



## **BALAJI INSTITUTE OF PHARMACEUTICAL SCIENCES**

( Approved by AICTE & PCI, Under Section 12, New Delhi and Affiliated to kakathiya University, Wgl )

Laknepally (V) Narsampet (M) Warangal Rural (Dist) Telangana State 506331

Contact : +91 9866050044 (Office), +91 9866652412 (Principal), +91 8718-230521 (Fax)

**6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management**

**(2023-24)**



**PRINCIPAL**

Balaji Institute of Pharmaceutical Sciences  
Laknepally (V), Narsampet (M)  
Warangal (Dt) - 506 331 (T.S)



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### LIST OF COMMITTEES

| S. NO | COMMITTEE NAME                                  | CONVENOR                 |
|-------|-------------------------------------------------|--------------------------|
| 1     | Alumni Committee                                | Dr. J. Ravi              |
| 2     | Sports , cultural & NSS committee               | Mr. P. Siddharth Kumar   |
| 3     | Hostel committee                                | Dr. J. Ravi              |
| 4     | Mentor-mentee committee                         | Dr. A. Nagesh            |
| 5     | Examination committee                           | Mr. J. Nagaraju          |
| 6     | Academic progress committee                     | Mr. G. Venkataramana     |
| 7     | Finance committee                               | Dr. A. Shyam Sunder      |
| 8     | Student welfare committee (SC,ST,OBC, minority) | Dr. Ch. Satish           |
| 9     | Grievance redressal Cell                        | Mr. P. Ravi              |
| 10    | Disciplinary & anti-ragging committee           | Dr. K. Raghunandan Reddy |
| 11    | Library committee                               | Mr. A. Srinivas          |
| 12    | E & D and placement cell                        | Dr. T. Manish Kumar      |
| 13    | Animal ethical committee                        | Mr. J. Nagaraju          |
| 14    | Website Committee                               | Dr. A. Nagesh            |
| 15    | IIC, IPR and R&D Cell                           | Dr. T. Manish kumar      |
| 16    | Gender Sensitization Committee                  | Mrs. P. Kavitha          |
| 17    | Electoral literacy club                         | Dr. P. Ravi              |



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### ALUMNI COMMITTEE:

- To maintain a list of all college alumni and their relevant information.
- Retaining all alumni's information accurate and up to date.
- To encourage, support, and further the development of intimate relationships among graduates.
- To give and spread information to alumni about their alma mater, its alumni, faculty, and students.
- To aid and support INGEC's efforts in securing funding for development.
- To mentor and support JNGEC Alumni who have just finished their programs of study in order to keep them active in worthwhile activities that benefit society.
- Through planning and directing the Alumni reunion events, to give a place for the Alumni to discuss contemporary academic, cultural, and social issues.

| S.No | Members             | KeyRole/Position |
|------|---------------------|------------------|
| 1    | Dr. A. Shyam sunder | Chairperson      |
| 2    | Dr. J. Ravi         | Coordinator      |
| 3    | Mr. G.Venkataramana | Member           |
| 4    | Dr. A.Nagesh        | Member           |
| 5    | Mr. S. Prashanth    | Member           |
| 6    | Mrs. Ch. Sruthi     | Member           |
| 7    | Sk. Reshma          | Member           |



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### GRIEVANCE REDRESSAL COMMITTEE:

- To uphold the dignity of the College by ensuring strife free atmosphere in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc.
- To provide responsive, accountable and easily accessible machinery for settlement of grievances and to take measures in the college undertakings to ensure expeditious settlement of grievances of Students in order to maintain a harmonious educational atmosphere in the institute.
- It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- To support, those students who have been deprived of the services offered by the College, for which he/she is entitled.
- To make officials of the College responsive, accountable and courteous in dealing with the students.
- To ensure effective solution to the student's grievances with an impartial and fair approach.

