ORDINATOR	
4	Dr. M. RAMAKRISHNA	HOD	MEMBER	
5	B. MANJULA	HOD	MEMBER	
6	G.SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER	
7	T.MADHURI	ASSOCIATE PROFESSOR	MEMBER	
8	S.SWATHI	ASSISTANT PROFESSOR	MEMBER	
9	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER	
10	G. SRINIVASA RAO	PRO	MEMBER	
11	P. PRANAY	STUDENT	MEMBER	




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DISCIPLINARY COMMITTEE

Date: 25.07.2022

CIRCULAR

This is to inform to all members of the college disciplinary committee that the first meeting is scheduled in Seminar Hall on 27/07/2022 at 1 PM to discuss on the following Agenda


Agenda

1. Dissemination of code of conduct
2. Discipline on campus

Copy To:

1. The Principal office
2. All HODs
3. IQAC Coordinator
4. All the Disciplinary Committee Members




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MINUTES OF THE MEETING

The meeting of Disciplinary Committee for the academic year 2022-23 was convened on 27/07/2022 at 1 PM in Seminar Hall with the following agenda:

1. Dissemination of code of conduct
2. Discipline on campus

Disciplinary committee Members

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN
2	Dr. M. RAMAKRISHNA	HOD	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	Dr. G.SAI KIRAN	PROFESSOR	MEMBER
5	S.SWATHI	ASSISTANT PROFESSOR	MEMBER
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G. SRINIVASA RAO	PRO	MEMBER
10	RAJASHEKAR	PD	MEMBER



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Resolutions:

Dissemination of code of conduct:

The chairperson of the committee informed the members that the code of conduct is being briefed to the new entrants during the orientation programs.

Discipline on campus:

The Principal in the capacity of the chairperson of the committee informed the committee members that students are being educated and should be reminded iteratively, that wearing ID cards on campus is mandatory and they should follow the dress code and grooming etiquettes and the standard operating procedures during the pandemic. If any cases of violation are observed in this regard, the concerned students ID cards have to be taken immediately and should be handed over to the student on the same day after counseling and initial warning from the Disciplinary Committee members. The members were also informed regarding the prohibition of mobile phone usage in campus by the students. The students are being repeatedly made aware of campus code of conduct including dress code and mobile phone usage in academic areas. If any case of usage of mobile phones by students on campus in academic area sour dings in class hours is found, the cell phone(s) have to be confiscated and submitted to the Principal.

The Institute Disciplinary Committee was constituted for the maintenance of discipline in the college. The committee ensures that students abide and maintain order and peace in the college as they continue pursuing academic claims and targets.

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Disciplinary committee

Signature sheet

S.NO	Name of the faculty	Designation	Designation Incommittee	Signature
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN	
2	Dr. M. RAMAKRISHNA	HOD	MEMBER SECRETARY	M.R.Krish
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER	
4	Dr. G.SAI KIRAN	PROFESSOR	MEMBER	Sai Kiran
5	S.SWATHI	ASSISTANT PROFESSOR	MEMBER	Swathi
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER	Usha K
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
8	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER	Suresh
9	G. SRINIVASA RAO	PRO	MEMBER	
10	RAJASHEKAR	PD	MEMBER	



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DISCIPLINARY COMMITTEE

Date: 11.02.2023

CIRCULAR

This is to inform to all members of the college disciplinary committee that the first meeting is scheduled in Seminar Hall on 13.02.2023 at 1 PM to discuss on the following Agenda.

Agenda:

- Approval of the previous minutes of the meeting
- Regarding discipline code for students
- Regarding code of conduct for staff
- Any other item with the prior approval of the chairman

Copy To:

1. The Principal office
2. All HODs
3. IQAC Coordinator
4. All the Disciplinary Committee Members



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MINUTES OF THE MEETING

The meeting of Disciplinary Committee for the academic year 2022-23 was convened on 13.02.2023 at 1 PM in Seminar Hall with the following agenda:

- Approval of the previous minutes of the meeting
- Regarding discipline code for students
- Regarding code of conduct for staff
- Any other item with the prior approval of the chairman

Disciplinary committee Members

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN
2	Dr. M. RAMAKRISHNA	HOD	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	Dr. G.SAI KIRAN	PROFESSOR	MEMBER
5	S.SWATHI	ASSISTANT PROFESSOR	MEMBER
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G. SRINIVASA RAO	PRO	MEMBER
10	RAJASHEKAR	PD	MEMBER




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Resolution:

- Resolved to conduct a session about discipline code for students
- Resolved to communicate the code of conduct to be followed by the faculty and staff members
- Resolved to involve the CRs and SRs in the maintenance of discipline in the campus

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Disciplinary committee

Signature sheet

S.NO	Name of the faculty	Designation	Designation Incommittee	Signature
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN	
2	Dr. M. RAMAKRISHNA	HOD	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER	
4	Dr. G.SAI KIRAN	PROFESSOR	MEMBER	
5	S.SWATHI	ASSISTANT PROFESSOR	MEMBER	
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER	
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
8	B. SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER	
9	G. SRINIVASA RAO	PRO	MEMBER	
10	RAJASHEKAR	PD	MEMBER	



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Date: 14-06-2022

GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

This is to inform all the committee members that there will be a meeting at the college conference hall and all the members of the committee are requested to attend the meeting on 16-06-2022 at 2.30 pm.

Agenda:

1. Formation of the Grievance Redressal Committee for the academic year 2022-23.
2. Awareness program on Grievance Redressal mechanism.
3. Any other topic with the permission of the Chairman.




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Copy to:

1. All HOD's
2. IQAC
3. Office
4. All the members of Grievance Redressal Committee

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Date: 16-06-2022

MINUTES OF GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The meeting of the Grievance and Redressal committee was held on 16-06-2022 at 2:30 p.m. in the college Conference Hall. The Chairman extended a warm welcome to the members of the committee. He addressed the present members to look into the complaints lodged by the students and to resolve such issues in the college for the academic Year 2022-23.

The Committee discussed the following agenda at the meeting:

Item-1

Formation of the Grievance Redressal Committee for the academic year 2022-2023.

Resolution:

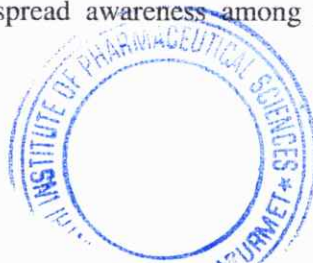
It was discussed to reconstitute the Grievance Redressal Committee for the academic year 2022-23. In every department, a few faculties are formed to look into the problems faced by the students in the campus. The committee should settle genuine grievances and also the matters of psychological harassment by faculty, up to a satisfaction level so as to create a healthy relationship among the students in the campus. The grievance will include any matter related to the student. The committee is advised to contribute effectively to dispose the grievances at the earliest. The number of grievances settled or pending will be reported to the Principal/Director.


Item-2

Awareness program on Grievance Redressal mechanism.

Resolution:

As per the discussions done by the members of the committee, it was agreed by the committee members to spread awareness among the students and staff about




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identifying and sharing any grievances by organizing awareness programs and guest lectures.

GRC MEMBERS

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION in COMMITTEE	Signature
1.	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	H.R.DIRECTOR	MEMBER SECRETARY	
2.	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER	
3.	Dr. M. RAMAKRISHNA	HOD	CO-ORDINATOR	
4.	B.MANJULA	HOD	MEMBER	
5.	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
6.	G.SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER	
7.	T.MADHURI	ASSOCIATE PROFESSOR	MEMBER	
8.	R.ASHOK KUMAR	ASSISTANT PROFESSOR	MEMBER	
9.	G. SRINIVAS RAO	PRO	MEMBER	
10.	E.AVINASH	STUDENT	MEMBER	



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GRIEVANCE REDRESSAL COMMITTEE MEETING

Date: 01.04.2023

CIRCULAR

This is to inform to all the members of the college grievance Redressal Committee that meeting is scheduled in seminar hall on 03.04.2023 at 11 AM to discuss on the following Agenda.

Agenda:

- To take cognizance of the grievances received from students
- To discuss and evaluate the nature of the grievances
- To discuss and approve the methods of redressal and appropriate action to be taken in the matter
- Any other item with the permission of Chair

Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Grievance Redressal Committee.




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MINUTES OF THE MEETING

The meeting of Grievance Redressal Committee for the academic year 2022-23 was convened on 03.04.2023 at 1 PM in Seminar Hall with the following agenda:


Agenda:

- To take cognizance of the grievances received from students
- To discuss and evaluate the nature of the grievances
- To discuss and approve the methods of redressal and appropriate action to be taken in the matter
- Any other item with the permission of Chair.

Resolution

- Resoluted to issue guidelines to all the faculty and staff of the college regarding how to react and redress the grievances of the students
- Resoluted on how to coordinate among the aggrieved parties was drafted




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Grievance Redressal Committee Members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION in COMMITTEE	Signature
1.	Dr. K. BAI AJI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	H.R. DIRECTOR	MEMBER SECRETARY	
2.	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER	
3.	Dr. M. RAMAKRISHNA	HOD	CO-ORDINATOR	
4.	B. MANJULA	HOD	MEMBER	
5.	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
6.	G. SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER	
7.	T. MADHURI	ASSOCIATE PROFESSOR	MEMBER	
8.	R. ASHOK KUMAR	ASSISTANT PROFESSOR	MEMBER	
9.	G. SRINIVAS RAO	PRO	MEMBER	
10.	E. AVINASH	STUDENT	MEMBER	




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Date: 10/10/2022

SC/ST COMMITTEE

CIRCULAR

This is to inform to all the members of the college SC/ST committee that a meeting is scheduled on 12/10/2022 at 1 PM in Principal Chamber to discuss on the following.

Agenda:

- Collecting the names of the SC/ST students from the college office.
- The admission of students against the reservation quota was verified.
- Keeping ready and placing a complaint register in the Principal office for logging complaints.
- To discuss about the various SC/ST scholarships given by the both Central and State. It was decided that respected class teacher will inform the students regarding online process of applying for scholarship.

Copy To:

- HODs
- IQAC Coordinator
- Office
- All the SC/ST committee members


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Minutes of the meeting

The SC/ST Committee meeting was convened on 12/10/2022 at 1 PM in the Principal Chamber with the following.

Agenda:


- Collecting the names of the SC/ST students from the college office.
- The admission of students against the reservation quota was verified.
- Keeping ready and placing a complaint register in the Principal office for logging complaints.
- To discuss about the various SC/ST scholarships given by the both Central and State. It was decided that respected class teacher will inform the students regarding online process of applying for scholarship.

Resolution

- Strengthening the vigilance mechanism in the college to prevent any act that is not in Consonance with the committee objectives.
- Streamlining the internal communication mechanism communicating about the latest government schemes.
- Proper maintenance of Complaint registers.
- Maintain a register for employment of SCs/STs in the institute for the candidates belonging to SC/ST community for various posts in institute.
- Monitor the working of the remedial coaching class.
- Any other work assigned from time to time to promote higher education among this to communities suffering economic, social and educational deprivations.

The meeting concluded by thanks to the chair




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SC/ST Committee Members

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY	
3	Dr. M. RAMAKRISHNA	HOD	MEMBER	
4	P. NAGARAJU	ASSOCIATE PROFESSOR	COORDINATOR	
5	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER	
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER	
7	K.SHAILAJA	ASSISTANT PROFESSOR	MEMBER	
8	Dr.RAVI NAYAK	ASSISTANT PROFESSOR	MEMBER	
9	YALA MADHU	STUDENT	MEMBER	


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Date: 24/04/2023

SC/STCOMMITTEE

CIRCULAR

This is to inform to all the members of the college SC/ST committee that a meeting is scheduled on 26/04/2023 at 10.30 am in Principal Chamber to discuss on the following.

Agenda:

- Keeping ready and placing a complaint register in the Principal office for logging complaints.
- To discuss about the various SC/ST scholarships given by the both Central and State. It was decided that respected class teacher will inform the students regarding online process of applying for scholarship.
- To discuss about the various activities related to the development of their skills.

Copy To:

- HODs
- IQAC Coordinator
- All the SC/ST committee members
- Office


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Minutes of the meeting

The SC/ST Committee meeting was convened on 26/04/2023 at 10:30 AM in the Principal Chamber with the following.

AGENDA:

- Keeping ready and placing a complaint register in the Principal office for logging complaints.
- To discuss about the various SC/ST scholarships given by the both Central and State. it was decided that respected class teacher will inform the students regarding online process of applying for scholarship.
- To discuss about the various activities related to the development of their skills.

Resolution:

- Proper maintenance of Complaint registers.
- Maintain a register for employment of SCs/STs in the institute for the candidates belonging to SC/ST community for various posts in institute.
- Monitor the working of the remedial coaching classes.
- Career guidance and personal counseling sessions were conducted to enhance their capability skills.

The meeting concluded by thanks to the chair



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SC/ST Committee Members

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY	
3	Dr. M. RAMAKRISHNA	HOD	MEMBER	
4	P. NAGARAJU	ASSOCIATE PROFESSOR	COORDINATOR	
5	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER	
6	K. USHA	ASSOCIATE PROFESSOR	MEMBER	
7	K.SHAILAJA	ASSISTANT PROFESSOR	MEMBER	
8	Dr.RAVI NAYAK	ASSISTANT PROFESSOR	MEMBER	
9	YALA MADHU	STUDENT	MEMBER	



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Research & Development Cell

Date: 13.9.2022

CIRCULAR

This is to inform to all the members of the Research & Development Cell that a meeting is scheduled in Conference hall on 15.9.2022 at 3 PM to discuss on the following Agenda:

Agenda:

1. Reviewing the progress of Research & Development Cell
2. Inviting industry participation in the activities of Research & Development Cell
3. Reviewing the publications of faculty and students
4. Encouraging active participation by Students and Faculty of AIPS in the Industry-sponsored programmes
5. Inviting industry experts to the campus for delivering the 'talks'

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the R&D committee members



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Minutes of the meeting

The Research & Development Cell meeting was convened on 15.9.2022 at 3 PM in the Conference Hall with the following agenda:


- Reviewing the progress of Research & Development Cell
- Inviting industry participation in the activities of Research & Development Cell
- Reviewing the publications of faculty and students
- Encouraging active participation by Students and Faculty of AIPS in the Industry-sponsored programmes
- Inviting industry experts to the campus for delivering the 'talks'

The Principal, in the capacity of the chairman of the Research & Development Cell explained in detail how the college Research & Development cell is functioning. The chairperson highlighted various steps undertaken by the college management in the area of 'Research & Development.' The members have actively participated in the meeting and expressed their point of views. The meeting concluded with the following resolution.

Research & Development Cell Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	Dr. GADIPALLY SAIKIRAN	PROFESSOR	MEMBER
5.	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER
6	MOHAMMEDABDUL AZEEM	ASSOCIATE PROFESSOR	MEMBER
7	BOLLE SURESHKUMAR	ASSOCIATE PROFESSOR	MEMBER
8	RAJASHEKAR	PD	MEMBER




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Resolutions

- Creation and updating of Faculty & Student Publications
- Providing the students with the necessary knowledge inputs and hands-on experience
- Planning a series of talks by the industry experts
- Active participation in the industry-sponsored programmes.


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Research & Development Cell

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY	
3	Dr. M. RAMAKRISHNA	HOD	MEMBER	
4	Dr. GADIPALLY SAIKIRAN	PROFESSOR	MEMBER	
5.	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER	
6	MOHAMMEDABDUL AZEEM	ASSOCIATE PROFESSOR	MEMBER	
7	BOLLE SURESHKUMAR	ASSOCIATE PROFESSOR	MEMBER	
8	RAJASHEKAR	PD	MEMBER	



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Research & Development Cell

Date: 22.5.2023

CIRCULAR

This is to inform to all the members of the Research & Development Cell that a meeting is scheduled in seminarhall on 24.5.2023 at 2 PM to discuss on the following Agenda:

Agenda:

- Confirmation of the previous minutes of the meeting
- R & D activities for the Academic Year 2022-23
- To discuss the progress and status of Minor Research Projects
- To suggest/to submit the final reports on time
- Any other item with the prior permission from the Chairman

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the R&D committee members



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Minutes of the meeting

The Research & Development Cell meeting was convened on 24.5.2023 at 2 PM in the seminar hall with the following agenda:

- Confirmation of the previous minutes of the meeting
- R & D activities for the Academic Year 2022-23
- To discuss the progress and status of Minor Research Projects
- To suggest/to submit the final reports on time
- Any other item with the prior permission from the Chairman

Research & Development Committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	Dr. GADIPALLY SAIKIRAN	PROFESSOR	MEMBER
5.	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER
6	MOHAMMEDABDUL AZEEM	ASSOCIATE PROFESSOR	MEMBER
7	BOLLE SURESHKUMAR	ASSOCIATE PROFESSOR	MEMBER
8	RAJASHEKAR	PD	MEMBER

Resolutions

- Resolved to assign responsibilities of R & D activities to various faculty members
- Resolved to record and review the progress of the minor research projects periodically
- Discussed and finalized the list of R & D activities for the academic year 2022-23
- Resolved to suggest to the respective project investigators to submit the final reports on time
- Resolved to encourage all the faculty members with doctorate qualifications to participate actively in the industry-sponsored R & D programmes.



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Research & Development Cell

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL(Convener)	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER SECRETARY	
3	Dr. M. RAMAKRISHNA	HOD	MEMBER	
4	Dr. GADIPALLY SAIKIRAN	PROFESSOR	MEMBER	
5.	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER	
6	MOHAMMEDABDUL AZEEM	ASSOCIATE PROFESSOR	MEMBER	
7	BOLLE SURESHKUMAR	ASSOCIATE PROFESSOR	MEMBER	
8	RAJASHEKAR	PD	MEMBER	



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EXAMINATION COMMITTEE

Date: 20/10/2022

CIRCULAR

This is to inform all the members of College examination Committee that a meeting is scheduled in Principal Chamber on 22/10/2022 at 10:00 am, to discuss the following points.

Agenda:

- Examinations Rules and regulations
- Examination Time Tables
- Internal Marks and External Marks

Principal

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Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the examination Committee members





Minutes of the meeting

The Examinations Committee meeting was convened on 22/10/2022 at 10 AM in the Principal Chamber with the following agenda:

- Examinations Rules and regulations
- Examination Time Tables
- Internal Marks and External Marks

The meeting was started with the greeting by the Chairman and his welcome address. The meeting discussed in detail various matters related to conducting students' examinations and deliberated on all the points in the agenda. The meeting was ended with the following resolutions:

Examination Committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	P. NAGARAJU	ASSOCIATE PROFESSOR	EXAMBARANCHHEAD
4	LAXMIKANTH RAO	ASSISTANT PROFESSOR	SUPPORTINGSTAFF

Resolution

1. Standard Operating Procedures
2. Circulating Examination Time Tables through all the internal communication channels
3. Advocating the importance of both the internal and external marks to the students



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




Examination Committee

Signature sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY	
3	P. NAGARAJU	ASSOCIATE PROFESSOR	EXAMBARANCHHEAD	
4	LAXMIKANTH RAO	ASSISTANT PROFESSOR	SUPPORTINGSTAFF	




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EXAMINATION COMMITTEE

Date: 09/05/2023

CIRCULAR

This is to inform all the members of College examination Committee that a meeting is scheduled in Principal Chamber on 11/05/2023 at 10:00 am, to discuss the following points.

Agenda:

- Confirmation of the previous minutes of the meeting
- Review of revaluation applications received for the regular examinations
- Any other item with the prior approval from the Chairman

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Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the Examinations Committee members





Minutes of the meeting

The Examinations Committee meeting was convened on 11/05/2023 at 10 AM in the Principal Chamber with the following agenda:

- Confirmation of the previous minutes of the meeting
- Review of revaluation applications received for the regular examinations
- Any other item with the prior approval from the Chairman

The meeting was started with the greeting by the Chairman and his welcome address. The meeting discussed in detail various matters related to conducting students' examinations and deliberated on all the points in the agenda. The meeting was ended with the following resolutions:

Examination Committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	P. NAGARAJU	ASSOCIATE PROFESSOR	EXAMBARANCHHEAD
4	LAXMIKANTH RAO	ASSISTANT PROFESSOR	SUPPORTINGSTAFF

Resolution

- Resolved to analyse the applications received for revaluation
- Resolved to advocate the importance of scoring well in both the internal and external marks to the Students



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G.P. (M)



Examination Committee

Signature sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY	
3	P. NAGARAJU	ASSOCIATE PROFESSOR	EXAMBARANCHHEAD	PNR
4	LAXMIKANTH RAO	ASSISTANT PROFESSOR	SUPPORTINGSTAFF	



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EXTRA CURRICULAR AND SPORTS COMMITTEE

Date: 22-08-2022

CIRCULAR

This is to inform to all the members of the Sports and Games Committee that a meeting is scheduled in the Conference Hall on 24.8.2022 at 2 PM to discuss on the following Agenda:

Agenda:

- Sports Day Responsibilities
- To formalize the program roster and the schedule of sports competitions
- Any other

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of Sports and Games Committee.

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Minutes of the meeting

The Sports and Games Committee meeting was convened on 24.8.2022 at 2 PM in the Conference Hall with the following agenda:

- Sports Day Responsibilities
- To formalize the program roster and the schedule of sports competitions
- Any other

Resolution:

The meeting was started with the Chairman's note that due to Covid-19 there could not be any Sports and Games activities in the recent past. The meeting discussed in detail various matters related to Covid-19 and Sports and Games and resolute that once the college starts operating its off-line activities should focus on organizing Sports and Games events and discussed about delegation of responsibilities to various members.

Extra-Curricular and Sports Committee Members

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	RAJASHEKAR	PD	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	D.BALU	ASSISTANT PROFESSOR	MEMBER
5	DR. VELPUKONDA ANUDEEP	ASSISTANT PROFESSOR	
6	KANDUKURI DILEEP KUMAR	ASSISTANT PROFESSOR	MEMBER



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Extra-Curricular and Sports Committee

Signature sheet

S. No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	RAJASHEKAR	PD	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	D.BALU	ASSISTANT PROFESSOR	MEMBER	
5	DR. VELPUKONDA ANUDEEP	ASSISTANT PROFESSOR		
6	KANDUKURI DILEEP KUMAR	ASSISTANT PROFESSOR	MEMBER	



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EXTRA CURRICULAR AND SPORTS COMMITTEE

Date: 02-05-2023

CIRCULAR

This is to inform to all the members of the Sports and Games Committee that a meeting is scheduled in the Conference Hall on 04-05-2023 at 2 PM to discuss on the following Agenda:

Agenda:

- Confirmation of the previous minutes of the meeting
- Budget finalization for the A.Y.2022-2023
- Sports Day Celebration
- Transport arrangement for stay-back sports participants to LB Nagar and Dilsukh Nagar
- To finalise the programme list and sports competitions

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of Sports and Games Committee.



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Minutes of the meeting

The Sports and Games Committee meeting was convened on 04-05-2023 at 2 PM in the Conference Hall with the following agenda:

- Confirmation of the previous minutes of the meeting
- Budget finalization for the A.Y.2022-2023
- Sports Day Celebration
- Transport arrangement for stay-back sports participants to LB Nagar and Dilsukh Nagar
- To finalise the programme list and sports competitions


Resolution

- Finalised the Sports budget for A.Y.2022-23 and the same has been submitted for the approval of the finance department and the release of funds
- Resolved to organise sports events for the employees apart from the students as part of college sports day
- Resolved to select students for the various sports competitions based on their previous performance in different competitions
- Resolved to give two or three dates to choose from for the conduct of college sports day
- Procure and provide the necessary sports kits for the students and staff who have given their names to participate in the sports day.

Extra-Curricular and Sports Committee Members

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	RAJASHEKAR	PD	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	D.BALU	ASSISTANT PROFESSOR	MEMBER
5	DR. VELPUKONDA ANUDEEP	ASSISTANT PROFESSOR	
6	KANDUKURI DILEEP KUMAR	ASSISTANT PROFESSOR	MEMBER




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Extra-Curricular and Sports Committee

Signature sheet

S. No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	RAJASHEKAR	PD	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	D.BALU	ASSISTANT PROFESSOR	MEMBER	
5	DR. VELPUKONDA ANUDEEP	ASSISTANT PROFESSOR		
6	KANDUKURI DILEEP KUMAR	ASSISTANT PROFESSOR	MEMBER	



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ALUMNI COMMITTEE

Date: 14.12.2022

CIRCULAR

This is to inform to all the members of the Alumni Committee that a meeting is scheduled in the Conference Hall on 16.12.2022 at 11 AM to discuss on the following Agenda:

Agenda:

- Updation of Alumni data base
- Organising Alumni meet
- Connecting with Alumni for placements and internships
- Inviting Alumni for guest talk
- Interacting with Alumni in collecting information on requirements of the industry

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of Alumni Committee.

