



VIKAS INSTITUTE OF PHARMACEUTICAL SCIENCES

Near Airport, Nidigatla Road, Rajahmundry - 533102

(Approved by AICTE & PCI, New Delhi Affiliated to Andhra University, Vizag)



Date: 15-06-2020

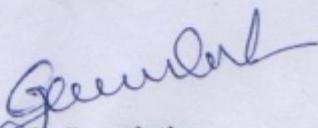
CIRCULAR

This is to inform all the IQAC members to attend the IQAC meeting at Principals chamber today i.e. 15th June 2020 at 2:30PM.

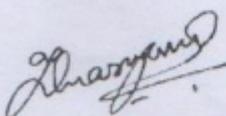
Agenda:

1. To discuss about Student internal assessments.
2. To conduct PGECET/ GPAT classes for 3rd year 2nd Semester and final year B.Pharmacy students.
3. To increase Staff publications and research work
4. To train on Seminars to be presented by the PG students.
5. Any points to be discussed with the permission of the chair

Copy to IQAC


Dr. G. Sumalatha
Coordinator IQAC




Dr. T.V. Narayana
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 15-Jun-2020

Agenda:

1. To discuss about Student internal assessments.
2. To conduct PGECET/ GPAT classes for 3rd year 2nd Semester and final year B.Pharmacy students.
3. To increase Staff publications and research work
4. To train on Seminars to be presented by the PG students.
5. Any points to be discussed with the permission of the chair

Resolutions made from the meeting:

1. It is resolved that the students internal evaluations and assessments in the internal examinations through results and to find the lacunae.
2. IQAC motivated the students and staff to work on research publications in high impact journals.
3. It is instructed to the teachers to conduct special coaching classes for GPAT/PGECET for the year 2nd Semester and final year B.Pharmacy students.
4. IQAC has discussed with the teachers to motivate the students to give seminars on regular basis to assess their leadership qualities and also the grip on the subject. If any lacunae are found teachers are instructed to counsel them, resolve the student's backlogs.

The minutes are issued with the approval of the chairperson.

Dr. G. Sumalatha
Coordinator IQAC



Dr. T.V. Narayana
Chairman IQAC



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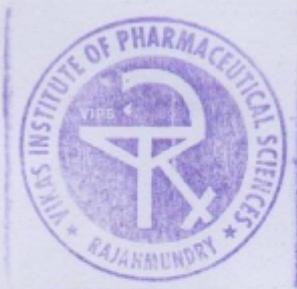
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Following Members were Present during the Meeting

Sl. No	Name	Designation	Designation in Committee
1	Dr. T.V. Narayana	Director	Chairman
2	Dr. G. Sumalatha	Principal & HOD	Coordinator
3	Dr. S. Muralidhar	Professor & HOD	Member
4	Mr. S. Venkateswarlu	Office Superintendent	Administrative Staff Member
5	Dr. D. Srilakshmi	Professor & HOD	Member
6	Dr. B. Madhuharika	Professor & HOD	Member
7	Dr. D. SrinivasaSastry	Professor & HOD	Member
8	Mr. T. Bharath Vikas	Secretary	Management Member
9	Ms. T. Lakshmi Sunayana	Jt. Secretary	Management Member
10	Dr. G. Vijay Kumar	Managing Director SAI Hospitals	Local Member
11	Dr. UshaKiran	Professor, GSL Medical College Rajahmundry	Local Member





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Date: 22-10-2020

CIRCULAR

All the IQAC member are here by instructed to join the meeting on 23.10.2020 in Director's chamber at 12 Noon.

Agenda:

1. To reinforce the industry institute association.
2. To choose fuse expansion exercises under the program of NSS.
3. Strengthening of understudy affiliations for their cooperation in National events/seminar/conferences.
4. Any points to be discussed with the permission of the chair

Copy to IQAC

Dr. G. Sumalatha
Coordinator IQAC



Dr. T.V. Narayana
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 23-Oct-2020

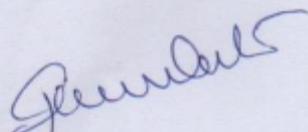
Agenda:

1. To reinforce the industry institute association.
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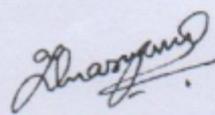
Points discussed in the meeting:

1. IQAC suggested expanding the recurrence of Industrial visits, Expert talks, Industrial openness preparing from Industry people, Membership and MoU's to investigate the different functional parts of modern improvement to the understudies.
2. The different parts of fortifying of student associations and exercising to advance their interests in specialized occasions like encouraging for poster/oral/research works in the Nation/International events/seminars/conferences.
3. It is resolved by the members to plan more activities in National Social Scheme Special Camp such as Awareness about Digitization, Swach Bharat Abhiyan, and Health awareness.

