



SRI INDU INSTITUTE OF PHARMACY

Sheriguda(V), Ibrahimpatnam (M), R.R. Dist-501510, Hyderabad

Approved by AICTE & PCI – New Delhi, Affiliated to JNTUH- Hyderabad.

Website: www.siiip.ac.in

Internal Quality Assurance Cell (IQAC)

Minutes of First IQAC meeting

Date: 20-01-2018

Management, Sri Indu Institute of Pharmacy formed an Internal Quality assurance cell (IQAC). The IQAC Committee includes all stakeholders of the Institute, i.e. students, alumni, all Department and Section Heads also including the Library, Sports, Students Hostel, Examination & Evaluation, co-curricular and extra-curricular activities, members of the Management and Administration, and members of local community and industry experts.

Agenda:

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

Resolutions:

The following staff members are deputed as Internal Quality Assurance Cell members for the academic year 2017-18. The committee will start its functioning w.e.f 20-01-2018.

S.No	Member Name	Designation	Designation in the Committee
1	Dr A Sambasiva Rao	Professor & Principal	Chairperson
2	Dr D Varun	Professor & Academic Director	Co-ordinator
3	Dr S M Sathish Pani	Professor & Head	Member
4	Dr P Kranti Kumar	Associate Professor & Head	Member
5	Dr Syed Mustak	Associate Professor & Head	Member
6	Mr L Satyanarayana	Admin. Officer	Member
7	Mrs T Naga Aparna	Associate Professor	Member
8	Ms G Veena	Associate Professor	Member
9	Mr Md Jaffer Sadik	Associate Professor	Member
10	Mrs N Vijayarekha	Assistant Professor	Member

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 the academic and administrative performance of the institution.
- To create a good quality culture



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- 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 and quality of academic and research programs.
- Equitable access to and affordability of academic programs to suit to various sections of the society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy and functioning of the support structure and services.
- Research sharing and networking with other institutions in India and abroad.

Functions:

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


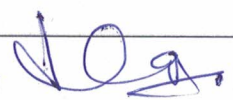
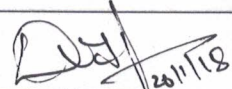

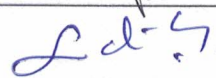
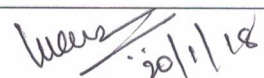
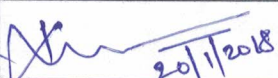
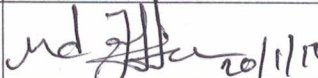


- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution.
- Dissemination of information on the various quality parameters of higher education.
- Organization of workshops, seminars on quality-related themes and promotion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



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Members present:

Name of the member	Signature	Name of the Member	Signature
Dr. A. SAMBASIVA RAO	 (Dr. A. Rao)	Ms. L. SATYANARAYANA	
Dr. D. VARUN	 20/11/18	Ms. T. NAGA APARNA	
Dr. S. H. SATHISH PANT	 20/11/18	Ms. G. VEENA	 20/11/18
Dr. P. KRANTHI KUMAR	 20/11/2018	Ms. M. D. JAFFER SADIK	 20/11/18
Dr. SYED MUSTAK	 20/11/18	Ms. N. VIJAYA REKHA	


Dr. A. Sambasiva Rao
PRINCIPAL



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of 2nd IQAC meeting

Date: 22-09-2018

Agenda:

1. Consolidation of academic feedback
2. Proposal for MOU with another multi specialty hospital
3. Updating all the files department wise
4. Analysis of B. Pharmacy end semester results
5. Assessment of Internal Examination and syllabus completion status of Pharm.D & Pharm.D (PB)

Resolutions:

IQAC coordinator along with principal and other members made the following resolutions.

1. It was decided to identify students with more than one backlog and entrust the responsibility to concerned faculty mentors.
2. Individual class coordinators presented the semester end result; members appraised and suggested certain measures to improve the results.
3. Academic Monitoring committee has submitted the consolidated overall feedback which was evaluated on all grounds to improve the academic services offered by the institute to students.
4. A proposal for MOU was presented in front of the members. The members reviewed its pros & cons and accepted the proposal, appraised the interest and benefit of MOU with another multispecialty hospital.

