

**INTERNAL QUALITY ASSURANCE  
CELL**





Date: 27-08-2015

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




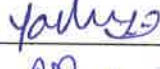

Hereby all the members of IQAC are informed that the IQAC meeting will be held on 31-08-2015 at 10.00 am in the board room.

  
**Principal**

**CC:**

All Committee Members

**INTERNAL QUALITY ASSURANCE CELL (IQAC) COMPOSITION 2015-16**

S.NO	NAME	ROLE	SIGNATURE
1	Prof.S.K. Uma Devi	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. Bindu Madhavi	Member	
6	Dr. Ajay Godwin	Member	
7	Prof.A. Narsing Rao	Member	Informed through mail
8	Mrs. P.Naga Haritha	Member	
9	Dr. Kondaji Gajulapati	Member	Informed through mail
11	Mrs. Lakshmi	Member	Informed through phone call
12	Mr. Manikumar	Member	
13	Mr. Yashwanth	Member	
14	Dr. R. Ramalingam	Co-ordinator IQAC	

## INTERNAL QUALITY ASSURANCE CELL

### MINUTES OF 1<sup>st</sup> IQAC MEETING

15-16

**Date: 31-08-2015**

Management, St. Pauls College of Pharmacy constituted an Internal Quality Assurance Cell (IQAC) on 31<sup>st</sup> August 2015. The IQAC Committee includes all stakeholders of the Institute, i.e. Students, Alumni, Faculty Members, Members from Management, Administrative Members and members of local community and industry experts.

**Agenda:**

1. Constitution of IQAC
2. Roles & Responsibilities of IQAC

**Resolutions:**

The following members are deputed for Internal Quality Assurance Cell for the Academic year 2015-16. The committee will start its functioning with effective from 01-09-2015.

Internal Quality Assurance Cell (2015-16)

S.NO	NAME	DESIGNATION	ROLE
1	Prof.S.K. Uma Devi	Principal & Professor St. Pauls College of Pharmacy	Chair person
2	Mr. K.Sudhir	Correspondent & Chairman St. Pauls College of Pharmacy	Member
3	Mr. B.Venkat Ramana Reddy	Administrative Officer St. Pauls College of Pharmacy	Member
4	Dr. P.Sunil Kumar Chaitanya	Professor, HOD Pharmaceutical Chemistry St. Pauls College of Pharmacy	Member
5	Dr. Bindu Madhavi	Professor, HOD Pharmaceutics St. Pauls College of Pharmacy	Member
6	Dr. Ajay Godwin	HOD, Pharmacology St. Pauls College of Pharmacy	Member
7	Prof.A. Narsing Rao	Professor, Dept of Geology UCS, Osmania University	Member
8	Mrs. P.Naga Haritha	Exam Branch Incharge St. Pauls College of Pharmacy	Member
9	Dr. Kondaji Gajulapati	Senior Research Scientist, Sai Advantium Pharma Ltd.	Member
11	Mrs. Lakshmi	Parent	Member
12	Mr. Manikumar	Student St. Pauls College of Pharmacy	Member
13	Mr. Yashwanth	Alumni Student St. Pauls College of Pharmacy	Member
14	Dr. R. Ramalingam	Professor, Dept. of Pharmaceutical Chemistry St. Pauls College of Pharmacy	Co-ordinator IQAC

**Objectives:**

The broadly defined objectives of IQAC include (but are not limited to):

- To develop a system for conscious, consistent, and catalytic action to improve academic and administrative performance of the institution.
- To create a good quality culture.
- To channelize the efforts and measures of the institution towards academic excellence
- To become a potential vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.

**Strategies:**

In order to ensure quality sustenance and enhancement, IQAC shall evolve mechanisms and procedures for:

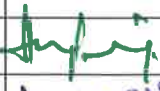







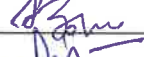


- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance in quality of academic and research programs.
- Equitable access and affordability of academic programs to suit for various sections of the society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring adequacy and functioning of the support structure and services.
- Sharing of research and networking with other institutions in India and abroad.

**Functions:**

The primary functions of the IQAC include (but are not limited to):

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution.
- Dissemination of information on various quality parameters of higher education.
- Organization of workshops, seminars on quality-related themes and promotion of quality circles.
- Documentation of various programs/activities leading to quality improvement.
- Acting as a nodal agency of the institution for quality-related activities.
- Preparation of Annual Quality Assurance Report (AQAR) to be submitted to NAAC, based on the quality parameters.

Members Present:

Name of the Member	Signature	Name of the Member	Signature
Prof. S.K Uma Devi		Dr. Kondaji Gajjalapati	
Mr. K. Sudher		Mr. Manikumar	
Mr. B. Venkat Ramana		Mr. Yashwanth	
Dr. P. Sunil kumar chaitanya		Dr. R. Ramalingam	
Dr. Bindu madhavi			
Dr. Ajay Gorkoin.			
Mr. P. Nagprahlada			

  
IQAC Incharge

  
PRINCIPAL

CC:

1. All Committee Members
2. Administrative Office

### **Quality Initiatives of IQAC established in 2015-16**

1. Recruiting experienced staff
2. Strengthening of Student, Parent and faculty feedback system,
3. Regularity of students-monitoring and student attendance
4. Organization of seminars and guest lectures
5. Tentative lesson plans and syllabus completion reports as per the demands of curriculum and Almanac
6. Establishment of statutory and non-statutory committees
7. Individual lab audit
8. Placements
9. Improvisation of library facilities
10. Maintenance of medicinal garden and green house campus
11. Organization of industrial visits and industry-institute interactions
12. Extra-curricular and co-curricular activities for the overall development of students
13. Establishment of new courses like Doctor of Pharmacy
14. Budget allocation under various categories
15. Infrastructural facilities
16. Framing of vision, mission, CO s, PO s and PEO s
17. Service rules and Institution policies
18. Research and Development:  
Faculty members are also being motivated for obtaining research Publications and to pursue higher education like PhD/Post doc
19. Standardization of M. Pharm Projects
20. Faculty Development Programs and workshops.
21. Professional Development Programs



Date: 18-01-2016

**CIRCULAR**

All the members of IQAC are informed to attend the IQAC meeting held on 20-01-2016 at 2.00 pm in the board room.




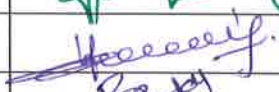




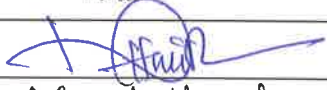

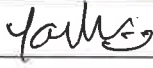

**Principal**

**CC:**

All Committee Members



**INTERNAL QUALITY ASSURANCE CELL (IQAC) COMPOSITION 2015-16**

S.NO	NAME	ROLE	SIGNATURE
1	Prof.S.K. Uma Devi	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. Bindu Madhavi	Member	
6	Dr. Ajay Godwin	Member	
7	Prof.A. Narsing Rao	Member	Informed through Mail
8	Mrs. P.Naga Haritha	Member	
9	Dr. Kondaji Gajulapati	Member	Informed through Mail
11	Mrs. Lakshmi	Member	Informed connecting through Phone call
12	Mr. Manikumar	Member	
13	Mr. Yashwanth	Member	
14	Dr. R. Ramalingam	Co-ordinator IQAC	

## MINUTES OF 2<sup>nd</sup> IQAC MEETING

15-16  
DATE: 20-01-2016

The IQAC of St Pauls College of Pharmacy conducted a 2<sup>nd</sup> meeting on 20-01-2016 at 2:00 PM to discuss the following agenda.

### **Agenda:**

1. Review and action taken of previous minutes
2. Improvisation of Library facilities
3. Organization of industrial visits
4. Strengthening of feedback system
5. Student's attendance
6. Lesson plans and tentative syllabus completion reports
7. Reframing and practicing of service rules strictly

Hon'ble Principal welcomed all the members and invited IQAC Coordinator for his introductory address. The Co-ordinator, IQAC, also welcomed all to the 2<sup>nd</sup> meeting of IQAC for the year 2015-16.

### **Agenda 1. Review and action taken of previous minutes**

The principal has reviewed the minutes of previous and action taken on previous meeting and approved the following

#### **Action taken:**

1. Constituted IQAC
2. Circulated Roles & Responsibilities of IQAC to all the staff

### **Agenda 2. Improvisation of Library facilities**

Chairman Mr. K. Sudhir suggested the Principal to improve the Library facilities by increasing the number of titles and list of journals available.

### **Agenda 3. Organization of industrial visits**

Local linkage and community outreach programs and collaborative programs with industries, external agencies/organizations are to be planned and implemented urgently.

**Agenda 4. Strengthening of feedback system**

The committee members were suggested to strengthen the feedback system of staff.

**Agenda 5. Student's attendance**

University nominee has instructed to maintain student's attendance at least minimum 75%, and also suggested the faculty to inform the parents about their ward's absenteeism.

**Agenda 6. Lesson plans and tentative syllabus completion reports**

The committee suggested for tentative lesson plans and syllabus completion reports before the commencement of class work.

**Agenda 7. Reframing and practicing of service rules strictly**




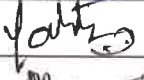


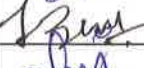

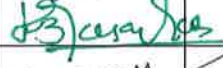
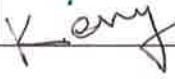
The management has instructed to reframe the service rules and practice them strictly.

**Proposed Action plan:**


1. Planned to purchase new titles of books.
2. Decided to organize industrial visits at least 2 per a year.
3. Implemented the practice of taking feedback from students.
4. Planned for measures to be taken for improving students' attendance.
5. Implemented tentative lesson plans and syllabus completion reports.
6. Discussed about reframing and practicing of service rules.

IQAC coordinator thanked all the members, who attended the meeting proposed the date for next meeting.

Members Present:

Name of the Member	Signature	Name of the Member	Signature
Dr. S. K. Umardvi		Mr. Manikumar	
Mr. K. Gadhvir		Mr. Yashwanth	
Dr. P. Smit Kumar Chaitanya		Dr. Ramalingam	
Dr. Bindu Madhavi			
Dr. Ajay Gadhvir			
Prof. A. Narasing Rao			
Dr. Khandaji Gajubapat			

  
IQAC Incharge

  
PRINCIPAL

CC:

1. All Committee Members
2. Administrative Office





Date: 09-09-2016

**CIRCULAR**

This is to inform all the members of IQAC to attend the meeting held on 10-09-2016 at 11.00 am in the board room.