The minutes are issued with the approval of the chairperson.


Dr. G. Sumalatha
Coordinator IQAC




Dr. T.V. Narayana
Chairman IQAC



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Sl. No	Name	Designation	Designation in Committee
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2	Dr. G. Sumalatha	Principal & HOD	Coordinator
3	Dr. S. Muralidhar	Professor & HOD	Member
4	Mr. S. Venkateswarlu	Office Superintendent	Administrative Staff Member
5	Dr. D. Srilakshmi	Professor & HOD	Member
6	Dr. B. Madhuharika	Professor & HOD	Member
7	Dr. D. SrinivasaSastry	Professor & HOD	Member
8	Mr. T. Bharath Vikas	Secretary	Management Member
9	Ms. T. Lakshmi Sunayana	Jt. Secretary	Management Member
10	Dr. G. Vijay Kumar	Managing Director SAI Hospitals	Local Member
11	Dr. UshaKiran	Professor, GSL Medical College Rajahmundry	Local Member





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Date: 07-01-2021

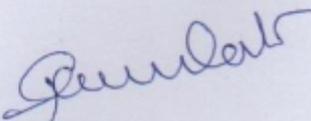
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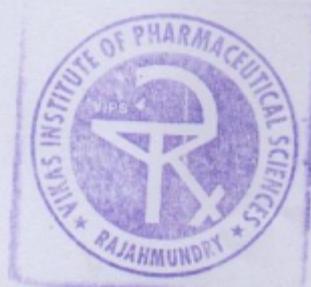
All the IQAC member are here by instructed to join the meeting on 08.01.2021 in Director's chamber at 12:30PM.

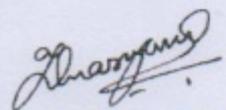
Agenda:

1. To conduct academic audit
2. To take Online student feedback forms
3. To discuss regarding Innovation and value added courses
4. To discuss about Upgradation of Learning Management System (LMS)
5. Any points to be discussed with the permission of the chair

Copy to IQAC


Dr. G. Sumalatha
Coordinator IQAC




Dr. T.V. Narayana
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 08-Jan-2021

Agenda:

1. To conduct academic audit
2. To take Online student feedback forms
3. To discuss regarding Innovation and value added courses
4. To discuss about Upgradation of Learning Management System (LMS)
5. Any points to be discussed with the permission of the chair

Points discussed in the meeting:

1. It is resolved that the academic audit has to be undertaken by each department in the presence of Vice principal, HOD and a faculty member.
2. An online feedback form by the students has to fill after completion of the course and the lacunae has to be identified to rectify the backlogs of the staff.
3. IQAC motivated staff and students to enroll for the value added courses or any certificate courses which improves their contribution to the academics as well as the career growth.
4. As we are using Vmedulife platform since 2018 and this system has to upgrade to the current syllabi.

The minutes are issued with the approval of the chairperson.

Dr. G. Sumalatha
Coordinator IQAC



Dr. T.V. Narayana
Chairman IQAC



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8	Mr. T. Bharath Vikas	Secretary	Management Member
9	Ms. T. Lakshmi Sunayana	Jt. Secretary	Management Member
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Date: 10-03-2021

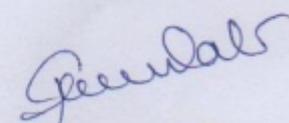
CIRCULAR

This is to inform all the IQAC members to attend the meeting on 11.03.2021 at 3:30PM in principal's cabinet.