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Minutes of the meeting

The Alumni Committee meeting was convened on 16.12.2022 at 11 AM in the Conference Hall with the following agenda:

- Updation of Alumni data base
- Organising Alumni meet
- Connecting with Alumni for placements and internships
- Inviting Alumni for guest talk
- Interacting with Alumni in collecting information on requirements of the industry

The meeting was started with the Chairman's welcome address and the committee members taking note of the Covid-19 scenario and all the members in unison advocating the importance of organising the Alumni meet as soon as the conditions are conducive to organising the Alumni meet. The meeting concluded by undertaking the following resolutions:

- Keep updating the Alumni Data Base
- Connecting with the Alumni on a priority basis in enrolling their helping hand in garnering placements and internships
- Inviting Alumni for online guest talks till Covid19 is over
- Continuous interaction with the Alumni in collecting information on requirements of the industry

Alumni Committee Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	K VIMALA	ASSISTANT PROFESSOR	MEMBER
5	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
6	RAJASHEKAR	PD	MEMBER



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Alumni Committee

Signature sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	K VIMALA	ASSISTANT PROFESSOR	MEMBER	
5	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER	
6	RAJASHEKAR	PD	MEMBER	



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ALUMNI COMMITTEE

Date: 26.06.2023

CIRCULAR

This is to inform to all the members of the Alumni Committee that a meeting is scheduled in the Conference Hall on 28.06.2023 at 11 AM to discuss on the following Agenda:

Agenda:

- Confirmation of previous minutes of meeting
- To discuss about alumni activities carried out in the college.
- To discuss about Alumni participation in the college's activities
- To fix the date for next Alumni Meeting.
- Any other item with the prior permission of the Chairman

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of Alumni Committee.

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Minutes of the meeting

The Alumni Committee meeting was convened on 28.06.2023 at 11 AM in the Conference Hall with the following agenda:

- Confirmation of previous minutes of meeting
- To discuss about alumni activities carried out in the college.
- To discuss about Alumni participation in the college's activities
- To fix the date for next Alumni Meeting.
- Any other item with the prior permission of the Chairman

The meeting was started with the Chairman's welcome address and the committee members taking note of the Covid-19 scenario and all the members in unison advocating the importance of organizing the Alumni meet as soon as the conditions are conducive to organising the Alumni meet. The meeting concluded by undertaking the following resolutions:

- Resoluted to stick to the Alumni activities' calendar
- Resoluted to connect with the Alumni on a priority basis in garnering their helping hand in getting placements and internships
- Resoluted to conduct the next alumni meet in the month of May,2019
- Resoluted to continuously interact with the Alumni in collecting information about the requirements of the industry and their expectations
- Resoluted to invite Alumni for giving motivational speeches

Alumni Committee Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	K VIMALA	ASSISTANT PROFESSOR	MEMBER
5	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
6	RAJASHEKAR	PD	MEMBER



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Alumni Committee

Signature sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	P.LAVANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	K VIMALA	ASSISTANT PROFESSOR	MEMBER	
5	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER	
6	RAJASHEKAR	PD	MEMBER	



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COLLEGE ACADEMY COMMITTEE

Date: 20/07/2022

CIRCULAR

This is to inform all the members of College Academic Committee that a meeting is scheduled in the Board Room on 22/07/2022 at 10:00 am, to discuss the following points.

Agenda:

- To discuss about the academic syllabus
- To approve the Programme Educational Objectives, Programme Outcomes & Programme Specific Outcomes of the Department
- Any other item(s) with the permission of the chair

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of College Academic Committee.

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R.R. Dist. Telangana.





Minutes of the meeting

The College Academic Committee meeting was convened on 22/07/2022 at 10 AM in the in the Board Room with the following agenda.

- To discuss about the academic syllabus
- To approve the Programme Educational Objectives, Programme Outcomes & Programme Specific Outcomes of the Department
- Any other item(s) with the permission of the chair

The meeting concluded by undertaking the following resolutions:

- The committee discussed and approved the academic syllabus
- The committee discussed and approved the Programme Educational Objectives (PEOs), Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) and also advised the faculty to give a wide publicity by displaying on the college website, notice boards, syllabus books, display boards, to reach among all the stakeholders
- The committee members urged the concerned faculty members to monitor students' preparation and performance in the internally conducted tests so as to gear them up for external exams.



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College Academic Committee

Signature sheet

S.NO	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	G SWAPNA	ASSOCIATE PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER	
4	VADTYA GANESH	ASSISTANT PROFESSOR	MEMBER	
5	Dr. P. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER	
6	KUKKALA SHAILAJA	ASSISTANT PROFESSOR	MEMBER	
7	Dr. ANUDEEP	ASSISTANT PROFESSOR	MEMBER	
8	P.V. PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER	



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College Academic Committee members

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	G SWAPNA	ASSOCIATE PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	VADTYA GANESH	ASSISTANT PROFESSOR	MEMBER
5	Dr. P. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	KUKKALA SHAILAJA	ASSISTANT PROFESSOR	MEMBER
7	Dr. ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	P.V. PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER

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COLLEGE ACADEMY COMMITTEE

Date: 14/03/2023

CIRCULAR

This is to inform all the members of College Academic Committee that a meeting is scheduled in the Board Room on 16/03/2023 at 10:00 am, to discuss the following points.

Agenda:

- Preparing College Academic Calendar for the current academic year 2022-23
- Addressing the student grievances on Academic issues
- Monitoring the academic activity happening in each department
- Time frame for submission of data compiled from each department
- Re-conducting Mid-exams for absentee students

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of College Academic Committee.

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Minutes of the meeting


The College Academic Committee meeting was convened on 16/03/2023 at 10 AM in the in the Board Room with the following agenda.

- Preparing College Academic Calendar for the current academic year 2022-23
- Addressing the student grievances on Academic issues
- Monitoring the academic activity happening in each department
- Time frame for submission of data compiled from each department
- Re-conducting Mid-exams for absentee students

College Academic Committee members

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	G SWAPNA	ASSOCIATE PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER
4	VADTYA GANESH	ASSISTANT PROFESSOR	MEMBER
5	Dr. P. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	KUKKALA SHAILAJA	ASSISTANT PROFESSOR	MEMBER
7	Dr. ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	P.V. PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER




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The meeting concluded by undertaking the following resolutions:

- Release of Academic Calendar
- Preschedule report of academic activity for each year to be made and handed over before every month
- The data of academic activities in each department and theory classes to be collected in a given format on daily basis by academic coordinator nominated by heads of each department
- Resolved to address all the students' and faculty members' grievances in Academics like Teaching Learning process, Laboratories, Examinations etc.
- Resolved to give one-time special consideration for re-conducting the Mid-exams for the absentee students in the earlier conducted mid exams

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College Academic Committee

Signature sheet

S.NO	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	G SWAPNA	ASSOCIATE PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE-PRINCIPAL	MEMBER	
4	VADTYA GANESH	ASSISTANT PROFESSOR	MEMBER	
5	Dr. P. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER	
6	KUKKALA SHAILAJA	ASSISTANT PROFESSOR	MEMBER	
7	Dr. ANUDEEP	ASSISTANT PROFESSOR	MEMBER	
8	P.V. PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER	



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ADMISSION COMMITTEE

Date: 01-12-2022

CIRCULAR

This is to inform all the members of College Admission Committee that a meeting is scheduled in Principal Chamber on 03-12-2022 at 02:00 PM, to discuss the following points.

Agenda:

- To conduct meeting on issues related to Admissions
- To review all the activities related to Admissions with the permission of Principal

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Copy To:

1. The Principal office
2. Director of Admissions
3. Director of Academics
4. Director of Administration





Minutes of meeting on Admission Committee

The Admission Committee meeting was convened on 03-12-2022 at 10 AM in the in the Board Room with the following agenda

Agenda:

- To conduct meeting on issues related to Admissions
- To review all the activities related to Admissions with the permission of Principal

The Admission Committee meeting of Avanthi Institute of Pharmaceutical Sciences was held under the presence of following members:

Composition of Admission Committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. M.RAMAKRISHNA	HOD	MEMBER SECRETARY
3	B.MANJULA	HOD	MEMBER
4	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
5	Dr. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	Dr. B.E. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER
7	T. MAHENDER	ASSISTANT PROFESSOR	MEMBER

Resolutions:

- The obtained documents about admissions, seats and vacancies are evaluated.
- Exploring ways in which faculty can support enrollment of students in the college
- Faculties have assisted in recruiting students in a variety of ways including speaking in information sessions, hosting students in classes, meeting individually with campus visitors.
- Suggested to conduct mini-class sessions, as well as making phone calls to intermediate students



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Admission Committee

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. M.RAMAKRISHNA	HOD	MEMBER SECRETARY	M.R. Krishna
3	B.MANJULA	HOD	MEMBER	Manjula B
4	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
5	Dr. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER	Sw Patel
6	Dr. B.E. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER	Evangelina
7	T. MAHENDER	ASSISTANT PROFESSOR	MEMBER	Mahender



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ADMISSION COMMITTEE

Date: 14-05-2023

CIRCULAR

This is to inform all the members of College Admission Committee that a meeting is scheduled in Principal Chamber on 16-05-2023 at 02:00 PM, to discuss the following points.

Agenda:

- To conduct meeting on issues related to Admissions
- To review all the activities related to Admissions with the permission of Principal

PRINCIPAL

Copy To:

1. The Principal office
2. Director of Admissions
3. Director of Academics
4. Director of Administration

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Minutes of meeting on Admission Committee

The Admission Committee meeting was convened on 16-05-2023 at 10 AM in the in Principal Chamber with the following agenda

Agenda:

- To conduct meeting on issues related to Admissions
- To review all the activities related to Admissions with the permission of Principal

The Admission Committee meeting of Avanthi Institute of Pharmaceutical Sciences was held under the presence of following members:


Admission Committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. M.RAMAKRISHNA	HOD	MEMBER SECRETARY
3	B.MANJULA	HOD	MEMBER
4	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
5	Dr. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER
6	Dr. B.E. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER
7	T. MAHENDER	ASSISTANT PROFESSOR	MEMBER

Resolutions:

- The obtained documents about admissions, seats and vacancies are evaluated.
- Exploring ways in which faculty can support enrollment of students in the college
- Faculties have assisted in recruiting students in a variety of ways including speaking in information sessions, hosting students in classes, meeting individually with campus visitors.
- Suggested to conduct mini-class sessions, as well as making phone calls to intermediate students




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Admission Committee

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. M.RAMAKRISHNA	HOD	MEMBER SECRETARY	M.R. Krishna
3	B.MANJULA	HOD	MEMBER	Manjula.B
4	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
5	Dr. SWATHI PATEL	ASSISTANT PROFESSOR	MEMBER	swpatel
6	Dr. B.E. EVANGILEEN	ASSISTANT PROFESSOR	MEMBER	Evangelina
7	T. MAHENDER	ASSISTANT PROFESSOR	MEMBER	Mahender



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LIBRARY COMMITTEE

Date: 23-11-2022

CIRCULAR

This is to inform to all the members of the Library Committee that a meeting is scheduled in the Conference Hall on 25-11-2022 at 2 PM to discuss on the following Agenda:

Agenda:

- Indent for Text Books and Reference Books
- Awareness Programme on Library sources and services

Copy to

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of Library Committee

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Minutes of the meeting

The Library Committee meeting was convened on 25-11-2022 at 2 PM in the Conference Hall with the following agenda:

- Indent for Text Books and Reference Books
- Awareness Programme on Library sources and services

The meeting discussed in detail various matters related to Library and deliberated on the points in the agenda. The meeting concluded with the following resolutions:

Library Committee Members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	S. SRI DEVI	LIBRARIAN	MEMBER SECRETARY
3	Dr. M.RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
6	S KOTI REDDY S KOTI REDDY	ASSISTANT PROFESSOR	MEMBER

Resolution

- Sending a circular to all the HODs requesting them to send their indents for the list of text books and reference books required for the year 2022-23.
- Conducting a few awareness programmes for the new faculty members and students on Library sources and services.



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Library Committee

Signature sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	S. SRI DEVI	LIBRARIAN	MEMBER SECRETARY	
3	Dr. M.RAMAKRISHNA	HOD	MEMBER	M.R.Krishna
4	B.MANJULA	HOD	MEMBER	Manjula B
5	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
6	S KOTI REDDY S KOTI REDDY	ASSISTANT PROFESSOR	MEMBER	S.Koti Reddy



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LIBRARY COMMITTEE

Date: 06-06-2023

CIRCULAR

This is to inform to all the members of the Library Committee that a meeting is scheduled in the Conference Hall on 08-06-2023 at 2 PM to discuss on the following Agenda:

Agenda:

- Allocation of Budget.
- Review of Journals.
- Development of Library infrastructure of maintenance.
- Filling up of vacant positions.
- Post-Audit Report.
- Any other item with the permission of the Chairman

Copy to

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of Library Committee



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Minutes of the meeting

The Library Committee meeting was convened on 08-06-2023 at 2 PM in the Conference Hall with the following agenda:

- Allocation of Budget.
- Review of Journals.
- Development of Library infrastructure of maintenance.
- Filling up of vacant positions.
- Post-Audit Report.
- Any other item with the permission of the Chairman

The meeting discussed in detail various matters related to Library and deliberated on the points in the agenda. The meeting concluded with the following resolutions:


Library Committee Members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	S. SRI DEVI	LIBRARIAN	MEMBER SECRETARY
3	Dr. M.RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
6	S KOTI REDDY S KOTI REDDY	ASSISTANT PROFESSOR	MEMBER

Resolutions:

- Resoluted to allocate the library budget under different heads to the purchase of Text Books, Reference Books, Newspapers, Magazines and Journals for the A.Y.2022-23.
- Resoluted to conduct a few awareness programmes for the new faculty members and students on Library sources and services
- Resoluted to advise to subscribe both National and International Journals with UGC/SCOPUS indexation




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Ranga Reddy Dist.



Library Committee

Signature sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	S. SRI DEVI	LIBRARIAN	MEMBER SECRETARY	
3	Dr. M.RAMAKRISHNA	HOD	MEMBER	
4	B.MANJULA	HOD	MEMBER	
5	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
6	S KOTI REDDY S KOTI REDDY	ASSISTANT PROFESSOR	MEMBER	



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WOMEN PROTECTION CELL

Date: 21/12/2022

CIRCULAR

This is to inform all the members of College Women Protection Cell that a meeting is scheduled in Principal Chamber on 23/12/2022 at 10:30 AM, to discuss the following points.

Agenda:

- To conduct meeting on Women Protection
- To review all the activities related to women protection with the permission of Principal

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Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of College Women Protection Cell

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R.R. Dist. Telangana.





Minutes of the meeting

The Women Protection Cell meeting was convened on 23/12/2022 at 10.30 AM in the Principal Chamber with the following agenda:

Agenda:

- To conduct meeting on Women Protection
- To review all the activities related to women protection with the permission of Principal

The women protection cell meeting of Avanthi Institute of Pharmaceutical Sciences was held under the presence of following members:

Women Protection Cell Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.MANJULA	HOD	MEMBER SECRETARY
3	Dr. Y.JAYAPRADHA	CO-ORDINATOR	MEMBER
4	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER
6	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	B.SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G.SRINIVASA RAO	P R O	MEMBER
10	AFSHA BEGUM	STUDENT	MEMBER



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Resolutions:

- Decisions are made on the advancement of women protection
- It is decided to take immediate actions on any complaints with respect to girl students
- Decisions are made to take suggestions from respective girl representatives to tackle issues related to their particular classes
- Appreciated the efforts of the management & staff towards women protection
- Opinions and reviews were obtained from the committee.



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Women Protection Cell

Signature sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	B.MANJULA	HOD	MEMBER SECRETARY	
3	Dr. Y.JAYAPRADHA	CO-ORDINATOR	MEMBER	
4	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER	
6	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER	
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER	
8	B.SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER	
9	G.SRINIVASA RAO	P R O	MEMBER	
10	AFSHA BEGUM	STUDENT	MEMBER	



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R.R. Dist. Telangana.



WOMEN PROTECTION CELL

Date: 21/06/2023

CIRCULAR

This is to inform all the members of College Women Protection Cell that a meeting is scheduled in Principal Chamber on 23/06/2023 at 10:30 AM, to discuss the following points.

Agenda:

- Principal addressed all the committee members regarding their responsibilities.
- Chairman informed Principal that committee is planning to organize programmes for Women staffs.
- They informed that they are planning to celebrate International Woman's Day on 8th March.
- Principal informed that plan to organize training programme on Emerging Technologies for Women Empowerment.
- The meeting ended with a thanks giving note to Principal.

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R.R. Dist. Telangana.

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of College Women Protection Cell





Minutes of the meeting

The Women Protection Cell meeting was convened on 23/06/2023 at 10.30 AM in the Principal Chamber with the following agenda:

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- Principal informed that plan to organize training programme on Emerging Technologies for Women Empowerment.
- The meeting ended with a thanksgiving note to Principal.

The women protection cell meeting of Avanthi Institute of Pharmaceutical Sciences was held under the presence of following members:

Women Protection Cell Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.MANJULA	HOD	MEMBER SECRETARY
3	Dr. Y.JAYAPRADHA	CO-ORDINATOR	MEMBER
4	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER
6	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	B.SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER
9	G.SRINIVASA RAO	P R O	MEMBER
10	AFSHA BEGUM	STUDENT	MEMBER



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



Resolutions:

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- Chairman informed Principal that committee is planning to organize programmes for Women staffs.
- They informed that they are planning to celebrate International Woman's Day on 8th March.
- Principal informed that plan to organize training programme on Emerging Technologies for Women Empowerment.

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Women Protection Cell

Signature sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	B.MANJULA	HOD	MEMBER SECRETARY	
3	Dr. Y.JAYAPRADHA	CO-ORDINATOR	MEMBER	
4	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
5	P. NAGARAJU	ASSOCIATE PROFESSOR	MEMBER	
6	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER	
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER	
8	B.SURESH KUMAR	ASSISTANT PROFESSOR	MEMBER	
9	G.SRINIVASA RAO	P.R.O	MEMBER	
10	AFSHA BEGUM	STUDENT	MEMBER	



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COLLEGE DEVELOPMENT COMMITTEE

Date: 06.07.2022

CIRCULAR

This is to inform all the members of College development Committee that a meeting is scheduled in board Room on 08.07.2022 at 11:00 am, to discuss the following points.

Agenda:

- To conduct meeting on matter related to college development
- To review all the activities related to college development with the permission of Principal

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of College development Committee.

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PHARMACEUTICAL SCIENCES
Gunthapally (V), Abdullapurmet (M)
R.R. Dist., Hyderabad.





Minutes of the Meeting

The College development Committee meeting was convened on 08.07.2022 at 11 am in the board Room to discuss the following points.


Agenda:

- To conduct meeting on matter related to college development
- To review all the activities related to college development with the permission of Principal.

College Development Committee Members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
	T.MAHENDER	ASSISTANT PROFESSOR	MEMBER SECRETARY
2	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
3	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
4	V.ANUDEEP	ASSOCIATE PROFESSOR	MEMBER
5	G.SWAPNA	ASSISTANT PROFESSOR	MEMBER
6	A.SHRUTHI	ASSISTANT PROFESSOR	MEMBER




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Resolutions:

- Comprehensive development plan of the college regarding academic, administrative and infrastructural growth was discussed to enable college to foster excellence in curricular, co-curricular and extra-curricular activities.
- Specific recommendations to the management were made to foster academic collaborations to strengthen teaching and research.
- Specific recommendations were made regarding the improvement in teaching and suitable training programs for the employees of the college.
- Decision was made to prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval.

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College Development Committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	Signature
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
	T.MAHENDER	ASSISTANT PROFESSOR	MEMBER SECRETARY	
2	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
3	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
4	V.ANUDEEP	ASSOCIATE PROFESSOR	MEMBER	
5	G.SWAPNA	ASSISTANT PROFESSOR	MEMBER	
6	A.SHRUTHI	ASSISTANT PROFESSOR	MEMBER	



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COLLEGE DEVELOPMENT COMMITTEE

Date: 24.02.2023

CIRCULAR

This is to inform all the members of College development Committee that a meeting is scheduled in Board room on 27.02.2023 at 11:00am, to discuss the following points.

Agenda:

- To confirm the minutes of the last meeting
- To discuss and approve the revised composition of College Development Committee
- To discuss about the requirements and to review the infrastructural development of the college.
- To discuss about the Institutional Preparedness in Accordance with National
- Education Policy.
- To review the implementation of newly introduced certificate courses
- To discuss any other item with the permission of the chair.

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of College development Committee





Minutes of the Meeting

The College Academic Committee meeting was convened on 27.02.2023 at 11 am in the Board room to discuss the following points.

Agenda:

- To confirm the minutes of the last meeting
- To discuss and approve the revised composition of College Development Committee
- To discuss about the requirements and to review the infrastructural development of the college.
- To discuss about the Institutional Preparedness in Accordance with National Education Policy 202A.
- To review the implementation of newly introduced certificate courses
- To discuss any other item with the permission of the chair.

College Development Committee Members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
	T.MAHENDER	ASSISTANT PROFESSOR	MEMBER SECRETARY
2	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
3	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER
4	V.ANUDEEP	ASSOCIATE PROFESSOR	MEMBER
5	G.SWAPNA	ASSISTANT PROFESSOR	MEMBER
6	A.SHRUTHI	ASSISTANT PROFESSOR	MEMBER



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Resolutions:

- Discussed and approved the revised composition of College Development Committee
- Discussed about the requirements and to review the infrastructural development of the college.
- Discussed about the Institutional Preparedness in Accordance with National
- Discussed about the implementation of Education Policy.
- Reviewed the implementation of newly introduced certificate courses
- Discussed any other item with the permission of the chair.

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College Development Committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	Signature
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
	T.MAHENDER	ASSISTANT PROFESSOR	MEMBER SECRETARY	
2	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
3	P.LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
4	V.ANUDEEP	ASSOCIATE PROFESSOR	MEMBER	
5	G.SWAPNA	ASSISTANT PROFESSOR	MEMBER	
6	A.SHRUTHI	ASSISTANT PROFESSOR	MEMBER	



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TRAINING & PLACEMENT CELL COMMITTEE

Date: 04/08/2022

CIRCULAR

This is to inform all the members of College Training and placement cell that a meeting is scheduled in the Seminar Hall on 06/08/2022 at 11:00 am to discuss the following points.

Agenda:

- To conduct meeting on issues related to Extra- Curricular activities and Sports.
- To review all the activities related to Extra- Curricular activities and Sports with the permission of Principal

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Training and placement cell Committee

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Minutes of Meeting

The Training and placement cell Committee meeting was convened on 06/08/2022 at 11 AM in the Seminar Hall with the following.

The Agenda for the meeting was:

- To conduct meeting on issues related to Extra- Curricular activities and Sports.
- To review all the activities related to Extra- Curricular activities and Sports with the permission of Principal

The Extra- Curricular and Sports committee meeting of Avanthi Institute of Pharmaceutical Sciences was held under the presence of following members:


Training & Placement cell committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR. K. BALAJI	PRINCIPAL	CHAIRMAN
2	V. ANUDEEP	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B. MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR. M. RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	A.V. PAVAN	ASSISTANT PROFESSOR	MEMBER
7	G. SWAPNA	ASSISTANT PROFESSOR	MEMBER

Resolution:

- Conducting sports meet and to take recommendations of this committee into consideration.
- Preparing a sports schedule for all pharmacy students.
- Inclusion of new games and list to be prepared of the requirements



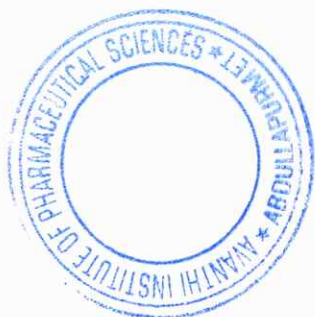

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Training & Placement cell committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	DR. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	V. ANUDEEP	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	DR. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B. MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR. M. RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER	
6	P.V. PAVAN	ASSISTANT PROFESSOR	MEMBER	
7	G. SWAPNA	ASSISTANT PROFESSOR	MEMBER	



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TRAINING & PLACEMENT CELL COMMITTEE

Date: 16/03/2023

CIRCULAR

This is to inform all the members of College Training and placement cell that a meeting is scheduled in the Seminar Hall on 18/03/2023 at 11:00 am to discuss the following points.

Agenda:

- To review and confirm the minutes of the last meeting
- Design placement activities
- Formalizing consultancy services
- Placement Brochure
- Grooming Sessions for Placements
- Any other item with the prior permission of the Chairman

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Training and placement cell Committee.

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R.R. Dist. Telangana.