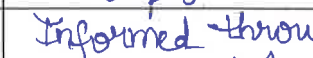



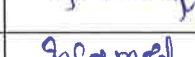
*J. Venkateswara*

**Principal**

**CC:**

All Committee Members

**INTERNAL QUALITY ASSURANCE CELL (IQAC) COMPOSITION**

S.NO	NAME	ROLE	SIGNATURE
1	Dr. J.V. Rao	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. Kiran	Member	
6	Dr. Ajay Godwin	Member	
7	Prof.Narsing Rao	Member	Informed through Mail
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	Informed through Mail
10	Dr. Kondaji	Member	Informed through Mail
11	Mr. Rathnakar	Member	Informed through Phone call
12	Ms.Prerana(B.Pharm) Ms. Thanuja	Member	 
13	Mr.Ajith(B.Pharm)	Member	
14	Dr.R.Ramalingam	Co-ordinator IQAC	

## MINUTES OF 3<sup>rd</sup> IQAC MEETING

DATE: 12.09.2016

Venue: Board Room

Time: 3.00pm

The IQAC, St Pauls College of Pharmacy conducted its 3<sup>rd</sup> meeting on 12.09.2016 at 3:00 PM to discuss the following.

### Agenda:

1. Review of previous meeting and action taken of previous minutes
2. Preservation of lab records and manuals.
3. Revising and framing of statutory and non-statutory bodies or committees
4. Placements
5. Maintenance of medicinal garden and green house campus
6. Industry- institute interaction
7. Quality Research publications
8. Standardization of M.Pharm projects and practice school projects
9. Conduction of National level conference.

The IQAC Co-Ordinator has given welcome remarks to all the participants of the meeting

### Agenda 1. Review of previous meeting and action taken of previous minutes

The members reviewed the minutes of previous meeting and confirmed the following actions taken on previous minutes of meeting

### Action taken:

1. Purchased new titles of books to improvise the library facilities
2. Organized industrial visits for B. Pharm students.
3. Implemented the practice of taking feedback from students, faculty and parents.
4. Strengthened the mentoring system.
5. Implemented tentative lesson plans and syllabus completion reports.
6. Service rules were reframed and practicing of service rules were made strictly.

### Agenda 2. Preservation of lab records and manuals.

It was instructed to preserve the best records of laboratory practical's and lab manuals for inspection purpose.

**Agenda 3.** Revising and framing of statutory and non-statutory bodies or committees

It was also instructed that the statutory and non-statutory committees should be revised and updated time to time.

**Agenda 4.** Placements

The members of the management have instructed to provide placements for the final year students and also related training programmes.

**Agenda 5.** Maintenance of medicinal garden and green house campus

The committee also suggested maintaining of herbal garden by planting of useful medicinal plants and green campus by avoiding entry of vehicles into the campus.

**Agenda 6.** Industry institute interaction

The industry resource persons of the committee were suggested to promote industry institute interaction by organizing seminars, guest lectures and workshops.

**Agenda 7.** Research publications

It was also advised to focus more on Research and publish research works in well reputed journals.

**Agenda8.** Standardization of M.Pharm projects and practice school projects. It was also instructed to standardize the practice school and M.Pharm projects.

**Agenda 9.**Conduction of National level conference.

The committee also discussed to conduct national level conference.



**Proposed Action plan:**

1. Discussed how to preserve lab records and manuals.
2. Decided to revise the statutory and non-statutory bodies.
3. Measures were taken to maintain herbal garden and green house campus.
4. Planned the ways to promote industry institute interaction.
5. Implemented tentative lesson plans and syllabus completion reports.
6. Taken a resolution to publish at least one research publication in an academic year.
7. Discussed to standardize the practice school and M.Pharm projects
8. Decided to organize National level conference.

IQAC coordinator ended the meeting with vote of thanks to all the members, and also proposed the date for next meeting.

**Members Present:**

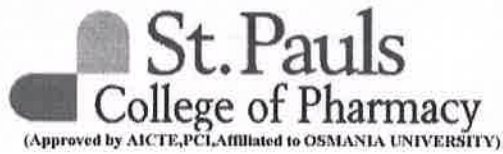
Name of the Member	Signature	Name of the Member	Signature
Dr. J.V. Rao	J.V. Rao	Dr. Ashish Agarwal	Ashish
Ms. K. Sudhir	K. Sudhir	Dr. Kondaji	Kondaji
Mr. B. Venkatesh Ramana Reddy	B. Venkatesh Ramana Reddy	Mr. Rattanabau	Rattanabau
Dr. P. Saini Kumar Chistam	P. Saini Kumar Chistam	Ms. Thanyia	Thanyia
Dr. Kiran	Kiran	Mr. Ajith	Ajith
Dr. Ajay (galew)	Ajay (galew)	Dr. Ramalingam	Ramalingam
Mrs. P. Nagalakshmi	P. Nagalakshmi		

  
IQAC Incharge

  
PRINCIPAL

**CC:**

1. All Committee Members
2. Administrative Office



Date: 22-02-2017

**CIRCULAR**

All the members of IQAC are requested to attend the IQAC meeting held on 25-02-2017 at 10.00 am in the board room.

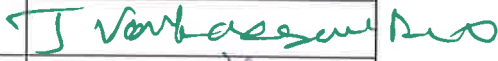






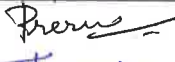
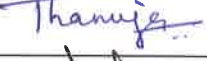


A handwritten signature in green ink, appearing to be "J. Venkateswara", is written above the title "Principal".

**Principal**

**CC:**

All Committee Members

### INTERNAL QUALITY ASSURANCE CELL (IQAC) COMPOSITION

S.NO	NAME	ROLE	SIGNATURE
1	Dr. J.V. Rao	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. Kiran	Member	
6	Dr. Ajay Godwin	Member	
7	Prof.Narsing Rao	Member	Informed through mail
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	Informed through mail
10	Dr. Kondaji	Member	Informed through mail
11	Mr. Rathnakar	Member	Informed through phone call
12	Ms.Prerana(B.Pharm) Ms. Thanuja	Member	 
13	Mr.Ajith(B.Pharm)	Member	
14	Dr.R.Ramalingam	Co-ordinator IQAC	

16-17

## MINUTES OF 4<sup>th</sup> IQAC MEETING

DATE: 25-02-2017

VENUE: BOARD ROOM

TIME: M 12.00PM

The minutes of 4<sup>th</sup> IQAC meeting held on 25-02-2017 at 12.00pm in the Principal's office discuss the following:

### **Agenda**

The following agenda was discussed.

1. Review of previous minutes
2. Establishment of Research Centre
3. Procurement and maintenance of books, chemicals required for coming academic year
4. Ratification of teaching faculty
5. NBA accreditation
6. MOUs with industry, institutes and research labs

The meeting was convened with welcome note by the IQAC coordinator and also introduced all the members.

### **Agenda 1**

Minutes of previous meeting were reviewed and approved the action taken on previous minutes

#### **Action taken:**

1. All the faculty were given instructions to preserve lab records and manuals.
2. Revised the statutory and non-statutory bodies.
3. Planted medicinal plants in herbal garden and all the students and staff were given instructions to maintain the campus clean and green.
4. Made MoU with industries to promote industry institute interaction.
5. Implemented tentative lesson plans and syllabus completion reports.
6. Faculty were given strict instructions to publish at least one research publication in an academic year.
7. Discussed to standardize the practice school and M. Pharm projects
8. Organized National level conference.

### **Agenda 2**

All members appreciated management's proposal for starting a research centre at St. Pauls College of Pharmacy under Osmania University



### Agenda 3

The members of the committee suggested to procure required chemicals, books, and other requirements for the coming academic year 2017-18.

### Agenda 4

The university nominee from the Osmania university instructed all the faculty to get prepare for the ratification process.

### Agenda 5

The chairman, St.Pauls College of pharmacy has encouraged to apply for NBA accreditation and the members appreciated him for his vision towards better education

### Agenda 6


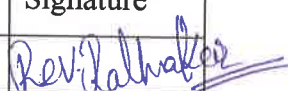
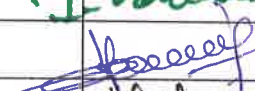
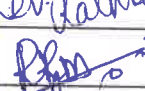
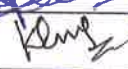
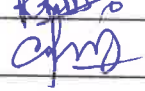
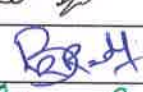
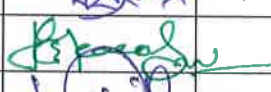
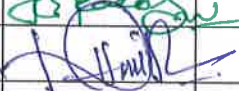
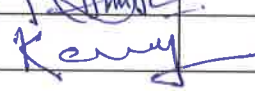
It is also suggested to interact with more organizations, academic institutions and industries for their knowledge transfer by making the MOUs.

#### **Proposed Action plan:**

1. Planned to establish research center.
2. Decided to procure all the requirements needed for next academic year.
3. Taken measures needed for ratification.
- 4 Planned for NBA accreditation.
5. Decided to make MOUs with other industries and organizations.

The meeting was ended with vote of thanks proposed by the IQAC coordinator.

#### **Members Present:**

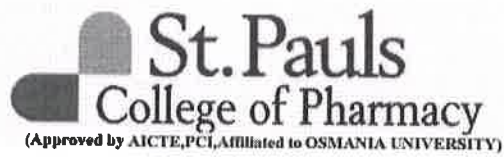
Name of the Member	Signature	Name of the Member	Signature
Dr. J V Rao		Mr. Pathrakar	
Mr K. Sudhir		Dr. R. Ramalingam.	
Dr. Kisan		Dr. Ajay godwin	
Dr. B. Venkat Ramana Reddy			
Prof. Narsingh Rao.			
Mrs. P. Naga-Haritha			
Dr. Roudy,			

  
IQAC Incharge

  
PRINCIPAL

#### **CC:**

1. All Committee Members
2. Administrative Office



Date: 17-12-2017

**CIRCULAR**

All the members of IQAC are requested to attend the IQAC meeting to be held on 21-12-2017 at 02.00 pm in the principal room.

  
Principal

**CC:**

All Committee Members

### INTERNAL QUALITY ASSURANCE CELL (IQAC) COMPOSITION 2017-18

S.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. Ajay Godwin	Member	
7	Prof. G.B Reddy	Member	Informed through mail
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	Informed through mail
10	Dr. Konda Ji	Member	Informed through mail
11	Mr. Rathnakar	Member	Informed through phone call
12	Mr. Abbas Ahmed(B.Pharm) Mr. Sai Krishna	Member	
13	Ms.Shjra Fathima(B.Pharm) Mr.B.Mahesh	Member	
14	Dr.R.Ramalingam	Co-ordinator IQAC	

## MINUTES OF 5<sup>th</sup> IQAC MEETING

DATE: 21-12-2017

VENUE: PRINCIPAL'S CHAMBER

TIME: 2.00pm

The minutes of 5<sup>th</sup> IQAC meeting held on 21-12-2017 at 2.00pm in the principal office to discuss following:

### **Agenda**

The following agenda was discussed.

