



GIET SCHOOL OF PHARMACY

(SRI KOUNDINYA EDUCATIONAL SOCIETY)

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

NH-16, Chaitanya Knowledge City, **RAJAMAHENDRAVARAM** - 533 296. E.G.District., (A.P.)

Tel : 0883 - 2484444, E-mail : gietpharmacy@gmail.com, Website : www.gietpharmacy.in

Internal Quality Assurance Cell (IQAC)

Minutes of the meeting held on 14th September, 2020

Agenda:

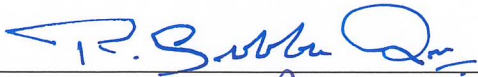
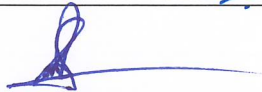


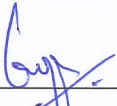

1. Review of academic and research performance.
2. To initiate covid protocols at the campus.
3. To make provision for taking online exam.
4. Discuss on requirement for books, chemicals, instruments and AMC.
5. To conduct orientation programme for freshers of both B. Pharm and Pharm.D courses.
6. To plan and organise Poshan Abhiyan program and Dental camp.

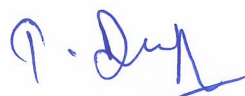
The following points were discussed in the meetings:

1. The IQAC coordinator gave an explanation of a review about the performance of students in academics and research over the previous academic year.
2. The members have established procedures to stop the spread of Covid -19 on campus, including social exclusion, the use of sanitizer and masks, and the administration of internal practical exams with a specified number of students every batch. The members set protocol for conducting online exam through Webex portal.

3. The IQAC members and NSS coordinator created a calendar for extending programmes like Swatch Bharat and holding awareness events for diseases like AIDS, leprosy and malaria.
4. The committee has discussed to enhance ICT facilities at the campus to facilitate the teaching learning process. The committee motivated the teaching staff to utilise the Webex software to provide conceptual teaching through online demonstrations.
5. The meetings focussed on the guidelines for practice school and dividing the students into teams, so that each team is set with different intellectual levels to reach better learnings experience.

The following members were present for the meeting

S.No	Name of the member	Signature
1	Dr P.Subbaraju	
2	Dr S.Ramachandran	
3	Dr V.D. Sundar	
4	Dr A.R.Magesh	
5	Dr C.Gopi	
6	Mrs.V.Alekhya	



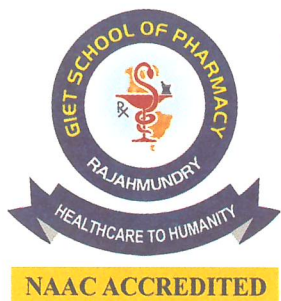
Dr. T. DEEPAN
IQAC Coordinator



Dr. M. D. DHANARAJU

Chairman

M.Pharm. Ph.D.
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Plot 16, Chaitanya Knowledge City,
RAJAHMUNDRY-533 296: (A.P.)



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Internal Quality Assurance Cell (IAQC)

Minutes of the meeting held on 5th December, 2020

Agenda:

1. To initiate collaborative research through project works for Pharm D students.
2. Participate in NIRF.
3. To motivate teaching staff to apply for funding.
4. To plan and conduct extension programmes.
5. To strengthen ICT facility of the students.
6. Set guidelines of Practice school for B. Pharm students.





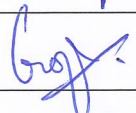
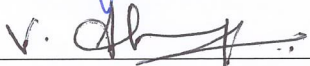
The following points were discussed in the meetings:

The IQAC has motivated the teachers and students for Pharm. D course to strengthen research work through project works at various specially departments of Hospitals.

1. The coordinators of NIRF committee of GIET Institutions were insisted to send reports to NIRF ranking.
2. The committee has motivated the teaching staff to apply for funding from AICTE, UGC DST, DBT and others. The applications were undergone for critical evaluation by subject expert. The selected applications were undergone for funding.

3. The committee members have discussed about
 - I. Requirement of books, service of instruments and chemicals.
 - II. Review of quotation of instruments and chemicals.
 4. The committee has decided to organise an orientation programme for freshers of B. Pharm. and Pharm. D to inspire and support them.
 5. The members of the IQAC and NSS coordinator prepared a plan to hold Poshan Abhiyan Month to organise Educational programmes on women's hygiene, nutrition, and healthy diet. To organise the dental camp to educate students, faculty and non-teaching staff on good oral hygiene.
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The following members were present for the meeting

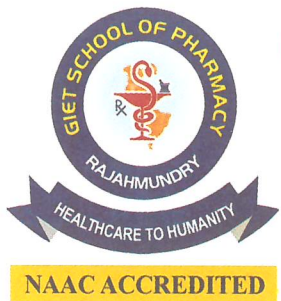
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Dr. T. DEEPAN
IQAC Coordinator



Dr. M. D. DHANARAJU
Chairman
Dr. M.D. DHANARAJU
Principal. M.Pharm., Pj
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Internal Quality Assurance Cell (IAQC)

Minutes of the meeting held on 24th March, 2021

Agenda:

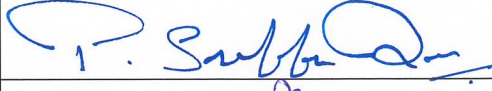


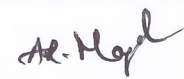
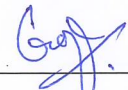

1. To conduct internal administrative audit.
2. To plan project work for Pharm. D students.
3. To organise mentorship for the forthcoming semester.
4. To consider feedback analysis.
5. Orientation programme for teachers and students on gender sensitization.


The following points were discussed in the meetings

1. Minutes of the previous meetings were confirmed.
2. Guidelines for internal administrative audit is discussed and they are as follows.
 - I. Stock verification.
 - II. Attendance records.
 - III. Service book completion.
 - IV. Verification of exam cell.
 - V. Verification of library books.
3. Arranging project work for Pharm D at various hospitals was considered in the meetings.
4. Discussion and planning for the upcoming semester's mentorship programme for students.


5. The academic coordinator is insisted to collect the students feedback form. It was critically assessed to present the inputs for quality inprovement.
6. The dissemination of all pertinent information to stakeholders in order to educate them about various quality metrics and get feedback for additional suggestions of quality improvement.
7. The participants intended to set up a gender sensitization campaign to raise knowledge of the POSH Act.

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Chairman
Dr. M.D. DHANA RAJU,
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