



SRI SIVANI COLLEGE OF PHARMACY

(Under the Management of Sri Sivani Educational Society, Srikakulam)

(Approved by PCI-New Delhi and Affiliated to JNTU, Kakinada)

(Email: sivanisscp@gmail.com, College code -DA, Ph No: 7382651422)

N.H-16, Chilakapalem Jn., Etcherla Mandal, Srikakulam Dist - 532 402.

Date: 25.01.2022

CIRCULAR

This is to inform to all Teaching and Non – teaching faculty members that a meeting will be held on 01.02.2022 at 03.00 PM at Principal chamber to discuss with the following agenda.

Agenda:

To constitute Internal Quality Assurance Cell (IQAC) in our campus.


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Sri Sivani College of Pharmacy
Chilakapalem-532 402, Srikakulam Dt.
Affiliated to JNTU-Kakinada Code: DA

Copy To:

1. The Management.
2. The Administrative Office
3. All Teaching and Non – teaching faculty.
4. Notice Board.



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Date: 01.02.2022

Minutes of Meeting

As per the Instructions of Governing body members, the principal of Sri Sivani college of Pharmacy has been asked to establish Internal Quality Assurance Cell(IQAC) for which the meeting was organized at principal chamber.

Dr.K. Rajkiran explained the importance of accreditation and IQAC to all staff members. For self-performance evaluation accountability, assessment and accreditation, quality up- gradation and to collaborate with stakeholders for quality evaluation, promotion, and sustenance and for improvement in overall performance of the institution, it has been decided to compose an Internal Quality Assurance Cell (IQAC) under the chairmanship of Dr. K. Rajkiran, Principal.

COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

S. No	Name	Designation
01	Dr K Rajkiran	Principal & Chairperson
02	Sri P Durga Prasad Raju	Joint Secretary (Management)
03	Mr U Upendra Rao	IQAC Coordinator
04	Dr. Swathi Nageswara	Member, Assoc. Professor
05	Mr U. Sri Venkatesh	Member, Assoc. Professor
06	Mr B Santosh Kumar	Member, Assoc. Professor
07	Mr P Santoosh Kumar	Librarian
08	Mr K Krishna Rao	Administrative Officer
09	Mr G Venkata Ramana	Student Member
10	Ms.B.Vineela	Student Member
11	Mrs.S.Sravanthi	Alumni Member
12	Dr V Rajkumar	Industry Member
13	Mr.G.Sriramulu	Parent Member


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Date: 01.02.2022.

ACCEPTANCE LETTER

Under the chairmanship of Dr. K. Rajkiran, Principal it is decided and composed the Internal Quality Assurance Cell (IQAC) of Sri Sivani College of Pharmacy, and Srikakulam.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

S. No	Name	Designation	Signature
01	Dr K Rajkiran	Principal & Chairperson	
02	Sri P Durga Prasad Raju	Joint Secretary (Management)	
03	Mr U Upendra Rao	IQAC Coordinator	
04	Dr. Swathi Nageswara	Member, Assoc. Professor	
05	Mr U. Sri Venkatesh	Member, Assoc. Professor	
06	Mr B Santosh Kumar	Member, Assoc. Professor	
07	Mr P Santoosh Kumar	Librarian	
08	Mr K Krishna Rao	Administrative Officer	
09	Mr G Venkata Ramana	Student Member	
10	Ms.B.Vineela	Student Member	
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Date: 01.03.2022

CIRCULAR

This is to inform all Teaching and Non – teaching faculty members and other IQAC members that the Ist IQAC meeting will be held on 10.03.2022 at 03.00 PM at Principal chamber with the following agenda

Agenda:

1. To discuss about the framing of vision and mission, objectives, strategies, function and benefits of IQAC and also about the role of IQAC co-ordinator.
2. To discuss about the GPAT classes for B. Pharmacy students.
3. To discuss about the placements for B. Pharmacy final year students.
4. To review the academic and other important activities in the colleges.
5. To review on student examinations and results.

Copy To:

1. The All IQAC members.
2. All Teaching and Non – teaching faculty.
3. Office
4. Notice Board


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Date: 10.03.2022

MINUTES OF MEETING

The convener welcomed all the IQAC members, SSCP, The IQAC coordinator kept the agenda points before the members to discuss.

Point No.1.

To discuss about the framing of vision and mission, objectives, strategies, function and benefits of IQAC and also about the role of IQAC co-ordinator.

