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.

ACADEMICYEAR:2019-2020

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S. N	DESCRIPTION	DATE	PAGENO
1	IQAC MEETING -I	23-11-2019	02-08
2	IQAC MEETING -II	25-01-2020	09-15

AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES * ABDULLAPURMET *

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

Ref No: AIPS/IQAC/2019-2020/01

CIRCULAR

Date: 21/11/2019

This is to inform all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting on 23/11/2019 at 11.00AM 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
- Result Analysis of each course and semester
- Academic auditing & schedules
- Discussion on Lab Maintenance
- Review of NAAC AQAR Preparation
- Any other item with permission of chairman

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

Copy To:
- The principal
- HODs
- IQAC Coordinator
- All IQAC Committee members

Internal Quality assurance Committee (2019-2020)

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	K. Hari priya	19GN1T0004

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5	Members	Dr. M. Rama krishna	HOD	
		Dr. B. Manjula	HOD	
		P. Nagaraju	Asso. Prof	
		A.Shailaja	Asso. Prof	
		Ms. T. Madhuri	Asst. Prof	
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IQAC Minutes of Meeting

Date: 23-11-2019

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 IQAC meeting was held on 23-11-2019 at 11.00 AM and the minutes of the meeting was approved by the members.

Agenda: Result Analysis

Resolution: The committee requested respective HODs to improve students' performance through actions such as Conducting additional classes, doubt-clearing/clarification sessions. The committee informed the faculty to analyze the results and to appreciate the toppers from each branch by giving prizes. The committee resolved to implement remedial classes for the average and below average students.

Agenda: Academic auditing & schedules

Resolution: It is resolved by the committee to continue the Academic Audit at the end of every odd and even semesters as this audit will help the departments to document and showcase different activities related to student development, faculty development, research contributions, teaching-learning & evaluation and professional society activities. It is also resolved to continue the template of the Academic Audit as it encourages the competitiveness among various departments and comprehensively audits the various academic components of each department. It is also resolved to conduct an external audit. The study report and action taken report after its preparation should be submitted to principal and Governing Body members.

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.

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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: Review and Action Taken for Implementation & Outcomes of NAAC AQAR Preparation

Resolution: Prepared NAAC AQAR on all the Individual criteria.

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

- 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
To

Date: **26-11-2019**

All Heads of Departments
TPO, Librarian,
Administrative Officer

Ref: Copy of Minutes of IQAC Meeting held on 23-11-2019

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

Dear Sir/ Madam

In Continuation to IQAC meeting which was held on 23-11-2019along 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

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- Result Analysis of each course and semester
- Academic auditing & schedules
- Discussion on Lab Maintenance
- Review of NAAC AQAR Preparation
- 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

AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES * ABDULLAPURMET *

PRINCIPAL
AVANTHI INSTITUTE OF
PHARMACEUTICAL SCIENCES
Gunthapally (V), Abdullapurmet (M),

Ref No: AIPS/IQAC/2019-2020/02

CIRCULAR

Date: 23/01/2020

This is to inform and invite all the members of IQAC to attend the Internal Quality Assurance Cell (IQAC) meeting on 25-01-2020 at 11.00AM in the Seminar Hall. 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
- Encouraging and motivated to the faculty to get AICTE sponsored STTP.
- Discussion on organizing seminars/workshops and awareness programs for students.
- Discussion on Certification- programs
- Review of NAAC AQAR Preparation.
- Any other matter.

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Copy To:

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

Internal Quality assurance Committee (2019-2020)

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4	Member	Mr. I. Sravan kumar	Member of GB
5	Members	Dr. M. Rama krishna	HOD
		Dr. B. Manjula	HOD
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IQAC Minutes of Meeting

Date: 25-01-2020

IQAC Coordinator Dr.Nihar Ranjan Das commenced the meeting with a note of welcome to the IQAC members. The following decisions were taken after detailed discussions among the members 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 minutes of the previous was approved by the members.

Agenda: Discussion on organizing seminars/workshops and awareness programs for students.

Resolution: It was resolved to introduce Value added programs and workshops for enriching the students' practical skills. HODs and Department Coordinator was informed to prepare the course content. It was resolved to organize online workshops to enrich the teaching quality of the faculty members. It was also planned to conduct the social extension activities and HODs and Club coordinators were informed to take appropriate action.

Agenda: Encouraging and motivated to the faculty to get AICTE sponsored STTP

Resolution: We are planning to fetch the grant from AICTE for STTP our major intends to Conduct faculty training through financial assistance from AICTE enable faculty members in the field of technical education to introspect and learn techniques that can help prepare students for active and successful participants in a knowledge society.

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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: Review of NAAC AQAR Preparation

Resolution: Dr. K. Balaji, Chairperson & Dr. Nihar Ranjan Das 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 matter with permission of chairperson.

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

Dr. NIHAR RANJAN DAS
Coordinator (IQAC)

PRINCIPAL

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

- All committee members
- Office

LETTER OF COMMUNICATION

From:
Dr. Nihar Ranjan Das
Coordinator – IQAC
Professor

Date: 28-01-2020

To
All Heads of Departments
TPO, Librarian,
Administrative Officer

Ref: Copy of Minutes of IQAC Meeting held on 25-01-2020.

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- Action taken report on the decisions of the Previous Meeting

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- Encouraging and motivated to the faculty to get AICTE sponsored STTP.
- Discussion on organizing seminars/workshops and awareness programs for students.
- Discussion on Certification- programs
- Review of NAAC AQAR Preparation.
- Any other matter.

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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