



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.



5.3.2- Institution facilitates student's representation and engagement in various administrative, Co-curricular and extracurricular activities (Student council/student's representation on Various bodies as per established processes and norms) for the academic year 2023-2024

S.NO	COMMITTEE
1	IQAC COMMITTEE
2	ANTI-RAGGING COMMITTEE
3	GRIEVANCE REDRESSAL COMMITTEE
4	DISCIPLINARY COMMITTEE
5	R&D DEVELOPMENT COMMITTEE
6	SC / ST COMMITTEE
7	ENTREPRENEURSHIP DEVELOPMENT COMMITTEE
8	TRAINING AND PLACEMENT COMMITTEE
9	INDUSTRY INSTITUTE INTERACTION COMMITTEE
10	WOMEN PROTECTION COMMITTEE
11	INTERNAL COMPLIANT COMMITTEE
12	EXTRA-CURRICULAR AND SPORTS COMMITTEE
13	ALUMNI COMMITTEE
14	LIBRARY COMMITTEE
15	NATIONAL SERVICE SCHEME(NSS) COMMITTEE
16	MINORITY COMMITTEE
17	OBC COMMITTEE
18	INTELLECTUAL PROPPERTY RIGHTS COMMITTEE



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INTERNAL QUALITY ASSURANCE CELL

IQAC POLICY

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

Roles & Responsibilities:

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




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COMPOSITION OF IQAC COMMITTEE

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




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ANTI-RAGGING COMMITTEE

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


Roles & Responsibilities:

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

Anti-Ragging Committee Action Procedure

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




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COMPOSITION OF ANTI-RAGGING COMMITTEE

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




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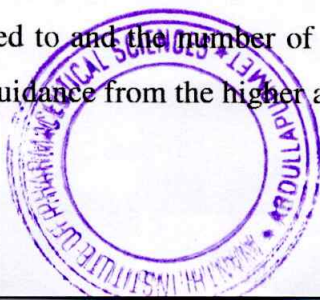
GRIEVANCE REDRESSAL COMMITTEE

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

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

Roles & Responsibilities:

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




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COMPOSITION OF GRIEVANCE REDRESSAL COMMITTEE

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




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DISCIPLINARY COMMITTEE

Disciplinary Committee consists of Senior Faculty members, drawn from all the departments.

The following are the functions of Disciplinary Committee.

Roles & 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 and 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 incommittee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	A. ANIL KUMAR	ASSOCIATEPROFESSOR	COORDINATOR
3	A.ANJANEYULU	ASSISTANT PROFESSOR	MEMBER
4	K.MADHURI	ASSISTANT PROFESSOR	MEMBER
5	M. RAJASHEKAR	PD	MEMBER
6	B.NAGESH	STUDENT	MEMBER
7	A.UMIKA	STUDENT	MEMBER



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R&D DEVELOPMENT 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.

Roles & Responsibilities:

- ✓ To inculcate the concept of research among students & staff by arranging paper presentation competitions.
- ✓ To organize Short Term Training Programs and workshops regarding Research.
- ✓ To support the faculty for writing quality research papers, patents and book.
- ✓ 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.

COMPOSITION OF R&D DEVELOPMENT COMMITTEE

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	P.V.PAVAN	ASSISTANT PROFESSOR	COORDINATOR
3	S.MAHENDER	ASSISTANT PROFESSOR	MEMBER
4	K. KIRANMAI	ASSISTANT PROFESSOR	MEMBER
5	SUMAIYA FATIMA	STUDENT	MEMBER
6	P.HARSHINI	STUDENT	MEMBER




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SC/ST COMMITTEE

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

Roles & Responsibilities:

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




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ENTREPRENEURSHIP DEVELOPMENT COMMITTEE (EDC)

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

Roles 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.

COMPOSITION OF ENTREPRENEURSHIP DEVELOPMENT COMMITTEE (EDC)

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
5	DR.CH.PAVANI	PROFESSOR	COORDINATOR
3	THARALA KAVYA	ASSISTANT PROFESSOR	MEMBER
4	BOLLA EMMANUEL EVANGILEEN	ASSISTANT PROFESSOR	MEMBER
5	G.SRIKANTH	STUDENT	MEMBER
6	SANDHYA RANI	STUDENT	MEMBER



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TRAINING & PLACEMENT COMMITTEE

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

Roles 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 & PLACEMENT COMMITTEE

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR. K. BALAJI	PRINCIPAL	CONVENOR
2	DR.V. ANUDEEP	ASSISTANT PROFESSOR	COORDINATOR
3	P.V. PAVAN	ASSISTANT PROFESSOR	MEMBER
4	SANGEETHA YEDLA	ASSISTANT PROFESSOR	MEMBER
5	K.SRAVANI	STUDENT	MEMBER
6	B.RAGAVENDRA	STUDENT	MEMBER