Resolution:

It is It is resolved and approved by all the members for framing of vision and mission, objectives, strategies, function and benefits of IQAC and the role of IQAC coordinator as per the regulations and to follow the same.

Point No.2.

To discuss about the GPAT classes for B. Pharmacy students.

Resolution:

It is resolved and approved by all the members to conduct the GPAT classes by subject experts from inside and outside of the campus.

Point No.3.

To discuss about the placements for B. Pharmacy final year students.

Resolution:

It is resolved that all the members instructed the placement cell to conduct more placements by more companies.

Point No.4.

To review the academic and other important activities in the colleges.

Resolution:

It is resolved that all the members discussed about the academic activities such as academic calendars, subject allotment and time tables and accepted unanimously.

Also discussed about the activities such as Faculty development programmes, certificate programmes etc., and instructed the respective members to conduct as per schedule,

Point No.5.

1. To review on student examinations and results.


Resolution:

All the members discussed about the examinations and results and resolved to identify the slow learners and measures to be taken for improving the pass percentage.

Chairman announced the conclusion of the meeting and finally ended with the vote of thanks by the Coordinator, IQAC.

Members attended for the IQAC meeting

S. No	Name	Designation	Signature
01	Dr K Rajkiran	Principal & Chairperson	 10/3/2022
02	Sri P Durga Prasad Raju	Joint Secretary (Management)	 10/3/22
03	Mr U Upendra Rao	IQAC Coordinator	 10/3/2022
04	Dr. Swathi Nageswara	Member, Assoc. Professor	
05	Mr U. Sri Venkatesh	Member, Assoc. Professor	 10/3/2022
06	Mr B Santosh Kumar	Member, Assoc. Professor	 10/3/22
07	Mr P Santoosh Kumar	Librarian	
08	Mr K Krishna Rao	Administrative Officer	
09	Mr G Venkata Ramana	Student Member	 10/3/22
10	Ms.B.Vineela	Student Member	
11	Mrs.S.Sravanthi	Alumni Member	 10/3/22
12	Dr V Rajkumar	Industry Member	 10/3/22
13	Mr.G.Sriramulu	Parent Member	


IQAC COORDINATOR
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SRI SIVANI COLLEGE OF PHARMACY
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Date: 07.09.2022

CIRCULAR

This is to inform all Teaching and Non – teaching faculty members and other IQAC members that the second IQAC meeting will be held on 15.09.2022 at 03.30 PM at Principal chamber to discuss with the following agenda.

Agenda:

1. To review on the Previous IQAC meeting.
2. To review the academic and other important activities in the colleges.
3. To discuss about the teaching and learning methodologies to be implemented.
4. To discuss about the slow learners.
5. To discuss about the career guidance programmes, seminars and Guest lectures.
6. To discuss and review about the NSS activities.
7. To review on students examinations and results.
8. To discuss about World Pharmacist Day celebrations
9. To discuss the planning to get NAAC process

Copy To:

1. The All IQAC members.
2. All Teaching and Non – teaching faculty.
3. Office


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N.H-16, Chilakapalem Jn., Etcherla Mandal, Srikakulam Dist - 532 402.

Date: 15.09.2022.

MINUTES OF MEETING

The convener welcomed all the IQAC members, SSCP, The IQAC coordinator kept the agenda points before the members to discuss.

Point No.1: To review on the Previous IQAC, meeting.

Resolution:

Members unanimously resolved and acceptance of minutes of the previous meeting

Point No.2: To review the academic and other important activities in the colleges.

Resolution:

All the members discussed about academic activities such as academic calendars, subject allotment, time tables, exam schedules, allotment of class in – charges and continuous monitoring if syllabus. Also discussed about the events to organize and approved the same.

Point No.3: To discuss about the teaching and learning methodologies to be implemented.

Resolution:

All the members discussed about various teaching and learning methodologies to be implemented like video presentations, group discussions, projects, seminars and others. All the members review and approved unanimously for implementation.

Point No.4: To discuss about the slow learners.

Resolution:

It is resolved that all the members discussed about the identification of slow learners in all the programmes and to conduct the tutorial classes for them improve in their learning process.

Point No.5: To discuss about the career guidance programmes, seminars and Guest lectures.

Resolution:

It is resolved that all the members are discussed and decided to organize the career guidance programmes, seminars, certification program and guest lecturers for students.

Point No.6: To discuss and review about the NSS activities

Resolution:

All the members revised on NSS activities conducted so far and discussed about the NSS activities to conduct.