1. Review of last meeting minutes
2. Implementation of committees.
3. Adaptation of HODs of all the departments
4. Conduction of Continuing Education Program as a part of PCI
5. Strengthening Mentoring System.
6. Allotment of works as per NAAC norms

The meeting was convened with welcome note by the IQAC coordinator and he introduced all the members.

### **Agenda 1**

Reviewed the minutes of last meeting held on 25-02-2017 and confirmed the action taken on the same.

### **Action taken:**

1. Applied for research center.
2. Procured all the chemicals and others required for smooth conduction of academics.
3. Ratified faculty were continued for their services.
4. Initiated NBA accreditation process.
5. Made MOUs with other industries and organizations.

### **Agenda 2**

Various committees as per regulations were implemented for the purpose of NBA accreditation.

### **Agenda 3**

All the HODs are instructed for strategic direction and development of the subject, teaching and learning, leading and managing the staff, efficient deployment of the resources.

### **Agenda 4**

The nominee from Osmania University has instructed to conduct and attend Continuing Education Programs for all the faculty.

### **Agenda 5**

The Principal of the college has suggested some initiatives for strengthening of the mentoring system

### Agenda 6

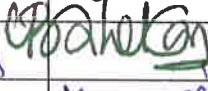
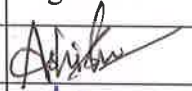


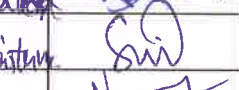

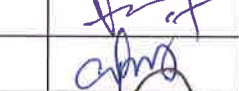
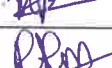
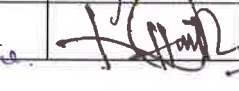



It was also suggested that the faculty need to maintain files as per the requirement of NAAC accreditation.

#### **Proposed Action plan:**

1. Planned to implement committees.
2. Adaptation of HODs of all the departments
3. Decided to conduct Continuing Education Program as a part of PCI
4. Discussed to strengthen the Mentoring system
5. Decided to allot the works to faculty as per NAAC norms

The meeting was ended with vote of thanks proposed by the IQAC coordinator.

#### **Members Present:**

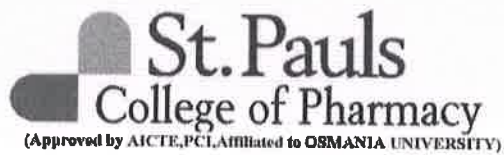
Name of the Member	Signature	Name of the Member	Signature
Dr. B. Chandrashekar		Dr. Adish Agawal	
Mr. P. Sudhir		Dr. Karkaji	
Mr. B. Venkatesh		Mr. Abhay Ahmed	
Dr. P. Sunil Kumar Chaitan		Ms. Shyfa Fatima	
Dr. K. Veny madhav		Dr. Ramalingam	
Dr. Aayushkorn			
Mrs. P. Nagathartha			

  
IQAC Incharge

  
PRINCIPAL

#### **CC:**

1. All Committee Members
2. Administrative Office



Date: 12-04-2018

**CIRCULAR**


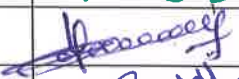
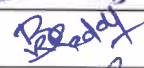
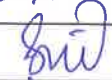

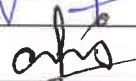



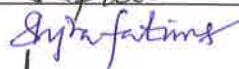


The IQAC members are informed to gather at board room at 11.00 am of 16<sup>th</sup> April, 2018.

  
Principal

CC:

All Committee Members

### INTERNAL QUALITY ASSURANCE CELL (IQAC) COMPOSITION 2017-18

S.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. Ajay Godwin	Member	
7	Prof. G.B Reddy	Member	Informed through call
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	Informed through mail
10	Dr. Konda Ji	Member	Informed through mail
11	Mr. Rathnakar	Member	Informed through call
12	Mr. Abbas Ahmed(B.Pharm) Mr. Sai Krishna	Member	 
13	Ms.Shjra Fathima(B.Pharm) Mr.B.Mahesh	Member	 
14	Dr.R.Ramalingam	Co-ordinator IQAC	



18.19

## MINUTES OF 6<sup>th</sup> IQAC MEETING

**DATE:** 16-04-2018

**VENUE:** PRINCIPAL'S CHAMBER

**TIME:** 12.00pm

The minutes of 6<sup>th</sup> IQAC meeting held on 16-04-2018 at 12.00pm in the Principal's office to discuss following:

### **Agenda**

1. Review of previous minutes
2. Recruitment of faculty.
3. Preparation for NBA Pre qualifier
4. Strengthening of Book bank system.
5. Faculty Development Programs and Workshops
6. Improvement of Infrastructure.
7. Guest lectures/Industrial visits
8. Training Programs for placements

The meeting was convened with welcome note by the IQAC coordinator and he introduced all the members.

### **Agenda 1**

Reviewed the minutes of last meeting held on 25-02-2017 and confirmed the action taken on the following.

#### **Action taken:**

1. Implemented working of various committees for the smooth conduction of academics and administration.
2. Adaptation of HODs of all the departments
3. Decided to conduct Continuing Education Program as a part of PCI
4. Strengthened the Mentoring system by adapting various measures.
5. Faculties were allotted with NAAC works.

### **Agenda 2**

New faculty recruitment as per eligibility and guidelines given under PCI and UGC by the college Authority.

### **Agenda 3**

The chairman has instructed the faculty to prepare for the NBA Pre qualifier.

### **Agenda 4**

The library committee was instructed to strengthen the book bank system for all respective class students.

**Agenda 5**

It was also suggested for the faculty to conduct and improvise faculty development programs and workshops.

**Agenda 6**

The IQAC committee members are instructed to improve the infrastructure of the college accordingly.

**Agenda 7**

Faculty were instructed to take in charge of guest lectures for the students of all the classes. The final year class in charge was instructed to guide students for an Industrial visit.

**Agenda 8**


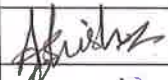
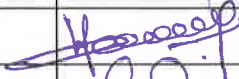








The management has discussed to have a proper placement training session and make students to attend the sessions.

**Proposed Action plan:**

1. Planned to recruit new faculty.
2. Discussed for Preparation of NBA Pre qualifier
3. Planned to Strengthen the Book bank system.
4. Discussed to Implement Faculty Development Programs and Workshops
5. Discussed the ways for the Improvement of Infrastructure.
6. Planned for Guest lectures/Industrial visits
7. Implemented Training Programs for placements

The meeting was ended with vote of thanks proposed by the IQAC coordinator.

**Members Present:**

Name of the Member	Signature	Name of the Member	Signature
Dr. B. chandra shekar		Dr. Ashish Agarwal	
Mr. K. Sudhish		Mohd Hishamuddin	
Dr. P. Sunil kumar chaitanya		Ms. Madhavi	
Dr. Somnath De		Dr. R. Ramalingam	
Dr. K. Venu Madhav			
Mrs. J. Sujatha			
Dr. J. Sreekanth			

  
**IQAC Incharge**

  
**PRINCIPAL**

**CC:**

1. All Committee Members
2. Administrative Office

Date: 07-01-2019

**CIRCULAR**


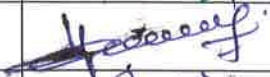
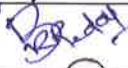


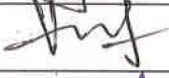
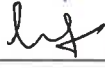



The IQAC members are informed to gather at board room at 11.00 am of 10<sup>th</sup> January, 2019.

  
**Principal**

**CC:**

All Committee Members

### IQAC Members 2018-2019

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. Somnath De	Member	
6	Dr. K.Venu Madhav	Member	
7	Dr. R.Shyam Sunder	Member	Informed through mail
8	Mrs. J.Sujatha	Member	
9	Dr. J. Sreekanth	Member	Informed through mail
10	Dr. Ashish Agarwal	Member	Informed through mail
11	Mr.Rathnakar	Member	Informed through call
12	Mohd Hishamudding	Member	
13	Ms. Madhavi (B.Pharm)	Member	
14	Dr.R.Ramalingam	Co-ordinator IQAC	

10-1-19

## MINUTES OF 7<sup>th</sup> IQAC MEETING

**DATE: 10-01-2019**

**VENUE: BOARD ROOM**

**TIME: 02.00pm**

The minutes of 7<sup>th</sup> IQAC meeting held on 10-01-2019 at 2.00pm in the principal's office to discuss the following

### **Agenda**

1. Review of previous minutes of meeting
1. Consultancy Projects
2. Research and Development
3. Conduction of FDPs
4. Weekly reports of Teaching
5. Alumni meet

The meeting was convened with welcome note by the IQAC coordinator and he introduced all the members.

### **Agenda 1**

Reviewed previous meeting minutes and confirmed the action taken on previous minutes

### **Action taken**

1. Recruited new faculty.
2. Preparation of NBA Pre qualifier
3. Planned to Strengthen the Book bank system.
4. Organized Faculty Development Programs and Workshops
5. Initiated works to Improve Infrastructure.
6. Guest lectures/Industrial visits were organized
7. Implemented Training Programs for placements

### **Agenda 2**

HODs are instructed to implement consultancy projects for the betterment of students academic excellence.

### **Agenda 3**

The committee members are instructed to frame and improvise R&D cell.

### **Agenda 4**

It was also suggested for the faculty to conduct and improvise faculty development programs and workshops.

**Agenda 5**

The staff were instructed to file and submit weekly reports of their allotted subjects whenever they asked

**Agenda 6**

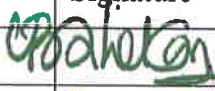

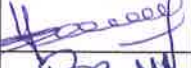


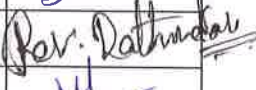

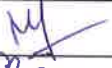

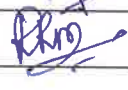
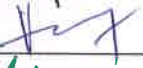

The committee in charge was instructed to plan accordingly and conduct an alumni meet.

**Proposed Action plan:**

1. Planned to conduct Consultancy Projects
2. Discussed to Implement Research and Development
3. Planned for the Conduction of FDPs
4. Implemented to submit Weekly reports of Teaching
5. Proposed for an Alumni meet.

