



## 6.5.2 Quality Assurance Initiatives of the Institution Include.


1. Regular meeting of Internal Quality Assurance Cell (IQAC) quality improvement initiatives identified and implemented.

### ACADEMIC YEAR: 2018-2019

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



Ref No: AIPS/IQAC/2018-2019/01

**CIRCULAR**

Date: 05/12/2018

This is to inform to all the members of IQAC Committee that a meeting is scheduled in Seminar Hall on 07/12/2018 at 11.00AM. All the members of IQAC are hereby informed to be present for the meeting without fail.


**AGENDA**

- Review of minutes of Previous IQAC meeting.
- Action taken report on the decisions of the previous meeting
- Discussion on Certification- programs
- To arrange the feedback forms for various stakeholders of the institute
- To provide the self-assessment templates for faculty
- Discussion on Lab Maintenance
- Any other item with permission of chairman



Copy To:

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

  
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## Internal Quality assurance Committee (2018-2019)

| S.NO | POSITION                       | NAME OF THE FACULTY  | DESIGNATION  |
|------|--------------------------------|----------------------|--|
| 1    | Chairman                       | Dr. K. Balaji        | Principal  |
| 2    | Coordinator                    | Dr. Nihar Ranjan Das | Vice Principal                                     |
| 3    | Member                         | Dr. Y. Jaya Pradha   | Director   |
| 4    | Member                         | Mr. I. Sravan kumar  | Member of GB                                       |
| 5    | Members                        | Dr. M. Rama krishna  | HOD  |
|      |                                | Dr. B. Manjula       | HOD  |
|      |                                | P. Nagaraju          | Asso. Prof   |
|      |                                | A.Shailaja           | Asso. Prof   |
|      |                                | Ms. T. Madhuri       | Asst. Prof   |
| 6    | Industry Members               | Dr. Praba Shankar    | Chairman & Managing Director Leads Pharma Pvt Ltd. |
| 7    | Senior Administrative Officers | Mr. N. SaiRam        | Administrative Officer                             |
| 8    | Nominee from Local society     | K.Venkatesh          | Sarpanch, Gunthapally Village                      |
| 9    | Nominee from Alumni            | G.Hari Kiran         | CRA-Novanardis, Bangalore                          |
| 10   |                                | N.Revathi            | Axis Clinicals Limited Hyderabad                   |
| 11   | Nominee from Students          | E.Sai Krishna Reddy  | 16GN1T0017   |



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**Internal Quality assurance Committee (2018-2019)**

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| 1         | Chairman                       | Dr. K. Balaji                    | Principal  |           |
| 2         | Coordinator IQAC               | Dr. Nihar Ranjan Das             | Vice Principal                                     |           |
| 3         | Member                         | Dr. Y. Jaya Pradha               | Director   |           |
| 4         | Member                         | Mr. I. Sravan kumar              | Member of GB                                       |           |
| 5         | Members                        | Dr. M. Rama krishna              | HOD  |           |
|           |                                | Dr. B. Manjula                   | HOD  |           |
|           |                                | P. Nagaraju                      | Asso. Prof   |           |
|           |                                | A.Shailaja                       | Asso. Prof   |           |
|           |                                | Ms. T. Madhuri                   | Asst. Prof   |           |
| 6         | Industry Members               | Dr. Prabha Shankar               | Chairman & Managing Director Leads Pharma Pvt Ltd. |           |
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| 9         | Nominee from Alumni            | G.Hari Kiran                     | CRA-Novanardis, Bangalore                          |           |
| N.Revathi |                                | Axis Clinicals Limited Hyderabad |  |           |
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## IQAC Minutes of Meeting

Date: 07-12-2018

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

The following points were discussed in the meeting.

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

**Resolution:** It is informed that the IQAC meeting was held on 07/12/2018 at 11.00AM and the minutes of the meeting was approved by the members.


### **Agenda: Discussion on Certification- programs**

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

### **Agenda: To arrange the feedback forms for various stakeholders of the institute**

**Resolution:** Feedback responses for various stakeholders like students, parents and other stakeholders will be arranged by IQAC.



  
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**Agenda: To provide the self-assessment templates for faculty**

**Resolution:** Self-assessment templates for the faculty of the institute have been made and are to be circulated among the departments of the institute.

**Agenda: Discussion on Lab Maintenance**

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

**Agenda: 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.NIHAR RANJAN DAS**

**Coordinator (IQAC)**

- All Committee Members
- Office



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R.R. Dist. Telangana.



