



## ACADEMIC YEAR: 2023-2024

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



Ref No: AIPS/IQAC/2023-2024/01

**CIRCULAR**

Date: 13/07/2023

This is inform to all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting on 14/07/2023 at 11:30AM 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**


- Minutes and actions of IQAC meeting held on 09.02.2023
- Discussion on finalization of academic calendars at institutional level and department level.
- Discussion on training and placements for Academic year 2023-2024.
- Academic planning for next semester.
- To arrange hands on training program to supporting staff of departments.
- Discussion on improvement of physical facilities for academic year 2023-2024.
- To organize carrier guidance, personality development activities, seminars/FDPs/guest lecturers for faculty and students.
- Discussion to place new books in the library.
- Any other item with permission of chairperson.

  
IQAC Coordinator

**Copy To:**

- The principal
- HODs
- All IQAC Committee members



  
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### IQAC Minutes of Meeting

Date: 14/07/2023

With the permission from Chairperson, IQAC coordinator Dr. Nihar Ranjan Das commenced the meeting with a note of welcome to all the IQAC members. The following decisions (agenda wise) were taken after detailed discussions among the members in the meeting.

**Agenda: Minutes and actions of IQAC meeting held on 09.02.2023**

**Resolution:** The members reviewed the IQAC minutes of meeting held on 09.02.2023 and approved the same.

**Agenda: Discussion on finalization of academic calendars at institutional level and department level.**

**Resolution:** The IQAC Coordinator Dr. Nihar Ranjan Das suggested members for updating department wise academic calendars based on the academic calendar issued by JNTU-H. Based on this, Institution's academic calendar will be prepared by the IQAC Coordinator and will be uploaded in the websites. The same copy will be forwarded to the principal.

**Agenda: Discussion on training and placements for Academic year 2023-2024.**

**Resolution:** The IQAC Coordinator appreciated training and placement team and further inform them to train the students to enhance technical knowledge, training in aptitude and soft skills and improve the placement opportunities. To conduct In-house training and external training in aptitude, technical and verbal.

**Agenda: Academic planning for next semester**

**Resolution:** IQAC Coordinator said to plan next semester and welcome suggestions from all members. HODs Dr.M.RamaKrishna and Dr.B.Manjula take responsibility for academic calendar, tentative time table and subject distribution. HODs said to implement activities other than academic curricular activities for holistic development of student like sports, cultural activities. Dr.Ch.Pavani has suggested guest lecturers, awareness programs for students.

**Agenda: To arrange hands on training program to supporting staff of departments.**

**Resolution:** To revise and refresh the working skills and operating skills of supporting staff of two departments, it was decided by all members of IQAC to deliver hands on training sessions to supporting staff of the laboratories and to improve the level of technical awareness. That would help them to sustain their skills during laboratory sessions. HODs of two departments proposed to arrange such sessions by senior faculty members of concern departments.

**Agenda: Discussion on improvement of physical facilities for academic year 2023-2024.**

**Resolution:** It was decided by the IQAC Coordinator and members to improve the physical infrastructure facilities as per the requirements and improve the ambience.

**Agenda: To organize carrier guidance, personality development activities, seminars/FDPs/guest lecturers for faculty and students**

**Resolution:** It was decided by the IQAC Coordinator and members to organize carrier guidance, personality development activities, seminars/FDPs/guest lecturers for faculty and students.

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**Agenda: Discussion to place new books in the library**

**Resolution:** It was resolved to stock new books in the library as per the Academic Year 2023-2024

**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.


## Recommendations of IQAC

1. Result oriented teaching culture has to be inculcated among the faculty to improve pass percentage.
2. HODs have to coordinate and take necessary measures to train the faculty for better results and improvement in pass percentage.
3. Class notes quality has to be improved.
4. Mentors have to act effectively to identify weaker students.

  
PRINCIPAL

  
Coordinator – IQAC



  
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R.R. Dist. Telangana.