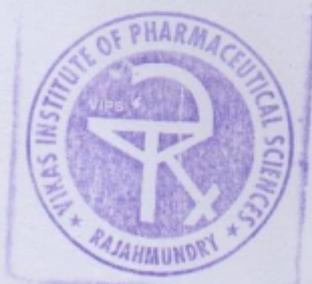
Agenda:

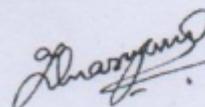
1. Curricular development as per Choice Based Credit System (CBCS)
2. To development a placement cell.
3. NAAC SSR preparation and the coordinator for each criteria.
4. Any points to be discussed with the permission of the chair

Copy to IQAC



Dr. G. Sumalatha
Coordinator IQAC





Dr. T.V. Narayana
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 11-Mar-2021

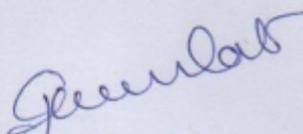
Agenda:

1. Curricular development as per Choice Based Credit System (CBCS)
2. To development a placement cell.
3. NAAC SSR preparation and the coordinator for each criteria.
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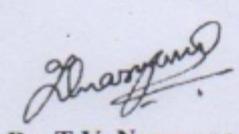
Points discussed in the meeting:

1. It is resolved to have a coordinators for individual criteria's for NAAC SSR preparation.
2. IQAC has instructed all the coordinators to update the documents of five years in the prescribed format.
3. The placement in-charge is instructed to develop association with the companies that conducts on-campus or off-campus recruitment.
4. CBCS was developed and PCI inculcated the same with syllabi. It was instructed to follow the same as part of the curriculum.

The minutes are issued with the approval of the chairperson.


Dr. G. Sumalatha
Coordinator IQAC




Dr. T.V. Narayana
Chairman IQAC



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Date: 21-04-2021

CIRCULAR

All the IQAC members are here by instructed to attend meeting on 22.04.2021 at 4:00PM in Director's cabin.

Agenda:

1. To assign Mentorship for the forthcoming semester.
2. To discuss on IIQA submission in the month of May.
3. To review Coordinators of NAAC presentation on their respective criteria's.
4. Any points to be discussed with the permission of the chair

Copy to IQAC

Dr. G. Sumalatha
Coordinator IQAC



Dr. T.V. Narayana
Chairman IQAC



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Internal Quality Assurance Cell (IQAC) Minutes of Meeting held on 22-Apr-2021

Agenda:

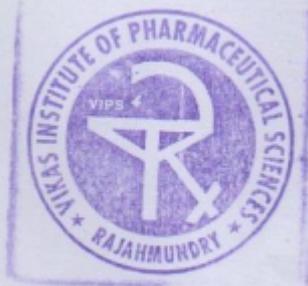
1. Mentorship for the forthcoming semester.
2. IQA submission in the month of May.
3. Coordinators of NAAC presentation on their respective criteria's.
4. Any points to be discussed with the permission of the chair

Points discussed in the meeting:

1. IQAC members discussed with coordinators of NAAC to present their criteria and other related information regarding each section as well as sub-section.
2. It is resolved to have a mentorship for the students on regular basis inculcating their internal assessments.
3. IQAC has decided to submit IQA submission in the month of May.

The minutes are issued with the approval of the chairperson.

Dr. G. Sumalatha
Coordinator IQAC



Dr. T.V. Narayana
Chairman IQAC



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Date: 10-05-2021

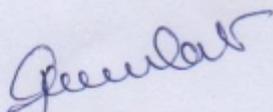
CIRCULAR

All the IQAC members are here by instructed to attend meeting today i.e., on 10.05.2021 at 3:00PM in Director's cabinet.

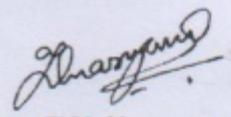
Agenda:

1. To discuss about IIQA submission
2. To discuss on Strengthening the criteria where the scope of scoring less.
3. To discuss the Documentation and filing patterns
4. Any points to be discussed with the permission of the chair

Copy to IQAC


Dr. G. Sumalatha
Coordinator IQAC




Dr. T.V. Narayana
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 10-May-2021

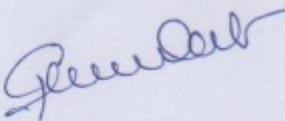
Agenda:

1. IQA submission
2. Strengthening the criteria where the scope of scoring less.
3. Documentation and filing patterns
4. Any points to be discussed with the permission of chair

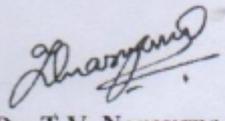
Points discussed in the meeting:

1. IQAC has finalized that IQA submission will be made in the month of July.
2. Pattern for criteria was briefly described by the Vice principal and decided to circulate among the coordinators and faculty.
3. Committee has to involve in improving quality parameters. The department wise assessment of quality has to be done.
4. IQAC suggested the quality parameters for the weaker departments.

The minutes are issued with the approval of the chairperson.