The meeting was ended with vote of thanks proposed by the IQAC coordinator.

**Members Present:**

Name of the Member	Signature	Name of the Member	Signature
Dr. B. Chandrashekar		Ms. J. Sujatha	
Mr. K. Sudhir		Dr. J. Sreekanth	
Mr. B. Venkatesh Ramana Reddy		Ms. Rathnabha	
Dr. P. Sunil Kumar Chaitan		Ms. Madhavi	
Dr. Somnath H. D.		Dr. K. Ramalingam	
Dr. K. Venkateshwar			
Dr. S. Hari Sundar			

  
IQAC Incharge

  
PRINCIPAL

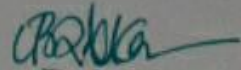
**CC:**

1. All Committee Members
2. Administrative Office

Date: 4-07-2019

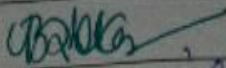
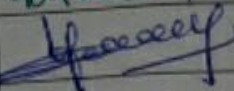
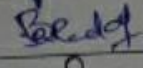

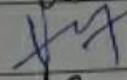
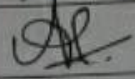
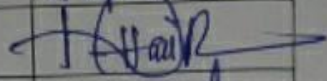
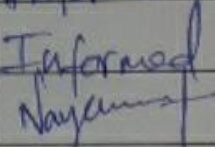
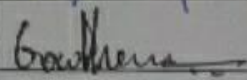
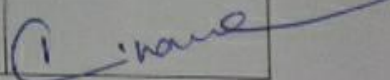
**CIRCULAR**

Hereby all the members of IQAC are informed that the IQAC meeting will be held on 05-07-2019 at 10.00 am in the board room.

  
**Principal**



### IQAC Members 2019-2020

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr.V.Asha Jyothi	Member	
7	Dr. R.Shyam Sunder	Member	Informed
8	Mrs. P.Naga Haritha	Member	
9	Dr. J. Sreekanth	Member	Informed
10	Dr. Ashish Agarwal	Member	Informed
11	Mr. Rathnakar	Member	Informed
12	Mr. Nayeem uddin qureshi	Member	
13	Mr. Goutham (B.Pharm)	Member	
14	Dr.M.Kiranmai	Co-ordinator IQAC	

**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC)**

The meeting of the IQAC of St. Pauls College of Pharmacy was held on 05 July 2019 at 10.00am in the Board Room.

The Following members were attended the meeting

Sl.No:	Name of the Faculty	Designation	Role
1	Dr.B.Chandra Shekar	Principal	Chairperson
2	Mr.K.Sudhir	Chairman	Member
3	Mr.B. Venkat Ramana Reddy	Administrative Officer	Member
4	Dr.P.Sunil Kumar Chaitanya	Professor, HOD Pharmaceutical Analysis	Member
5	Dr.K.Venu Madhav	Professor, HOD Pharmaceutics	Member
6	Dr.V.Asha Jyothi	Associate Professor, Pharmacology	Member
7	Dr.R.Shyam Sunder	Professor, Osmania Univeristy	Member
8	Mrs.P.Naga Haritha	Exam Branch Incharge	Member
9	Dr.J.Sreekanth	Director, Progenerics, Pharma Pvt., Ltd.,	Member
10	Dr.Ashish Agarwal	Medical Advisor, Glaxo Smith Kline	Member
11	Mr. Rathnakar	Parent	Member
12	Mr. Nayeemudding Qureshi	Student	Member
13	Mr. Goutham	Alumni Student	Member
14	Dr.M.Kiranmai	Vice Principal, Professor	IQAC Co-ordinator

**Agenda:**

The following agenda items were discussed.

- 1) Establishment and functions of IQAC.
- 2) Quality initiatives for the Academic year 2019-20.
- 3) Preparation for NBA.
- 4) Focus on R&D activities by encouraging the faulty members to upgrade their qualification by pursuing higher education.
- 5) Maintenance of quality of sessional Question Paper.

**Agenda-1: Establishment and functions of IQAC**

In order to improve the quality of education, the institute established IQAC. The Prime task of the IQAC is to develop a system for conscious, consistent catalytic improvement in the overall performance of the institution.



**Agenda-2: Discussion of quality initiatives to be taken for the Academic year 2019-20**

- Conduction of sessional examinations.
- Allocation of HOD's.
- Induction program for first year students.
- Mentor system
- TASK - student awareness program
- Industrial Visits
- Lesson Plans
- Organizing of FDP/Guest lectures/Seminar/Conference and workshops.
- Pharma Vriddhi 2020.
- Development of Industry institute partnership.
- Professional bodies registration (IPASF)
- Publications and upgradation of qualification
- R&D development
- Effective utilization Delegation of financial power and administrative decision making power.
- Extracurricular activities
- Projects of M.Pharm & B.Pharm
- Incubation centre
- Registration of professional societies
- Magazine.

**Agenda 3: Preparation for NBA**

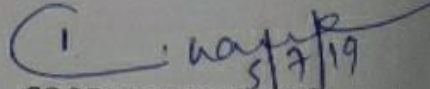
As the management and administrative decision makers had taken a decision to apply for NBA accreditation, the IQAC instructed all the faculty to contribute their efforts for the Accreditation process.

**Agenda4: Focus on R&D Activities:**

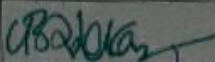
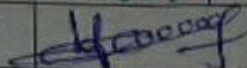
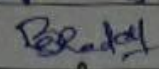

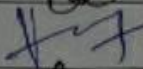
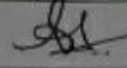
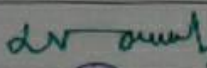
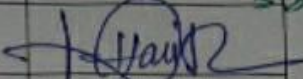

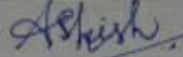
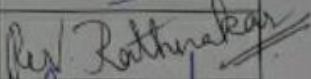
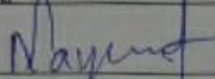
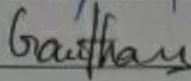
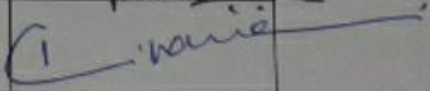
The IQAC of SPCP encouraged all the faculty for up gradation of qualification by registering for Ph.D programmes.

**Agenda 5: Quality of Question Paper:**

The IQAC instructed to maintain the quality of question paper by talking all the quality measures like mapping of CO's PO's and using Blooms level taxonomy (BLT).

  
COORDINATOR IQAC

# IQAC Members 2019-2020

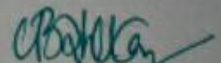
SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr.V.Asha Jyothi	Member	
7	Dr. R.Shyam Sunder	Member	
8	Mrs. P.Naga Haritha	Member	 SL/19
9	Dr. J. Sreekanth	Member	
10	Dr. Ashish Agarwal	Member	
11	Mr. Rathnakar	Member	
12	Mr. Nayeem uddin qureshi	Member	
13	Mr. Goutham (B.Pharm)	Member	
14	Dr.M.Kiranmai	Co-ordinator IQAC	



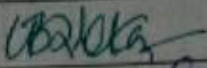
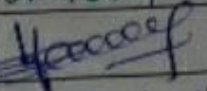
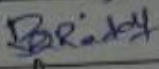

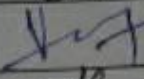
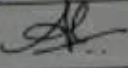
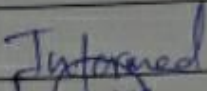
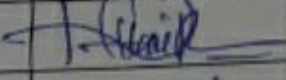
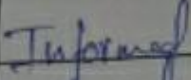
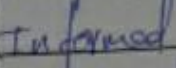
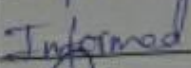

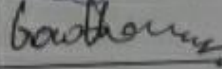
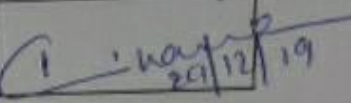
Date: 29-12-2019

**CIRCULAR**

All the members of IQAC are informed to attend the IQAC meeting held on 30-12-2019 at 2.00 pm in the board room.

  
**Principal**

# QAC Members 2019-2020

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr.V.Asha Jyothi	Member	
7	Dr. R.Shyam Sunder	Member	
8	Mrs. P.Naga Haritha	Member	
9	Dr. J. Sreekanth	Member	
10	Dr. Ashish Agarwal	Member	
11	Mr. Rathnakar	Member	
12	Mr. Nayeem uddin qureshi	Member	
13	Mr. Goutham (B.Pharm)	Member	
14	Dr.M.Kiranmai	Co-ordinator IQAC	 29/12/19



Date: 30/12/2019

**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC):**

The meeting of the IQAC of SPCP was held on 30<sup>TH</sup> December 2019 at 2.00 pm in the Board Room.

The Following members were attended the meeting

Sl.No:	Name of the Faculty	Designation	Role
1	Dr.B.Chandra Shekar	Principal	Chairperson
2	Mr.K.Sudhir	Chairman	Member
3	Mr.B. Venkat Ramana Reddy	Administrative Officer	Member
4	Dr.P.Sunil Kumar Chaitanya	Professor, HOD Pharmaceutical Analysis	Member
5	Dr.K.Venu Madhav	Professor, HOD Pharmaceutics	Member
6	Dr.V.Asha Jyothi	Associate Professor, Pharmacology	Member
7	Mrs.P.Naga Haritha	Exam Branch Incharge	Member
8	Dr.J.Sreekanth	Director, Progenerics, Pharma Pvt., Ltd.,	Member
9	Dr.Ashish Agarwal	Medical Advisor, Glaxo Smith Kline	Member
10	Mr. Rathnakar	Parent	Member
11	Mr. Nayeemuddin Qureshi	Student	Member
12	Mr. Goutham	Alumni Student	Member
13	Dr.M.Kiranmai	Vice Principal, Professor	IQAC Co-ordinator

The following Agenda was discussed.

- 1) Review and confirm minutes and action taken of reviews IQAC meeting was held on 26/07/2019.
- 2) Preparation of activity report of IQAC from 26/07/2019 to 29/12/2019.
- 3) SAR filling of NBA
- 4) Strengthening of Mentor system.

**Agenda 1: Review and confirm minutes and action taken on minutes of previous IQAC meeting:**

The Following minutes of last meeting were confirmed.

- 1) Establishment and functions of IQAC.
- 2) Discussion of quality initiatives to be taken for the academic year 2019-20.
- 3) Preparation for NBA.
- 4) Focus on R&D activities.
- 5) Quality of question paper.



**Action taken:**

- IQAC was established to enhance the quality of the institute.
- Quality initiatives were followed.
- Faculty were allotted with criteria works.
- Faculty were encouraged for their up gradation of qualification and published articles.
- Only quality questions papers were approved for sessional examinations.

