



6.2.1 - The institutional Strategic/ perspective plan is effectively deployed Strategic Plan and deolovment documents on the website:

Higher level academic committee consisting of Principals, Directors and senior professors after indepth discussions and by considering vision, mission, quality policy, core values, social factor and SWOC (Strengths, Weakness, Opportunities and Challenges) analysis established a strategic plan with well defined objectives and mechanism for its effective implementation and monitoring. The Institution successfully implemented strategic measures for improving academic performance through training

All faculty has taken responsibility to design and implement the specific programammes on a specific strategic dates.

Overall skill projection of basis of life long practices is developed from events such as Guest lectures, Industrial visits, graduationday ceremony.

Plan of action for effective academic semester proceedings

Course Action Plan

s.no	Departmental Action Plans	Period	Remarks
1	Course choices from faculty members	2-3 weeks prior to the commencement of semester	Course choices are requested from faculty members for the forthcoming semester
2	Work Load Distribution	2-3weeks prior to the commencement of semester	Allotment of courses is done by the HOD based on the faculty members' specialization or based on the expertise on a particular Course.
3	Timetable Uploading	1 week prior to the commencement of semester	. Time table is prepared by the Time-table committee and the same is uploaded in the University

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			ERP.
4	Course File	1 week prior to the commencement semester	Course files are collected from the faculty members for their respective courses
5	Commencement of first spell of Instruction	As per academic calendar	Distribution of preface to the students to give orientation about the subjects.
6	Completion of I unit	4 weeks from commencement of classes	Covers the theoretical classes and practical labs
7	Completion of 2 1/2 unit	8 weeks from commencement of classes	Covers portion, conducting classes, preparing students for I mid exam by discussing important questions
8	Mid I exam	As per academic calendar	Question papers are collected from subject faculty and sent to exam branch.
9	Commencement of second spell of instruction	As per academic calendar	Evaluation of answer scripts and Gap analysis for assessment of performance of students
10	Workshops and seminars	10th week from commencement of classes	Conducting workshops and seminars to enhance the soft skills and improve presentation
11	Completion of 5 units	15th week from commencement of classes	Complete Syllabus coverage
12	Model papers discussion	16th week from	previous years

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		commencement of classes	question papers are discussed with the students and prepare them for End exams.
13	Mid II exam	As per academic calendar	Question papers are collected from subject faculty and sent to exam branch
14	Preparation holidays	As per academic calendar	Course handouts and model papers of the related Subjects are distributed to the students
15	Endsemester exams	As per academic calendar	End exams
16	Address by HOD to the students	Last day of the exam	Address by HOD to the students regarding the upcoming academic activities of the next Semester

Support to Weak and Bright Students

s.no	Category	Method of categorization	Extra care taken for students
1	Bright students	Current CGPA > 7.5	<ul style="list-style-type: none">• Supplementary Assignments are provided to develop skills to enhance knowledge.• Extra classes for advance topics.• Special guidance to publish papers and to carry out innovative projects.•

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2	Weak students	Current CGPA < 6	<ul style="list-style-type: none">• Identify the courses in which student is weak.• Additional time is provided by the faculty member for better understanding.• Extra counselling to motivate students and guide students for better preparation.• More test and assignment are given.• Mentors are facilitated to understand personal and professional difficulties of students.
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