Minutes of Meeting

The Training and placement cell Committee meeting was convened on 18/03/2023 at 11 AM in the Seminar Hall with the following.


The Agenda for the meeting was:

- To review and confirm the minutes of the last meeting
- Design placement activities
- Formalizing consultancy services
- Placement Brochure
- Grooming Sessions for Placements
- Any other item with the prior permission of the Chairman

Training & Placement cell committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR. K. BALAJI	PRINCIPAL	CHAIRMAN
2	V. ANUDEEP	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B. MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR. M. RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	A.V. PAVAN	ASSISTANT PROFESSOR	MEMBER
7	G. SWAPNA	ASSISTANT PROFESSOR	MEMBER




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The Principal, in the capacity of the Chairperson of the committee addressed the committee members by briefing them about the role of the Training & Placement Cell in an engineering college to make the college function smoothly without hurting the interests of any stakeholder. The chairman of the committee requested all the members of the committee to come forward with suggestions to make the committee function smoothly. A few members came forward with exemplary suggestions. The meeting concluded by undertaking the following resolutions.

Resolution

- Resoluted to strengthen the placement activities.
- Resoluted that the placement cell should arrange more placement sessions with the help of alumni.
- Resoluted that the Seminar sessions and interactive sessions should be arranged for soft skill development and career guidance should be provided through professional agencies
- Resoluted to formalize the consultancy services



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



Training & Placement cell committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	DR. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	V. ANUDEEP	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	DR. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B. MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR. M. RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER	
6	P.V. PAVAN	ASSISTANT PROFESSOR	MEMBER	
7	G. SWAPNA	ASSISTANT PROFESSOR	MEMBER	



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NATIONAL SERVICE SCHEME (NSS) COMMITTEE

Date: 05/09/2022

CIRCULAR

This is to inform all the members of College National service scheme (NSS) committee that a meeting is scheduled in Seminar Hall on 07/09/2022 at 10:00 am, to discuss the following points.

Agenda:

- ✓ Enrolment of candidates in table tennis (Boys & Girls)
- ✓ Planning & conducting regular activities
- ✓ Maintenance of accounts and submission received for NSS activities.
- ✓ The National Service Scheme (NSS) provides students an opportunity to actively participate in arrange of government-led community service activities. The primary goal of NSS is to foster the development of students' personalities and character through voluntary engagement in community service. The purpose of NSS is to promote 'Education through Service.'

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R.R. Dist. Telangana

Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of National service scheme (NSS) committee





Minutes of Meeting

The National service scheme (NSS) committee meeting was convened on 07/09/2022 at 10 AM in the Seminar Hall with the following.

The Agenda for the meeting was:

- ✓ Enrolment of candidates in table tennis (Boys & Girls)
- ✓ Planning & conducting regular activities
- ✓ Maintenance of accounts and submission received for NSS activities.
- ✓ The National Service Scheme (NSS) provides students an opportunity to actively participate in arrange of government-led community service activities. The primary goal of NSS is to foster the development of students' personalities and character through voluntary engagement in community service. The purpose of NSS is to promote 'Education through Service.'

National service scheme (NSS) committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr.k. Balaji	Principal	Chairman
2	Dr.Nihar Ranjan Das	Vice Principal	Member
3	Dr. B.Manjula	Associate professor	Member
4	Dr.M.Ramakrishna	Associate professor	Member
5	AV. Pavan	Assistant professor	Member
6	M.Umarani	Assistant professor	Member
7	V.Anudeep	Assistant professor	Member
8	V. GANESH	Assistant professor	Member



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Resolutions:

- ✓ Enrolment of candidates in table tennis (Boys & Girls)
- ✓ Planning & conducting regular activities
- ✓ Maintenance of accounts and submission received for NSS activities.
- ✓ The National Service Scheme (NSS) provides students an opportunity to actively participate in arrange of government-led community service activities. The primary goal of NSS is to foster the development of students' personalities and character through voluntary engagement in community service. The purpose of NSS is to promote 'Education through Service.'

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National service scheme (NSS) committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	Signature
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
2	RAJASHEKAR	PD	MEMBER SECRETARY	
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR.M.RAMAKRIS HNA	ASSOCIATE PROFESSOR	MEMBER	
6	P V. PAVAN	ASSISTANT PROFESSOR	MEMBER	
7	M.UMARANI	ASSISTANT PROFESSOR	MEMBER	
8	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER	
9	V. GANESH	ASSISTANT PROFESSOR	MEMBER	



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NATIONAL SERVICE SCHEME (NSS) COMMITTEE

Date: 04/04/2023

CIRCULAR

This is to inform all the members of College National service scheme (NSS) committee that a meeting is scheduled in Seminar Hall on 06/04/2023 at 10:00 am, to discuss the following points.

AGENDA:

- Making arrangements for organizing NSS special campus.
- Planning & conducting regular activities
- Maintenance of accounts and submission received for NSS activities.
- The National Service Scheme (NSS) provides students an opportunity to actively participate in arrange of government-led community service activities. The primary goal of NSS is to foster the development of students' personalities and character through voluntary engagement in community service. The purpose of NSS is to promote 'Education through Service.

Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of National service scheme (NSS) committee

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Minutes of Meeting

The National service scheme (NSS) committee meeting was convened on 06/04/2023 at 10 AM in the Seminar Hall with the following.

The Agenda for the meeting was:

- Making arrangements for organizing NSS special campus.
- Planning & conducting regular activities
- Maintenance of accounts and submission received for NSS activities.
- The National Service Scheme (NSS) provides students an opportunity to actively participate in arrange of government-led community service activities. The primary goal of NSS is to foster the development of students' personalities and character through voluntary engagement in community service. The purpose of NSS is to promote 'Education through Service.

National service scheme (NSS) committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	RAJASHEKAR	PD	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	AV. PAVAN	ASSISTANT PROFESSOR	MEMBER
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8	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
9	V. GANESH	ASSISTANT PROFESSOR	MEMBER



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Resolutions:

- Resolved to drive the students towards participating in a stream of NSS activities
- Resolved to drive all the members to make arrangements for organizing NSS special programmes
- Planning & conducting regular activities
- Maintenance of accounts and submission received for NSS activities.
- The National Service Scheme (NSS) provides students an opportunity to actively participate in arrange of government-led community service activities. The primary goal of NSS is to foster the development of students' personalities and character through voluntary engagement in community service. The purpose of NSS is to promote 'Education through Service.

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National service scheme (NSS) committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	Signature
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
2	RAJASHEKAR	PD	MEMBER SECRETARY	
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR.M.RAMAKRIS HNA	ASSOCIATE PROFESSOR	MEMBER	
6	PV. PAVAN	ASSISTANT PROFESSOR	MEMBER	
7	M.UMARANI	ASSISTANT PROFESSOR	MEMBER	
8	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER	
9	V. GANESH	ASSISTANT PROFESSOR	MEMBER	



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CAREER GUIDANCE COMMITTEE

Date: 23/11/2022

CIRCULAR

This is to inform all the members of College Career guidance committee that a meeting is scheduled in Conference Hall on 25/11/2022 at 10:00 am, to discuss the following points.

Agenda:

- Discussing about SOPs.
- Educating the students about various career options available to them.
- Organizing orientation programmes for both national and international entrance exams.

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Career guidance committee

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Minutes of the meeting

The Career Guidance Cell meeting was convened on 25-11-2022 at 10 am in the Conference Hall with the following agenda:

Agenda:


- Discussing about SOPs
- Educating the students about various career options available to them
- Organizing orientation programmes for both national and international entrance exams

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to career guidance and the meeting ended with the following resolutions:

College Career guidance committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	RAJASHEKAR	PD	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRIS HNA	ASSOCIATE PROFESSOR	MEMBER
6	AV. PAVAN	ASSISTANT PROFESSOR	MEMBER
7	M.UMARANI	ASSISTANT PROFESSOR	MEMBER
8	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
9	V. GANESH	ASSISTANT PROFESSOR	MEMBER




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Resolutions:

- Preparing SOPs
- Building up awareness among the students through periodical interactions
- Scheduling the orientation programmes

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College Career guidance committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER	
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER	
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER	



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CAREER GUIDANCE COMMITTEE

Date: 18/04/2023

CIRCULAR

This is to inform all the members of College Career guidance committee that a meeting is scheduled in Conference Hall on 20/04/2023 at 10:00 am, to discuss the following points.

Agenda:

- Career Guidance Programme for 2022-23.
- Plan of Action for giving counseling to under-performers (students)
- Proposal for workshops, seminar for personality development of the students.
- Miscellaneous.

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Copy To:

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2. All HODs
3. IQAC coordinator
4. All the members of Career guidance committee





Minutes of the meeting

The Career Guidance Cell meeting was convened on 20/04/2023 at 10 am in the Conference Hall with the following agenda:

Agenda:

- Career Guidance Programme for 2022-23.
- Plan of Action for giving counseling to under-performers (students)
- Proposal for workshops, seminar for personality development of the students.
- Miscellaneous.

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to career guidance and the meeting ended with the following resolutions:

College Career guidance committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER



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Resolutions:

Resolution: No.1:

Resolved that the career guidance programme for the year 2022-23 shall start w.e.f. the next semester

Resolution No.2:

Resolved that the plan of action for giving counseling to under-performers (students) shall be taken in consultation with IQAC, and the matter shall be put up in the Academic Council of the college to take necessary Action by the various Departments.

Resolution No.3:

Resolved to hold one seminar for the students on 'Personality Development'. Moreover, a resource person may be contacted from outside the college staff.

Misc. Appreciation Note

The members present in the meeting expressed their appreciation to the Principal for taking the step to institute a "Guidance Cell" which is very much needed in today's world. All members present resolved to commit themselves wholeheartedly to work for the personality Development of our students.



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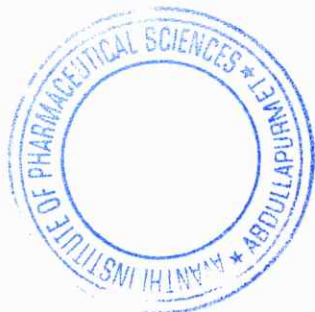
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R.R. Dist., Hyderabad.



College Career guidance committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER	
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER	
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER	



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STORES AND MAINTENANCE COMMITTEE

Date: 07/11/2022

CIRCULAR

This is to inform all the members of College Stores and maintenance committee that a meeting is scheduled in Board Room on 09/11/2022 at 2:00 pm, to discuss the following points.

Agenda:

- To conduct meeting on issues related to stores and maintenance
- To review all the activities related to stores and maintenance with the permission of Principal

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Stores and maintenance committee

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Gunthapally (V), Abdullapurmet (M)
D. P. No. 10, Hyderabad





Minutes of the meeting

The College Stores and maintenance committee meeting was convened on 09-11-2022 at 2 pm in in Board Room with the following agenda:

Agenda:

- To conduct meeting on issues related to stores and maintenance
- To review all the activities related to stores and maintenance with the permission of Principal

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to career guidance and the meeting ended with the following resolutions:

Stores and maintenance committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	G.RAJENDER	LAB ASSISTANT	MEMBER



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Resolution:

- Regular maintenance of chemical store and equipment and preparing the budget for new requirement.
- Advice given to lab tech to Check expiry dates of chemicals regularly.
- Maintain a register of the chemicals used often in lab experiments.
- Submit the list of chemical requirements and facilities in labs.
- Proper maintenance of medicinal plant garden
- Proper maintenance of animal house.
- Maintaining cleanliness of classrooms and labs.
- Preparing a budget for new small appliances.

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Stores and maintenance committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER	
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER	
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER	
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER	
8	G.RAJENDER	LAB ASSISTANT	MEMBER	



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STORES AND MAINTENANCE COMMITTEE

Date: 01/05/2023

CIRCULAR

This is to inform all the members of College Stores and maintenance committee that a meeting is scheduled in the Board Room on 03/05/2023 at 2:00 pm, to discuss the following points.

Agenda:

- To conduct meeting on issues related to stores and maintenance
- To review all the activities related to stores and maintenance with the permission of Principal

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Stores and maintenance committee

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R.R. Dist. Telangana.





Minutes of the meeting

The College Stores and maintenance committee meeting was convened on 03/05/2023 at 2 pm in the Board Room with the following agenda:

Agenda:


- To conduct meeting on issues related to stores and maintenance
- To review all the activities related to stores and maintenance with the permission of Principal

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to career guidance and the meeting ended with the following resolutions:

Stores and maintenance committee members

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	DR. B.MANJULA	ASSOCIATE PROFESSOR	MEMBER
5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER
6	M.UMARANI	ASSISTANT PROFESSOR	MEMBER
7	V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
8	G.RAJENDER	LAB ASSISTANT	MEMBER




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



Resolution:

- Regular maintenance of chemical store and equipment and preparing the budget for new requirement.
- Advice given to lab tech to Check expiry dates of chemicals regularly.
- Maintain a register of the chemicals used often in lab experiments.
- Submit the list of chemical requirements and facilities in labs.
- Proper maintenance of medicinal plant garden
- Proper maintenance of animal house.
- Maintaining cleanliness of classrooms and labs.
- Preparing a budget for new small appliances.

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Stores and maintenance committee

Signature Sheet

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE	SIGNATURE
1	DR.K. BALAJI	PRINCIPAL	CHAIRMAN	
2	B.SOWJANYA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	DR.NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
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5	DR.M.RAMAKRISHNA	ASSOCIATE PROFESSOR	MEMBER	
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8	G.RAJENDER	LAB ASSISTANT	MEMBER	



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ENTREPRENEURSHIP DEVELOPMENT COMMITTEE

Date: 28/11/2022

CIRCULAR

This is to inform to all the members of the Entrepreneurship Development committee that a meeting is scheduled in the Conference Hall on 30/11/2022 at 1 PM to discuss on the following Agenda:

Agenda:

1. Collecting the details of the students who wants to become entrepreneurs
2. Reviewing the previously carried out programs
3. Gearing up for the future activities
4. Inviting experts for delivering the 'talks'
5. Any other relevant matter

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Entrepreneurship Development committee.

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Minutes of the meeting

The Entrepreneurship Development committee meeting was convened on 30/11/2022 at 1 PM in the Conference Hall with the following agenda:

Agenda:

1. Collecting the details of the students who wants to become entrepreneurs
2. Reviewing the previously carried out programs
3. Gearing up for the future activities
4. Inviting experts for delivering the 'talks'
5. Any other relevant matter

The committee meeting of Avanthi Institute of Pharmaceutical Sciences was held under the presence of following members:

Entrepreneurship Development committee Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	PV.PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	KUNDURU MADHURI	ASSISTANT PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
9	P.KAVITHA	ASSISTANT PROFESSOR	MEMBER



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The Principal, in the capacity of the chairman of the Entrepreneurship Development committee invited all the members present in the meeting warmly and explained in detail how the college Entrepreneurship Development cell functions. The chairperson briefed the members present about the latest steps taken by the college management on the subject cited above. There was a good participation from all the members who have highlighted various developments undertaken in the area of 'Entrepreneurship Development' especially in the techno-economic areas. The meeting concluded by undertaking the following resolution:

Resolution

1. Developing and updating a database of the students who want to become 'Entrepreneurs'
2. Providing them with the necessary knowledge inputs
3. Planning a series of expert talks



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Entrepreneurship Development committee

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	PV.PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	Dr. M. RAMAKRISHNA	HOD	MEMBER	
5	B.MANJULA	HOD	MEMBER	
6	KUNDURU MADHURI	ASSISTANT PROFESSOR	MEMBER	
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER	
8	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
9	P.KAVITHA	ASSISTANT PROFESSOR	MEMBER	



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



ENTREPRENEURSHIP DEVELOPMENT COMMITTEE

Date: 18/03/2023

CIRCULAR

This is to inform to all the members of the Entrepreneurship Development committee that a meeting is scheduled in Conference Hall on 20.03.2023 at 1 PM to discuss on the following Agenda:

Agenda:

1. Collecting the details of the students who wants to become entrepreneurs
2. Reviewing the previously carried out programs
3. Gearing up for the future activities
4. Inviting experts for delivering the 'talks'
5. Any other relevant matter

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Entrepreneurship Development committee





Minutes of the meeting

The Entrepreneurship Development committee meeting was convened on 20.03.2023 at 1 AM in the Conference Hall with the following agenda:


Agenda:

- Collecting the details of the students who wants to become entrepreneurs
- Reviewing the previously carried out programs
- Gearing up for the future activities
- Inviting experts for delivering the 'talks'
- Any other relevant matter

Entrepreneurship Development committee Members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	PV.PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	KUNDURU MADHURI	ASSISTANT PROFESSOR	MEMBER
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER
8	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
9	P.KAVITHA	ASSISTANT PROFESSOR	MEMBER





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The Principal, in the capacity of the chairman of the Entrepreneurship Development committee invited all the members present in the meeting warmly and explained in detail how the college Entrepreneurship Development cell functions. The chairperson briefed the members present about the latest steps taken by the college management on the subject cited above. There was a good participation from all the members who have highlighted various developments undertaken in the area of 'Entrepreneurship Development' especially in the techno-economic areas. The meeting concluded by undertaking the following resolution:

Resolution:

1. Developing and updating a database of the students who want to become 'Entrepreneurs'
2. Providing them with the necessary knowledge inputs
3. Planning a series of expert talks


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Entrepreneurship Development committee

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	PV.PAVAN KUMAR	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	Dr. M. RAMAKRISHNA	HOD	MEMBER	
5	B.MANJULA	HOD	MEMBER	
6	KUNDURU MADHURI	ASSISTANT PROFESSOR	MEMBER	
7	K.USHA	ASSOCIATE PROFESSOR	MEMBER	
8	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
9	P.KAVITHA	ASSISTANT PROFESSOR	MEMBER	




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INDUSTRY – INSTITUTE INTERACTION COMMITTEE

Date: 03-11-2022

CIRCULAR

This is to inform all the members of Industry Institute Interaction Cell (IIC) committee that a meeting is scheduled in Board Room on 05-11-2022 at 10:00 am, to discuss the following points.

The Agenda for the meeting was:

- Establishing academic linkages with industry
- Faculty training
- Finishing school and support programmes
- To establish academic linkages with industry all the departments unanimously agreed to culture the following activities on a regular basis:

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Industry Institute Interaction Cell (IIC) committee.





Minutes of Meeting

A meeting of the Industry Institute Interaction Cell (IIIC) cell committee was held in the Board Room on 05-11-2022 at 10 AM in Avanathi Institute of Pharmaceutical Sciences, Gunthapally, and Hyderabad.


The Agenda for the meeting was:

- ✓ Establishing academic linkages with industry
- ✓ Faculty training (subject domain/Industry)
- ✓ Finishing school and support programmes

Institute Interaction Cell (IIIC) cell committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
6	MARTHI SWATHI	ASSISTANT PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER




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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.



Resolutions:

To establish academic linkages with industry all the departments unanimously agreed to culture the following activities on a regular basis:

1. Organize industrial seminar
2. Make arrangements for industrial visits in varied industries

All the faculty members, who have made into the final list, will be sent to training provided by various institutes of repute

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Industry - Institute Interaction Cell (IIC) cell committee

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY	
3	Dr. M. RAMAKRISHNA	HOD	MEMBER	
4	B.MANJULA	HOD	MEMBER	
5	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER	
6	MARTHI SWATHI	ASSISTANT PROFESSOR	MEMBER	
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER	



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INDUSTRY – INSTITUTE INTERACTION COMMITTEE

Date: 29-05-2023

CIRCULAR

This is to inform all the members of Industry Institute Interaction Cell (IIC) committee that a meeting is scheduled in Board Room on 31-05-2023 at 10:00 am, to discuss the following points.

The Agenda for the meeting was:

- Collecting the details of the students who wants to become entrepreneurs
- Reviewing the previously carried out programs
- Gearing up for the future activities
- Inviting experts for delivering the 'talks'
- Any other relevant matter

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Industry Institute Interaction Cell (IIC) committee





Minutes of Meeting

A meeting of the Industry Institute Interaction Cell (IIIC) cell committee was held in the Board Room on 31-05-2023 at 10 AM in Avanathi Institute of Pharmaceutical Sciences, Gunthapally, and Hyderabad.

The Agenda for the meeting was:

- Collecting the details of the students who wants to become entrepreneurs
- Reviewing the previously carried out programs
- Gearing up for the future activities
- Inviting experts for delivering the 'talks'
- Any other relevant matter

Institute Interaction Cell (IIIC) cell committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	Dr. M. RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER
6	MARTHI SWATHI	ASSISTANT PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER



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Resolutions:

- Resoluted to develop and update a database of the students who want to become 'Entrepreneurs.'
- Resoluted to provide the students with the necessary knowledge inputs
- Resoluted to plan a series of expert talks

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Industry-Institute Interaction Cell (IIC) cell committee

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY	
3	Dr. M. RAMAKRISHNA	HOD	MEMBER	
4	B.MANJULA	HOD	MEMBER	
5	A.SHAILAJA	ASSOCIATE PROFESSOR	MEMBER	
6	MARTHI SWATHI	ASSISTANT PROFESSOR	MEMBER	
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER	



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MINORITY CELL COMMITTEE

Date: 30-05-2022

CIRCULAR

This is to inform all the members of minority cell that a meeting is scheduled in Board Room on 1-06-2022 at 10:00am to discuss the following points.

The Agenda for the meeting was:

The Minority Cell is assembled at Principal chamber; the following points were discussed in the meeting.

- To list out the Minority students in the college and interact with them.
- To create awareness among the students of Minority community regarding the various schemes and programmes of State as well as of Central Government and Scholarships etc.

There is no any point of discussion placed by the any member of this cell and Chairman of the committee has committed vote of thanks to the entire member and concludes the proceeding.

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Minority Cell





Minutes of Meeting

A meeting of the minority cell was held in the Board Room on 01-06-2022 at 10 AM in Avanthi Institute of Pharmaceutical Sciences, Gunthapally, and Hyderabad.

The Agenda for the meeting was:

- To list out the Minority students in the college and interact with them.
- To create awareness among the students of Minority community regarding the various schemes and programmes of State as well as of Central Government and Scholarships etc.

Minority cell Committee members

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	MOHAMMEDABDUL AZEEM	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER



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MINORITY CELL COMMITTEE

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	MOHAMMEDABDUL AZEEM	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	Dr. M. RAMAKRISHNA	HOD	MEMBER	
5	B.MANJULA	HOD	MEMBER	
6	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER	
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER	



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MINORITY CELL COMMITTEE

Date: 14-03-2023

CIRCULAR

This is to inform all the members of minority cell that a meeting is scheduled in Board Room on 16-03-2023 at 10:00 am, to discuss the following points.

The Agenda for the meeting was:

The Minority Cell is assembled at Principal chamber; the following points were discussed in the meeting.

- The first meeting of the Minority Cell
- Give a brief outline of the functioning of the Minority Cell
- Any other relevant matters

There is no any point of discussion placed by the any member of this cell and Chairman of the committee has committed vote of thanks to the entire member and concludes the proceeding.

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Minority Cell

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Minutes of Meeting

A meeting of the minority cell was held in the Board Room on 16-03-2023 at 10 AM in Avanathi Institute of Pharmaceutical Sciences, Gunthapally, and Hyderabad.

Discussions and Suggestions:

- It was decided to convene meeting of the Minority cell twice a year in general.
- The Cell would provide special inputs in areas where the students experience difficulties.
- The Cell may conduct regular remedial coaching classes on life skills, personality development, writing assignments and making presentations.

MINORITY CELL COMMITTEE MEMBERS

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	MOHAMMEDABDUL AZEEM	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M. RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER



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MINORITY CELL COMMITTEE

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S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	MOHAMMEDABDUL AZEEM	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	Dr. M. RAMAKRISHNA	HOD	MEMBER	
5	B.MANJULA	HOD	MEMBER	
6	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER	
7	P. LAVANYA	ASSOCIATE PROFESSOR	MEMBER	
8	P.KAVITHA	ASSOCIATE PROFESSOR	MEMBER	



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OBC CELL

Date: 25/08/2022

CIRCULAR

This is to inform all the members of OBC cell committee that a meeting is scheduled in the Board Room on 27/08/2022 at 2:00 pm, to discuss the following points.

Agenda:

- Scholarships regarding
- Document collection
- Any other matter

Points Discussed

- The OBC cell Coordinator put forth the aims and objectives of the cell
- Discussed about the schemes and scholarships provided by the Government for the OBC students
- Resolved to collect necessary documents from the students for availing the OBC scholarships for the students

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of OBC cell committee





Minutes of the meeting

The OBC cell committee meeting was convened on 27/08/2022 at 2 pm in the Board Room with the following agenda:

Agenda:

- Scholarships regarding
- Document collection
- Any other matter

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to career guidance and the meeting ended with the following resolutions:

OBC CELL COMMITTEE MEMBERS

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M.RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER
7	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER
8	K VIMALA	ASSISTANT PROFESSOR	MEMBER




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R.R. Dist., Hyderabad.