**Agenda 2: Presentation of Activity report of IQAC from 26/07/2019 to 29/12/2019:**

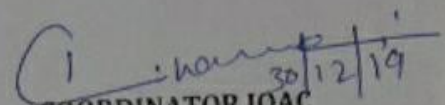
- 1) Conducted II sessional examinations for B.Pharm II,IV,VI sem students from 01/07/2019 to 05/07/2019
- 2) Conducted induction program for students B.Pharm & Pharm.D First year from 4/09/2019 to 5/9/2019.
- 3) Conducted task students awareness program on 17/9/2019.
- 4) Conducted health camp on 24/09/2019.
- 5) Celebrated world pharmacist Day on 25/9/2019.
- 6) Conducted I sessional examinations for M.Pharm I sem students from 9.10.2019. to 10.10.2019
- 7) Conducted Guest lecture by Dr.V. Rakesh on 9.11.2019.
- 8) Conducted Guest lecture by Dr.V. Karithik Rakam for Pharm.D Students on 21.12.2019.

**Agenda 3: SAR filling of NBA**

The IQAC had reviewed the progress of NBA and instructed to complete the SAR filling as early as possible.

**Agenda 4: Strengthening of mentor system:**

The IQAC instructed to strengthen the mentor system as the attendance of each student plays a crucial role in over all development of students.

  
COORDINATOR IQAC  
30/12/19

**Action taken:**

- IQAC was established to enhance the quality of the institute.
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- Only quality questions papers were approved for sessional examinations.

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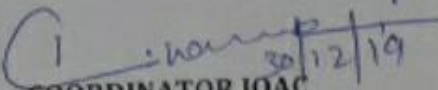
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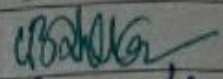
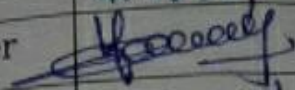
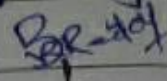

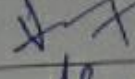
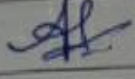
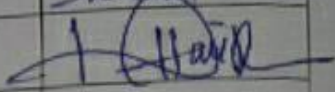

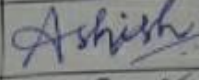
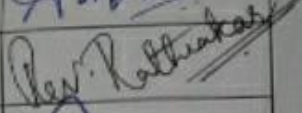
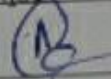
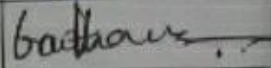
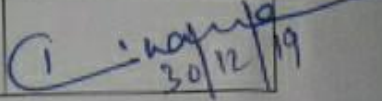
**Agenda 4: Strengthening of mentor system:**

The IQAC instructed to strengthen the mentor system as the attendance of each student plays a crucial role in over all development of students.

  
COORDINATOR IQAC



# IQAC Members 2019-2020

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr.V.Asha Jyothi	Member	
7	Dr. R.Shyam Sunder	Member	Inability to attend
8	Mrs. P.Naga Haritha	Member	
9	Dr. J. Sreekanth	Member	
10	Dr. Ashish Agarwal	Member	
11	Mr. Rathnakar	Member	
12	Mr. Nayeem uddin qureshi	Member	
13	Mr. Goutham (B.Pharm)	Member	
14	Dr.M.Kiranmai	Co-ordinator IQAC	 30/12/19

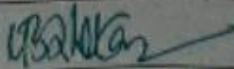
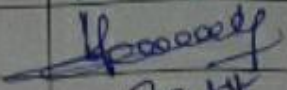
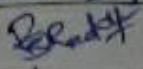

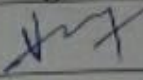

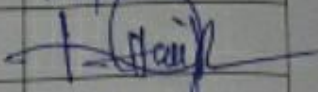
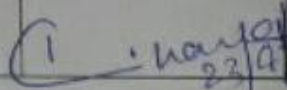
Date: 23-04-2020

**CIRCULAR**

This is to inform all the members of IQAC to attend the meeting held on 24-04-2020 at 11.00 am in the board room.

  
**Principal**

## IQAC Members 2020-2021

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. K.Venkateswarlu	Member	
7	Dr. V.V. Basava Rao	Member	Informal
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	Informal
10	Dr. Ajith Singh	Member	Informal
11	Mr. Rathnakar	Member	Informal
12	Mr. Avinash (B.Pharm)	Member	Avinash
	Ms. Harika (M.Pharm)		Harika
13	Ms. Reshmi (B.Pharm)	Member	Informal
	Ms. Saranya (M.Pharm)		
14	Dr. M. Kiranmai	Co-ordinator IQAC	 23/4/20



**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC)**

The meeting of the IQAC of St. Pauls College of Pharmacy was held on 24<sup>TH</sup> April 2020 at 11.00 am in the Board Room.

The Following members were attended.

SL.NO	NAME	DESIGNATION	ROLE
1	Dr. B.Chandra Shekar	Principal, St. Pauls College of Pharmacy	Chair person
2	Mr. K.Sudhir	Correspondent & Chairman, St. Pauls College of Pharmacy	Member
3	Mr. B.Venkat Ramana Reddy	Administrative Officer, St. Pauls College of Pharmacy	Member
4	Dr. P.Sunil Kumar Chaitanya	Professor, HOD Pharmaceutical Chemistry, St. Pauls College of Pharmacy	Member
5	Dr. K.Venu Madhav	Professor, HOD Pharmaceutics, St. Pauls College of Pharmacy	Member
6	Dr. K.Venkateswarlu	HOD, Pharmacy Practice, St. Pauls College of Pharmacy	Member
7	Dr. V.V. Basava Rao	Professor, Osmania University	Member
8	Mrs. P.Naga Haritha	Exam Branch Incharge, St. Pauls College of Pharmacy	Member
9	Dr. Ashish Agarwal	Medical Advisor, Glaxo Smith Kline Pvt. Ltd.,	Member
10	Dr. Ajith Singh	CEO, Cli Med Research Solutions	Member
11	Mr. Avinash (B.Pharm) Ms. Harika (M.Pharm)	Student, St. Pauls College of Pharmacy	Member
12	Ms. Reshmi (B.Pharm) Ms. Saranya (M.Pharm)	Alumni Student, St. Pauls College of Pharmacy	Member
13	Dr. M. Kiranmai	Vice Principal, St. Pauls College of Pharmacy	Co-ordinator IQAC

### **Agenda of the meeting:**

- 1) Review the minutes and confirm action taken on minutes previous meeting held on Dec 2019.
- 2) Presentation of Activity report of IQAC from 30 Dec 2019.
- 3) Quality Initiatives for the Academic Year 2020-2021.
- 4) Preventive measures against covid-19
- 5) Staff meeting and mentoring.
- 6) Webinars/e-FDP's /conferences/workshops.
- 7) G-PAT coaching classes
- 8) NBA CO-PO mapping

### **Agenda 1: Review the minutes and confirm the action taken on minutes of previous meeting held on December 2019**

The following minutes of the last IQAC reviewed and confirmed.

- 1) Review and confirm minutes and Action taken of previous IQAC meeting 15 July 2019.
- 2) Presentation of activity report of IQAC from July 2019 to December 2019.
- 3) SAR filling for NBA
- 4) Strengthening of mentor system.

### **Action Taken:**

- Reviewed the minutes held on Dec 2019.
- Presented activity report of IQAC from July 2019 to Dec2019.
- Reviewed the SAR filling status.
- Mentors are instructed to do mentor calls.

### **Item-2: Presentation of activity report from 23 March 2020**

- 1) Conducted Guest lecture by Dr. Mujeebuddin CS on 5/2/2020.
- 2) Conducted II sessional examinations for Pharm.D I yer form 10/2/20 15/12/20
- 3) Conducted pharma Vriddhi 2020 from 19/2/20 - 20/2/2020
- 4) Conducted II sessional examination for Pharm.D II, III,IV & V year students form 24/2/2020 to 29/02/2020

### **Item-3: Quality initiatives to be taken for the academic year 2020-2021**

- Establishment of incubation centre - OUTBI.
- Awareness programme against Covid-19.
- Preventive measures to action
- Student registration for online course
- News letter
- Organization of webinars\
- Organization of 1<sup>st</sup>
- Organization of virtual Alumni meet
- Participation of students and faculty in eFDPs/webminars/online learning platforms like swayam, MOOCS, NPTEL.
- MoU's
- GPAT



**Item-4: Preventive measures for Covid-19**

IQAC has taken initiative to create awareness about preventive measures against covid-19 among the faculty, students and other staff.

**Item-5: Staff Meeting and mentoring**

In order to improve quality IQAC conducts regular staff meeting to discuss various activities and instructed to strengthen mentors system by calling to parents of irregular students.

**Item-6: Webinars/eFDPs/Conferences/Workshop**

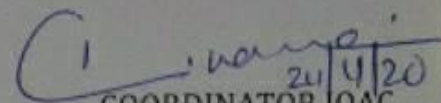
Inn order to promote research and development IQAC initiated webinars in the pandemic. Also instructed students of digital academic (i.e) online classes and faculty instructed to register online courses : (Swayam/ MOOCS – E-Patashala) webinars e-FDPs.

**Item-7: NBA, SAR Filling:**

IQAC instructed all the criteria incharges to fill the SAR

**Item-8: CO-PO Mapping:**

The IQAC instructed criteria -3 incharge to conduct a meeting to make all the faculty aware of CO-PO mapping as its is important maintain quality of question paper for criteria.