Dr. G. Sumalatha
Coordinator IQAC




Dr. T.V. Narayana
Chairman IQAC



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Date: 21-07-2021

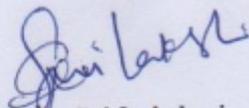
CIRCULAR

This is to inform all the staff members to attend the meeting on 22.07.2021 at Director's chamber at 12:30PM.

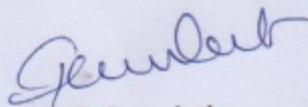
Agenda:

1. Restructured IQAC committee
2. To review the IIQA submission
3. To discuss regarding NAAC SSR preparation action plan
4. Any points to be discussed with the permission of the chair

Copy to IQAC


Dr. D. Sri Lakshmi
Coordinator IQAC




Dr. G. Sumalatha
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 22-Jul-2021

Agenda:

1. Restructured IQAC committee
2. IIQA submission
3. NAAC SSR preparation action plan
4. Any points to be discussed with the permission of the chair

Points discussed in the meeting:

1. On the basis of the recent changes IQAC team has been restricted with the below given team members.
2. IIQA submitted successfully on 20th Jul.
3. Principal discussed about the preparation of documents, collecting information and the audit completion.
4. IQAC suggested retrieving the faculty profiles which was submitted earlier.
5. It is also resolved to report the criteria wise reports on a bi-week basis to the IQAC coordinator.

The minutes are issued with the approval of the chairperson.

Dr. D. Sri Lakshmi
Coordinator IQAC



Dr. G. Sumalatha
Chairman IQAC



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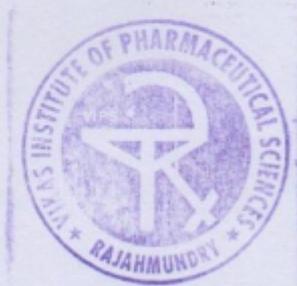
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IQAC MEMBERS W.E.F. 22/07/2021

The following members were present during the meeting

Sl. No	Name	Designation	Designation in Committee
01	Dr. G. Sumalatha	Professor & Principal	Chairman
02	Dr. D.Srilakshmi	Professor & HOD	Coordinator
03	Dr. T. V.Narayana	Director	Management Member
04	Dr. S. Princely	Associate Professor	Member
05	Mrs. P.GeethaBhavani	Associate Professor	Member
06	Mr. B. V. B.Balaji	Associate Professor	Member
07	Mr. E. Suresh Babu	Associate Professor	Member
08	Mrs. D.Anupama	Associate Professor	Member
09	Mr. P.VasuBabu	Associate Professor	Member
10	Ms. K. P. S.Praneetha	Assistant Professor	Member
11	Mr. S.Venkateswarlu	Office Superintendent	Administrative Staff Member
12	Ms. K.Rachana Reddy	Student Alumni	Student Alumni
13	Ms. K.Pravalika	Student Alumni	Student Alumni
13	Ms. Shaheela	Student Alumni	Student Alumni
14	Mr. M VarunSarma	Student Member	Student Member
15	Ms. Ch.Hema	Student Member	Student Member
16	Ms. M. Kamala PriyaKalyani	Student Member	Student Member
17	Mr. P.Santhosh Kumar	Student Member	Student Member
18	Dr.UshaKiran	Local Member	Local Member
19	Dr. G. Vijay Kumar	Local Member	Local Member





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Date: 16-08-2021

CIRCULAR

This is to inform all the staff members to attend the meeting today i.e. 16.08.2021 at Director's chamber at 03:00PM.

Agenda:

1. Discussion on IIQA acceptance
2. To discuss on documentation and others to be submitted
3. Any points to be discussed with the permission of the chair

Copy to IQAC

Dr. D. Sri Lakshmi
Coordinator IQAC

Dr. G. Sumalatha
Chairman IQAC





VIKAS INSTITUTE OF PHARMACEUTICAL SCIENCES

Near Airport, Nidigatla Road, Rajahmundry - 533102

(Approved by AICTE & PCI, New Delhi Affiliated to Andhra University, Vizag)



Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 16-Aug-2021

Agenda:

1. IQA acceptance
2. 45 days for documentation submission
3. Any points to be discussed with the permission of the chair

Points discussed in the meeting:

1. IQA was accepted on 11th Aug 2021; also the coordinators are instructed to update the documents within 45 days.
2. All the documents should be attested by the principal.
3. Prepared documents have to be collected and if any incomplete documents need to be updated in the given stipulated time.
4. SSR to be submitted on 25th Sep 2021 in the manual prescribed by the NAAC.
5. IQAC also motivated the coordinators to feel free to ask any kind of queries, doubts in collecting the documents.