Points Discussed

- The OBC cell Coordinator put forth the aims and objectives of the cell
- Discussed about the schemes and scholarships provided by the Government for the OBC students
- Resolved to collect necessary documents from the students for availing the OBC scholarships for the students




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OBC CELL COMMITTEE

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	Dr. M.RAMAKRISHNA	HOD	MEMBER	
5	B.MANJULA	HOD	MEMBER	
6	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER	
7	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER	
8	K VIMALA	ASSISTANT PROFESSOR	MEMBER	



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OBC CELL

Date: 13/06/2023

CIRCULAR

This is to inform all the members of OBC cell committee that a meeting is scheduled in the Board Room on 15/06/2023 at 2:00 pm, to discuss the following points.

Agenda:

- Review of the previous meeting
- Scholarships regarding
- Representation from OBC students
- Scholarship forms
- Any other matter

Copy To:

5. The Principal office
6. All HODs
7. IQAC coordinator
8. All the members of OBC cell committee

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Minutes of the meeting

The OBC cell committee meeting was convened on 15/06/2023 at 2 pm in the Board Room with the following agenda:

Agenda:

- Review of the previous meeting
- Scholarships regarding
- Representation from OBC students
- Scholarship forms
- Any other matter

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to OBC cell and the meeting ended with the following resolutions:

OBC CELL COMMITTEE MEMBERS

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER SECRETARY
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER
4	Dr. M.RAMAKRISHNA	HOD	MEMBER
5	B.MANJULA	HOD	MEMBER
6	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER
7	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER
8	K VIMALA	ASSISTANT PROFESSOR	MEMBER



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Points Discussed

- The scholarships regarding OBC was communicated to the students and necessary guidance was provided
- Discussed about the schemes and scholarships provided by the Government for the OBC students
- Discussed about the representations received from Other Backward Classes (OBC) students regarding their admission, scholarships and other similar matters in the College.
- Resolved to display a sample scholarship form on notice board

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OBC CELL COMMITTEE

Signature Sheet

S.No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER SECRETARY	
3	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER	
4	Dr. M.RAMAKRISHNA	HOD	MEMBER	
5	B.MANJULA	HOD	MEMBER	
6	V. KAVITHA	ASSISTANT PROFESSOR	MEMBER	
7	G.SWAPNA	ASSOCIATE PROFESSOR	MEMBER	
8	K VIMALA	ASSISTANT PROFESSOR	MEMBER	



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INTERNAL COMPLIANT COMMITTEE

Date: 12.09.2022

CIRCULAR

This is to inform to all members of the College Internal Compliant Committee that a meeting is scheduled in Seminar hall on 13.09.2022 at 2 PM to discuss the following Agenda:

Agenda

- Discussion on the Govt. Hand book on sexual harassment of women, November 2015.
- Other issues if any

Copy To:

1. The Principal office
2. HODs
3. IQAC coordinator
4. All the members of College Internal Compliant Committee



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MINUTES OF MEETING

A meeting of the Internal Compliant Committee was held in the Seminar hall on 13.09.2022 at 2 PM under the leadership of Dr. K. Balaji, Chairman Internal Compliant Committee, Avanathi Institute of Pharmaceutical Sciences, Gunthapally.


Agenda

- Discussion on the Govt. Hand book on sexual harassment of women, November 2015.
- Other issues if any.

Internal Compliant Committee Members

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	Dr. M.RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	N. SAROJA	ASSISTANT PROFESSOR	MEMBER
6	B. EMMANUEL EVANGILEEN	ASSOCIATE PROFESSOR	MEMBER
7	K VIMALA	ASSISTANT PROFESSOR	MEMBER




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Points Discussed:

- The members discussed about the provisions in the Govt. Hand book on sexual harassment of women released in November 2015. All the members present agreed in consensus that programmes should be organized to create awareness among both boys and girls about the provisions in the book like the act, implementing authorities, redress aspects etc.
- The members expressed that there were no cases of complaints against sexual harassment in the college campus and the male and the female students have a healthy and friendly relationship; they team up together and perform their academic work and participate in co-curricular and extra-curricular activities without any gender disparity. The meeting ended at 4.00 pm as there were no other points for discussion.


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INTERNAL COMPLIANT COMMITTEE

Signature Sheet

S. No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY	
3	Dr. M.RAMAKRISHNA	HOD	MEMBER	
4	B.MANJULA	HOD	MEMBER	
5	N. SAROJA	ASSISTANT PROFESSOR	MEMBER	
6	B. EMMANUEL EVANGILEEN	ASSOCIATE PROFESSOR	MEMBER	
7	K VIMALA	ASSISTANT PROFESSOR	MEMBER	



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INTERNAL COMPLIANT COMMITTEE

Date: 11.04.2023

CIRCULAR

This is to inform all the members of Internal Compliant Committee that a meeting is scheduled in the Board Room on 13.04.2023 at 2:00 pm, to discuss the following points.

Agenda:

- The Principal welcomed all the members of the college Internal Complaints Committee.
- Member-Secretary informed that no complaints of sexual harassment were reported or recorded.
- The members of the committee were motivated to participate in workshop/short term training on sexual harassment conducted by various government agencies/ Department.
- Member-Secretary enquired the members if any other issues have to be discussed or if any modification in the roles and responsibilities of the Committee has to be done.
- Member-Secretary thanked all the members of the committee for attending the meeting and requested all the members to actively participate and feel free for any suggestions.

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Copy To:

1. The Principal office
2. All HODs
3. IQAC coordinator
4. All the members of Internal Compliant Committee





Minutes of the meeting

The Internal Compliant Committee meeting was convened on 13.04.2023 at 2 pm in the Board Room.

INTERNAL COMPLIANT COMMITTEE MEMBERS

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY
3	Dr. M.RAMAKRISHNA	HOD	MEMBER
4	B.MANJULA	HOD	MEMBER
5	N. SAROJA	ASSISTANT PROFESSOR	MEMBER
6	B. EMMANUEL EVANGILEEN	ASSOCIATE PROFESSOR	MEMBER
7	K VIMALA	ASSISTANT PROFESSOR	MEMBER

Points discussed:

- The Principal welcomed all the members of the college internal Complaints Committee.
- Member-Secretary informed that no complaints of sexual harassment were reported or recorded.
- The members of the committee were motivated to participate in workshop/short term training on sexual harassment conducted by various government agencies/ Department.
- Member-Secretary enquired the members if any other issues have to be discussed or if any modification in the roles and responsibilities of the Committee has to be done.
- Member-Secretary thanked all the members of the committee for attending the meeting



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- and requested all the members to actively participate and feel free for any suggestions.

The meeting was started with the Chairman's welcome address. The meeting discussed in detail various matters related to Internal Complaints Committee and the meeting ended with the above resolutions:

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INTERNAL COMPLIANT COMMITTEE

Signature Sheet

S. No	Name of the faculty	Designation	Designation in committee	Signature
1	Dr. K. BALAJI	PRINCIPAL	CHAIRMAN	
2	Dr. NIHAR RANJAN DAS	VICE PRINCIPAL	MEMBER SECRETARY	
3	Dr. M.RAMAKRISHNA	HOD	MEMBER	
4	B.MANJULA	HOD	MEMBER	
5	N. SAROJA	ASSISTANT PROFESSOR	MEMBER	
6	B. EMMANUEL EVANGILEEN	ASSOCIATE PROFESSOR	MEMBER	
7	K VIMALA	ASSISTANT PROFESSOR	MEMBER	



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INSTITUTE QUALITY POLICY & CORE VALUE

QUALITY POLICY

- To pursue global standards of excellence in all our endeavors namely teaching, research, consultancy and continuing education and to remain accountable in our core and support functions, through processes of self-evaluation and continuous improvement.
- Technical excellence, ethics and human values are key parameters in the vision recognized by the Institution. The mission statement emphasizes the need for expertise, industry exposure, dedication and professionalism, as well as holistic personal development to achieve the vision of the institution.
- In order to realize its vision and mission, the College has system-driven participatory governance where all stakeholders (students, staff, management, parents, alumni, employers and community representatives) are actively involved and accountable for its activities at different levels. The College's vision and mission are communicated to all stakeholders by displaying at the College's website, the Principal office, the HOD room, bulletin boards, the library, syllabus books and classrooms/laboratories.
- The Governing body, composed in accordance with the norms in vogue, oversees the management of the Institute and ensures the smooth functioning of the Institute. The Board meets regularly to review the activities of the institution and provide guidance for further improvement in relation to the vision, mission and strategic plan.




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CORE VALUE:

Avanthi Institute of Pharmaceutical Sciences focused on the core values detailed below.

1. Contributing to National Development

Contributing to National development has always been an implicit goal of AIPS. Serving the cause of social justice, ensuring equity, increasing access to higher education, human resource development and capacity building of individuals, to cater to the needs of the economy, society and the country as a whole, thereby, AIPS is contributing to the development of the Nation.

2. Fostering Global Competencies among Students

With liberalization and globalization of economic activities, the need to develop skilled human resources of a high caliber is imperative. Therefore, AIPS is preparing the students to achieve core competencies, to face the global challenges successfully and be innovative, creative and entrepreneurial in their approach. Towards achieving this, AIPS established collaborations with industries, network with the neighborhood agencies/bodies and foster a closer relationship between the “world of competent-learning and the world of skilled work”.

3. Inculcating a Value System among Students

Although skill development is crucial to the success of students in the job market, skills are of less value in the absence of appropriate value systems. In India, with cultural pluralities and diversities, it is essential that students imbibe the appropriate values commensurate with social, cultural, economic and environmental realities, at the local and national level. AIPS takes responsibility for instilling the desired value systems among students.

4. Promoting the Use of Technology & Innovation

Technological advancement and innovations in educational transactions have to be undertaken by all, to make a visible impact on academic development as well as administration. To keep pace with the




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Developments in other spheres of human endeavor, AIPS established Technology Incubation Hub, and Entrepreneurship Development Cell to encourage students and faculty for Innovation.

5. Quest for Excellence

The Institute is committed to excellence in all spheres of its activities, and through internal and external reviews, and will work towards continuous improvement. The Institute will demonstrate excellence by our people, programs and outcomes, as well as by the quality of decisions and actions recognized through awards and honors. This “Quest for Excellence” started with the assessment or even earlier, by the establishment of the Internal Quality Assurance Cell (IQAC) in the campus.

6. Integrity

Integrity involves honesty and fairness, consistency in instruction, ethics of scholarship, freedom of inquiry, and open and truthful engagement with the community through effective communication, policies and practices. Research and Teaching shall be carried out in an environment of academic freedom and honesty. The Institute will adhere to the standards of ethics in all its activities.

7. Transparency: The Institute will function according to defined procedures and rules, which will be informed to all stakeholders. The Institute will put all important information related to its functioning in college Website.




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ENVIRONMENTAL POLICY

The Avanthi Institute of Pharmaceutical Sciences (AIPS) reaffirms its commitment to actively contribute to the sustainable development of the nation and the promotion of sustainable technologies through its educational, research, consultancy, and extension programs. Our vision is for foster an environmentally conscious community that is resilient to climate change, and achieve this through the curricular, co-curricular, and extension activities.

In addition to academic pursuits, we actively engage in research and consultancy projects that focus on developing sustainable technologies and solutions. By fostering a culture of innovation and collaboration, we aim to address pressing environmental challenges and contribute to the development of a greener and more sustainable future,

To achieve our goals, we actively seek partnerships with industry leaders, government agencies, and environmental organizations. By collaborating with experts and sharing knowledge, we can amplify our impact and foster sustainable development both within and beyond our institution. Through our collective efforts, and aims to become a beacon of sustainability and serve as a model for other educational institutions. We firmly believe that by promoting sustainable practices and technologies, we can contribute to the overall well-being of society, protect our natural resources, and create a better future for generations to come.




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ERP POLICY

Avanthi Institute of Pharmaceutical Sciences (AIPS) believes that the enforcement of the simple and automated approaches in the governance of the academic system. Various functions such as offering planning, development, administration, management of examinations play a vital role in the academic system and have been considered as separate modules. These functions involve a lot of data that is to be stored, handled, in a bold manner. One more aspect of this data is, it keeps on growing as the days add on one by one. So day by day organization of this data is required in a well-defined manner. For this purpose, each module has been assigned with a tool and many of these tools are designed and implemented in-house to facilitate ease of organizing data and storing in a well-defined manner. This makes retrieval of the data whenever required much simpler. Most of the functional bodies in the institution use the ERP system for providing e-governance. Transparency of everything done in the college is exhibited through ERP system. For security of the data, Avanthi Institute of Pharmaceutical Sciences (AIPS) ensures the each and every ERP tool used in the Institution is secured with a unique user ID and password and accessibility of the tools is restricted to limited users.

The Enterprise resource planning (ERP) of Avanthi Institute of Pharmaceutical Sciences (AIPS) consists of a portal: www.aipsg.ac.in that functions the smooth functioning of the academic activities of the college. These enable three types of users- Developer, Admin and Student to access the portal .Each user can access the portal only through User name and password.




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AVANTHI FREESHIP & MERIT SCHOLARSHIP POLICY

OBJECT

The objective of the scheme is to provide financial assistance to the Scheduled students studying at Avanti institute of Pharmaceutical Sciences to enable them to complete their education.

SCOPE

These free ships are available for the students and are awarded based on evaluation of test result which is organized by Avanthi educational society. This is applicable to all the students who are currently beneficiaries of the scheme as well as fresh admissions. Merit scholarship scheme is to help meritorious students to complete their B. Tech without financial burden.

Student Free ships Framework

At Avanthi Institute of Pharmaceutical Sciences, we follow a Unified Student Free ship Framework to ensure that the deserving candidates get the required financial assistance. The framework is approved under the following conditions:

1. Admissions through free ship will be offered on a first-come, first-served basis.
2. Admissions through free ships are limited up to 30% of the approved programme intake.
3. Once the 25% of seats are filled in a programme through free ships, despite qualifying for the free ship the student will not be entitled to the free ships.
4. For the free ships offered through various National and State Entrance Tests, the students are required to apply for AVANTHI FREESHIP AND MERIT SCHOLARSHIP INTERNAL POLICY and must attend the counseling for admission as per the schedule.
5. If a student is eligible for a free ship under more than one category through AVANTHI FREESHIP AND MERIT SCHOLARSHIP INTERNAL POLICY, National, and State Entrance Tests, then he/she will be awarded the highest percent of the free ships.
6. The free ships offered through AFT, National and state exams are applicable for the first year only. The same scholarship will be continued in the subsequent years of study based on the student performance.
7. After first year, and for the consequent years, the student must attain the attendance percentage >75 in previous academic year and maximum of 3 backlogs only considered to avail free ships



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Further, and they must clear all subjects and should not have more than two backlogs in the previous academic year.

Scholarship eligibility calculator:


Scholarship percentage	TS EMCET Rank
>75%	101 - 1500
60% - 75%	2500 - 10000
40% - 60%	10000 - 15000
Upto 40%	15000 - 50000

STUDENT MERIT SCHOLARSHIP FRAME WORK

The merit scholarship will be provided for all First and Second TOPPERS of the students year wise and branch wise.

1. for 1st TOPPER awarded -5000/- Rs
2. For 2nd TOPPER awarded -3000/- Rs




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DIVYANGAN POLICY AND INITIATIVES UNDERTAKEN

Objectives of the Policy:

1. To create inclusive culture {o avoid discrimination, exploitation and exclusion of Disabled Students and staff from all spheres of work and education.
2. To create a suitable regulatory mechanism for effective delivery of services to Disabled Students and Staff of the Institution.
3. To ensure implementation of all legislations with respect to persons with disabilities.

Admission Policy for persons with disabilities:

1. Total reserved seats for persons with disabilities in all the programs are filled according to the guidelines given by PCI/University.
2. All the facilities, which are suggested by PCI/University, will be provided to the people with disabilities.


Exam Policy:

1. The Institute shall make suitable arrangements for Divyangan Students to participate in the Examinations.
2. The examination will follow the guidelines issued by JNTUH, Hyderabad, in giving extra time or allotting Scribes.

Facilities and Initiatives Undertaken:

The Institute has infrastructure facilities like Ramp, Wheel Chair, Blind stick, Scribes for the examinations and Disabled friendly washrooms. There is an inbuilt software system in MS office "Read to Text and Text to Read" for some Disabled persons and special training is given to the students who need it. Currently there are no Divyangan Students in the campus. If admitted in the future, then the institute will provide the other facilities required.




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GRIEVANCES REDRESSAL MECHANISM


There exists the grievance redressal cell for staff and students, where a student or a faculty is having any grievances regarding academic and non-academic matters they can approach the Cell to voice their grievances. The cell redresses the grievances at individual and class level and grievances of common interest.

Grievances boxes are placed throughout the campus and a link also provided in the college website for the students/staff to air their grievances.

After the grievance is registered with the member secretary, depending upon the nature of the grievances, a matter is taken up over in the next meeting or in the emergency an ad-hoc meeting is called to discuss the matter. HOD/Principal/Director regularly attends to these on a daily basis. The person has been asked to present the affecting grievance in front of the committee and after due deliberations hearing is given in the matter.

The college assures students/staff that once a complaint is made, it will be treated with confidentiality. Besides there is an exclusive mechanism to address the issues relating to women and their grievances.




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ANTI RAGGING POLICY

The institute has a transparent mechanism for timely redressal of student grievances including sexual harassments and ragging cases.

Objective:-


In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, PCI brings forth these Regulations.

Definitions:-

- "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
- "Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
- "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.

As per UGC and PCI norms, all students must know the following details regarding ragging.




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Ragging constitutes one or more of the following acts:

1. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
2. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension there of if in any fresher or any other student.
3. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generation a sense of shame or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
4. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
5. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
6. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
7. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
8. Any act of abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participation in the discomfiture to fresher or any other student.
9. Any act that effects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.




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Anybody indulging in any one of the above mentioned activities is liable for punishment as per UGC and PCI norms.

Roles and Responsibilities of Anti-Ragging Committee

- ✓ To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging.
- ✓ To publicize to all students about prevalent directives and the actions that can be taken against those indulging in ragging.
- ✓ To consider the complaints received from the students and conduct enquiry and submit the report to the Anti-Ragging Committee along with punishment recommended for the offenders.
- ✓ Oversee the procedure of obtaining undertaking from the students in accordance with the provisions.
- ✓ To conduct workshops against ragging menace and orient the students.
- ✓ To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls.
- ✓ To offer services of counselling and create awareness to the students.
- ✓ To take all necessary measures for prevention of Ragging inside the campus.

Ragging Measures to Prevent ragging:-

- ✓ It is clearly mentioned that ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished
- ✓ Each batch of fresher's should be divided into small groups and each such group shall be assigned to a member of staff. Such staff member should interact individually with each member of the group on daily basis to ascertain the problems/difficulties, if any faced by the fresher's in the Institution and extend necessary help.
- ✓ Mobile Phones and other communication devices may be permitted in residential areas including hostels to provide access to the students particularly fresher's, to reach out for help from teachers, parents and Institution authorities.



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Mechanism:-


Anti-ragging Committee:

- a) Every Institution/University including Deemed to be University imparting technical education shall constitute a Committee to be known as the Anti-ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of civil and police administration, local media, Non-Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the fresher's category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of level as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti- Ragging Squad in prevention of ragging in the institution.

Anti-Ragging Squad:

- a) Every Institution/University including Deemed to be University imparting technical education shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- b) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging and shall be empowered to inspect such places.




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c) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action. Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incidents of ragging, and considerations such other relevant information as may be required.

Punishments in the event of Ragging:-

- a. Cancellation of admission.
- b. Suspension from attending classes.
- c. Withholding/withdrawing scholarship/fellowship and other benefits.
- d. Debarring from appearing in any test/examination or other evaluation process with holding results.
- e. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- f. Suspension/expulsion from the hostel.
- g. Rustication from the institution for period ranging from 1 to 4 semesters
- h. Expulsion from the institution and consequent debarring from admission to any other institution.
- i. Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.




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POLICY DOCUMENT ON ENVIRONMENT AND GREEN CAMPUS

“Earth provides enough to satisfy every man’s need, but not every man’s greed”

-Mahatma Gandhi

Avanthi Institute of Pharmaceutical Sciences bequeath a clean and ecologically pleasant, campus, where ecofriendly teaching and activities work together to foster sustainable and environmentally friendly behavior. The Green Campus concept allows the institution to take the lead in the regeneration of environmental culture by promoting environmental ideals among students and faculty. All problems solving strategies must be used in order to create true change.

Objectives:

- ✓ The institute has taken several measures for planting and to make Green Campus. 50% of total area is covered with trees and lawns. A number of trees exist at different places in the college.
- ✓ Energy conservation Placards conveying the importance of the energy conservation are made visible all over the college campus to create awareness among the staff and students on energy conservation.
- ✓ The institute propagates the importance of energy conservation by intimating staff and students to turn off the fans and lights in hostel and college whenever not needed.
- ✓ Proper supervision is carried out by concerned authorities (single switch is used to switch off classroom power supply for fans and light points). Awareness programmes are also conducted.
- ✓ Periodically for elaborating the importance of water resources students are advised to close the tap water whenever not needed.




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Green Campus Initiatives are as follows:

Energy Consumption:

Energy saved is the Energy Generated. To reduce energy consumption, the institute practices to electrical appliances

- a. Turn off the things when not in use
- b. Use LED light bulb

Renewable Energy:

Solar energy is the cleanest and most abundant renewable energy source. The Institute promotes solar energy; the stake holders are encouraged for promoting and adopting renewable energy.

Conserve Natural Resources:

The Institution believes in sustainable natural resources conservation and it is a process of rational use and skillful management and preservation of the natural environment with all its resources.


The trees like mango, neem, and coconuts are preserved. Since its inception the institute, students and staff actively participate to make the learning environment pollution free in tree plantation activities.

Restricted Entry of Automobiles:

The institute encourages the staff and students to use the vehicles with pollution check stickers in order to reduce environmental pollution. Vendors are restricted to enter the college. Campus using automobiles and are asked to park their vehicles in the entrance.

The college operates a fleet of buses covering each corner of Visakhapatnam to facilitate the students and staff. The institute encourages the staff and students to use the college transport instead of their own vehicles for safety, security, fuel conservation and to reduce environmental pollution. The college buses are checked for pollution by the authorized agency. The vehicles owned by faculty or students with pollution check stickers are permitted into the campus. Random checks are made to check the validation and periodicity of this certificate. For two wheelers or four wheelers, security measures are made mandatory.




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Pedestrian Friendly Pathways:

Vehicle parking space is provided at the main entrance of the college campus. As the campus is vehicle free with some exceptions, students and staff experience comfort walking through the pedestrian friendly pathways. The internal roads are lined with trees and they are properly maintained by the campus maintenance committee.

Use of Bicycles or Battery Powered vehicles:

College provides Battery powered E-Vehicle to transport the physically challenged students and senior citizens related to the students to the various departments due to restriction of the outside vehicles and cars into the campus to support the green campus initiatives

Ban on use of plastic:

We understand the serious impact of plastic on environment and thus the use of single time usable plastic bags/bottles are prohibited in the campus. In this regard, the caution boards are placed at various locations in the campus. The eco club properly spreads awareness in this regard and monitors the people to restrict the use of single time usable plastic bags/bottles. We are also working on less-paper policy and we try to avoid the printouts which can be managed through soft copies or. Most of the notices/instructions are shared with staff members in soft copies only via e- mail or official what's App group. 1, if we need to take printout for internal work, we utilize the blank side of papers which are printed only one side.

Landscaping with trees and plants:

We believe in promoting a society which: cares to protect, preserve and conserve. Realizing the importance of sustainable development many activities are undertaken to make the campus environmentally friendly and students sensitive to the ecological issues. Some activities include the introduction of eco-friendly paper cups in the cafeteria. The groundwater is recharged using a water recharge well. The College has a compost pit in which organic matter is converted in manure. Constant efforts are taken to minimize waste generated in the labs. We have gone paper free by introducing an online application process.

- ✓ Promoting the soul 'Swatch Bharat' on grounds through including the understudies and



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the staff in Swatch program.

- ✓ The College campus is lush green campus with a large number of plantations. The campus is also a plastic free campus and mostly paper cups and other alternative materials are used instead of plastics.