  
21/4/20  
COORDINATOR IQAC

**QUALITY INITIATIVES TAKEN IN THE ACADEMIC YEAR 2019-20**

Sl.No:	Quality Initiative Taken	Name of the agency/ Institute involved	Date of conducting the activity	Students attended
1	II Sessional Examinations	St.Pauls College of Pharmacy	1.7.19 to 7.19	B.Pharm II,IV &VI sem
2	Induction program	St.Pauls College of Pharmacy	4.9.19 to 9.19	
3	TASK – Student awareness Program	TASK	17.9.19	B.Pharm VIII sem
4	Health Camp	St.Pauls College of Pharmacy	24.9.19	All the B.Pharm & Pharm.d Students
5	World Pharmacist Day	St.Pauls College of Pharmacy	25.9.19	
6	I Sessional Examinations	St.Pauls College of Pharmacy	9.10.19 to 10.10.19	M.Pharm I Sem
7	Practical Examinations	St.Pauls College of Pharmacy	11.10.19 to 16.10.19	B.Pharm I, III
7	I Sessional Examination	St.Pauls College of Pharmacy	21.10.19 to 23.10.19	B.Pharm VII sem (CBCS)
8	I Sessional Examination	St.Pauls College of Pharmacy	24.10.19 to 30.10.19	B.Pharm I, III,V sem
9	I Internal Examinations	St.Pauls College of Pharmacy	4.11.19 to 11.19	Pharm.D V Year
10	Guest Lecture	D.V. Rakesh	9.11.19	
11	I Internal Examinations	St.Pauls College of Pharmacy	18.11.19 to 23.11.19	Pharm.D I Yr
12	II Sessional Examinations	St.Pauls College of Pharmacy	28.11.19 to 29.11.19	M.Pharm I sem
13	II Sessional Examinations	St.Pauls College of Pharmacy	9.12.19 to 12.12.19	B.Pharm VII sem (CBCS)
14	Guest Lecutere on	Dr. Karthik Rakam	21.12.19	All the B.Pharm & Pharm.d Students
15	Guest Lecutere on	CS Mujeebudding	5.2.20	All the B.Pharm & Pharm.d Students
16	II internal Examinations	Dr. M.Harishankar	10.2.20 to 12.20	Pharm.D I Year
17	Pharma Vriddhi 2020	St.Pauls College of Pharmacy	19.2.20 to 22.20	All the B.Pharm & Pharm.d Students
18	II Sessional Examinations	St.Pauls College of Pharmacy	24.2.20 to 22.20	Pharm.D II, III,IV & V Years
19	Webinars 1	St.Pauls College of Pharmacy	29.5.20	All the B.Pharm & Pharm.d Students
20	Webinars 2	St.Pauls College of Pharmacy	13.6.20	All the B.Pharm & Pharm.d Students
21	Webinars 3	St.Pauls College of Pharmacy	21.6.20	All the B.Pharm & Pharm.d Students
22	Industry – Institute interaction (MOU)	Pharmacon Society	21.6.20 to 5/5/21	Pharm.D II, III,IV & V Years



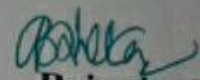
# AC Members 2020-2021

Sl.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. K.Venkateswarlu	Member	
7	Dr. V.V. Basava Rao	Member	 24/04/20
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	
10	Dr. Ajith Singh	Member	
11	Mr. Rathnakar	Member	
12	Mr. Avinash(B.Pharm)	Member	
	Ms. Harika (M.Pharm)		
13	Ms.Reshmi (B.Pharm)	Member	
	Ms. Saranya (M.Pharm)		
14	Dr.M.Kiranmai	Co-ordinator IQAC	

Date: 04-12-2020

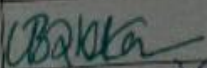
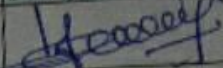
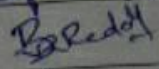

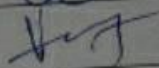
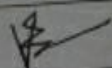
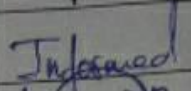
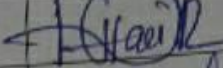
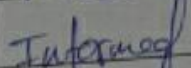
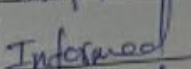
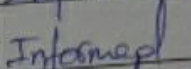
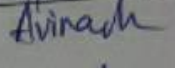
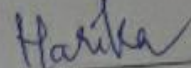
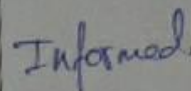
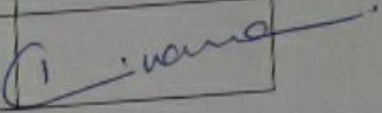
**CIRCULAR**

All the members of IQAC are requested to attend the IQAC meeting held on 05-12-2020 at 10.00 am in the board room.

  
**Principal**



## IQAC Members 2020-2021

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. K.Venkateswarlu	Member	
7	Dr. V.V. Basava Rao	Member	
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	
10	Dr. Ajith Singh	Member	
11	Mr. Rathnakar	Member	
12	Mr. Avinash(B.Pharm) Ms. Harika (M.Pharm)	Member	 
13	Ms.Reshmi (B.Pharm) Ms. Saranya (M.Pharm)	Member	
14	Dr.M.Kiranmai	Co-ordinator IQAC	

Date: 05/12/2020

### Minutes of the meeting of the Internal Quality Assurance Cell (IQAC)

The meeting of the IQAC of SPCP was held on 05<sup>th</sup> December 2020 at 10.00 am in the Board Room.

The Following members were attended.

SL.NO	NAME	DESIGNATION	ROLE
1	Dr. B.Chandra Shekar	Principal, St. Pauls College of Pharmacy	Chair person
2	Mr. K.Sudhir	Correspondent & Chairman, St. Pauls College of Pharmacy	Member
3	Mr. B.Venkat Ramana Reddy	Administrative Officer, St. Pauls College of Pharmacy	Member
4	Dr. P.Sunil Kumar Chaitanya	Professor, HOD Pharmaceutical Chemistry, St. Pauls College of Pharmacy	Member
5	Dr. K.Venu Madhav	Professor, HOD Pharmaceutics, St. Pauls College of Pharmacy	Member
6	Dr. K.Venkateswarlu	HOD, Pharmacy Practice, St. Pauls College of Pharmacy	Member
7	Dr. V.V. Basava Rao	Professor, Osmania University	Member
8	Mrs. P.Naga Haritha	Exam Branch Incharge, St. Pauls College of Pharmacy	Member
9	Dr. Ashish Agarwal	Medical Advisor, Glaxo Smith Kline Pvt. Ltd.,	Member
10	Dr. Ajith Singh	CEO, Cli Med Research Solutions	Member
11	Mr. Avinash (B.Pharm) Ms. Harika (M.Pharm)	Student, St. Pauls College of Pharmacy	Member
12	Ms. Reshmi (B.Pharm) Ms. Saranya (M.Pharm)	Alumni Student, St. Pauls College of Pharmacy	Member
13	Dr. M. Kiranmai	Vice Principal, St. Pauls College of Pharmacy	Co-ordinator IQAC



The following Agenda were discussed.

- 1) Review and confirm the minutes and action taken on the last IQAC meeting
- 2) Presentation of activity report of IQAC from 08/04/2020 to 04/12/2020.
- 3) Organizing TASK.
- 4) Resubmission of animal house deficiencies data to CPCSEA for the approval
- 5) Organizing eFDP's /Webinars/Seminars/Guest Lectures.
- 6) Conduction of Online Examinations.

**Agenda 1: Review and confirm minutes of meeting and action taken on last meeting held on April 2020**

The following minutes were reviewed and confirmed.

- 1) Review minutes and confirm action taken on minutes of meeting held on December 19.
- 2) Presentation of activity report of IQAC from 30/12/2019 to 7 /4/2020.
- 3) Quality initiatives to be taken for the Academic year 2019-20.
- 4) Preventive measures against Covid-19
- 5) Staff meeting and mentoring
- 6) Organizing webinars (e-FDP's/ conferences and workshops.
- 7) G-PAT classes
- 8) NBA (CO-PO Mapping)

**Action Taken:**

- Confirmed the minutes of IQAC meeting held on April 2020
- Presented activity report of IQAC from 30/12/2019 to 7/4/2020.
- Discussed quality initiative to be taken for the Academic year 2020-2021.
- Explained the preventive measures against covid-19.
- Conducted staff meeting and instructed to do mentor calls to maintain maximum attendance for online classes
- Conducted webinar 1,2 and 3 Guest lecture by Mujeebudin G.C on 5/2/2020
- Initiated G-PAT classes
- Conducted seminar for mapping CO's with PO's.

**Agenda -2: Presentation of activity of IQAC from April 20 to Dec 20**

- Conducted webinar 1 on 29/5/2020.
- Conducted webinar 2 on 13/6/2020.
- Conducted webinar 3 on 21/6/2020.
- Made MOU with pharmacon society from the month may 2020 to May2021.
- Organized webinar-4 on 4/7/2020
- Conducted III sessional examinations for Pharm.D I,II,III,IV,V year and B.Pharm II,IV,VI sem & VIII sem CBCS from 13/7/20 to 15/7/20.
- Made MOU with CliMed from 1/8/20 to 31/7/2023
- Organized webinar -5 on 5/9/2020
- Organized webinar -6 on 22/11/20
- Organized e-FDP from 25/11/2020 to 28/11/20.

**Agenda -3: TASK**

The IQAC instructed to organize one week session for the coming VIII sem students in order to prepare them for placements.

**Agenda -4: Resubmission of data to CPCSEA for the approval**

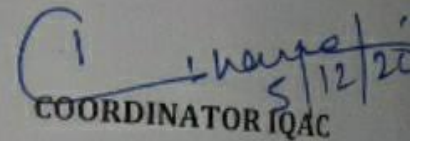
The IQAC instructed HOD of Pharmacology to work on deficiencies made by CPCSEA inspection members and re submit the fulfilling all the deficiencies.

**Agenda -5: eFDP/Workshop/Seminars/Guest Lectures**

The IQAC instructed to conduct online webinars Guest lectures, workshops and e FDP's and also instructed the students and faculty to attend the same.

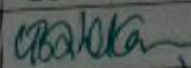
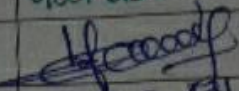
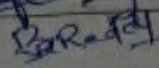

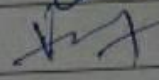

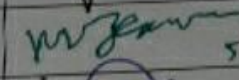
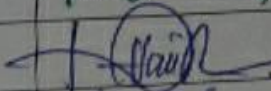
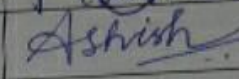
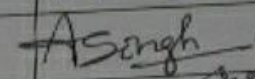
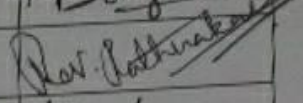
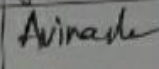
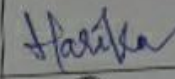
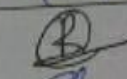

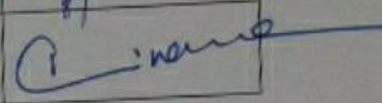
**Agenda -6: Conduction of online examinations**

The IQAC also advised to conduct all the sessional examinations through online in order to prevent spread of Covid -19 and take all the necessary measures for the same.