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INDUSTRY- INSTITUTE INTERACTION COMMITTEE (IIIC)

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

Roles & Responsibilities:

- To offer courses on the latest developments in pharmacy 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 COMMITTEE (IIIC)

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	L.VARALAXMI	ASSOCIATE PROFESSOR	COORDINATOR
3	M.SANTOSH	ASSOCIATE PROFESSOR	MEMBER
4	V.KAVITHA	ASSISTANT PROFESSOR	MEMBER
5	KUNDURU MADHURI	ASSISTANT PROFESSOR	MEMBER
6	G.PALLAVI	STUDENT	MEMBER
7	B.SANTOSH	STUDENT	MEMBER



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WOMEN PROTECTION COMMITTEE

Women Protection Committee 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 protect the women staff and students associated with the college from any sorts of injustice or sexual harassment of any nature directly and indirectly.

Roles 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.
5. The women cell has been formed to resolve issues pertaining to grievances filed by students or staff.
6. To provide a platform for listening to complaints.
7. To incorporate hygiene habits and ensure a health atmosphere in and around the campus
8. To ensure personality along with academic development of students
9. To promote a culture of respect and equality for female gender.
10. To inculcate entrepreneurial attitude among young girls, scientists at the earliest so that they can be "job givers" rather than "job takers"




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COMPOSITION OF WOMEN PROTECTION COMMITTEE

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	K.SARIKA	ASSISTANT PROFESSOR	CO-ORDINATOR
3	SUDHA MUDURUKOLLA	ASSISTANT PROFESSOR	MEMBER
4	NAKKAPOTHULA SARITHA	ASSISTANT PROFESSOR	MEMBER
5	SOUJANYA BURAM	ASSOCIATE PROFESSOR	
6	B.HARIKA	STUDENT	MEMBER
7	D.SWAPNA	STUDENT	MEMBER




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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:

Roles and responsibilities:

1. To work in the direction of providing help to any female complaining of discrimination, either gender discrimination or otherwise any kind of abuse loneliness, peer pressure, groupism, home sickness insecurity or inferiority complex in terms of physical appearance, hostel issues, harassment from roommates, adjusting and adapting to the new environments etc.,.
2. To deal with the issues relating to the sexual harassment at the college as per the guide lines of the sexual harassment of women at work place (prevention, prohibition and Redressal) act, 2013. It is applicable to all students, staff and faculty.
3. Carrying orientation programs for the members of the Internal Complaints.
4. Conduct skill building programs for the members of the Internal Complaints Committee,
5. Publish names and contact details of the members of the Internal Complaints Committee for the easy access by employees of the organization.
6. 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.





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COMPOSITION OF INTERNAL COMPLAINT COMMITTEE

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEES
1.	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	Dr. Y. JAYA PRADHA	H.R DIRECTOR	MEMBER
3	Dr. NIHAR RANJAN DAS	VICE -PRINCIPAL	MEMBER
4	Dr. B. MANJULA	HOD	CO-ORDINATOR
5	Dr. M.RAMAKRISHNA	HOD	MEMBER
6	DR. CH. PAVANI	PROFESSOR	MEMBER
7	L. VARALAXMI	ASSOCIATE PROFESSOR	MEMBER
8	G.SWAPNA RANI	ASSOCIATE PROFESSOR	MEMBER
9	G.SRINIVASA RAO	PRO	MEMBER
10	G. DURGAVASANTHI	STUDENT	MEMBER
11	U. RAVI TEJA	STUDENT	MEMBER
12	A. HAVYAVAHINI	STUDENT	MEMBER




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EXTRA-CURRICULAR & SPORTS COMMITTEE

The Extra-Curricular & Sports 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.

Roles 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.

COMPOSITION OF EXTRA-CURRICULAR & SPORTS COMMITTEE

S. No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	M. RAJASHEKAR	PD	COORDINATOR
3	M VASANTHA	ASSISTANT PROFESSOR	MEMBER
4	KANDUKURI DILEEP KUMAR	ASSISTANT PROFESSOR	MEMBER
5	K.TARUN	STUDENT	MEMBER
6	K.GOPI KRISHNA	STUDENT	MEMBER



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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.

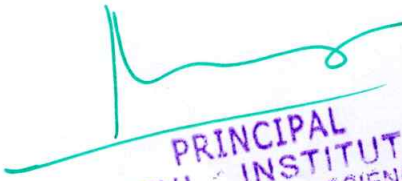
Roles and Responsibilities:

- ✓ 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 Alumni, 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 for the current students and assist current students 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.