| S.No | Members           | KeyRole/Position |
|------|-------------------|------------------|
| 1    | Dr.A.Shyam sunder | Chairperson      |
| 2    | Mr. P. Ravi       | Coordinator      |
| 3    | Mr.J.Nagaraju     | Member           |
| 4    | Mr.A.Nagesh       | Member           |
| 5    | Mrs.G.Priyanka    | Member           |



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### SPORTS, CULTURAL & NSS COMMITTEE:

- To help the students comprehend the neighborhood where they are employed.
- To comprehend their place within their community.
- To discover the community's needs and issues so they can get involved in finding solutions.
- To foster a sense of civic and social duty among one another.
- Applying education means coming up with workable solutions for both personal and social issues.
- To build the competence necessary for sharing responsibilities and living in a community.
- Develop your abilities to encourage community involvement.
- To develop leadership skills and a democratic mindset.
- To increase preparedness for emergencies and major disasters
- To put national integration into effect.

| S.No | Members              | Key Role/Position |
|------|----------------------|-------------------|
| 1    | Dr.A.Shyam sunder    | Chairperson       |
| 2    | Mr.P.Siddharth kumar | Coordinator       |
| 3    | Dr.Ch.Satish         | Member            |
| 4    | Mr.P.Kiran kumar     | Member            |
| 5    | Dr.B. Ram prasad     | Member            |
| 6    | Mrs.L.Sangeetha      | Member            |



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### E & D and PLACEMENT CELL:

- To provide career guidance about avenues open after graduation i.e Higher Education Placements or Entrepreneurship
- To provide recruitment to students.
- To have good relations with the recruiters.
- Organizing Pre placement trainings.
- Providing training and placement process awareness to 1 year students.
- Planning and organizing various placements drive in campus.
- Finding, informing and managing pool placements drives.
- To build the bridge between industry and academia.

| S.No | Members           | Key Role/Position |
|------|-------------------|-------------------|
| 1    | Dr.A.Shyam sunder | Chairperson       |
| 2    | Dr. T.Manish      | Coordinator       |
| 3    | Mrs.A.Swarnalatha | Member            |
| 4    | Dr.B.Brahmani     | Member            |
| 5    | Dr.K.Raghunandan  | Member            |
| 6    | Mr.T.Anudeep      | Member            |



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### HOSTEL COMMITTEE:

- Act as a liaison between the administration, caterers, and hostel authorities on the one side and the students
- on the other Facilitate the addressing of issues that the students have and communicate the same to the concerned authorities .
- Keeps a check on the daily issues regarding the infrastructure of the hostels, the housekeeping issues, etc.

| S.No | Members           | KeyRole/Position |
|------|-------------------|------------------|
| 1    | Dr.A.Shyam sunder | Chairperson      |
| 2    | Dr.J.Ravi         | Coordinator      |
| 3    | Mr.B.Prashanth    | Member           |
| 4    | Mrs.K.Mamatha     | Member           |
| 5    | Dr.M.Pavan        | Member           |
| 6    | Mr.B.Vijay kumar  | Member           |



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### MENTOR MENTEE COMMITTEE:

- Mentors provide guidance, advice, feedback, and support to the mentee, serving variously as role model, teacher, counselor, advisor, and ally depending on the specific goals and objectives.
- To meet the group of students at least once in a week.
- To maintain a detailed progressive record of the student.
- To provide professional guidance to students in their graduation.
- To contact parents/guardians if situation demands.

| S.No | Members            | Key Role/Position |
|------|--------------------|-------------------|
| 1    | Dr.A.Shyam sunder  | Chairperson       |
| 2    | Dr.A.Nagesh        | Coordinator       |
| 3    | Mr.J.Nagaraju      | Member            |
| 4    | Mr.G.venkataramana | Member            |
| 5    | Mrs.B.Sushmitha    | Member            |
| 6    | Mrs.E.Deepthi      | Member            |



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### ACADEMIC PROGRESS COMMITTEE