Waste Management:

- ✓ Solid waste includes both biodegradable and non-biodegradable components. Different types of waste generated in the college campus are disposed off in a proper way by repurposing as well as with the help of private agencies those who collect the waste for the purpose of recycling. The non-biodegradable solid waste generated in the campus includes paper, metal cans, bricks, wood and other items.
- ✓ Bio-degradable waste includes food waste, vegetable peels, leaves etc. The non-biodegradable waste and biodegradable wastes are collected into trash bins separately. To reuse and recycle the solid waste by creating dustbins, compost plants, paper plates, cups. Usage of plastic is strictly prohibited. The campus dry waste in the campus is sent to the private agencies for recycling.
- ✓ Food waste from the campus is sent to the nearby dairy farms. Wood waste is reused by adding the wood sticks into mud pottery. The Brick Waste is reused by leveling it off with a retaining wall constructed of stacked bricks. Many awareness programs were conducted in the college to avoid the use of plastics.




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MAINTENANCE POLICY

INTRODUCTION:

Avanthi Institute of Pharmaceutical Sciences own and operative infrastructure to deliver its teaching, learning and research programs. The institute has structured system for maintenance and utilization of class rooms, computers and laboratories in the campus to ensure effective usage of the existing infrastructure facilities. The physical facilities are maintained by the maintenance team, which comprises skilled faculty for supervision and lab technician for service from Pharmacy Department. The maintenance team is responsible for the uninterrupted power supply, maintenance of equipment like general lighting, power distribution system, solar panels, water pumps, etc., the request for maintenance is initiated through the service request form available, through which the particulars about the nature of maintenance is informed to the authorities for corrective action. After getting approval for the request, the maintenance team attends, diagnose the fault and rectify it or else suggest for external services from suppliers or other service providers, if the service does not come under guarantee/ warranty/free service period, quotations are received from the supplier as well as from two other companies. Competitive statement will be prepared and submitted to the principal with the recommendations of the respective HOD. The maintenance team members monitor the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities, staff lounge, students amenity areas, cafeteria and hostel buildings. Housekeeping services are maintained by the house team and available during day time in all working days Roadside service and breakdown coverage services are undertaken by external services. Cleaning of vehicles, air filling and small repairs are undertaken by the transport department inside the college.




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MAINTENANCE OF CLASSROOMS, FURNITURE AND LABORATORIES

Classrooms with furniture, teaching aids and laboratories are maintained by the respective department faculties and lab assistants. The in-charge and lab assistants take care of their respective laboratories.

Class Room Maintenance:

1. Adhoc Maintenance: Maintenance of the Electrical Items and Furniture are done in the following order.
 - A. Service Request Send to
 - B. HOD
 - C. Principal
 - D. Maintenance Team
 - E. Work Carried Out
 - F. Feed Back after Service.

2. **Regular Maintenance:** Maintenance of the Floor Cleaning and Furniture Cleaning.
 - a. Housekeeping maintenance Report
 - b. Building in Charge
 - c. Maintenance Team
 - d. Principal

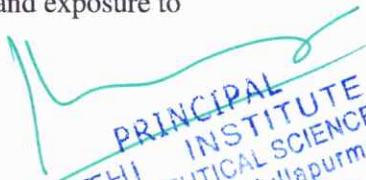
MAINTENANCE AND UTILIZATION OF LIBRARY

The library staff is clearly instructed in the care and handling of library documents, particularly during processing, shelving and conveyance of documents.

The following steps need to be taken:

Bound volumes are not to be sorted out from their fore edges, as this process weakens the binding. Shelves should not be fully packed. A too-fully shelf can crack spines and cause damage when a reader tries to remove a volume. Huge volumes need to be kept flat. Dust should not be allowed to deposit on the documents the collection of dust causes staining of documents and promote chemical and biological problems. Cleaning and using vacuum should be done regularly and carefully. Proper pest management is done to minimize the problems causes by insects. Proper cleaning, fumigation and exposure to




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sunlight to the documents are done to reduce the effect of insects in the library. Repellents are used to save materials from Rats. Vacuum should be done regularly and carefully. Magnetic discs or documents containing disc should not be kept open or near any magnetic or electric equipment, i.e. tape recorders, air- conditioners, etc. such material should be kept in dust -free temperature and humidity controlled room.

MAINTENANCE OF COMPUTING FACILITIES

The Pharmacy department and maintenance team members maintain the computers, printers and servers. The annual maintenance includes the required software installation, antivirus and up gradation is undertaken by the team of technicians coordinated by the system administrator. To minimize-waste, electronic gadgets like projectors, computers, printers, photocopiers are serviced and reused. Intercom lines, CCTV and Wi-Fi are maintained by system administration department of the college.

The following are the steps to maintain the computers, servers, and scanners.


- ✓ Problem identification
- ✓ Service Request send to
- ✓ HOD
- ✓ Principal
- ✓ Maintenance Team
- ✓ Rectified: If yes : Feedback after service

If no: External service carried out.

MAINTENANCE OF LABORATORIES EQUIPMENT

The respective faculty members, lab assistants and service personnel are given responsibility to maintain the equipment's under their preview. Stock registers, maintenance registers and log books are maintained in the respective laboratories to report entries and defects arising for rectification. The lab assistants are provided training to maintain the equipment by the HODs time to time enhancing their technical skills.




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MAINTENANCE OF MACHINE AND EQUIPMENTS

1. Regular Maintenance: Cleaning of machines/ equipment and monitoring for working status.
2. Break down Maintenance:
 - a. Problem identified
 - b. Service request send to
 - c. HOD
 - d. Principal
 - e. Maintenance Team
 - f. Rectified: If yes :
Feedback after service if
no: External service
carried out

MAINTENANCE OF OTHER AMENITIES

Reverse Osmosis (RO) Consumables, membranes, filter and chemical which are to be replaced/ recharged is covered within the annual maintenance contract made with the company, Cleaning of the tank is done once in three months to prevent fouling smell and deterioration/impairment in the taste of the water. The campus is equipped with 24/7 safe and adequate drinking water supply using water purifiers under maintenance of supplier and in-house technicians. Regular maintenance of water coolers and air conditioners are done by the in-house team and major repairs are attended from external service providers. The tanks of the water coolers, filters and outdoor units of air conditioners are cleaned every month. Fires extinguishers are installed in various blocks are maintained by the respective departments. Amenities like canteen, stationery shop and reprography accessible for all stakeholders are maintained by respective service providers. Our campuses are under surveillance and the facility is taken care of by the system administrator and with the service providers.




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ANNUAL STOCK CHECKING

Annual stock checking of furniture, lab equipment, and stationary and reporting of repairs is done by lab in charges as a year ending activity and reported to the administration.

DAY-TO-DAY EMERGENCY MAINTENANCE

Day to day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages. Leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairs locks and door handles and other minor repairs that necessitate day to day maintenance checks are taken care of by the team members.

Policy for purchase of desktop computer systems

The desktop computer systems must be purchased as standard desktop system bundle and must be from reputed companies such as HP, DELL, and Lenovo etc.

The desktop computer system bundle must include:

Desktop tower, Monitor screen sizes, Keyboard and mouse, Windows OS The minimum capacity of the desktop must be:

2GHz —Gigahertz processor, 2GB RAM, 3 USB ports.

Any change from the above requirements must be verified by system administrator. All purchases of desktops must be supported by 3 Years warranty. All purchases for desktops must be in line with the purchasing policy of the Institute.

Purchasing Servers:

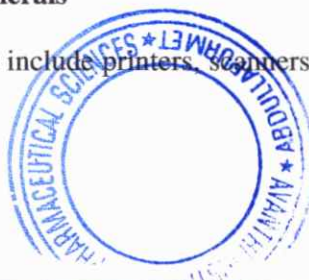
Procurement of Servers by calling Quotations and release of Purchase Order based on recommendations of Purchase Committee.

Server systems must be compatible with all other hardware in the Institute. All purchases for server must be supported by 3 years warranty.

All purchases for server must be in line with the purchasing policy of the Institute.

Purchasing computer peripherals

Computer system peripherals include printers, scanners, external hard drives etc.



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Computer peripherals can only be purchased where they are not included in any hardware purchase or are considered to be an additional requirement to existing peripherals or when need to be replaced with defect / damaged for the systems under service/repair.

All purchases of computer peripherals must be supported by 6 months/ 1 year warranty and be compatible with AIPS other hardware and software systems.

Any purchases for computer peripherals must be in line with the purchasing policy of the Institute.




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STAFF WELFARE POLICY

Employee welfare encompasses all actions taken beyond salary payment to enhance the comfort and intellectual or social well-being of staff members. Simply put, it refers to "the efforts to make workmen's lives worth living." In order to improve the working conditions of employees, a range of services, facilities, and amenities are offered.

Staff Welfare Committee:

- AIPS has a Staff Welfare Committee that handles all matters pertaining to the welfare of its employees.
- The Institute has consistently prioritized the overall growth and well-being of its teaching and non-teaching staff.
- The purpose of the Staff Welfare Committee is to promote the general well-being of employees through the implementation of various welfare programs.
- The committee also acts as a conduit for communication among employees.


A. Statutory-

- The qualifying female staff members receive maternity benefits.
- A gratuity is given in accordance with the rules.
- Every employee of the institute has access to a Mediclaim facility.

B. Leave, Healthcare, Professional Support-

- Special Study leave for Exam, Ph.D. work.
- Employees are entitled to five days of special leave in the event that a blood relative passes away.
- Marriage Leave -07 days to the respective staff member.
- Staff members are given financial support in an emergency.
- Separate place for Canteen and café is offered to the workforce.
- Rest room and sick room for the staff
- Indoor sport facility.




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- All employees of the institute have access to a Mediclaim facility.

Following are some welfare practices for teaching as well as Non-teaching Staff of Avanthi Institute of Pharmaceutical Sciences

Employee welfare is to help employees grow as individuals and create a more productive workforce. Welfare programs give the company a productive, wholesome, devoted, and contented workforce. By providing these amenities, employers can improve employee satisfaction and raise living standards.

Teaching:

- Research incentives & Deputation to conferences
- Organizing professional and personality development trainings.
- Time Off for Study
- Fee concession policy for the wards

Non-teaching Staff

- The wards' policy about fee concessions;
- Professional and personality development trainings;
- Awards for deserving performance




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SERVICE RULES



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I. SERVICE RULES

1. General:

- a) These rules shall be called Avanthi Institute of Pharmaceutical Sciences, Hyderabad Service and Conduct Rules (Schedule – A) and shall come into force from the date decided by the Chairman of the Governing Body of the College. These rules supersede all rules previously in force.
- b) Except as otherwise provided these rules shall apply to all categories of employees
- c) The Chairman of the Governing Body of the College reserves to itself the right of modifying these rules from time to time.

2. Definition:

- a) 'Institute' or 'College' means the Avanthi Institute of Pharmaceutical Sciences, Hyderabad.
- b) 'Society' means Avanthi Educational Society, Hyderabad.
- c) 'Chairman' means the Chairman of Avanthi Educational Society.
- d) 'Chairman of the Governing Body' means the Chairman of the Governing Body of the College as constituted by the Chairman.
- e) The Head of the Institute means Director/Principal
- f) 'Appointing Authority' means Chairman of the Governing Body.
- g) 'Permanent Post' means a post carrying a definite scale of pay sanctioned without limit of time and included in the cadre of sanctioned posts.
- h) 'Permanent Employee' means a person confirmed in a permanent post to which no other person holds a lien.
- i) 'Department' means section or division in which services are rendered both teaching and practical training, leading to award of a degree/diploma in that faculty.




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3. Appointing Authority for teaching posts:

- a) The Chairman of the Governing Body is the Chairman of Teaching and Non- teaching selection committee.
- b) All appointments of the staff of the College except that of the Director/Principal shall be made by the Selection Committee constituted by the Chairman of the Governing Body from time to time.

Programme	Cadre	Qualifications	Experience
Pharmacy	Asst. Professor	Pharm .D and M. Pharmacy in relevant branch with First Class	
	Associate Professor	Qualification as above that is for the post of Assistant Professor, as applicable and PhD or equivalent, in appropriate discipline Post PhD publications and guiding PhD student is highly Desirable.	Minimum of 5 years' experience in teaching / research / industry of which 2 years post PhD experience is desirable.




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	Professor	Qualifications as above that are for the post of Associate Professor, applicable. Post PhD publications and guiding PhD students is highly desirable	Minimum of 10 years teaching / research / industrial experience of which at least 5 years should be at the level of Associate Professor. (or) Minimum of 13 years' experience in teaching and/ or Research and/or Industry. In case of research experience, good academic record and books / research paper publications / IPR / patents record shall be required as deemed fit by the expert members of the Selection committee. If the experience in industry is considered, the same shall be at managerial level equivalent to Associate Professor with active participation record in devising / designing, planning, executing, analyzing, quality control, innovating, training, technical books / research paper publications / IPR / patents, etc. as deemed fit by the expert members
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- c) Selection Committee for teaching staff: In addition to members of Selection Committee constituted by Chairman of the Governing Body, the following are the members of Selection Committee for selection of Professor/Associate Professor / Asst. Professor
- Chairman
 - Head of the Institute
 - Head of Department
 - Subject experts not below the rank of Professor in a University
- d) Selection Committee for Non-teaching staff: - All regular appointments of non-teaching staff are made by the non-teaching selection committee constituted by the Society from time to time.
- e) All posts at the College shall normally be filled by advertisement but the Chairman of the Governing Body shall have the power to decide, on the recommendation of the Head of the Institute that a particular post be filled by invitation or by promotion from amongst the members of the staff of the College.

4. Appointments:

All permanent appointments shall ordinarily be made on probation for a period of two years, for college selection committee appointments, after which period, the appointee, if confirmed, shall continue to hold the post, till the close of the academic session, in which he attains the age of retirement as followed by affiliated University.

Provided that the appointing authority may in exceptional cases, grant extension of service or to re-employ any member of the staff on a year to year basis, provided further that the extension in the first instance in the case of teaching staff may be made for a longer period but not exceeding three years. However, employees joining after superannuation shall be entitled to service conditions as stipulated from time to time and as decided on the discretion of the Chairman of the Governing Body.




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5. Appointment on Contract:

Appointment on contract basis is made by Chairman of the Governing Body of the College.

6. Medical Fitness:


Every appointment shall be subject to the condition that the appointee is certified by a medical authority nominated by the Chairman of the Governing Body as being in sound health and physically fit to serve provided that they may for sufficient reasons relax the medical requirement in any particular case or cases subject to such condition, if any, as may be laid down by the Chairman of the Governing Body. 'Provided further, that in the case of persons appointed temporarily for periods of three months or less than three months duration, the production of physical fitness certificate may be dispensed with.

7. Salary and Allowances:

All employees working under sanctioned post are entitled to pay according to pay scales of their posts, and in addition such dearness and other allowances at such rates as the Chairman of the Governing Body may decide, from time to time. At present, the 6th pay scales are giving to all teaching Faculty along with other allowances Faculty as follows:

- a) Assistant Professor, who completed their B. Tech and M. Tech degrees in the institutes other than NIT/IIT and having 4Y teaching experience is eligible to get DA of 45% and HRA 10%, otherwise (i.e. <4Y experience) he/she will get DA of 10% and HRA 10%.




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- b) For all other cadres (i.e. Associate Professor and Professor) are eligible to get DA of 45% and HRA 10%.
- c) DA of 45% is paid for all Faculty members (except in Assistant Professor Cadre), to mention uniformity among the Faculty members. Faculty who are getting more salary (due to his experience/academic achievement) in 5th pay compared to pay fixation in 6th pay, excess amount will be paid as 'other pay'.

d) Conduct Rules:

The employees of the College shall be governed by the Conduct Rules as laid down in Schedule 'A'.


e) Leave Rules:

The employees of the College shall be entitled to vacation and leave in accordance with the rules approved by the Chairman of the Governing Body as laid down in leave rules Schedule 'B'.

f) Policy on Annual Salary Increment:

AIPS is committed to providing our employees with fair compensation for their work, encouraging and rewarding strong workplace performance, and ensuring they maintain a quality standard of living. Employees who perform their duties satisfactorily are entitled to one annual salary increment. Policy on Annual Salary Increment is laid down in Schedule 'C'.




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Annual Increments will be based on the appraisal and publications as per norms given below:

- a) Every faculty has to publish at least one article in any Peer reviewed journal/UGC listed journal based on his/her research work or B. Pharmacy and M. Pharmacy student's project every year. However, it may be extended one more year based on his/her explanation.
- b) Doctorates and Professors have to publish an article/paper in Scopus Indexed/SCI Journal at least once in two years.
- c) Academic Administrators of the college have to publish an article/paper in Scopus/SCI Journal at least once in three years.

Note:

- 1st and 2nd Authors (Maximum of two authors) from the college/department for claim the same paper will be considered.
- If any faculty guides a research scholar as co-guide, then 3rd name with collegename will also be considered.
- If the name of the Research Guide as 1st Author, then the 2nd name of Authormay considered if the college name appears in the journal.

g) Promotion Rules:

To provide adequate opportunity, encouragement and career growth to the employees consistent with their contribution to the growth of the Organization; AIPS will endeavor to motivate and enthuse its employees at all levels for better and more effective performance for rewarding them with promotion, in accordance with the rules approved by the Chairman of the Governing Body as per norms of PCI/UGC whichever is applicable. Minimum eligibility criteria followed for faculty as:

Professor: Associate Professor with Ph.D. having 10 years total experience (minimum 3 years' experience as associate professor level) and should possess minimum 2 SCI and 3 Scopus Journals.

Associate Professor: Assistant Professor with Ph.D. having 5 years total experience



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and should possess minimum 1 SCI and 1 Scopus Journals.

14. Interpretation:

Notwithstanding anything contained in the regulations, the Chairman of the Governing Body shall have the power to decide on any matter when any difficulty arises, regarding the interpretation or implementation of any of the above regulations.




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SCHEDULE-A CONDUCT RULES

- **Application:**

The provisions contained in this Schedule shall apply to all employees of the College including Director/Principal.

- **General:**

- Every employee shall at all times maintain absolute integrity and devotion to duty, and also be strictly honest and impartial in his/her official dealings.
- An employee should at all times be courteous in his/her dealings with other members of the staff, students and members of the public.
- Unless otherwise stated specifically in the terms of appointment, every employee is a whole-time employee of the College, and may be called upon to perform such duties, as may be assigned to him/her by competent authority, beyond schedule working hours and on closed holidays and Sundays and during vacations.
- An employee shall be required to observe the scheduled hours of work, during which he must be present at the place of his duty.
- Except for valid reasons and or unforeseen contingencies no employee shall be absent from duty without prior permission.
- No employee shall leave station except with the prior permission of proper authority, even during leave or vacation.
- Whenever leaving the station, an employee shall inform the Head of the Department to which he/she is attached, or Director/Principal if he/she is him/herself the Head of a Department, the address where he/she would be available during the period of the absence from station.




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- **Taking part in Politics and Election:**

No employee shall take active part in politics in the campus of the College or exploit his official position for political ends or permit the use of College facilities for political purposes.

- **Criticism of the Institute:**


No employee shall, in any print/digital/electronic broadcast or in any document published anonymously or in his/her own name or in the name of any other person or in any communication to the press or in any public utterance, make any statement of fact or opinion.

- a) Which has the effect of an adverse criticism of any policy or action of the College; or
- b) Which is capable of embarrassing the relations between the College and the Central Government or any State Government or any other Institution as organization or members of public; or
- c) Which exploits the name of the College or his/her position therein? Provided that nothing in this paragraph shall apply to any statements or views expressed by an employee in his official capacity or in the due performance of the duties assigned to him/her.

- **Evidence before Committee or any Authority:**

- a) Same as provided in sub-paragraph (iii) below, no employee shall, except with the previous sanction of the competent authority, give evidence in connection with any inquiry conducted by any person, Committee or authority.
- b) Where any sanction has been accorded under subparagraph (i) no employee giving such evidence shall criticize the policy or any action of the College or the Central Government or any State Government.




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c) Nothing in this paragraph shall apply for:

- Evidence given at any inquiry before any authority appointed by the College, by Parliament or by a State Legislature; or
- Evidence given in any judicial inquiry; or
- Evidence given at any departmental inquiry ordered by the College authorities.

• **Unauthorized communication of information:**

No employee shall, except in accordance with any general or special order of the competent authority or in the performance in good faith of the duties assigned to him/her, communicate, directly or indirectly, any official document or information to any person to whom he/she is not authorized to communicate such document or information.


• **Private Trade or Employment:**

No employee shall, except with the previous permission of the competent authority, engage directly or indirectly, in any trade or business or undertake any employment outside his/her official assignments. No member of staff shall offer private tuition /services either for monetary or otherwise.

• **Investments, Lending and Borrowing:**

- a) No employee shall speculate in any business nor shall make or permit his wife or any member of his family to make any investment likely to embarrass or influence him in the discharge of his official duties.
- b) No employee shall lend money at interest to any person nor shall he/she borrow money from any person with whom he/she is likely to have official dealings.




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- **Insolvency, Habitual Indebtedness and Criminal Proceedings:**

- a) An employee shall so manage his/her private affairs as to avoid habitual indebtedness or insolvency. When an employee is found liable to arrest for debt or has recourse to insolvency or when it is found that a majority of his salary is continuously being attached, he/she may be liable to dismissal. Any employee, who becomes the subject of legal proceedings for insolvency shall forthwith report full facts to the College authorities.
- b) An employee who gets involved in some criminal proceedings shall immediately inform the competent authority through the Head of the Department to which he/she is attached, irrespective of the fact whether he/she has been released on bail or not.
- c) An employee who is detained in police custody whether he/she is guilty or not on criminal charge or otherwise for a period longer than 24 hours shall not join his/her duties in the College unless he/she has obtained written permission to that effect from the Director/Principal of the College.


- **Moveable, Immoveable and Valuable property:**

Every member of the staff shall, on first appointment in the College service and thereafter at such intervals as may be prescribed by general or special order of the competent authority submit return in such form as the College may prescribe in this behalf of all immovable property owned, acquired or inherited by him/her or held by him/her on lease or mortgage, either in his/her own name or in the name of any member of his family or in the name of any other person.

- **Vindication of Acts and Character of Employees:**

No employee shall, except with the previous sanction of the competent authority, have recourse to any court of law or to press for the vindication of any official act which has been the subject matter of adverse criticism or an attack of defamatory character. Provided nothing in this rule shall be deemed to prohibit an employee from vindicating his private character or any act done by him in his private capacity.




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- **Representations:**

- a) Whenever an employee wishes to put forth any claim, or seeks redress of any wrong done to him, he must forward his case through proper channel, and shall not forward such advance copies of his application to any higher authority, unless the lower authority has rejected the claim or refused relief, or the disposal of the matter is delayed by more than three months.
- b) No employee shall be signatory to any joint representation addressed to the authorities for redress of any grievance or for any other matter.

- **Punishment, Appeals etc.:**

An employee shall be governed by the provisions of the relevant rules regarding imposition of penalties for breach of any of these 'rules and preference of appeals against any such action taken against him.




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**SCHEDULE-B
LEAVE RULES**

1. Introduction:

Leave is a provision to stay away from work for genuine reasons with prior approval of the authorities. It may be granted for a casual purpose or a planned activity, on medical grounds or in extra-ordinary conditions. Leave cannot be claimed as a matter of right. Accordingly, leave rules and norms have been categorized under various heads. Vacation and leave are governed by a set of rules and norms as laid down by the Chairman of the Governing Body from time to time.

The following leave rules and norms give details about the different types of leave and how they can be availed off. Certain rules are common to both Teaching and Non-teaching of the Institute. Certain rules and norms have been designed specifically with reference to faculty of the Institute.

2. General Principles Regarding Grant of Leave:


2.1 Applicability

The provisions contained in these rules shall apply to all permanent employees of the college. However, these leave rules doesn't include employees under contractual basis or services.

2.2 Right to leave

- a) Leave cannot be claimed as a matter of right and the leave sanctioning authority may refuse or revoke leave of any kind.
- b) To change the nature of leave, the maximum period permitted shall not exceed two weeks.




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- c) Mere application of the leave, without proper granting of leave shall be treated as absence without leave.

2.3 Authority empowered to sanction Leave

- a) Applications for leave shall be addressed to the Chairman by the Director/Principal and to the Director/Principal by the other members of staff.
- b) Sanctioning authority for the sanction of leave for the Director/Principal shall be Chairman.
- c) For all the Leaves other than Casual Leaves to the members of the staff sanctioning authority is the Director/Principal or by a member of staff to whom the power has been delegated by the Director/Principal.
- d) Sanction of Casual Leaves to the members of the staff both teaching and non-teaching of the functional departments shall be made by the respective Head of the departments / In-charge HOD's.
- e) Sanction of Casual Leaves to the staff members of Library, Exam Cell, Placement cell, Director/ Principal's Office, Physical Directors, Gardening, Construction, and Maintenance shall be made by the respective department in- charges.
- Sanction of Special Casual Leaves, Academic Leaves, Half Pay Causal Leaves,
- f) On- duty leaves, Compensatory Leaves shall be made by the Director/Principal. Leave applications for above mentioned leaves shall be forwarded through respective HOD's/ In-charges of respective department to Director/Principal.