COMPOSITION OF ALUMNI COMMITTEE

S.NO	Name of the faculty	Designation	Designation in committee
1	DR. K. BALAJI	PRINCIPAL	CONVENOR
2	T.MAHENDER	ASSOCIATE PROFESSOR	COORDINATOR
3	B.SANDEEP	STUDENT	MEMBER
4	J.MANISHA	STUDENT	MEMBER
5	P.SAI KISHORE	STUDENT	MEMBER
6	M.SRITEJA	STUDENT	MEMBER




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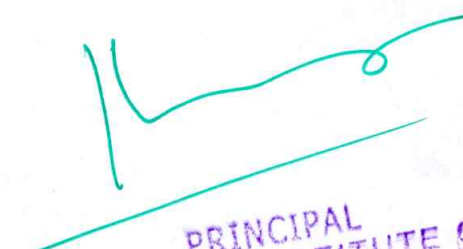
LIBRARY COMMITTEE

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.

Roles and Responsibilities:

- ✓ To frame general rules for the management of the library.
- ✓ To prepare annual estimated budget for the library.
- ✓ 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.
- ✓ To ensure that students maintain almost 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




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COMPOSITION OF LIBRARY COMMITTEE

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	Dr. M.RAMAKRISHNA	HOD	MEMBER
3	S. SRI DEVI	LIBRARIAN	COORDINATOR
4	J.VENKATA RAJKUMAR	ASSOCIATE PROFESSOR	MEMBER
5	G.DHARMARAJU	STUDENT	MEMBER
6	P.SRIKAR REDDY	STUDENT	MEMBER




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NATIONAL SERVICE SCHEME (NSS)

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

Roles 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.

NATIONAL SERVICE SCHEME (NSS) MEMBERS

S.NO	NAME OF THE FACULTY	DESIGNATION	DESIGNATION IN COMMITTEE
1	DR.K. BALAJI	PRINCIPAL	CONVENOR
2	A. ANIL KUMAR	ASSOCIATE PROFESSOR	COORDINATOR
3	DR.V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
4	MIR SAJID ALI ZUBERI	ASSOCIATE PROFESSOR	MEMBER
5	D.VENKATESH NAYAK	STUDENT	MEMBER
6	G.SURAJ	STUDENT	MEMBER



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MINORITY COMMITTEE

The aim of the Minority Committee 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.

Roles 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, development.

COMPOSITION OF MINORITY COMMITTEE

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	MOHAMMEDABDUL AZEEM	ASSOCIATE PROFESSOR	COORDINATOR
3	MD ALEEMUDDIN	ASSISTANT PROFESSOR	MEMBER
4	Q TABASSUM	ASSISTANT PROFESSOR	MEMBER
5	MIR SAJID ALI ZUBERI	ASSOCIATE PROFESSOR	MEMBER
6	MD.SAMEED	STUDENT	MEMBER
7	HONNUR AYESHA	STUDENT	MEMBER



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OBC COMMITTEE

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

Roles and Responsibilities of the OBC Committee

- 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.

COMPOSITION OF OBC COMMITTEE

S.No	Name of the faculty	Designation	Designation in committee
1	Dr. K. BALAJI	PRINCIPAL	CONVENOR
2	A. SRUTHI	ASSISTANT PROFESSOR	COORDINATOR
3	R.NAGA ANJANEYULU	ASSOCIATE PROFESSOR	MEMBER
4	DR.V.ANUDEEP	ASSISTANT PROFESSOR	MEMBER
5	G.SRIKANTH	STUDENT	MEMBER
6	K.GOPI KRISHNA	STUDENT	MEMBER



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INTELLECTUAL PROPERTY RIGHTS COMMITTEE

Intellectual property rights shall include patents, trademarks, copy rights, trade secrets and other species such as computer software or printed material, any new and useful process, machine, composition of matter, life form, article of manufacture, copyrighted work, such things as new or improved devices, chemical compounds, drugs, genetically engineered biological organisms.

Roles and responsibilities:

- To draft an invention disclosure form and train faculties/research guides for the same.
- To train faculties/research guides to carry out prior art searches for the Patentability of an innovation/invention
- To help communicate with a patent agent/patent firm during the patent filing process
- To increase awareness among research guides about searching patents during the literature search.
- To train faculties/research guides/research students in the drafting of patent applications
- To review the patent application draft.
- To guide inventors in responding to the examiner's query or conducting inventor's interview.

COMPOSITION OF INTELLECTUAL PROPERTY RIGHTS COMMITTEE

S.NO.	NAME OF THE COMMITTEE MEMBER	DESIGNATION	POSITION
1	DR.K.BALAJI	PRINCIPAL	CONVENOR
2	DR.KHAJA ZEEYA UDDIN	PROFESSOR	COORDINATOR
3	L.VARALAXMI	ASSOCIATE PROFESSOR	MEMBER
4	K.SARIKA	ASSISTANT PROFESSOR	MEMBER
5	K.PRATHYUSHA	STUDENT	STUDENT MEMBER
6	Y.SIDDHARTHA	STUDENT	STUDENT MEMBER



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