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## INTERNAL QUALITY ASSURANCE COMMITTEE (2023-2024)

S.NO	NAME OF THE MEMBER AND DESIGNATION	POSITION	SIGNATURE
1	Dr. K. Balaji Principal, AIPS	Chairperson	
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	M.Harshini Parexel International Pvt Ltd, Hyderabad	Nominee from Alumni	
13	Mr. Ch.Nikhil Reddy 20GNIR0078	Nominee from Students	

IQAC Coordinator



Ref No: AIPS/IQAC/2023-2024/02

**CIRCULAR**


Date: 04/03/2024

This is to bring to your kind notice that the Internal Quality Assurance Cell (IQAC) meeting of Avanathi Institute of Pharmaceutical Sciences on 05/03/2024 at 11.00AM to in the Seminar Hall. All the members are requested to be present for the meeting without fail.

The following points in the agenda will be discussed.

**AGENDA**


1. Minutes and actions of IQAC meeting held on 14.07.2023
2. Discussion on SSR Submission and clarifications regarding
3. Discussion on Department level files verification
4. Discussion on training and placements for Academic year 2023-2024
5. Discussion on physical requirements for NAAC peer team visit
6. Discussion on Academic audit for Academic year 2023-2024
7. Discussion on Gender equity audit
8. Discussion on extensive usage of ICT tools
9. Discussion on Two Day National Seminar on BIO-ADHYAYAN 2K24
10. Any other item with permission of chairperson

  
IQAC Coordinator

**Copy To:**

- The principal
- HODs
- All IQAC Committee member



  
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**IQAC Minutes of Meeting**

Date: 05/03/2024

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 14.07.2023 at 11.00 AM and the minutes of the meeting was approved by the members.

**Agenda: Discussion on SSR Submission and clarifications regarding**

**Resolution:** The IQAC Coordinator informed the members about the submission of SSR on 05.03.2024 at 7pm. So all the faculty should participate at the time of SSR submission.

**Agenda: Discussion on Department level files verification**

**Resolution:** It was resolved by the IQAC Coordinator to update the files for verification department wise on or before 30-03-2024.

**Agenda: Discussion on training and placements for Academic year 2023-2024.**

**Resolution:** The IQAC Coordinator appreciated training and placement team and further inform them to train the students to enhance technical knowledge, training in aptitude and soft skills and improve the placement opportunities. To conduct In-house training and external training in aptitude, technical and verbal.

**Agenda: Discussion on physical requirements for NAAC peer team visit**

**Resolution:** The IQAC Coordinator Dr. Nihar Ranjan Das requested Director Dr. Y. Jaya Pradha and Administrative Officer Mr. N. Sai Ram to arrange the physical requirements of the college.

**Agenda: To Discuss about extension activities**

**Resolution:** The members discussed about various extension activities to be planned during the academic year. It is proposed to improve MoUs with Institutions to increase the number of collaborative activities.



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## **Agenda: Discussion on Gender equity audit**

**Resolution:** The IQAC coordinator informed that the college is committed to the cause of gender equity and suggested the members to hold discussions, talks, seminars and various awareness programs in the college. Focusing on women's safety on campus and also ensuring the equal role of men and women in the process, this college has employed both male and female employees, deputed at Different departments and offices within the college premises. The Women's Day celebration at the college was an elaborate focusing on key themes of gender. The event was consisted of lectures, speeches on the theme by Faculty Members and cultural performances by students.

## **Agenda: Discussion on extensive usage of ICT tools**

**Resolution:** It was resolved by the IQAC coordinator that every class room should utilize the modern tools like projectors, Internet facilities etc and every department should be equipped with digital boards, computers, printers, scanners etc. He asserted every department to utilize the facilities and update their teaching learning methodologies.

## **Agenda: Discussion on Two Day National Seminar on BIO-ADHYAYAN 2K24**

**Resolution:** The IQAC Coordinator informed the committee members to organize Two Day National Seminar on BIO-ADHYAYAN 2K24 in the month of May. It was decided to encourage and guide students to participate in various technical events.