**LETTER OF COMMUNICATION**

Date: 10-12-2018

From:

Dr. Nihar Ranjan Das  
Coordinator – IQAC  
Professor

To

All Heads of Departments  
TPO, Librarian,  
Administrative Officer

**Ref:** Copy of Minutes of IQAC Meeting held on 07/12/2018

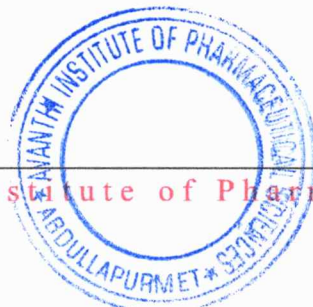
**Sub:** Recommendations from IQAC for the implementation activities for Quality Enhancement  
-Reg


Dear Sir/ Madam

In Continuation to IQAC meeting which was held on 07/12/2018 along with Institution IQAC members, we are hereby attaching a copy of Minutes of meeting. These recommendations were made based on the resolutions proposed in the meeting. Hence, we humbly request you to direct your respective units of the department/Institution to chart out a structural plan to implement.

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

- Review of minutes of Previous IQAC meeting.
- Action taken report on the decisions of the previous meeting
- Discussion on Certification- programs



  
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(Approved by PCI, AICTE & Affiliated to JNTUH)

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



- To improve the quality student admissions
- To arrange the feedback forms for various stakeholders of the institute
- To provide the self-assessment templates for faculty
- Discussion on Lab Maintenance
- Any other item with permission of chairman

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

Thanking You

Yours Sincerely

Dr. Nihar Ranjan Das  
Coordinator – IQAC  
Professor

Copy to:  
Principal  
HR/ Director



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R.R. Dist. Telangana.





Ref No: AIPS/IQAC/2018-2019/02

**CIRCULAR**

Date: 31/05/2019

This is to inform to all the members of IQAC Committee that a meeting is scheduled in Seminar Hall on 01/06/2019 at 11.00AM. 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
- To discuss about increasing the extension activities useful to the nearby area /society.
- To discuss about the placement activities by strengthening the corporate relations.
- To improve the quality student admissions
- Seminars, FDPs, conferences and workshops to be conducted/attended
- Any other item with permission of chairman

Copy To:

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



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## Internal Quality assurance Committee (2018-2019)

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|      |                                | Dr. B. Manjula       | HOD  |
|      |                                | P. Nagaraju          | Asso. Prof   |
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|      |                                | Ms. T. Madhuri       | Asst. Prof   |
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| 9    | Nominee from Alumni            | G. Hari Kiran        | CRA-Novanardis, Bangalore                          |
| 10   |                                | N. Revathi           | Axis Clinicals Limited Hyderabad                   |
| 11   | Nominee from Students          | E. Sai Krishna Reddy | 16GN1T0017   |



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**Internal Quality assurance Committee (2018-2019),**

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## IQAC Minutes of Meeting

Date: 01-06-2019

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

The following points were discussed in the meeting.

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

**Resolution:** It is informed that the IQAC meeting was held on 01-06-2019 at 11.00AM and the minutes of the meeting was approved by the members.

### **Agenda: To discuss about increasing the extension activities useful to the society**

**Resolution:** Various activities like “Personality Development Program”, Awareness Programme (Road safety, Traffic rules)” “Animal Handling during drug screening” etc is plan and conducted successfully for considering social responsibility of individuals.

### **Agenda: To discuss about the placement activities by strengthening the corporate relations.**

**Resolution:** Discussed the planning about special efforts such as planning various training program such as “How to face the Interview and Aptitude test (CRT)”, to arrange the lecture’s series for soft skills & Spoken English to our students.

### **Agenda: To improve the quality student admissions**

**Resolution:** The Coordinator IQAC, solicited the initiatives to be taken to improve the quality. The committee discussed at length on various aspects to attract quality students into the institution. It was resolved by the committee to continue the scholarships to meritorious students and to take the Institution to the next level by encouraging the students to participate in National level project exhibitions and contests. It was also resolved to make the public aware of the note worthy features of the Institution and quality benchmarks of the institution. Further all the members suggested the improvement in placements by maximum conversion of all the eligible students with training of the students in technical, aptitude and soft skills.





**Agenda: Seminars, FDPs, conferences and workshops to be conducted/attended**

**Resolution:** The coordinator (IQAC) highlighted that the number of Workshops/FDPs by organized departments were satisfactory and informed the faculty members to participate in latest many more such programs to enhance their knowledge and skills and to be updated with the technology. Exclusive activities for non-teaching staff need to be conducted the committee suggested that both the teachers and students need to be encouraged to participate in extension activities recognized by Government bodies.

**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. NIHAR RANJAN DAS**

**Coordinator (IQAC)**

- All committee members
- Office



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





## LETTER OF COMMUNICATION

From:  
Dr. Nihar Ranjan Das  
Coordinator – IQAC  
Professor

Date: 04-06-2019

To  
All Heads of Departments  
TPO, Librarian,  
Administrative Officer

**Ref:** Copy of Minutes of IQAC Meeting held on 01-06-2019

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


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- To improve the quality student admissions
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Copy to:  
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