  
COORDINATOR IQAC



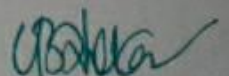
# IQAC Members 2020-2021

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. K.Venkateswarlu	Member	
7	Dr. V.V. Basava Rao	Member	 5/12/20
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	
10	Dr. Ajith Singh	Member	
11	Mr. Rathnakar	Member	
12	Mr. Avinash(B.Pharm)	Member	
	Ms. Harika (M.Pharm)		
13	Ms.Reshmi (B.Pharm)	Member	
	Ms. Saranya (M.Pharm)		
14	Dr.M.Kiranmai	Co-ordinator IQAC	

Date: 14-07-2021

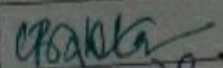
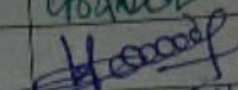
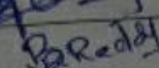

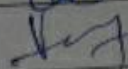

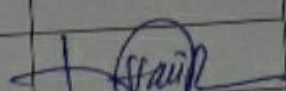
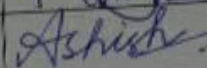
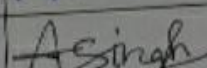
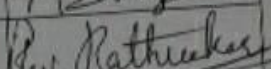
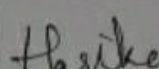
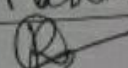

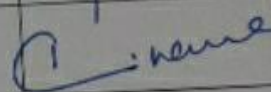
**CIRCULAR**

The IQAC members are informed to gather at board room at 11.00 am of 15<sup>th</sup> July, 2021.

  
**Principal**



# IQAC Members 2020-2021

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. K.Venkateswarlu	Member	
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8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	
10	Dr. Ajith Singh	Member	
11	Mr. Rathnakar	Member	
12	Mr. Avinash(B.Pharm) Ms. Harika (M.Pharm)	Member	
13	Ms.Reshmi (B.Pharm) Ms. Saranya (M.Pharm)	Member	 
14	Dr.M.Kiranmai	Co-ordinator IQAC	

Date: 15/07/2021

**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC)**

The meeting of the IQAC of SPCP was held on 15<sup>th</sup> July 2021 at 11.00 am in the Board Room.

The Following members were attended.

Sl.No:	Name of the Faculty	Designation	Members
1	Dr.B.Chandra Shekar	Principal	Chairperson
2	Mr.K.Sudhir	Chairman	Member
3	Mr.B. Venkat Ramana Reddy	Administrative Officer	Member
4	Dr.P.Sunil Kumar Chaitanya	Professor, HOD Pharmaceutical Analysis	Member
5	Dr.K.Venu Madhav	Professor, HOD Pharmaceutics	Member
6	Dr.K.Venkateswarlu	HOD, Pharma Practice	Member
7	Mrs.P.Naga Haritha	Exam Branch Incharge	Member
8	Dr.Ashish Agarwal	Medical Advisor, Glaxo Smith Kline	Member
9	Dr.Ajith Singh	CEO, CliMed Research solution	Member
10	Mr. Rathnakar	Parent	Member
11	Mr.R.Avinash, B.Pharm, Ms. Harika, M.Pharm	Student	Member
12	Ms. Reshmi, B.Pharm, Ms. Saranya, M.Pharm	Alumni Student	Member
13	Dr.M.Kiranmai	Vice Principal,	IQAC Co-ordinator

**Agenda of the meeting:**

- Review and confirm minutes action taken on minutes of previous meeting.
- Presentation of activity report of IQAC from 5/12/20 to 14/7/2021.
- Quality Initiatives for the Academic Year 2021-2022.
- Consultancy Projects
- Awareness of college rules and regulations.
- Preparedness for NBA inspection.
- Industrial visit and placements



**Agenda 1: Review and confirm the minutes action taken on IQAC meeting held on Dec 2020.**

The following minutes were reviewed and confirmed.

- Review and confirm minutes of meeting and action taken on IQAC meeting held on 8<sup>th</sup> April 2020
- Presentation of activity report of IQAC from 8/4/20 to 4/12/20
- TASK
- Re submission of animal house application to CPCSEA.
- eFDP/work shop/conference /seminars/Guest lectures.

**Action taken:**

- Reviewed and confirm the minutes of meeting and action taken on IQAC meeting held on April 20.
- Presented activity report of IQAC from April 20 to Dec 20.
- Organized TASK week session to VIII sem students.
- Resubmitted application to CPCSEA for the approval
- Conducted seminar and Guest lectures

**Agenda: 2.Presentation of Activity report of IQAC from Dec2020 to July 2021.**

The IQAC Co-ordinator presented the Activity Report

The activities were as follows

- Organized webinar -7 on 4/2/21
- Conducted I-mid sessional B.Pharm I sem from 1/3/21 to 3/3/21.
- Conducted guest lecture by Dr.N. Hari shaker on 10/3/21.
- TASK program from 23/3/21 to 31/3/21
- Organized webinar-8 on 25/4/21.
- Organized webinar-9 on 05/06/21.
- Organized webinar-10 on 20/6/21
- Organized Guest lecture by Dr. Ajith Singh on 5/1/21

### **Item:2: Quality initiatives to be taken for the Academic Year 2021-22**

The Quality initiatives may be described with specific items and presented to be members for consideration.

1. Planning and monitoring for the academic year 2020-21

The dates for the meetings of the committee may be fixed for the items to be monitored and bench marks may be evolved.

2. Institution distinctiveness:

The IQAC may conduct meetings with HOD's faculty/ Students to generate ideas to identify the unique strengths of the institution and the strategies to strengthen the uniqueness.

3. Best Practices:

The existing best practices may be presented and new ideas for best practices may be generated through meetings with HODs/faculty.

4. Strategies for Developing innovative culture:

Faculties were told to develop innovative ideas to promote R&D.

5. Awareness of rules and Regulations of college among students, teaching and non-teaching staff.

6. Strengthening of mentor system

7. Organization of industrial visits, placements and placement oriented training.

8. Development of incubation centre

9. Development of R&D cell

10. Publication of magazines and newsletters.

#### **Agenda -4:**

The IQAC instructed the HOD's to work on consultancy projects to enhance knowledge towards development of R&D.

#### **Agenda-5: Awareness on college Rules and Regulations:**

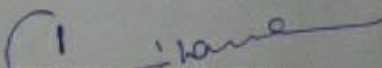
The IQAC suggested to make all the students, teaching and non-teaching staff aware of rules and Regulations of the college.

#### **Agenda 6: Preparedness for NBA inspection**

The IQAC instructed all the criteria incharges and faculty to prepare well for NBA inspection with all the requirements.

#### **Agenda 7:**

The IQAC also advised to organize more industrial visits, placements and MoUs.

  
COORDINATOR IQAC



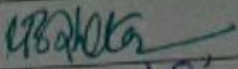
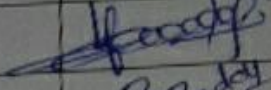
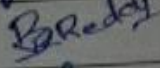

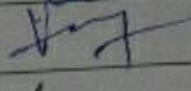
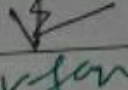
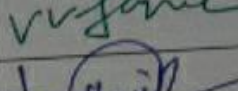
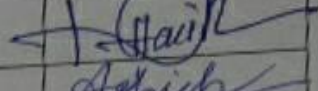
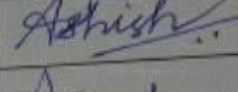
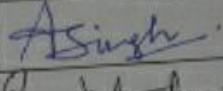
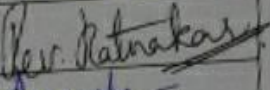
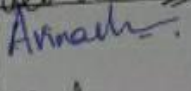
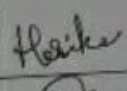
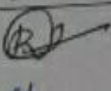

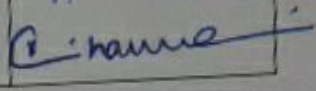
**QUALITY INITIATIVES TAKEN IN THE ACADEMIC YEAR 2020-21**

No:	Quality Initiative Taken	Name of the agency/ Institute involved	Date of conducting the activity	Students attended
	Webinar-4	St.Pauls College of Pharmacy	04/07/2020	All the students all teaching and non teaching staff & others
	III Sessional Examinations	St.Pauls College of Pharmacy	13.07.2020	All the pharm.D I,II,III,IV&V VI
	I sessional examinations	St.Pauls College of Pharmacy	13.7.2020 to 15.7.2020	B.Pharm II, IV, VI sem PCI/VIII sem CBCS students
	M.Pharm II sem I sessional Examinations	St.Pauls College of Pharmacy	20.7.2020 to 21.7.2020	M.Pharm II sem Students
	II sessional Examinations	St.Pauls College of Pharmacy	27.7.2020 to 28.7.2020	B.Pharm II, IV, VI sem PCI/VIII sem CBCS students
	Practical Sessional Examinations	St.Pauls College of Pharmacy	29.7.2020 to 30.7.2020	B.Pharm II, IV, VI sem PCI/VIII sem CBCS students
	Industry institute interaction (MOU)	St.Pauls College of Pharmacy	1.8.2020-31.7.2023	All the pharm.D I,II,III,IV&V VI year
	Practical sessional examinations	St.Pauls College of Pharmacy	31.8.2020 to 3.8.2021	B.Pharm II, IV, VI sem PCI/VIII sem CBCS students, All the Pharm.d,I,II,III,IV Years
	Webinar-5	St.Pauls College of Pharmacy	5.9.2020	All the B.Pharm & Pharm.d Students
	Webinar-6	St.Pauls College of Pharmacy	22.11.20	All teaching and Non-teaching staff and others
	eFDP	St.Pauls College of Pharmacy	25.11.20 TO 28.11.20	All teaching and Non-teaching staff and others
	I Sessional Examinations	St.Pauls College of Pharmacy	26.11.20 to 3.12.20	All the pharm.D I,II,III,IV&V VI year
	Webinar-7	St.Pauls College of Pharmacy	4.2.2021	All the students all teaching and non teaching staff & others
	I Sessional Examination	St.Pauls College of Pharmacy	15.2.2021 to 17.2.2021	B.Pharm I sem
	I sessional Examinations	St.Pauls College of Pharmacy	8.3.21 to 10.3.21	Pharm.D I Yr & Pharm.D (PB) I Yr
	Guest Lecturer on Preclinical Studies & CPCSEA guidelines	Dr. M.Harishankar	10.3.21	B.Pharm I Year
	I sessional examinations	St.Pauls College of Pharmacy	12.3.21 to 17.3.21	Pharm.D I Yr & Pharm.D (PB) I Yr
	I sessional Examinations	St.Pauls College of Pharmacy	15.3.21 to 16.3.21	M.Pharm I sem
	Program for Training and employability Task	Mahindra Pride school	23.3.21 to 31.3.21	B.Pharm VIII sem Students
	Webinar-8	St.Pauls College of Pharmacy	25.4.21	All the students all teaching and non teaching staff & others
	Lab internal II Examinations	St.Pauls College of Pharmacy	26.4.21 to 28.4.21	B.Pharm I sem
	I Sessional Examinations	St.Pauls College of Pharmacy	6.5.21 to 11.5.21	B.Pharm IV & VI sem

