



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 24th March, 2023







Agenda:

1. Review of documents for NAAC SSR
2. Planning of Industrial training for academic year 2022-2023
3. Activity reports submission of conducted programme in prescribed format
4. Student performance in sessional exams and communication to the parents
5. Measures to improve students' quality, satisfaction and enhance academic excellence.

The following points were discussed in the meeting:

1. IQAC Coordinator and Principal reviewed documents criteria wise for NAAC SSR.
2. Placement officer discussed about the plan for students industrial training and accordingly approach to the industry for permission and date of visit.
3. It was discussed and decided to submit the activity completion reports to the IQAC in prescribed format by every programme or activity coordinator with in one week after completion of the activity
4. It was discussed to send attendance and sessional exam performance report to their parents. It was decided to communicate in person with the parents of week students and irregular students.
5. Principal and members of the committee discussed the measures to improve students satisfaction and enhance academic excellence. Strategies and suggestion were accepted from heads and committee members to improve students in academic aspects.

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. AR. Magesh	
5	Dr. C. Gopi	
6	Dr. V. Alekhya	



IQAC Coordinator
(Dr. T. DEEPAN)

Coordinator
Internal Quality Assurance
GIET School of Pharmacy
Rajahmundry-533296



IQAC Chairaman

(Dr. M. D. DHANARAJU)

M. M. D. DHANARAJU
Principal. M.Pharm., PH.D.
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Internal Quality Assurance Cell (IQAC)

Minutes of the meeting held on 25th August, 2022







Agenda:

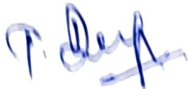
1. Review of Annual quality assurance documents for academic year 2021- 2022 submission
2. Status of resources and infrastructure requirement for all departments
3. Discussion on CO, PO and PSO attainment level
4. To review on Academic and Departmental audits
5. To Conduct Extension and outreach activities by NSS
6. To Sustain institute & industry interaction through MOU

The following points were discussed in the meeting:

1. Principal and IQAC coordinator planned to submit the AQAR for academic year 21-22. The documents were reviewed criteria wise by IQAC coordinator.
2. Infrastructure requirements from all the departments are collected, discussed by the principal with IQAC members.
3. CO and PO attainment levels are discussed and attainment levels are found to be good.
4. Principal instructed to do academic audits and departmental audits on stock registers, utility registers & Store register.
5. Members of the committee about encouraging the students to participate in NSS activities, annual gatherings and sports activities.
6. Principal & IQAC coordinator suggested to sustain and extend industry institute interaction for benefit of students in curriculum enrichment.

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. AR. Magesh	
5	Dr. C. Gopi	
6	Dr. V. Alekhya	



IQAC Coordinator
(Dr. T. DEEPAN)

Coordinator
Internal Quality Assurance Cell
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Rajahmundry-533286



IQAC Chairaman

(Dr. M. D. DHANARAJU)
Dr. M. D. DHANA RAJU,
Principal, M.Pharm., Ph.D.
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Internal Quality Assurance Cell (IQAC)

Minutes of the meeting held on 5th December, 2022

Agenda:







1. Review of academic activities carried out in the year 2021-2022
2. Impementation of Academic activities in academic year 2022-2023
3. Setting up standards for teaching learning programme, graduate outcome and the quality of the teachers.
4. Analyzing feedback taken from the stake holders.
5. To promote research activities for students and faculty
6. To review the efforts of library towards E-learning resources.
7. Sponsorship for faculty towards conferences and work shops

The following points were discussed in the meeting:

1. Various academic activities from all the departments were summarized and discussed. The initiatives to fill up the gaps were discussed by the principal for smooth conduct of academic activities.
2. Academic planning for next semester like preparing academic calendars, Faculty work load, time tables etc.
3. Principal discussed about the strategic plan and quality objectives for effective curriculum delivery and conducting of remedial classes for weak students.
4. Stake holders feed backs reports are analyzed and IQAC suggested implementing the inputs of stake holders.

5. Principal and committee members suggested that interdepartmental collaboration in research should be encouraged by interaction among UG & PG department students and faculty to promote research activities
6. Committee members discussed the student awareness for accessing e-learning resources in library. Committee advised the librarian to encourage the students in these aspects.
7. Under the Faculty development and research promotion the college sponsors for conference and work shop. This point was thoroughly discussed and appreciated.

The following members were present for the meeting

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1	Dr. P. Subbaraju	
2	Dr. S. Ramachandran	
3	Dr. V. D. Sundar	
4	Dr. AR. Magesh	
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6	Dr. V. Alekhya	



IQAC Coordinator
(Dr. T. DEEPAN)

Coordinator
Internal Quality Assurance Cell
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IQAC Chairman
(Dr. M. D. DHANARAJU)

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