## **Agenda: Any other item with permission of chairman**

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

## **Recommendations of IQAC**


1. Preparation of criteria PPTs
2. NAAC related documentation and file to keep ready with label.
3. Other NAAC related preparation and readiness

  
PRINCIPAL

  
IQAC Coordinator



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## INTERNAL QUALITY ASSURANCE COMMITTEE (2023-2024)

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1	Dr. K. Balaji Principal, AIPS	Chairperson	
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	
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13	Mr. Ch.Nikhil Reddy 20GNIR0078	Nominee from Students	

IQAC Coordinator



## Internal Quality Assurance Cell (IQAC)

### IQAC MEETINGS

### ACTION TAKEN REPORT 2023-2024

S. NO	DESCRIPTION	DATE	PAGE NO
1	Action Taken Report for Meeting -I	14/07/2023	02-03



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**Internal Quality Assurance Cell (IQAC)**

**IQAC MEETING-I**

**Action Taken Report 2023-2024**

S. NO	IQAC Minutes Recommendations	Action Taken
1	Discussion on finalization of academic calendars at institutional level and department level.	<p>1.The institutional level discussion resulted in the following actions:</p> <ul style="list-style-type: none"> <li>- The holiday list was finalized.</li> <li>- Exam schedules were tentatively planned.</li> <li>- Academic breaks were scheduled.</li> </ul> <p>2.The department level discussion resulted in the following actions:</p> <ul style="list-style-type: none"> <li>- Department-specific requirements were incorporated into the academic calendar.</li> <li>- Departmental events and activities were scheduled.</li> </ul> <p>3.The finalized academic calendar circulated to all stakeholders.</p> <p>4.The calendar uploaded on the institution's website.</p> <p>5.Any further changes or updates will be communicated promptly.</p>
2	Academic planning for next semester.	<p>HODs Dr.M.RamaKrishna and Dr.B.Manjula take responsibility for academic calendar, tentative time table and subject distribution. HODs said to implement activities other than academic curricular activities for holistic development of student like sports, cultural activities. Dr.Ch.Pavani has suggested guest lecturers , awareness programs for students.</p> <p>1.Prepared academic calendar and intuitional calendar</p> <p>2. Course files</p>







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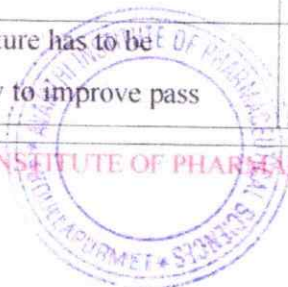
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		<p>3. Time tables</p> <p>4. Review previous material</p> <p>5. Seminars /workshops /FDPs/Research seminars list</p> <p>6. sports cultural list</p>
3	To arrange hands on training program to supporting staff of departments.	Department of pharmacy senior faculty P.Lavanya conducted a training program on Clinical Pharmacy Skills Development to the supporting staff of both departments.
4	Discussion on improvement of physical facilities for academic year 2023-2024.	It was decided by the IQAC Coordinator and members to improve the physical infrastructure facilities as per the requirements and improve the ambience.
5	Discussion on training and placements for Academic year 2023-2024.	<p>1. Conducted a 1-day workshop on resume building and interview skills.</p> <p>2. Conducted a mentorship program with industry experts.</p>
6	To organize carrier guidance, personality development activities, seminars/FDPs/guest lecturers for faculty and students.	<p>1. Conducted 06 Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship programs for both students and faculty.</p> <p>2. One-week National FDP on Recent Trends in Pharmaceutical Innovations and Research</p> <p>3. One-week Online FDP on Theme Aspects of Teaching Pedagogy, Practical Involvement and Experimental and Statistical Analysis in Pharmacy</p>
7	Discussion to place new books in the library.	It was resolved to stock new books in the library as per the Academic Year 2023-2024
8	Result oriented teaching culture has to be inculcated among the faculty to improve pass	The faculty implemented some learning techniques like <b>Ask what, why, and how</b>

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	percentage.	Reviewing previously learned concepts, Giving relevant supporting information and examples
9	HODs have to coordinate and take necessary measures to train the faculty for better results and improvement in pass percentage.	The faculty shared important questions booklets.
10	Mentors have to act effectively to identify weaker students.	The faculty taking special care to weaker students

  
**PRINCIPAL**

  
**IQAC COORDINATOR**



  
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