2.4 Commencement and termination of leave

- a) Leave ordinarily begins from the date on which leave as such is actually availed and ends on the day preceding the date on which duty is resumed.
- b) Second Saturday, Sundays, Restricted Holidays and other Holidays or the vacation may be prefixed as well as suffixed to any leave, subject to any limit of absence on leave prescribed under each category of leave.

2.5 Combination of leave

Except as otherwise provided any kind of leave under these provisions may be granted in combination with or in continuation of any other kind of leave, subject to any limits prescribed in such cases.




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2.6 Grant of leave beyond the date of retirement and in the event of Resignation

- a) No leave shall be granted beyond the date on which a member of the staff must compulsorily retire.
- b) An employee who has served notice for resignation shall be eligible for CL's on pro rata basis and they are not eligible for any other leaves, Provided that the Director/Principal may, in any case, grant leaves to an employee prior to his/her resignation if, in the opinion of the Director/Principal, the circumstances of the case justify such grant of leave.

2.7 Conversion of one kind of leave into another kind

Leave of any kind taken earlier can be converted into leave of any other kind at a later date on an application within 30 days of joining duty after leave by the employee, and at the discretion of the leave sanctioning authority subject to adjustment of leave salary.

2.8 Rejoining of duty on return from Leave on medical grounds

- a) An employee who has been granted leave on medical certificate is required to produce a medical certificate of fitness before resuming duty.
- b) Leave sanctioning authority may secure second medical opinion, if considered necessary.

2.9 Rejoining of duty before the expiry of leave

Except with the permission of the authority, which granted leave, no member of the staff on leave may return to duty before the expiry of the period of leave granted to him.

2.10 Maximum period of absence from duty

- a) No member of the Service shall be granted leave of any kind for a continuous period exceeding five years.
- b) Unless the Chairman of the Governing Body, in view of the special circumstances of




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the case, determines otherwise, a member of the service who remains absent from duty for a continuous period exceeding five years other than on foreign service, whether with or without leave, shall be deemed to have resigned from the service.

2.11 General

- a) Leave should always be applied for and sanctioned before it is taken, except in cases of emergency and for satisfactory reasons.
- b) Absence from duty after expiry of leave entails disciplinary action.
- c) Absence without leave will constitute an interruption in service
- d) A staff on leave should not, take up any service or employment elsewhere without obtaining prior sanction of the competent authority.
- e) At any time not more than 30% in a department may be granted leave.
- f) Probationary employees may note that they cannot avail any other leaves except Casual Leave as per the norms.




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3. Kinds of Leave:

The following kinds of leave shall be admissible to the members of the staff of this Institute.

- Casual Leave (CL)
- Academic Leave (AL)
- On-Duty (OD)
- Half Pay Causal Leaves (HPCL)
- Maternity Leave (MTL)
- Study Leave (Full-Time)
- Study Leave (Part-Time)
- Summer Vacation and Permissions

3.1 Casual Leave (CL)

- a) Casual Leave is not earned by duty. A staff on CL is not treated as absent from duty. CL cannot be claimed as of right and is subject to a maximum of 15 days in a calendar year.
- b) Second Saturdays, Sundays, restricted holiday and holidays, whether intervening, prefixed or sufficed, shall not be counted as Casual Leave.
- c) A staff member can avail only one leave in a month. However, they can avail the preceding month's CL in the subsequent months, if they are not availed in the past. The left over three days CL (out of 15 days CL in a year) may be availed in advance from the month of July in a calendar year.
- d) CL can be taken for half a day also.
- e) Staff appointed and joined duty during the middle of a year may avail of CL on pro rata basis.




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3.2 Academic Leave (AL)

Academic leave may be granted when a staff member attends conferences/ seminars/ workshops/ refresher courses/ symposia/ practical training/ judge for paper presentations/ conference chairs/ guest lectures etc. shall be entitled to Academic leave maximum amount of 6 days in a calendar year.

Priority need to be followed in forwarding a recommendation for participation is as follows:

- a) In the order of seniority duly taking into account whether the faculty in the given academic year has already attended any seminar/workshops/ Symposium.
- b) Area of research/teaching
- c) Retired faculty considered on requirement basis
- d) Paper Presentations considered without any discretion.
- e) Given faculty in a given academic year may get a second opportunity provided atleast 50% of faculty covered in the discipline/department.
- f) The above is only a general priority. In specific cases discretion may be used keeping in view of institution interest.
- g) Permission for participation may be refused to those who have attended a similar program within the last six months.
- h) At any given time not more than 2 faculties from a given department be Deputed/permitted.
- i) Refresher courses for Non- teaching technical staff in their line of duty can be considered for academic leave.




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3.3 On-Duty (O.D.) Leave

On-Duty leave may be granted when a staff member is attending Examination related work such as lab external examiner/ project external examiner / observer, or any other institutional related work assigned by Principal / Director. (Faculty members are allowed only one spell per semester in case of JNTUH valuation).

3.4 Half Pay Causal Leave (HPCL)

- The HPCL admissible to a member of the staff shall be 10 full days in a calendar year for teaching staff and for Non-teaching staff. For availing of HPCL Minimum two year service in the college is necessary.
- HPCL can be accumulated up to 180 (90 days).

3.5 Maternity Leave (MTL)

- Maternity Leave may be granted to a female staff with less than two surviving children, for a period of up to 120 days from the date of its commencement.
- Maternity Leave shall not be debited to the leave account.
- Maternity Leave may be combined with leave of any other kind except Casual Leave.
- Minimum 2 years' service in the college with a commitment of at least 1 year service bond after leave is required for availing of maternity leave for the staff member for the first delivery.
- Minimum 5 years' service in the college with a commitment of at least 1 year service bond after leave is required for availing of maternity leave for the staff member for the second delivery.
- Maternity Leave is available for the desiring woman staff for four months un- paid leave for those who have less than two years of service in the institution.
- Based on medical reports the maternity leave can be extended up to one month with salary unpaid.
- During maternity leave, leave salary equal to last pay drawn is admissible.

3.6 Study Leave (Full Time)

- Maternity Leave may be granted to a female staff with less than two surviving children, for a



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- period of up to 120 days from the date of its commencement.
- Maternity Leave shall not be debited to the leave account.
 - Maternity Leave may be combined with leave of any other kind except Casual Leave.
 - Minimum 2 years' service in the college with a commitment of at least 1 year service bond after leave is required for availing of maternity leave for the staff member for the first delivery.
 - Minimum 5 years' service in the college with a commitment of at least 1 year service bond after leave is required for availing of maternity leave for the staff member for the second delivery.
 - Maternity Leave is available for the desiring woman staff for four months un- paid leave for those who have less than two years of service in the institution.
 - Based on medical reports the maternity leave can be extended up to one month with salary unpaid.
 - During maternity leave, leave salary equal to last pay drawn is admissible.

3.7 Study Leave (Part Time)

- Study Leave is granted to staff with not less than five years of service in the college for course leading to Ph. D., and not less than five years of service in the college for technical staff for course leading to Diploma.
- Course should be certified to be of definite advantage to the Institute interest.
- The Director/Principal should approve the particular study to grant leave.
- The employee on his/her return should submit a full report on the work done during study leave.
- Study leave is not admissible to an employee due to retire within three years on return from the study leave;
- Faculty members who have registered for Ph. D. (part time), they can avail 7 days leave for 1st year, 7 days leave for 2nd year, 10 days leave for 3rd year and 15 days leave for 4th year from their date of registration. Staff members who have more than 5 years of experience in this institution are eligible to avail this study leave.
- Study leave shall not be debited to the leave account.




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- h) Employees who wish to avail this Study Leave (Part- Time) have to execute two year service bond after completion of their Ph.D.
- i) Requisite Bonds in the prescribed forms are required to be executed by the faculty before proceeding on study leave. The bond amount will be decided by the Chairman of the Governing Body.

3.8 Summer Vacation and Other Norms

- a) Teaching staff will get minimum 3 weeks and non-teaching staff will get 2 weeks of summer vacation every year. However, probationary employees cannot avail summer vacation.
- b) Staff members may be permitted maximum 2 permissions in a month with a total duration of one hour. If there are more than two permissions in a month, it will be converted into a half-day CL.
- c) Staff members are not given CCL (Compensatory Casual Leaves) under any circumstances for any work assigned by Principal/ Director.




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II. BENEFITS FOR STAFF

1. Quality Improvement (Q.I.P.):

Faculty members are sponsored for higher study on deputation under QIP Scheme. One staff member from each department can be sponsored at one occasion on seniority basis.

2. Group Insurance:

College provides group insurance to teaching staff and non-teaching staff up to a limit of Rs.2, 00,000/-. College is providing health insurance to teaching staff with contribution from staff. Sum assured depends upon the salary.

3. Professional Body memberships:

College provides 50% of membership fee for one Professional Body membership for the faculty having at least two years of service in the college.

4. Financial support to faculty members to attend FDPs:


Faculty members are allowed financial support to attend Faculty Development Programs TA/DA (as per prevailing rules) and registration fee will be provided.

Faculty members can avail this facility for two times maximum in an academic year.

5. Incentives for Faculty Research & Publications:

- a) Incentives to any faculty will be sanctioned in the month of March and September of every year.
- b) Every Doctorate has to submit any project proposal to at least one of the external funding agencies once in two years.




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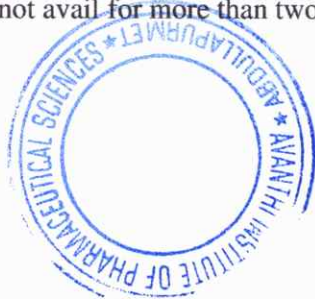
- c) If any faculty has external funded projects, 2 to 5% of the project fund will be sanctioned as incentive as per committees recommendations.
- d) If the name of the Research Guide as 1st Author, then the 2nd name of Author may considered if the college name appears in the journal.
- e) If any faculty guides a research scholar as co-guide, then 3rd name with college name will also be considered for incentive.
- f) Publication incentives for Pharmacy Faculty:

Scopus Paid Journal	1 st Author	Rs: 6000/-
	2 nd Author	Rs: 3000/-
	3 rd Author	Rs: 2000/-
Scopus Free Journal	1 st Author	Rs: 7500/-
	2 nd Author	Rs: 4500/-
	3 rd Author	Rs: 3000/-
SCI Paid Journal	1 st Author	Rs: 10000/-
	2 nd Author	Rs: 5000/-
	3 rd Author	Rs: 3000/-
SCI free Journal	1 st Author	Rs: 20000/-
	2 nd Author	Rs: 7500/-
	3 rd Author	Rs: 5000/-

- g) Faculty may attend/present a paper in an International conference in abroad once in every three years for which the college will sanction an amount of Rs: 30,000/-.
- h) OD will be given twice in a year to a faculty for paper presentation in National Conferences.
- i) Faculty can attend workshops/SDPs/FDPs as per Leave Policy.
- j) The College will extend full support in all aspects of applying for PATENTS.
- k) Book publication, cash reward: Rs. 5000/-.

Note:

Faculty members can not avail incentive for more than two conferences in an academic year, and they can not avail for more than two publications in journals.



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6. Traveling Allowance to attend interview:

Candidates selected for interview for a post are normally not entitled to T.A. but in special cases they may be paid such traveling allowance as may be determined by the Chairman from time to time.

7. Traveling and Daily Allowances:

The employees of the College shall be entitled to traveling and daily allowances according to the scales laid down by the Chairman of the Governing Body from time to time on all such out station appointments as approved and authorized by the Director/Principal.

TA:

- The non-teaching and teaching staff up to the level of assistant professor is allowed to travel by train either by 2nd class sleeper.
- The teaching staff above the rank of assistant professor is allowed to travel in 3rd AC/Garib Rath.

DA:

	Non-teaching and teaching up to the level of Asst. Prof.	Above the rank of Asst. Prof.
District Head Quarters	Rs. 200/-	Rs. 300/-
State Capitals	Rs. 240/-	Rs. 360/-
Places other than above	Rs. 160/-	Rs. 240/-




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LODGING:

	Non-teaching and teaching up to the level of Asst. Prof.	Above the rank of Asst. Prof.
District Head Quarters	Rs. 600/-	Rs. 900/-
State Capitals	Rs. 750/-	Rs. 1500/-
Places other than above	Rs. 350/-	Rs. 500/-


8. Provident Fund:

The employees of the College will be entitled to the benefits of Provident Fund in accordance with the provisions of the rules of the Fund.

9. Add on facilities to Staff:

- College provides all facilities to arrange the bank loan for the interested staff.
- The management is planning to provide Laptop to the faculties who have a minimum three years' service in the institute.
- The management provides salary advance to the faculties at the emergency.
- The management provides Laptops to the HOD's and professors.
- The management provides A/C bus facility for transport to HODs and professors.




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III. BENEFITS FOR STUDENTS

The management is pleased to announce the following incentives and rewards for students.

Student securing 1st and 2nd Ranks in a semester, Gold and Silver medals. For any University Rank holder (Top 3 Positions) 50% Tuition Fees will be refunded. For others (4 to 10 Positions) 25 % Tuition Fees will be refunded.

50% of one Professional Society membership (annual) fees will be paid by management for Students with more than 80% aggregate.

Any student, who is having 75% of attendance and possess the membership of Professional Society, can attend conferences/seminars/workshops through Student Activity Centre (SAC) subject to prior permission from the respective HOD.

A maximum sum of Rs.3000/- will be reimbursed to a student attending any conference/seminar/workshop who will get 1st and 2nd prizes along with TA/DA and Registration Fee. For other institutes, an incentive of Rs.1000/- and Rs.500/- will be awarded to the 1st and 2nd prize winners.

Innovative project funding for students will be given to students, subject to the approval of expert committee.

There will be regular personality development, entrepreneurship development, and ethics, and value added course, courses on communication skills, computing skills and placement specific programs for Students at no cost.

There will be free and subsidized add-on skills programs as per industries requirements.




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IV. FACULTY HANDBOOK

The Faculty Handbook reflects the policies and regulations of the AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES, HYDERABAD as they apply to the teaching faculty of the College. These are in addition to the rules, procedures and requirements contained in the Service Rules. The faculty being central to any educational enterprise, they have greater responsibilities than the other sections that go to populate an educational community.

1. Professional Ethics and Academic Responsibility:

1.1 Introduction


The basic functions of the College are the advancement and dissemination of knowledge, the development of critical intelligence, and the education of citizens and professional workers for the society of which the College is apart.

The indispensable condition for the successful discharge of these functions is an atmosphere of intellectual freedom. Unless he/she is free to pursue the quest for knowledge and understanding, wherever it may lead, and to report and discuss the findings, whatever they may be, the College faculty member cannot properly perform his/ her work. As a participant in an enterprise that depends upon freedom for its health and integrity, the faculty member has a special interest in promoting conditions of free inquiry and furthering public understanding of academic freedom.

Freedom entails responsibilities. It is incumbent upon the faculty member to accept the responsibilities which are concomitant with the freedom he or she needs.

Those responsibilities are: 1) to students, 2) to society, 3) to colleagues, 4) to the




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College and 5) to the larger community which the College serves. To make these responsibilities operational, it is necessary that ethical and professional standards be adopted to guide faculty members in their conduct and that effective mechanisms be established to monitor and enforce compliance with these standards.

1.2 Responsibilities towards Students:

As a teacher, the faculty member has the responsibility for creating in his/her classroom or laboratory a climate that encourages the student's endeavors to learn. The faculty member should exemplify high scholarly standards and respect and foster the student's right to choose and pursue his or her own educational goals.

- a) The faculty member must make clear the objectives and outcomes of the course or program, establish requirements, set standards of achievement and evaluate the student's performance.
- b) The faculty member has the responsibility to meet classes as scheduled and when circumstances prevent this, to arrange equivalent alternate instruction.
- c) The faculty member has the responsibility to teach courses in a manner that is consistent with the course description and credits published in the syllabus book approved by the B.O.S and with the announced objectives and outcomes of the course. He or she must not intentionally interject into classes material or personal views that have no pedagogical relationship to the subject matter of the course.
- d) In order to facilitate student learning, faculty members should present the appropriate context for course content. While challenge is essential to good teaching, challenge is ordinarily most effective when students are adequately prepared to deal with course materials.
- e) On controversial issues within the scope of the course a reasonable range of opinion should be presented. When the faculty member presents his/ her own views on such issues, they should always be identified as such. Wherever values, judgments, or speculative opinions constitute part of the subject matter, they should be identified as such and should not be offered as fact.




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- f) The faculty member owes to the student and the Institute a fair and impartial evaluation of the student's work. Such evaluation should be consistent with recognized standards and must not be influenced by irrelevancies such as religion, race, sex, or political views, or be based on the student's agreement with the teacher's opinion pertaining to matters of controversy within the discipline.
- g) Every student is entitled to the same intellectual freedom which the faculty member enjoys. The faculty member must respect that freedom. Restraints must not be imposed upon the student's search for or consideration of diverse or contrary opinion. More positively, the faculty member has an obligation to protect the student's freedom to learn, especially when that freedom is threatened by repressive or disruptive action. The classroom must remain a place where free and open discussion of all content and issues relevant to a course can take place.
- h) The faculty member has obligations as an intellectual guide and counselor to students. He / she has a responsibility to be available to students for regular counseling. In advising students, every reasonable effort should be made to see that information given to them is accurate. The progress of students in achieving their academic goals should not be thwarted or retarded unreasonably because a faculty member has neglected his/ her obligation as advisor and counselor.
- i) Faculty members are expected to hold regularly scheduled office hours and reasonably available for appointments with students.
- j) The faculty member should conduct himself or herself at all times so as to demonstrate respect for the student. He/she should always respect the confidence deriving from the faculty-student relationship.
- k) The faculty member must avoid exploitation of students for personal advantage. For example, in writings and oral presentations, due acknowledgment of their contributions to the work should be made.




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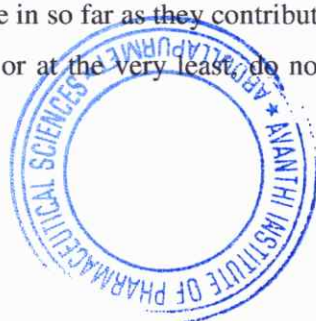
l) In order that students can make knowledgeable choices about whether to take a particular course, it is the faculty member's responsibility to provide, on the first day of class, a course syllabus, in either electronic or paper format, containing the following information:

- The instructor's name, designation, department Contact hours for doubt clarification
- Objectives and outcomes of the course
- Course content and schedule of topics
- List of readings and/or other anticipated course materials
- Expectations for attendance, assignments, and examinations
- Dates and times of any examinations scheduled outside of class time

1.3 Responsibilities towards Society:

Society has a vital stake in maintaining the College as an institution where knowledge can be sought and communicated. The faculty member has an ethical responsibility both to make full appropriate use of that freedom in his or her teaching and research and to guard it from abuse. More specifically:

- a) A faculty member is committed to a lifetime of study. Although no one can know everything, even about a limited subject, he/she must constantly strive to keep abreast of progress in his or her field, to develop and improve his or her scholarly and teaching skills, and to devote part of his or her energies to the extension of knowledge in his or her area of competence.
- b) The faculty member has the responsibility of being unflinchingly honest in research and teaching. He or she must refrain from deliberate distortion or misrepresentation, and must take regular precautions against the common causes of error.
- c) In order to maintain or increase effectiveness as a scholar, a faculty member may find it advantageous to assume certain obligations outside the College, such as consulting for government or industry, or holding office in scholarly or professional societies. Such activities are appropriate in so far as they contribute to his or her development as a scholar in his or her field, or at the very least, do not interfere with that



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development. On the other hand, acceptance of such obligations primarily for financial gain, especially when such activities may be incompatible with the faculty member's primary dedication as a scholar, cannot be condoned.

1.4 Responsibilities towards Colleagues:

As a colleague, the faculty member has obligations that derive from common membership in the community of scholars. He/she respects and defends the free inquiry of associates and avoids interference with their work. In the exchange of criticism and ideas, he or she shows due respect for the rights of others to their opinions. He or she refrains from personal vilification, and acknowledges contributions of others to his/ her work. When asked to evaluate the professional performance of a colleague, the faculty member strives to be objective.

1.5 Responsibilities towards the Institution:

The faculty member's primary responsibility to his or her Institution is to seek to realize his or her maximum potential as an effective scholar and teacher. In addition, the faculty member has a responsibility to participate in the day-to-day operation of the Institute. Among the faculty member's general responsibilities to the Institute, the following may be particularly noted:

- a) When a faculty member acts or speaks as a private person, he or she should make clear that his or her actions and utterances are entirely his/ her own and not those of the Institute.
- b) The faculty member must never attempt to exploit his or her standing within the Institute for private or personal gain. The faculty member may, on appropriate occasions, cite his/ her connection with the Institute, but only for purposes of personal identification. The faculty member must not permit the impression to prevail that the Institute in any way sponsors any of his/her activities.




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- c) Institute facilities, equipment, supplies, and other properties must never be used for personal or private business.
- d) A faculty member has the duty to ensure that the regulations of the Institute are designed to achieve the Institute's goals as well as being in accord with the principles of academic freedom. Recognizing the importance of order within the institution, the faculty member observes the regulations of the Institute, but in no way abdicates his/her right to attempt to reform those regulations by any appropriate orderly means.
- e) Effective faculty participation in the governance of the Institute promotes academic freedom and the goals of the institution. Each faculty member should take part in his/her institution's decision-making processes to the best of his/her ability and should accept a fair share of the faculties' responsibility for its day-to-day operation.
- f) During periods of disturbance or high tension on campus, a faculty member should take reasonable steps to prevent acts of violence and to reduce tension.

Subject to the requirements of this statement and other institutional regulations, a faculty member determines the amount and character of the work and other outside activities he/she pursues with due regard to his/her paramount responsibilities within the Institute and primary loyalties to-it.

1.6 Responsibilities towards the Community:

As a member of the community, the faculty member has the rights and obligations of any citizen. However, in exercising these rights, the faculty member must make it clear that he or she does not speak for the Institute, but simply as an individual. The faculty member does not use the classroom to solicit support for personal views and opinions. Because academic freedom has traditionally included the faculty member's full freedom as a citizen, most faculty members face no insoluble conflicts between the claims of politics, social action, and conscience, on the one hand, and the claims and expectations of their students, colleagues, and institutions on the other. If such conflicts become acute, and the faculty member's attention to his/ her obligations as a citizen and moral agent precludes the fulfillment of substantial academic obligations, the responsibility of that choice cannot be escaped, but the faculty member should either request a leave of absence or resign his or her academic-position.




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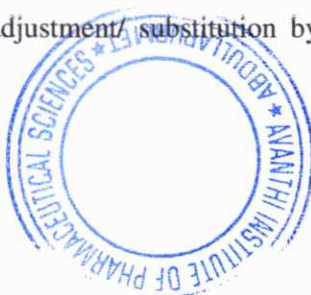
2. Faculty Responsibilities and Duties:


2.1 Responsibilities of HODs:

- Dispatch the attendance data of the students to the parents, who secure less than 75% attendance at the end of every month by registered post. Keeping the records of those students by taking signature of the students.
- Weekly report of absenteeism of the students of the preceding week must be uploaded in college web portal, to enable web master to send SMS to all parents on Monday.
- Quiz and mid examination marks of every semester must be uploaded in college web portal, to enable web master to send SMS to all parents.
- Progress reports of every student must be posted to the parents after every internal examination under certificate of posting.
- Syllabus coverage should be sent to the Dean (Academics) in every one month.
- Feedback reports from the students must be taken twice in a semester (after one month of semester starting and before one month of semester end).
- At the end of the semester, attendance, condonation and detention report has to be sent to the Dean (A&P), exam cell and accounts.

2.2 Teaching related responsibilities of faculty:

- Preparation and submission of lesson plans and schedules as per curriculum and advice of the department.
- Teaching of assigned courses.
- Shall take up theory subjects, Laboratory, Drawing etc., as entrusted from time to time by the HOD as decided in departmental academic council meeting.
- Faculty is responsible for engagement for each of the scheduled hour as per time-table of the department. If a faculty member cannot take a class due to a rare pressing engagement, arrangements must be made to make that hour up, through mutually convenient class work adjustment/substitution by a colleague. Such arrangements should be infrequent.




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- e) Faculty should not carry the cell phones to class room.
- f) It is their responsibility to get the attendance and update it when they finish their class work on that day.
- g) Faculty should maintain decorum and decency with their proper dress code.