The minutes are issued with the approval of the chairperson.

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The following members were present during the meeting

Sl. No	Name	Designation	Designation in Committee
01	Dr. G. Sumalatha	Professor & Principal	Chairman
02	Dr. D. Srilakshmi	Professor & HOD	Coordinator
03	Dr. T. V. Narayana	Director	Management Member
04	Dr. S. Princely	Associate Professor	Member
05	Mrs. P. GeethaBhavani	Associate Professor	Member
06	Mr. B. V. B. Balaji	Associate Professor	Member
07	Mr. E. Suresh Babu	Associate Professor	Member
08	Mrs. D. Anupama	Associate Professor	Member
09	Mr. P. VasuBabu	Associate Professor	Member
10	Ms. K. P. S. Praneetha	Assistant Professor	Member
11	Mr. S. Venkateswarlu	Office Superintendent	Administrative Staff Member
12	Ms. K. Rachana Reddy	Student Alumni	Student Alumni
13	Ms. K. Pravalika	Student Alumni	Student Alumni
13	Ms. Shaheela	Student Alumni	Student Alumni
14	Mr. M VarunSarma	Student Member	Student Member
15	Ms. Ch. Hema	Student Member	Student Member
16	Ms. M. Kamala PriyaKalyani	Student Member	Student Member
17	Mr. P. Santhosh Kumar	Student Member	Student Member
18	Dr. UshaKiran	Local Member	Local Member
19	Dr. G. Vijay Kumar	Local Member	Local Member





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Date: 09-09-2021

CIRCULAR

All the IQAC members are hereby instructed to attend a meeting on 10.09.2021 at 3:30PM in IQAC room.

Agenda:

1. To discuss on SSR review
2. Discussion for making URL
3. Any points to be discussed with the permission of the chair

Copy to IQAC

Dr. D. Sri Lakshmi
Coordinator IQAC



Dr. G. Sumalatha
Chairman IQAC



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 10-Sep-2021

Agenda:

1. SSR review
2. Discussion for making URL
3. Any points to be discussed with permission of the chair

Points discussed in the meeting:

1. IQAC discussed the completion status of the criteria from the coordinators.
2. Link documents and creating of URL was discussed by Mr. John Kirubakaran.
3. IQAC instructed the staff to speed up the work and also not to rush during the final submission time.

The minutes are issued with the approval of the chairperson.

Dr. D. Sri Lakshmi
Coordinator IQAC



Dr. G. Sumalatha
Chairman IQAC



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Date: 17.02.2022

CIRCULAR

This is inform all the IQAC members to attend meeting on 18.02.2022 i.e. tomorrow, at Principals chamber by 12:30PM.

Agenda:

1. To discuss regarding NAAC peer team visit and progress of the work.
2. To collect feedbacks from all the courses.
3. To discuss the PG project allocations.
4. To discuss regarding college feedback from fresher's after their admission into respective courses.
5. Any points to be discussed with the permission of the chair.

Copy to IQAC

Dr. D. Sri Lakshmi
Coordinator IQAC



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Internal Quality Assurance Cell (IQAC)

Meeting held on 18-Feb-2022

Agenda:

1. To discuss regarding NAAC peer team visit and progress of the work.
2. To collect feedbacks from all the courses.
3. To discuss the PG project allocations.
4. To discuss regarding college feedback from fresher's after their admission into respective courses.
5. Any points to be discussed with the permission of the chair.

Points discussed in the meeting:

1. It is resolved that staff will be assigned with respective works and the report has to be submitted to the coordinator or respective department heads on an alternate day basis.
2. All the work progress need to be updated to the principal on bi-weekly basis by IQAC coordinator.
3. It is resolved that Head of the departments will be allotting the project guides to the students for their final PG projects.
4. Allotted guides should guide the students accordingly and in given time bounds.
5. It is resolved that all the class in-charges of B.Pharm, M.Pharm and Pharm D are instructed to collect the feedback for the previous semester as well as from fresher's for further implementations or rectifications.

The minutes are issued with the approval of the chairperson.

Dr. D. Sri Lakshmi
Coordinator IQAC



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Chairman IQAC



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