Webinar-9	St.Pauls College of Pharmacy	11.5.21 to 5.6.21	All the students all teaching and non teaching staff & others
Webinar-10	St.Pauls College of Pharmacy	20.6.21	All the students all teaching and non teaching staff & others
II Sessional Examinations	St.Pauls College of Pharmacy	30.6.21 to 1.7.21	B.Pharm VIII sem



## IQAC Members 2020-2021

SL.NO	NAME	ROLE	SIGNATURE
1	Dr. B.Chandra Shekar	Chair person	
2	Mr. K.Sudhir	Member	
3	Mr. B.Venkat Ramana Reddy	Member	
4	Dr. P.Sunil Kumar Chaitanya	Member	
5	Dr. K.Venu Madhav	Member	
6	Dr. K.Venkateswarlu	Member	
7	Dr. V.V. Basava Rao	Member	
8	Mrs. P.Naga Haritha	Member	
9	Dr. Ashish Agarwal	Member	
10	Dr. Ajith Singh	Member	
11	Mr. Rathnakar	Member	
12	Mr. Avinash (B.Pharm)	Member	
	Ms. Harika (M.Pharm)		
13	Ms. Reshmi (B.Pharm)	Member	
	Ms. Saranya (M.Pharm)		
14	Dr.M.Kiranmai	Co-ordinator IQAC	

15/10/21



Date: 04/03/2023

**Circular**

All the members of IQAC are hereby informed that a meeting will be convened on **10-03-2023** at 10.00 AM in the board room. All the members are instructed to attend without fail.

A handwritten signature in green ink, appearing to read "C. Chand", is written over the typed name of the principal.

**Principal**  
**Principal**

St. Pauls College of Pharmacy  
Turkayamjal. R R Dist-501 51



Date: 10/03/2023

**Minutes of the meeting of the Internal Quality Assurance Cell (IQAC)**

The meeting of IQAC, SPCP was held on 10<sup>th</sup> March 2023 at 10.00 am in the Board room.

**The Following members were attended.**

Sl. No.	Name of the Faculty	Designation	ROLE
1	Dr.M. Kiranmai	Professor & Principal	Chairperson
2	Mr. K. Sudhir	Correspondent & Chairman	Member
3	Mrs. Rajani Reddy	Administrative Officer	Member
4	Dr. P. Sunil Kumar Chaitanya	Professor & HOD, Pharmaceutical Analysis	Member
5	Dr. K. VenuMadhav	Professor & HOD, Pharmaceutics	Member
6	Dr. Somnath De	Professor & HOD, Pharmacology	Member
7	Mrs. P. Naga Haritha	Exam Branch Incharge	Member
8	Dr. Ajit Singh	CEO, CliMed Research solutions	Member
9	Sri. Rathnakar	Parent	Member
10	Mr. R. Rahul (B. Pharm) Ms. M. Nithya (M. Pharm)	Students	Member
11	Dr. Naga Raju Kandukoori	Associate Professor, Department of Pharmaceutics	IQAC Coordinator

**Agenda of the meeting:**

- Review and confirm the minutes, action taken on minutes of previous meeting.
- Presentation of activity report of IQAC from 21/07/2022 to 09/03/2023.
- Consultancy projects
- Application for Autonomous status
- Establishment of Exam Branch with new design.
- Awareness on college rules and regulations.
- Industrial visits and placements.





- 53
- Arranged the guest lectures on 'Interpersonal relationship skills' in association with TASK by Mr. Mark Louis horne & 'Commercialization of Lab Technologies & Tech-Transfer' by Dr. Harikesh Bahadur Singh on 13-02-2023.
  - Organized A 5 day FDP in association with Indian Pharmaceutical Association (IPA) on "Biostatistics in Translational Research and Hands-on Training in Analytical Tools" from 25-02-2023 to 01-02-2023.

#### **Agenda-3: Consultancy projects**

IQAC reviewed the status of faculty attempts towards the consultancy projects & also instructed the HODs to work on consultancy projects to enhance knowledge towards development of R&D.

#### **Agenda-4: Application for Autonomous status**

As the college had already attained the accreditation from NBA and NAAC (A+ grade), IQAC has focused on Autonomous status. As a part of that, an application for autonomous status has been submitted to UGC in the month of February, 2023. IQAC has instructed all the HODs and faculty members to keep ready all the required updated files.

#### **Agenda-5: Establishment of Exam Branch with new design**

IQAC has focused on revising of college facilities to increase the quality standards as per autonomous requirements. As a part of that, a new Examination Branch with enhanced facilities has been established.

#### **Agenda-6: Awareness on college Rules and Regulations:**

The IQAC suggested the Discipline committee to make all the students, teaching and non-teaching staff aware of rules and regulations of the college.

#### **Agenda-7: Industrial visits and placements**

The IQAC also advised to organize more industrial visits, placements and MoUs.

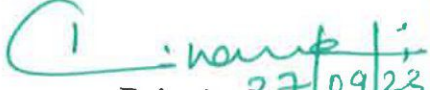
  
COORDINATOR, IQAC



Date: 27/09/2023

**Circular**

All the members of IQAC are hereby informed that a meeting will be convened on **30-09-2023** at 10.00 AM in the board room. All the members are instructed to attend without fail.

  
Principal 27/09/23



Date: 30/09/2023

**Minutes of the meeting - Internal Quality Assurance Cell (IQAC)**

The meeting of IQAC, SPCP was held on 30<sup>th</sup> September, 2023 at 10.00 am in the Board room.

**The Following members were attended.**

Sl. No.	Name of the Faculty	Designation	ROLE
1	Dr.M. Kiranmai	Professor & Principal	Chairperson
2	Mr. K. Sudhir	Correspondent & Chairman	Member
3	Mrs. Rajani Reddy	Administrative Officer	Member
4	Dr. P. Sunil Kumar Chaitanya	Professor & HOD, Pharmaceutical Analysis	Member
5	Dr. K. VenuMadhav	Professor & HOD, Pharmaceutics	Member
6	Dr. Somnath De	Professor & HOD, Pharmacology	Member
7	Mrs. P. Naga Haritha	Exam Branch Incharge	Member
8	Dr. Ajit Singh	CEO, CliMed Research solutions	Member
9	Sri. Rathnakar	Parent	Member
10	Mr. R. Rahul (B. Pharm) Ms. M. Nithya (M. Pharm)	Students	Member
11	Dr. Naga Raju Kandukoori	Associate Professor, Department of Pharmaceutics	IQAC Coordinator

**Agenda of the meeting:**

- Review and confirm the minutes, action taken on minutes of previous meeting.
- Presentation of activity report of IQAC from 10/03/2023 to 29/09/2023.
- Consultancy projects
- Autonomous status and required action plan
- Opening of newly designed Exam Branch.
- Awareness on college rules and regulations.
- Industrial visits and placements.

**Agenda-1: Review and confirm the minutes & action taken on minutes of IQAC meeting held on 10<sup>th</sup> March, 2023.**

The following minutes were reviewed and confirmed in previous meeting held on 10<sup>th</sup> March, 2023.

- Review and confirm the minutes, action taken on minutes of previous meeting.
- Presentation of activity report of IQAC from 21/07/2022 to 09/03/2023.
- Consultancy projects
- Application for Autonomous status
- Establishment of Exam Branch with new design.
- Awareness on college rules and regulations.
- Industrial visits and placements.

**Action taken:**

- Reviewed and confirmed the minutes of meeting & action was taken on minutes of IQAC meeting held on 10<sup>th</sup> March, 2023.
- Reviewed the activity report of IQAC from 21/07/2022 to 09/03/2023.
- Quality initiatives to be implemented for the Academic Year 2022-23 were designed and implemented.
- Instructions had been given to the faculty to focus on consultancy projects.
- Reviewed the readiness for upcoming Autonomous inspection.
- Reviewed the implementation of college rules and regulations with disciplinary committee, anti-ragging committee, women protection cell and exam branch.
- Organized industrial visits and placements for the benefit of students.

**Agenda-2: Presentation of activity report of IQAC from 10/03/2023 to 29/09/2023**

The IQAC Co-ordinator has presented the Activity Report

The activities were as follows

- IIC has organized a Visit to AIC-CCMB incubation center on 13-03-2023.
- Conducted National Nutrition Week from 01-05-2023 to 07-05-2023.
- 'Study abroad training programme' was organized by confluence educational services on 10-05-2023.
- An awareness programme on "IPR filings and legal framework for startup" was organized by Dr. Ramjee Pallela, COO, AIC-CCMB on 11-05-2023.
- Conducted Idea sensitization workshop for 'MSME Idea Hackathon 3.0' on 12-06-2023.
- Organized Yoga practice for students and faculty on the eve of 'International Yoga day' on 21-06-2023.
- A webinar on 'Conjunctivitis' was organized by IPASF- ST PAULS chapter on 05-08-2023.
- Organized Pharmacovigilance week celebrations from 17-09-2023 to 24-09-2023 in college campus.
- Students and Faculty participated in CCMB -Open Day Visit in 26-09-2023.



**Agenda-3: Consultancy projects**

IQAC reviewed the status of faculty attempts towards the consultancy projects & also instructed the HODs to work on consultancy projects to enhance knowledge towards development of R&D.

**Agenda-4: Autonomous status and required action plan**

As the college got Autonomous status from 2023-24 A.Y onwards, IQAC has appreciated the efforts of all the faculty who worked hard for obtaining this Autonomous status. IQAC also focused on relevant changes to be done as per UGC-Autonomous requirements. It was also decided to reconstitute the IQAC for 2023-24 A.Y in next upcoming meeting.

**Agenda-5: Opening of newly designed Exam Branch**

IQAC has decided to establish a new Examination Branch with enhanced facilities in previous meeting. As the newly designed exam branch is now ready, it was decided to open the new branch on 05-10-2023.

**Agenda-6: Awareness on college Rules and Regulations:**

The IQAC suggested the Discipline committee to revise and update the rules and also instructed to make all the students, teaching and non-teaching staff aware of rules and regulations of the college.

**Agenda-7: Industrial visits and placements**

The IQAC also advised concerned incharges to organize more industrial visits, placements and MoUs.

*K. Neelam*  
30/9/23

**COORDINATOR, IQAC**