Members Present:

Name of the member	Signature	Name of the Member	Signature
Dr. A. Sambasiva Rao		Mrs. T. Nageswari	
Dr. D. Varun		Mr. Md. Jaffer	
Dr. P. Kronti Kumar		Mr. G. Veena	
Dr. S. M. Sathish Pani			
Mr. L. Sathyanarayana			

Dr. D Varun

IQAC Co-ordinator
COORDINATOR IQAC

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Dr. A. Sambasiva Rao
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of 3rd IQAC meeting

Date: 09-03-2019

Agenda:

1. Reports of seminars/workshops conducted for IV B. Pharmacy students.
2. Consolidation of Pharm.D first batch student's internship.
3. Assessment of research activity carried out at PG level.
4. Discussion about TASK (Telangana Academy of Skill and Knowledge) registration.

Resolutions:

IQAC coordinator along with principal and other members made the following resolutions.

1. Incharge, R& D Cell presented the report on research activities being carried out at PG level.
2. A detailed report on seminars given by IV B.Pharm students were submitted to the committee
3. List of research publications by the staff members were presented to the committee.
4. All the members appraised the efforts of pharmacy practice department with regard to successful completion of Pharm.D course by First Batch students.
5. Members insisted all the faculty to focus on motivating the students for TASK registration

Members present:

Name of the member	Signature	Name of the Member	Signature
DR. A. SAMBASIVA RAO		MS. L. SATYANARAYA	
DR. D. VARUN		MS. T. NAGA APARNA	
DR. S.M. SATHISH PANT		MS. G. VEENA	
DR. P. KRANTI KUMAR		MS. MD JAFFER SADIK	
DR. SYED MUSTAK			

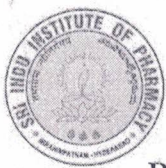
Dr. D Varun
IQAC Co-ordinator

COORDINATOR IQAC
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Dr. A. Sambasiva Rao
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of 4th IQAC meeting

Date: 24-08-2019

Agenda:

1. Reconstitution of IQAC.
2. Registration of the institute with Red Cross Society.
3. Formation of NSS unit.
4. Institutional Internal audit.

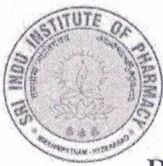
Resolutions:

IQAC coordinator along with principal and other members made the following resolutions.

1. As per PCI regulations, the age criteria for the principal candidature is 65 years, since the existing Principal Dr. A. Sambasiva Rao crossed 65 years of age, the management has replaced Dr. A. Mohathasim Billah as the new Principal of the Institute and the same was ratified by JNTUH. Here on-wards, Dr. A. Mohathasim Billah will be extending his services as the Chairman of IQAC- Sri Indu Institute of Pharmacy; as well few members were updated to the committee.

Reconstituted IQAC :

S.No	Member Name	Designation	Designation in the Committee
1	Dr A Mohathasim Billah	Professor & Principal	Chairperson
2	Dr D Varun	Professor & Academic Director	Co-ordinator
3	Dr A Sambasiva Rao	Professor	Member
4	Dr S M Sathish Pani	Professor & Head	Member
5	Dr P Kranti Kumar	Associate Professor & Head	Member
6	Mr L Satyanarayana	Admin. Officer	Member
7	Mrs T Naga Aparna	Associate Professor	Member
8	Ms G Veena	Associate Professor	Member
9	Mr Md Jaffer Sadik	Associate Professor	Member
10	Mrs N Vijayarekha	Assistant Professor	Member
11	Dr. D. Naga Latha	Assistant Professor	Member



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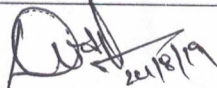
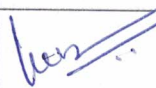

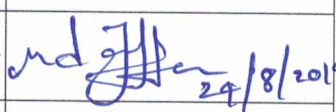
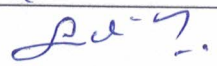

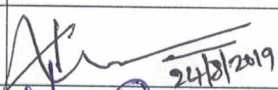
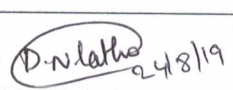

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2. Members had directed the senior faculty to approach JNTUH-NSS cell with all the required documents for the sanction of NSS Unit in Sri Indu Institute of Pharmacy.
3. Members had advised department of pharmacy practice to approach Indian Red Cross Society, Telangana State Branch for registration of NSS Unit in the institute.
4. All the department heads were instructed to come up with a detailed schedule for internal audit.