Point No.7: To review on student examinations and results

Resolution:

All the members discussed about the examinations and results and resolved to identify the slow learners and measures to be taken for improving the pass percentage.

Point No.8: To discuss about World Pharmacist Day celebrations**Resolution:**












IQAC team discussed about the World Pharmacist Day celebrations with the respective coordinator and suggested to motivate the students for their active participation.


Point No.9: To discuss the planning to get NAAC process.**Resolution:**

All the members discussed about the NAAC accreditation process and allotted senior faculty members as coordinators to work for different criteria's of NAAC.

Chairman announced the conclusion of the meeting and finally ended with the vote of thanks by the Coordinator, IQAC.

Members attended for the IQAC meeting

S. No	Name	Designation	Signature
01	Dr K Rajkiran	Principal & Chairperson	 15/9/2022
02	Sri P Durga Prasad Raju	Joint Secretary (Management)	
03	Mr U Upendra Rao	IQAC Coordinator	 15/9/22
04	Dr. Swathi Nageswara	Member, Assoc. Professor	 15/9/22
05	Mr U. Sri Venkatesh	Member, Assoc. Professor	 15/9/2022
06	Mr B Santosh Kumar	Member, Assoc. Professor	
07	Mr P Santoosh Kumar	Librarian	 15/9/22
08	Mr K Krishna Rao	Administrative Officer	
09	Mr G Venkata Ramana	Student Member	 15/9/22
10	Ms.B.Vineela	Student Member	
11	Mrs.S.Sravanthi	Alumni Member	 15/9/22
12	Dr V Rajkumar	Industry Member	
13	Mr.G.Sriramulu	Parent Member	


IQAC COORDINATOR
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Date: 05.04.2023

CIRCULAR


This is to inform all Teaching and Non-teaching faculty members and other IQAC members that the 3rd IQAC meeting will be held on 10.04.2023 (Monday) at 03.30 PM at Principal chamber with the following agenda.

Agenda:

1. To review on the 2nd IQAC, meeting.
2. To discuss about the faculty recruitment.
3. To discuss about the placements for A.Y. 2022-2023.
4. To discuss about the Faculty Development Programmers.
5. To discuss about the publication, books/chapter authors by the teaching faculty.
6. To discuss about the Ph. D registration by the faculty.
7. To review the NAAC updates according to the criteria wise.

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N.H-16, Chilakapalem Jn., Etcherla Mandal, Srikakulam Dist - 532 402.

Date: 10.04.2023

MINUTES OF MEETING

The convener welcomed all the IQAC members of SSCP, The IQAC coordinator kept the agenda points before the members to discuss.

Point No.1.

To review on the 2nd IQAC, meeting.

Resolution:

Members unanimously resolved and acceptance of minutes of the previous meeting

Point No.2.

To discuss about the faculty recruitment.

Resolution:

It is resolved and approved by all the members to recruit new faculty members for smooth run of academic work.

Point No.3.

To discuss about the placements for A.Y. 2022 – 2023.

Resolution:

It is resolved that all the members instructed the placements cell to conduct more placements and more companies.

Point No.4.

To discuss about the Faculty Development Programmers

Resolution:

It is resolved that all the members discussed about the Faculty Development Programmes and planned to conduct in all the departments.

Point No.5.

To discuss about the publication, books/chapter authors by the teaching faculty.

Resolution:

It is It is resolved that all the members suggested to all the faculty members by doing the novel research work and present the research and review publications in reputed journals only. Also suggested for writing the Books/ Chapters in various subjects.

Point No.6.

To discuss about the Ph. D registration by the faculty.

Resolution:

All the members encouraged the faculty members those who are not yet registered Ph. D to register the Ph. D.

Point No.7.












To review the NAAC updates according to the criteria wise.

Resolution:


All the members discussed and reviewed about the NAAC updates according to criteria wise and resolved unanimously to plan to submit the IQA.

Chairman announced the conclusion of the meeting and finally ended with the vote of thanks by the Coordinator, IQAC.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

S. No	Name	Designation	Signature
01	Dr K Rajkiran	Principal & Chairperson	
02	Sri P Durga Prasad Raju	Joint Secretary (Management)	
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04	Dr. Swathi Nageswara	Member, Assoc. Professor	
05	Mr U. Sri Venkatesh	Member, Assoc. Professor	
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IQAC COORDINATOR


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