2.3 Student related responsibilities of faculty:

- a) Shall promote parental interactions and provide the necessary performance reports and counseling feedbacks from time to time.
- b) Counseling students, Academic advising of students as assigned within the department;
- c) Faculty is expected to be punctual in the class and all other scheduled meetings with the students. It should try and inculcate in students, by example, the respect for time, procedures and rules.
- d) Shall take up the theory subjects and Laboratories.
- e) Faculty is expected to be helpful and sympathetic towards the students and their learning needs.
- f) Availability on campus for interactions with students. Each faculty will maintain at least one open office hour on three different days of the week for the students. These hours should be set for students' convenience and should be announced in the class and posted. There will still be some students who will need to meet the faculty outside these hours and adequate arrangements should be made by faculty for these academic interactions.

2.4 Institution related responsibilities of faculty:

- a) Shall attend all such responsibilities like invigilation, timetable preparations, counseling reports, self-assessment, to obtain student feedbacks on the services provided from time to time and consolidate on various criteria/ opinions so as to improve on overall performance.
- b) Shall maintain attendance registers, log sheets, evaluation and assessment of students for awarding of internal marks.




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- c) All records like attendance registers, log sheets, consolidated marks memos, evaluated scripts, and question papers should be submitted to the department after completion of semester / year.
- d) Shall attend external duties as assigned by university authorities.
- e) Setting up of the required laboratories, identifying the equipment, preparing the lab manuals and periodical updating, and management of the laboratories as assigned by the department.
- f) Shall prepare and develop Course Contents, Notes Material, Laboratory Manuals, Power Point presentations.
- g) Engaging in activities to promote the advancement of department and Institute programs of study through curricular development, promotion of student research and scholarship, assessment, outcome evaluation, etc.;
- h) Engaging in activities to promote the overall advancement of the Campus and Institute such as involvement in educational programs, community service (Institute engagement activities) and student activities.
- i) Helping in the management of student affairs, including sports, cultural and club activities, management of hostels, and disciplinary functions.
- j) Helping the College in management of the various activities central to an academic campus including participation in Industrial Visits / Tours.
- k) Participation in departmental and institutional meetings
- l) Attendance at official Institute functions

2.4 Professional Body:

- a) Engaging in activities to promote individual professional development appropriate within the faculty member's primary discipline;
- b) Participation in discipline specific refresher courses including workshops, seminars and conferences for enhancement of knowledge in their respective fields. In addition, the faculty is also expected to carry out research work, including consultancy assignments, of high quality in at least one of the identified research areas.
- c) Within the mission, goals and needs of the department, at this Campus and of the Institute, the particular skills, talents and inclinations of each faculty member will be respected, subject to the overall fulfillment of aggregate responsibilities.



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3 Workload Norms:

Classroom teaching and the work associated with it is the major responsibility of the faculty. But the College recognizes that it stands to gain stature only through the individual stature of its faculty, which comes through making significant contributions to the advancement of knowledge, and through making contributions to the Industry by taking up advanced consultancy projects.

- a) It is envisaged that a faculty member of the College should work as per the norms of regulating bodies for teaching and other tasks directly related to teaching. This includes time spent on preparing and updating the course-site, grading time and formal office hours, helping student with their difficulties in the courses being taught, and on the maintenance of course files in electronic format (containing detailed teaching plan used, text-books, copies of all assignments and teaching materials used, recommendations about desirable deviations, comments about the success of innovations, etc.).
- b) Besides these direct teaching duties, a faculty member is expected to spend remaining hours per week on activities such as research, extension activities, preparation of teaching aids, development of computer-based instructional material and other educational software including books, teachers manual for lab courses, etc., Academic/student administration, Assigned duties in admissions process, academic/administrative committee work, warden ship, formal student counseling, etc.

4 Student Evaluation:

The Faculty of the course is responsible for forwarding the internal marks to the students for the course. It is expected that:

- a) Faculty will be absolutely fair in evaluating the students. Any willful manipulation of student grades is seen as the most serious infraction of conduct rules.




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Academic/administrative committee work, warden ship, formal student counseling, etc.

b) The grading shall be transparent. The faculty is expected to return to the students the graded scripts of quizzes, tests, and mid-semester examinations within a reasonable time.

c) Evaluation / Assessment shall be prepared and maintained and submitted as per the guidelines of the institution.



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Case Studies

Training & Placement committee

The Training & Placement Committee shall be primarily responsible for the activities related with campus placements.

Functions and Responsibilities:

The responsibilities and functions shall include (but not limited to) the followings.

- ✓ To build confidence in students and develop right attitude in them
- ✓ Organize Various Training Programs to train the students in the areas of Quantitative Aptitude, Logical Reasoning and Verbal reasoning through the reputed external training organizations and in-house trainers.
- ✓ To plan and implement a mechanism for organizing various placement activities so as to provide placements to all the eligible candidates.
- ✓ To device and implement mechanism to liaison with good companies for recruitment of the students.
- ✓ To organize pool campus drive in campus or off campus.
- ✓ To work out and execute any other activity related with the placement of the students.




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Training&Placementcell committee members

S.NO	Name of the faculty	Designation	Designation in committee
1	Dr.k.Balaji	Principal	Chairman
2	Dr.NiharRanjanDas	Vice Principal	Member
3	Dr.B.Manjula	Associate professor	Member
4	Dr.M.Ramakrishna	Associate professor	Member
5	A V.Pavan	Assistant professor	Member
6	G.Swapna	Assistant professor	Member
7	V.Anudeep	Assistant professor	Member

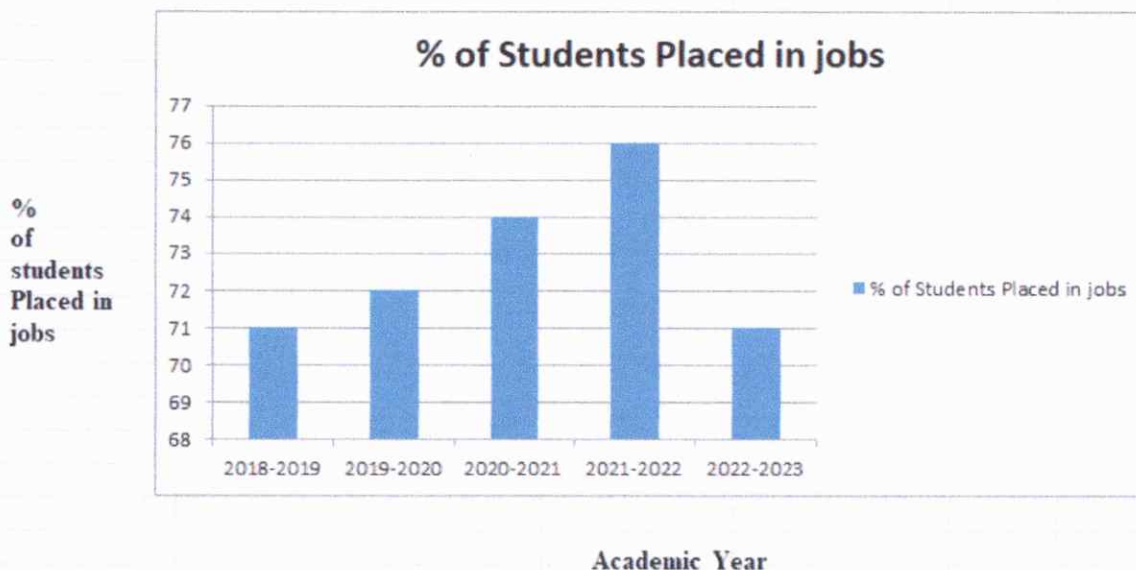
Placement Statistics

2018-2023

Academic Year	Eligible Students	Students Placed in jobs	% of Students Placed in jobs
2018-2019	70	50	71
2019-2020	86	62	72
2020-2021	108	80	74
2021-2022	144	110	76
2022-2023	138	98	71



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Higher Education Statistics

The key to a bright future and a thorough understanding of one's field of study is a higher education. A top-tier university can facilitate the generation of novel insights, a focus on research, and professional growth. Higher education is marginalized in a career-focused educational setting. Higher education is necessary to do fresh research that advances the main fields, nevertheless. The robust higher education systems found in many modern nations are responsible for their countries' technological and economic progress. Without appropriate research and developmental activities, no new breakthroughs are conceivable in any discipline. Higher education institutions serve as the breeding grounds for new ideas, inventions, and technologies.

Higher education is important to us at AIPS, and we urge our students to pursue it. In order to meet this promise, we provide postgraduate programs in a number of different fields. Additionally, the affiliated university recognizes us as a research center. Both academic members and students are encouraged to pursue research. Our institute also provides seed money to continue the research. In order to facilitate research activities for both our students and students from other universities, we have also struck an agreement with Inception Source PVT LTD. We are leading the way in advancing higher education with these projects.




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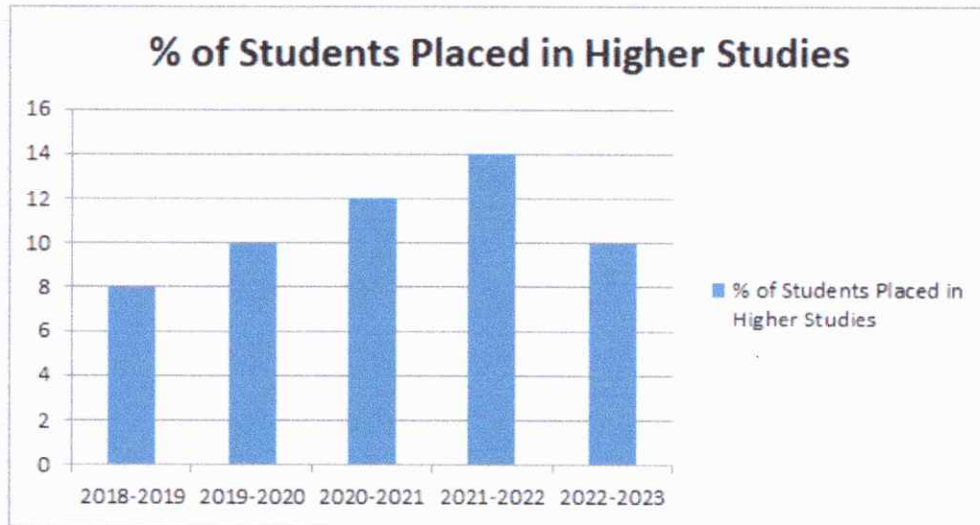


Higher Education Statistics

2018-2023

Academic Year	Eligible Students	No of Students Placed in Higher education	% of Students Placed in Higher education
2018-2019	70	06	08
2019-2020	86	09	10
2020-2021	108	13	12
2021-2022	144	20	14
2022-2023	138	14	10

% of Students Placed in Higher Studies



Academic Year



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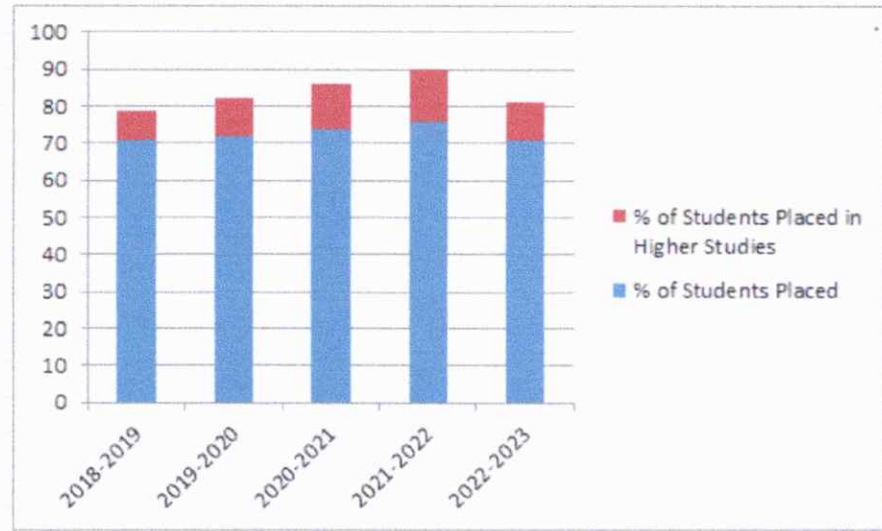
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Statistical data of Placements and Higher studies

% of students placed
in jobs
&
% of Students placed
in Higher Studies



Academic Year




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RESEARCH & DEVELOPMENT CELL

Avanthi Institute of Pharmaceutical Sciences has established important scientific industrial R&D Operations with the purpose and mission of pursuing and promoting research in frontier Technologies as well as various pharmacy disciplines.

AIPS created a Research and Development cell to instill research and innovation talents in staff and students. R&D Cell provides a platform for young brains in the Institute to grow in terms of creativity and invention. Only rigorous R&D efforts will result in innovative achievements.

Departmental R&D Committee Members for the Academic year 2022-2023

S.No.	Name of the Faculty	Designation	Department
1	Dr. K.Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. G. Sai Kiran	Professor	Pharmaceutical Analysis
6	G. Swapna	Asst. Professor	Pharmaceutical Chemistry
7	P. Lavanya	Asst. Professor	Pharmaceutics

In our college, we encourage and allow the students to explore their ideas, develop their abilities, and prepare them towards R& D activities. Student groups provide a forum for the exchange of novel ideas and perspectives. It aids in the transformation and overall development of students. The R& D activities are specifically designed to assist students to become and find their own space on campus.



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Facilities of R&D Cell

S.NO.	Equipment
1	UV-Visible Spectrophotometer
2	Fluorimeter
3	Flame Photometer
4	Dissolution Apparatus
5	Disintegration Apparatus
6	Tablet Punching Machine
7	pH meter
8	Tablet coating pan



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UV-Visible Spectrophotometer



Fluorimeter



Flame Photometer



Dissolution Apparatus




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Disintegration Apparatus



Tablet punching Machine



pH meter



Tablet coating pan



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R & D MINUTES OF MEETINGS

Hyderabad,

Gunthapally,

21-07-2022.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.

Thanking you Sir



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R.R. Dist. Telangana.**

Yours Sincerely,

R&D Coordinator

Dr.M.Ramakrishna



Lr.No/AIPS/2022

Date: 22-07-2022

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 23-07-2022 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 23-07-2022

Time: 2.00 PM



Principal
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Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
5. Library
6. File



MINUTES OF MEETING – R&D


The minutes of the R & D cell meeting held on July 23rd 2022, at 02:00pm in the conference room.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K.Balaji	Professor	Pharmacognosy &
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr.M.Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Assoc. Professor	Pharmaceutics
5	Dr. G. Sai Kiran	Professor	Pharmaceutical Analysis
6	G. Swapna	Asst. Professor	Pharmaceutical Chemistry
7	P. Lavanya	Asst. Professor	Pharmaceutics

AGENDA

- To review the previous R& D activities.
- To discuss about the on-going and submitted externally funded projects.
- To provide the opportunity for the students to actively participate in the R& D activities.
- To discuss about the gene therapy.
- To discuss about the methods to encourage publication of Papers and Books.
- If any other point to be discussed with the permission of the chair.




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Meeting Outcome:

- All the Department HOD's discussed about their 22-23 Academic year contributions of faculty and Students regarding research activities.
- The Principal has insisted to all the HOD's to cope up all the students to actively take part in R& D activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on "**Pre-Clinical research and Discovery of innovative drugs**".

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

1.

2.

3.

4.

5.

6.

7.



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Hyderabad,
Gunthapally,
23-01-2023.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,


I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.

Thanking you Sir.




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Yours Sincerely,
R&D Coordinator
Dr.M.Ramakrishna



Lr. No/AIPS/2023

Date: 24-01-2023

CIRCULAR

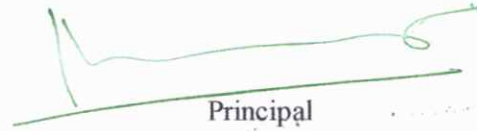
It is informed to all the members of R&D Cell to attend the meeting scheduled on 25-01-2023 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 25-01-2023

Time: 2.00 PM




Principal

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Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
5. Library
6. File



MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on January 25th, 2023 at 02:00pm in the seminar hall.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K.Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr.M.Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. G. Sai Kiran	Professor	Pharmaceutical Analysis
6	G. Swapna	Asst. Professor	Pharmaceutical Chemistry
7	P. Lavanya	Asst. Professor	Pharmaceutics


AGENDA

- To review the previous R& D activities.
- To discuss about the on-going and submitted externally funded projects.
- To provide the opportunity for the students to actively participate in the R& D activities.
- To discuss about the methods to encourage publication of Papers and Books.
- If any other point to be discussed with the permission of the chair.

Meeting Outcome:

- All the Department HOD's discussed about their 22-23 Academic year contributions of faculty and Students regarding research activities.




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- The Principal has insisted to all the HOD's to cope up all the students to actively take part in R& D activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on "**Health Informatics**".

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

[Handwritten signatures]
M.R. Krishna
Tajjala B.



[Handwritten signature]
PRINCIPAL
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RESEARCH & DEVELOPMENT CELL

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AIPS created a Research and Development cell to instill research and innovation talents in staff and students. R&D Cell provides a platform for young brains in the Institute to grow in terms of creativity and invention. Only rigorous R&D efforts will result in innovative achievements

Departmental R&D Committee Members for the academic year 2021-2022

S.No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Santosh kumar panda	Professor	Pharmacology
6	Dr. G. Sai Kiran	Professor	Pharmaceutical Analysis
7	Dr. K. Nagaraju	Professor	Pharmaceutics

In our college, we encourage and allow the students to explore their ideas, develop their abilities, and prepare them towards R& D activities. Student groups provide a forum for the exchange of novel ideas and perspectives. It aids in the transformation and overall development of students. The R& D activities are specifically designed to assist students to become and find their own space on campus.




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R.R. Dist. Telangana.



Hyderabad,
Gunthapally,
09-08-2021.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.


Thanking you Sir

Yours Sincerely

R&D Coordinator

Dr. M. Ramakrishna




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



Lr.No/AIPS/2021

Date: 10-08-2021

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 12-08-2021 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

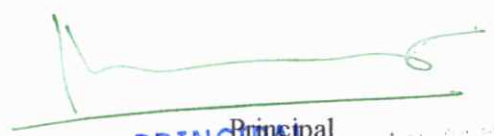
Date: 12-08-2021

Time: 2.00 PM



Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
5. Library
6. File


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



MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on August 12th, 2021, at 02:00pm in the conference room.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Santosh kumar panda	Professor	Pharmacology
6	Dr. G. Sai Kiran	Professor	Pharmaceutical Analysis
7	Dr. K. Nagaraju	Professor	Pharmaceutics

AGENDA

- To review the previous R& D activities.
- To discuss about the on-going and submitted externally funded projects.
- To provide the opportunity for the students to actively participate in the R& D activities.
- To discuss about the Pre-Clinical research and discovery of innovative drugs.
- To discuss about the methods to encourage publication of Papers and Books.
- If any other point to be discussed with the permission of the chair.



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Meeting Outcome:

- All the Department HOD's discussed about their 21-22 Academic year contributions of faculty and Students regarding research activities.
- The Principal has insisted to all the HOD's to cope up all the students to actively take part in R& D activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on "**Recent trends in Prodrug research**".

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

- 1.
- 2.
- 3.
- 4.
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- 6.
- 7.



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



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.



Hyderabad,
Gunthapally,
04-05-2022.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1 hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.

Thanking you Sir.

Yours Sincerely,

R&D Coordinator

Dr. M. Ramakrishna



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



Lr.No/AIPS/2022

Date: 05-05-2022

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 06-05-2022 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 06-05-2022

Time: 2.00 PM



Principal

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

Copy to:

1. Principal Office
2. Director-HR
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MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on May 6th, 2022 at 02:00pm in the seminar hall.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K.Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Santosh kumar panda	Professor	Pharmacology
6	Dr. G. Sai Kiran	Professor	Pharmaceutical Analysis
7	Dr. K. Nagaraju	Professor	Pharmaceutics


AGENDA

- To review the previous R& D activities.
- To discuss about the on-going and submitted externally funded projects
- To provide the opportunity for the students to actively participate in the R& D activities.
- To discuss about the methods to encourage publication of Papers and Books
- If any other point to be discussed with the permission of the chair.

Meeting Outcome:

- All the Department HOD's discussed about their 21-22 Academic year contributions of faculty and Students regarding research activities.
- The Principal has insisted to all the HOD's to cope up all the students to actively take part in R& D activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on "New research trends in Nanotechnology".




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P. R. Dist. Telangana.



AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES








(Approved by PCI, AICTE & Affiliated to JNTUH)

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



Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

1. 
2. 
3. M.R. Krishna 
4.  Margula B.
5. 
6. 
7. 



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



RESEARCH & DEVELOPMENT CELL

Avanathi Institute of Pharmaceutical Sciences has established important scientific industrial R&D Operations with the purpose and mission of pursuing and promoting research in frontier Technologies as well as various pharmacy disciplines.

AIPS created a Research and Development cell to instill research and innovation talents in staff and students. R&D Cell provides a platform for young brains in the Institute to grow in terms of creativity and invention. Only rigorous R&D efforts will result in innovative achievements

Departmental R&D Committee Members for the academic year 2020-2021

S.No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Jitendra Patel	Professor	Pharmacognosy
6	Dr. Chettukrindi Sadak Vali	Professor	Pharmaceutical Analysis
7	Dr. K. Nagaraju	Professor	Pharmaceutics

In our college, we encourage and allow the students to explore their ideas, develop their abilities, and prepare them towards R& D activities. Student groups provide a forum for the exchange of novel ideas and perspectives. It aids in the transformation and overall development of students. The R& D activities are specifically designed to assist students to become and find their own space on campus.




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AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES

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



Hyderabad,

Gunthapally,

Date: 21-09-2020.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,


I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.

Thanking you Sir.




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

Yours Sincerely,
R&D Coordinator
Dr. M. Ramakrishna



Lr.No/AIPS/2020

Date: 22-09-2020

CIRCULAR


It is informed to all the members of R&D Cell to attend the meeting scheduled on 24-09-2022 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 24-09-2020

Time: 2.00 PM




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

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
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MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on 24-09-2020 at 02:00pm in the seminar hall.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K.Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Jitendra Patel	Professor	Pharmacognosy
6	Dr. Chettukrindi Sadak Vali	Professor	Pharmaceutical Analysis
7	Dr. K. Nagaraju	Professor	Pharmaceutics


Agenda:

- Reviewing the progress of Research & Development Cell.
- Inviting industry participation in the activities of Research & Development Cell.
- Reviewing the publications of faculty and students.
- Encouraging active participation by Students and Faculty of AIPS in the Industry-sponsored programmes.
- Inviting industry experts to the campus for delivering the 'talks'.

Meeting Outcome:

- Creation and updating of Faculty & Student Publications.
- Providing the students with the necessary knowledge inputs and hands-on experience.
- Planning a series of talks by the industry experts.




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- Active participation in the industry-sponsored programmes.

Signature:

- 1.
- 2.
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[Handwritten signature] - Tariguda. B.
[Handwritten signature]
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PRINCIPAL
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Gunthapally (V), Abdullapurmet (M), R.R. Dist., Near Ramoji Filmcity, Hyderabad - 501 512.



Date: 12.04.2021

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Guntapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.


Thanking you Sir.

Yours Sincerely,

R&D Coordinator

Dr. M. Ramakrishna




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



Lr.No/AIPS/2021

Date: 13-04-2021

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 15-04-2021 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 15-04-2021

Time: 3.00 PM



Principal

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

Copy to:

1. Principal Office
2. Director-HR
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MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on 15-04-2021 at 03:00pm in the seminar hall.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Jitendra Patel	Professor	Pharmacognosy
6	Dr. Chettukrindi Sadak Vali	Professor	Pharmaceutical Analysis
7	Dr. K. Nagaraju	Professor	Pharmaceutics


Agenda:

- To conduct meeting on issues related to R&D Committee
- To review all the activities related to R&D Committee with the permission of Principal

Meeting Outcome:

- Inviting eminent personalities from research institutes as well as industries regularly to the campus for delivering recent trends in R&D.
- Providing financial support to both staff and students for innovative projects.
- To encourage students to take part in research activities in the campus and publish articles in areas of interest where the college will provide the financial support.




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(Approved by PCI, AICTE & Affiliated to JNTUH)

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



Signature:

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M.R. Kish
Marjula B
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PRINCIPAL
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PHARMACEUTICAL SCIENCES
Gunthapally (V), Abdullapurmet (M),
R.R. Dist. Telangana.



RESEARCH & DEVELOPMENT CELL

Avanthi Institute of Pharmaceutical Sciences has established important scientific industrial R&D Operations with the purpose and mission of pursuing and promoting research in frontier Technologies as well as various pharmacy disciplines.


AIPS created a Research and Development cell to instill research and innovation talents in staff and students. R&D Cell provides a platform for young brains in the Institute to grow in terms of creativity and invention. Only rigorous R&D efforts will result in innovative achievements.