Members present:

Name of the member	Signature	Name of the Member	Signature
Dr. A. Mohathasim Billah	 24/8/2019	Mr S.T.Naga A Parra	
Dr. D. Varun	 24/8/19	Ms. G. veena.	
Dr. A. Sambasiva Rao	 (Dr. A. Rao)	Mr. Md Jaffer Sadik	 24/8/2019
Dr. S.M. Sathish Pani	 24/8/19	Mrs. N. vijayarekha	
Dr. P. Kranthi Kumar	 24/8/2019	Dr. D. Naga Latha	 24/8/19
Mr. L. Satyanarayana			

 24/8/19

Dr. D Varun
IQAC Co-ordinator
COORDINATOR - IQAC
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 24/8/2019
Dr. A. Mohathasim Billah
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of 5th IQAC meeting

Date: 15-02-2020

Agenda:

1. Requirement of LMS (Learning Management Software)
2. Conduction of Graduation Day.
3. Coordination with Placement Cell for campus recruitments.
4. Approaching pharmaceutical companies for MOU's.

Resolutions:

IQAC coordinator along with principal and other members made the following resolutions.

1. Members present had applauded the efforts of senior faculty Dr. S. M. Sathish for successful sanction of NSS Unit in the institute from JNTU- NSS cell.
2. Members advised to gather information regarding the utilization of Learning Management Software for effective academic services.
3. It is resolved to conduct Graduation Day event for outgoing Batch students

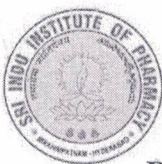
Members present:

Name of the member	Signature	Name of the Member	Signature
Dr. A. Mbhatthasim Billah	<i>[Signature]</i> 15/2/2020	Mr. Md Jaffer Sadik	<i>[Signature]</i> 15/2/2020
Dr. D. Varun	<i>[Signature]</i> 15/2/2020	Mrs. N. Vijayarekha	<i>[Signature]</i>
Dr. S. M. Sathish Paris	<i>[Signature]</i> 15/2/2020	Dr. D. Nagalatha	<i>[Signature]</i> 15/2/2020
Dr. P. Kranti Kumar	<i>[Signature]</i> 15/2/2020	Mrs. G. Veena	<i>[Signature]</i> 15/2/2020
Mr. L. Satyanarayana	<i>[Signature]</i>		
Mrs. I. Naga Aparna	<i>[Signature]</i>		

[Signature] 15/2/2020
Dr. D Varun
 IQAC Co-ordinator
 COORDINATOR - IQAC
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[Signature] 15/2/2020
Dr. A. Mbhatthasim Billah
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of 6th IQAC meeting

Date: 21-11-2020

Agenda:

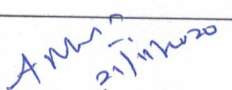
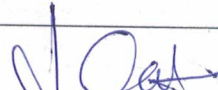

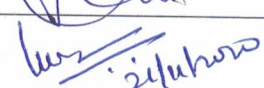
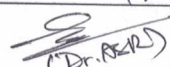

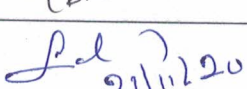
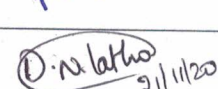
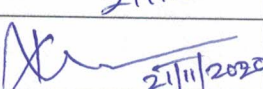
1. Preparation for NAAC work
2. Review of academic work and examinations
3. Submission of Internal audit reports

Resolutions:

IQAC coordinator along with principal and other members made the following resolutions.

1. It is resolved to form a committee with senior faculty to initiate NAAC work and apply for 1st Cycle IIQA at the earliest.
2. It is advised by the members to utilize the available online class software for effective communication with the students.
3. Due to pandemic situations all the faculty members were directed to prepare suitable questionnaire for conduction of online examinations.

Members present:

Name of the member	Signature	Name of the Member	Signature
Dr. A. MOHATHASIM BILLAH		Ms. L. SATYANARAYANA	
Dr. D. VARUN		Ms. G. VEENA	
Dr. A. SAMBASIVA RAO		Ms. T. NAGA APARNA	
Dr. S.M. SATHISH PAI		Dr. D. NAGA LATHA	
Dr. P. KRANTI KUMAR			

 21/11/2020

Dr. D Varun

IQAC Co-ordinator
COORDINATOR IQAC

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 21/11/2020
Dr. A. Mohathasim Billah
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