Departmental R&D Committee Members for the academic year-2019-2020

S. No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Nagaraju	Professor	Pharmaceutics
6	Dr Arifa Begum	Professor	Pharmaceutical Chemistry
7	Dr. Biswajit Biswal	Professor	Pharmaceutics

In our college, we encourage and allow the students to explore their ideas, develop their abilities, and prepare them towards R& D activities. Student groups provide a forum for the exchange of novel ideas and perspectives. It aids in the transformation and overall development of students. The R& D activities are specifically designed to assist students to become and find their own space on campus.




PRINCIPAL
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PHARMACEUTICAL SCIENCES
Gunthapally (V), Abdullapurmet (M).



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.



Hyderabad,

Guntapally,

12-08-2019.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Guntapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments.

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.

Thanking you Sir

Yours Sincerely,

R&D Coordinator

Dr. M. Ramakrishna

PRINCIPAL
AVANTHI INSTITUTE OF
PHARMACEUTICAL SCIENCES

Gunthapally (V), Abdullapurmet (M),





Lr.No/AIPS/2019

Date: 13-08-2019

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 14-08-2019 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 14-08-2019

Time: 2.00 PM



Principal

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

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
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MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on 14-08-2019 at 02:00pm in the conference room.

S. No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Nagaraju	Professor	Pharmaceutics
6	Dr Arifa Begum	Professor	Pharmaceutical Chemistry
7	Dr. Biswajit Biswal	Professor	Pharmaceutics

AGENDA

- To review the previous R& D activities.
- To discuss about the on-going and submitted externally funded projects
- To provide the opportunity for the students to actively participate in the R& D activities.
- To discuss about the gene therapy
- To discuss about the methods to encourage publication of Papers and Books
- If any other point to be discussed with the permission of the chair.




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



Meeting Outcome:

- All the Department HOD's discussed about their 19-20 Academic year contributions of faculty and Students regarding research activities.
- The Principal has insisted to all the HOD's to cope up all the students to actively take part in R& D activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on Pre-Clinical research and Discovery of innovative drugs.

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

- 1.
- 2.
3. M.R. Kirub
- 4.
- 5.
- 6.
- 7.



PRINCIPAL
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AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES

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



Hyderabad,

Gunthapally,

17-03-2020.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments. The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.


Thanking you Sir

Yours Sincerely,

R&D Coordinator

Dr. M. Ramakrishna




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



AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES

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



Lr.No/AIPS/2020

Date: 17-03-2020

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 18-03-2020 to discuss about the upcoming R&D activities.

Venue: Seminar Hall

Date: 18-03-2020

Time: 2.00 PM



Principal

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
5. Library
6. File

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



MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on 18-03-2020 at 02:00pm in the conference room.

S. No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Nagaraju	Professor	Pharmaceutics
6	Dr Arifa Begum	Professor	Pharmaceutical Chemistry
7	Dr. Biswajit Biswal	Professor	Pharmaceutics

AGENDA

- To review the previous R& D activities.
- To discuss about the on-going and submitted externally funded projects
- To provide the opportunity for the students to actively participate in the R& D activities.
- To discuss about the “Generic drugs research”.
- To discuss about the methods to encourage publication of Papers and Books
- If any other point to be discussed with the permission of the chair.

Meeting Outcome:

- All the Department HOD's discussed about their 19-20 Academic year contributions of faculty and Students regarding research activities.



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



AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES

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



- The Principal has insisted to all the HOD's to cope up all the students to actively take part in R& D activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on Pre-Clinical research and Discovery of innovative drugs.

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

- 1.
- 2.
3. M.R. Krishna
4. Mangula B.
- 5.
- 6.
- 7.



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



RESEARCH & DEVELOPMENT CELL

Avanthi Institute of Pharmaceutical Sciences has established important scientific industrial R&D Operations with the purpose and mission of pursuing and promoting research in frontier Technologies as well as various pharmacy disciplines.


AIPS created a Research and Development cell to instill research and innovation talents in staff and students. R&D Cell provides a platform for young brains in the Institute to grow in terms of creativity and invention. Only rigorous R&D efforts will result in innovative achievements

Departmental R&D Committee Members for the academic year-2018-2019

S.No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Nagaraju	Professor	Pharmaceutics
6	Dr. Santosh Kumar Panda	Professor	Pharmacology
7	Dr. Biswajit Biswal	Professor	Pharmaceutics

In our college, we encourage and allow the students to explore their ideas, develop their abilities, and prepare them towards R& D activities. Student groups provide a forum for the exchange of novel ideas and perspectives. It aids in the transformation and overall development of students. The R& D activities are specifically designed to assist students to become and find their own space on campus.




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



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.



Hyderabad,
Gunthapally,
Date: 03-09-2018.

To,
The Principal,
Avanthi Institute of Pharmaceutical Sciences,
Hyderabad.

Sub: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments. The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.

Your approval to conduct this meeting will be greatly appreciated.

Sincerely,

Yours Sincerely,

R&D Coordinator

Dr. M. Ramakrishna




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



Lr.No/AIPS/2018

Date: 06-09-2018

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 09-09-2018 to discuss about the upcoming R&D activities & student Clubs, funding projects.

Venue: Conference Hall

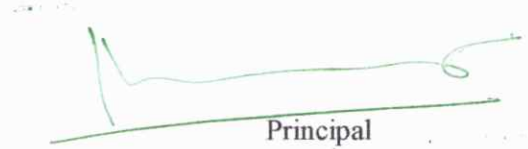
Date: 09-09-2018

Time: 11.00 AM

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
5. Library
6. File




Principal

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PHARMACEUTICAL SCIENCES
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MINUTES OF MEETING – R&D


The minutes of the R & D cell meeting held on September 09, 2018, at 11:00 am in the conference room.

S.No.	Name of the Faculty	Designation	Department
1	Dr. K.Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Nagaraju	Professor	Pharmaceutics
6	Dr. Santosh Kumar Panda	Professor	Pharmacology
7	Dr. Biswajit Biswal	Professor	Pharmaceutics

AGENDA

- To provide the opportunity for the students to actively participate in the club activities.
- To discuss about the initiation of Incubation Centers.
- To discuss about the methods to encourage publication of Papers and Books, conferences.
- If any other point to be discussed with the permission of the chair.
- To review the previous events and club activities.
- To discuss about the on-going and submitted externally funded projects.
- To discuss about workshops and seminars related to IPR.




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Meeting Outcome:

- All the Department HOD's discussed about their 18-19 Academic year contributions of faculty and Students regarding research activities.
- The Principal has insisted to all the HOD's to cope up all the students to actively take part in club activities and to take necessary action plans in beneficial to the students.
- The R & D Cell has emphasized the need of Incubation centers in order to inculcate research at student Level.

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

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M.R. Krishna

Manjula B

[Handwritten signature]

[Handwritten signature]

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



Hyderabad

Gunthapally

Date: 08-04-2019

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences,

Hyderabad.

Sub: Requesting to held a Meeting regarding Research & Development cell

Respected Sir,

I would like to ask you permission to allow us to conduct a meeting regarding the activities and further Developments in R & D cell. I am conducting the meeting among all the coordinators from all the Departments. The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. If you agree, kindly sign below acknowledging your consent and permission for me to conduct this meeting at our conference hall.


Your approval to conduct this meeting will be greatly appreciated.

Yours Sincerely,

R&D Coordinator

Dr. M. Ramakrishna




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R.R. Dist. Telangana.



Lr.No/AIPS/2019

Date: 09-04-2019

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 10-04-2019 to discuss about the upcoming R&D activities & student Clubs.

Venue: Conference Hall

Date: 10-04-2019

Time: 2.00 PM

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's
4. Administrative Office
5. Library
6. File



Principal

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R.R. Dist. Telangana.**



MINUTES OF MEETING – R&D

The minutes of the R & D cell meeting held on 10-04-2019 at 02:00pm in the conference room.

S. No.	Name of the Faculty	Designation	Department
1	Dr. K. Balaji	Professor	Pharmacognosy & Phytochemistry
2	Dr. Nihar Ranjan Das	Professor	Pharmaceutical Chemistry
3	Dr. M. Rama Krishna	Professor	Pharmaceutics
4	Dr. Manjula	Professor	Pharmaceutics
5	Dr. Nagaraju	Professor	Pharmaceutics
6	Dr. Santosh Kumar Panda	Professor	Pharmacology
7	Dr. Biswajit Biswal	Professor	Pharmaceutics


AGENDA

- To review the previous events and club activities.
- To discuss about the on-going and submitted externally funded projects status.
- To provide the opportunity for the students to actively participate in the Department club activities.
- To discuss about the initiation of department Incubation Centers.
- To discuss about the methods to encourage publication of Research Papers and conferences.
- If any other point to be discussed with the permission of the chair.

Meeting Outcome:

- All the Department HOD's discussed about their 18-19 Academic year contributions of faculty and Students regarding research activities.




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- The Principal has insisted to all the HOD's to cope up all the students to actively take part in club Activities and to take necessary action plans in beneficial to the students.
- The Principal insisted to conduct a seminar on booming technology regarding automation technologies.
- The R & D Cell has emphasized the need of Incubation centers in order to inculcate research at student Level.

Finally ensured all the agenda points and meeting was closed with mutual wishes and also decided to have a review meeting once for every month.

Signature:

- 1.
- 2.
3. M.R. Krishna
4. Mangula B.
- 5.
- 6.
- 7.



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PHARMA JOURNAL CLUB



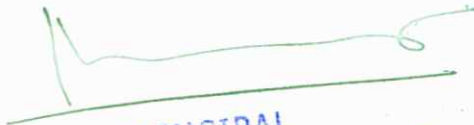
About:

Welcome to journal club, where you may learn and hone your critical evaluation skills, get more exposure to the quickly changing body of medical literature, and support well-informed clinical practice. They encourage peer group discussions to improve knowledge and literature awareness. Students can develop better reading habits and get experience evaluating and critiquing research. they can network and have better conversations with other professionals and students, they can hone their presenting and communication skills, and they can understand how the greatest research may enhance evidence-based.

Objective:

- Acquaint yourself with the latest releases from Pharma Journal Club.
- Get familiarity with the fields and applications of current research.
- To equip professionals with the knowledge and skills necessary to critically read and evaluate publications.
- To support peer mentoring, help practitioners develop their applied clinical research skills, and teach them how to become better debaters and leaders.
- Bring comedy and questions, and distribute (and redistribute) the topics, time, and roles. Bring enough copies of the weekly article and a backup piece for each person.
- Create the project prototype by directing development in the areas of training and educational background.




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Importance of student clubs:

The organization plans a variety of events each year. Student clubs offer a forum for communication between members and with external activities. They have the power to ignite young people's passion and aid in the development of their organizational abilities. The clubs guarantee the holistic development of students by offering a healthy mix of work, play, and leisure activities.

The student groups that were established for the 2022–2023 academic year are listed below.

S.no	Name of the club	Program	Faculty Advisor	Student coordinator
1	Pharma Journal Club	Pharm. D	Dr. Anudeep	S. Sai Vennela
2	Pharma Science Club	B. Pharmacy	Mr.PV.Pavan Kumar	S. Swetha




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Hyderabad,
Gunthapally,
21-03-2023.

To,

The Principal,

Avanathi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Permission for conducting a seminar

Respected Sir,

I would like to ask you permission to allow us to conduct a seminar on “**Drug delivery**” in our Institution on 23-03-2023. Kindly give a permission to conduct seminar in our seminar Hall.

Your approval to conduct this seminar will be greatly appreciated.

Thanking you Sir

Yours Sincerely,
R&D Coordinator
Dr.M.Ramakrishna




PRINCIPAL
AVANTHI INSTITUTE OF
PHARMACEUTICAL SCIENCES
Gunthapally (V), Abdullapurmet (M),
R.R. Dist., Hyderabad - 501 512.



Lr.No/AIPS/2023

Date: 22-03-2023

CIRCULAR

It is informed to all the faculty members and students to attend the seminar on “**Drug delivery**” by department of pharmacy, Avanthi Institute of Pharmaceutical Sciences.

Speaker: Student of Pharmacy

Venue: Seminar Hall

Date: 23-03-2023

Time: 2.00 PM



Copy to:

1. Principal Office
2. Director-HR
3. All HOD's

Principal

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R.R. Dist. Telangana.



Participants: Faculty and students

Topic: Drug delivery

Speaker: Student of Pharmacy- CH. Vamshi

Date: 23-03-2023

Report on Seminar

A seminar was conducted on Drug delivery at 2.00pm in Pharmacy Seminar Hall. The seminar was delivered by student of Pharmacy- CH. Vamshi. The seminar was about the Drug delivery, it refers to approaches, formulations, manufacturing techniques, storage systems, and technologies involved in transporting a pharmaceutical compound to its target site to achieve a desired therapeutic effect. Principles related to drug preparation, route of administration, site-specific targeting, metabolism, and toxicity are used to optimize efficacy and safety, and to improve patient convenience and compliance. Drug delivery is aimed at altering a drug's pharmacokinetics and specificity by formulating it with different excipients, drug carriers, and medical devices.



Seminar presentation on Drug delivery by Student – CH. Vamshi



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R.R. Dist., Telangana.




Importance of student clubs:

The organization plans a variety of events each year. Student clubs offer a forum for communication between members and with external activities. They have the power to ignite young people's passion and aid in the development of their organizational abilities. The clubs guarantee the holistic development of students by offering a healthy mix of work, play, and leisure activities.

The student groups that were established for the 2022–2023 academic year are listed below.

S.no	Name of the club	Program	Faculty Advisor	Student coordinator
1	Pharma Journal Club	Pharm. D	Dr. Anudeep	S. Sai Vennela
2	Pharma Science Club	B. Pharmacy	Mr.PV.Pavan Kumar	S. Swetha




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Hyderabad,
Gunthapally,
14-06-2022.

To,
The Principal,
Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.
Subject: Permission for conducting a seminar

Respected Sir,


I would like to ask you permission to allow us to conduct a seminar on "**Health Informatics**" in our Institution on 16-06-2022. Kindly give a permission to conduct seminar in our seminar Hall.

Your approval to conduct this seminar will be greatly appreciated.

Thanking you Sir

Yours Sincerely,
R&D Coordinator
Dr.M.Ramakrishna




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Lr.No/AIPS/2022

Date: 15-06-2022

CIRCULAR

It is informed to all the faculty members and students to attend the seminar on “**Health Informatics**” by department of pharmacy, Avanthi Institute of Pharmaceutical Sciences.

Speaker: Student of Pharmacy

Venue: Seminar Hall


Date: 16-06-2022

Time: 2.00 PM

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's




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Participants: Faculty and students

Topic: Health informatics

Speaker: Student of Pharmacy- S. Abhishek

Date: 16-06-2022


Report on Seminar

A seminar was conducted on Health Informatics at 2.00pm, in Pharmacy Seminar Hall. The seminar was delivered by student of Pharmacy- S. Abhishek. The seminar was about the Health informatics is the practice of acquiring, studying and managing health data and applying medical concepts in conjunction with health information technology systems to help clinicians provide better healthcare



Seminar presentation on Health informatics by Student – S. Abhishek




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Importance of student clubs:

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The student groups that were established for the 2021–2022 academic year are listed below.

S.no	Name of the club	Program	Faculty Advisor	Student coordinator
1	Pharma Journal Club	Pharm. D	Dr. G. Sai Kiran	K. Navya Sri
2	Pharma Science Club	B. Pharmacy	M. Uma Rani	G. Sravani




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Hyderabad,
Guntapally,
Date: 21-12-2021.

To,
The Principal,
Avanathi Institute of Pharmaceutical Sciences, Guntapally, Hyderabad.
Subject: Permission for conducting a seminar

Respected Sir,

I would like to ask you permission to allow us to conduct a seminar on “**Digitalization in Pharmaceutical Industry**” in our Institution on 23-12-2021. Kindly give a permission to conduct seminar in our seminar Hall.

Your approval to conduct this seminar will be greatly appreciated.

Thanking you Sir




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

Yours Sincerely,
R&D Coordinator.



Lr.No/AIPS/2021

Date: 22-12-2021

CIRCULAR

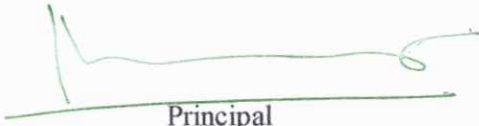
It is informed to all the faculty members and students to attend the seminar on Digitalization in Pharmaceutical Industry organized by department of pharmacy, Avanthi Institute of Pharmaceutical Sciences.

Speaker: Student of Pharmacy

Venue: Seminar Hall

Date: 22-12-2021

Time: 2.00 PM


Principal

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Copy to:

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2. Director-HR
3. All HOD's



Participants: Faculty and students

Topic: Digitalization in Pharmaceutical Industry


Speaker: Student of Pharmacy-T. Shashidhar

Date: 22-12-2021

Report on Seminar

A seminar was conducted on Digitalization in Pharmaceutical Industry at 2.00pm, in Pharmacy Seminar Hall. The seminar was delivered by student of Pharmacy- T. Shashidhar. The seminar was all about the pharmaceuticals and life sciences industry has been very cautious in applying digital technology to improve manufacturing and supply chain operations thus far, yet that caution is becoming a hindrance. As the pharma industry faces growing challenges — including globalization, great supply chain complexity, price and cost pressure, and personalized medicine, among others — digitization holds tremendous potential in helping companies adapt.




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Seminar presentation on Digitalization in Pharmaceutical Industry by Student –T. Shashidhar




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R.R. Dist. Telangana.



Importance of student clubs:

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The student groups that were established for the 2020–2021 academic year are listed below.

S.no	Name of the club	Program	Faculty Advisor	Student coordinator
1	Pharma Journal Club	Pharm. D	A.Shailaja	B. Anusha
2	Pharma Science Club	B. Pharmacy	B.Sowjanya	P.Shruthi




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Hyderabad
Guntapally
18-02-2020.

To,
The Principal,
Avanthi Institute of Pharmaceutical Sciences, Guntapally, Hyderabad.
Subject: Permission for conducting a seminar

Respected Sir,


I would like to ask you permission to allow us to conduct a seminar on "**Generic drugs research**" in our Institution on 20-02-2020. Kindly give a permission to conduct seminar in our seminar Hall.

Your approval to conduct this seminar will be greatly appreciated.

Thanking you Sir

Yours Sincerely,
R&D Coordinator.




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R.R. Dist. Telangana.



Lr.No/AIPS/2020

Date: 19-02-2020

CIRCULAR

It is informed to all the faculty members and students to attend the seminar on "**Generic drugs research**" organized by department of pharmacy, Avanthi Institute of Pharmaceutical Sciences.


Speaker: Student of Pharmacy

Venue: Seminar Hall

Date: 20-02-2020

Time: 2.00 PM




Principal
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Copy to:

1. Principal Office
2. Director-HR
3. All HOD's



Participants: Faculty and students

Topic: Generic drugs research


Speaker: Student of Pharmacy-B. Ramesh

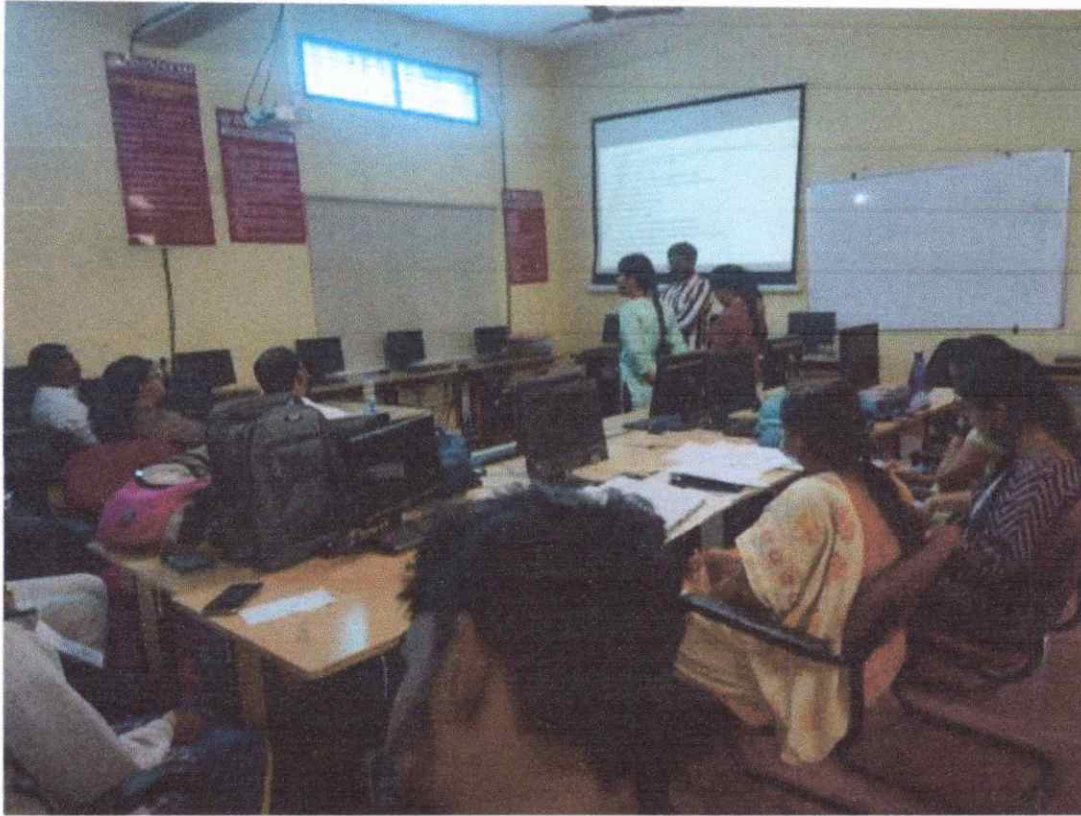
Date: 20-02-2020

Report on Seminar

A seminar was conducted on Generic drugs research at 2.00pm, in Pharmacy Seminar Hall. The seminar was delivered by student of Pharmacy- B.Ramesh. Students got awareness on "Generic drugs research"; In order to assist the creation of safe, effective, and high-quality generic medicine products and to help set drug equivalency standards, the generic drug sector frequently receives new approaches and tools from the findings of our science and research. Through impact stories, presentations, posters, and journal articles, among other media, we frequently disseminate these findings through webinars.





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**Seminar presentation on Digitalization in Pharmaceutical Industry by Student –
B.Ramesh**




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R.R. Dist. Telangana.



Importance of student clubs:

The organization plans a variety of events each year. Student clubs offer a forum for communication between members and with external activities. They have the power to ignite young people's passion and aid in the development of their organizational abilities. The clubs guarantee the holistic development of students by offering a healthy mix of work, play, and leisure activities.

The student groups that were established for the 2019–2020 academic year are listed below.

S.no	Name of the club	Program	Faculty Advisor	Student coordinator
1	Pharma Journal Club	Pharm. D	P.Lavanya	G. Srinath
2	Pharma Science Club	B. Pharmacy	G.Swapna	A. Anusha




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



Hyderabad,
Gunthapally,
25-04-2018.

To,

The Principal,

Avanthi Institute of Pharmaceutical Sciences, Gunthapally, Hyderabad.

Subject: Permission for conducting a seminar

Respected Sir,

I would like to ask you permission to allow us to conduct a seminar on

“Research methods on experimental pharmacology” in our Institution on 26-04-2018.


Kindly give a permission to conduct seminar in our seminar Hall.

Your approval to conduct this seminar will be greatly appreciated.

Thanking you Sir

Yours Sincerely,
R&D Coordinator.
Dr.M.Ramakrishna




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



Lr. No/AIPS/2018

Date: 26-04-2018

CIRCULAR

It is informed to all the faculty members and students to attend the seminar on **“Research methods on experimental pharmacology”** organized by department of pharmacy, Avanthi Institute of Pharmaceutical Sciences.

Speaker: Student of Pharmacy

Venue: Seminar Hall

Date: 26-04-2018

Time: 2.00 PM



Principal

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R.R. Dist. Telangana.**

Copy to:

1. Principal Office
2. Director-HR
3. All HOD's



Participants: Faculty and students

Topic: Research methods on experimental pharmacology

Speaker: Student of Pharmacy-P. Swathi

Date: 26-04-2018

Report on Seminar

A seminar was conducted on **Research methods on experimental pharmacology** at 2.00pm, in Pharmacy Seminar Hall. Students got awareness on Research Methodology. One approach to methodically addressing the research challenge is through research technique. It might be viewed as a science that studies scientific research methodology. In it, we examine the many approaches that a researcher typically takes to analyze his research challenge and the reasoning behind them.



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Seminar presentation on Research methods on experimental pharmacology –P. Swathi




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Importance of student clubs:

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The student groups that were established for the 2018–2019 academic year are listed below.

S.no	Name of the club	Program	Faculty Advisor	Student coordinator
1	Pharma Journal Club	Pharm. D	P.Lavanya	G. Srinath
2	Pharma Science Club	B. Pharmacy	G.Swapna	A. Anusha




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