- To monitor the daily academic activities of the college. To prepare the timetable and monitor academic activity.
- To make necessary and alternative arrangements for academic in case of emergency.
- To plan and carry out the project activities for the students.
- To govern the student counseling centre etc.
- To plan and execute Parent-Teacher meetings.
- To meet and plan for punctuality in semester academic activities by class teachers.

| S.No | Members               | KeyRole/Position |
|------|-----------------------|------------------|
| 1    | Dr.A.Shyam sunder     | Chairperson      |
| 2    | Mr.G.Venkataramana    | Coordinator      |
| 3    | Dr.T.Manish kumar     | Member           |
| 4    | Dr.J.Ravi             | Member           |
| 5    | Mr.P.Siddhartha kumar | Member           |
| 6    | Mrs.N.Nagarani        | Member           |



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### FINANCE COMMITTEE:

- Monitoring and planning for the institution's financial position and financial control systems is normally undertaken by a finance committee.
- Its role is key to ensuring that the governing body discharges its financial responsibilities correctly and that the institution remains financially viable at all times.

| S.No | Members              | KeyRole/Position          |
|------|----------------------|---------------------------|
| 1    | Dr.A.Shyam sunder    | Chairperson & Coordinator |
| 2    | Dr.Ch.Satish         | Member                    |
| 3    | Mrs.Ch.Priyanka      | Member                    |
| 4    | M. Manasa            | Member                    |
| 5    | Mrs.N.Nagarani       | Member                    |
| 6    | Mrs.P.Ashwini kumari | Member                    |



  
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### STUDENT WELFARE COMMITTEE

- Address the problems the pupils have reported.
- Keep track of the medical and financial resources that the students have access to.
- Conduct a new student orientation program.
- Address concerns relating to dropouts.
- Create a setting that fosters social, emotional, and spiritual development.

| S.No | Members              | KeyRole/Position |
|------|----------------------|------------------|
| 1    | Dr.A.Shyam sunder    | Chairperson      |
| 2    | Dr.Ch.Satish         | Coordinator      |
| 3    | Mrs.Ch.Priyanka      | Member           |
| 5    | Mrs.N.Nagarani       | Member           |
| 6    | Mrs.P.Ashwini kumari | Member           |



  
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### GENDER SENSITIZATION COMMITTEE

- To conduct orientation programs for new students and employees.
- To sensitize the students and staff regarding gender discrimination gender based violence.
- To spread the awareness regarding measures to combat gender based violence
- To sensitize the community at large towards gender related issues and to take such measures as would be necessary to create gender sensitivity on the campus
- To organize workshops and awareness programs at regular intervals for sensitizing students and staff members with the provisions of the sexual harassments women at work place (Prevention Prohibition and Redressal) act 2013.
- To offer advice on available courses action to an aggrieved women on campus if she approaches gender sensitization cell.

| S.No | Nanes              | Members        |
|------|--------------------|----------------|
| 1    | Dr. A. Shyamsunder | Chairperson    |
| 2    | Mrs. P. Kavitha    | Coordinator    |
| 3    | Mrs.G.Priyanka     | Member         |
| 4    | Mrs.K.Anusha       | Member         |
| 5    | Mrs.M.Manasa       | Member         |
| 6    | Mrs.B.Sushmitha    | Member         |
| 7    | Mrs.Usha           | Member         |
| 8    | Mrs.Rajini         | Member         |
| 9    | Ms.Shivani         | Student Member |
| 10   | Ms.Srivani         | Student Member |
| 11   | Ms.Sumaiya         | Student Member |



  
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### LIBRARY COMMITTEE:

- To oversee the library's daily operations.
- To create and carry out the library's rules and regulations
- To organize and carry out the library's purchases.
- To fulfill the demands of the pupils, etc.

| S.No | Members           | KeyRole/Position |
|------|-------------------|------------------|
| 1    | Dr.A Shyam sunder | Chairperson      |
| 2    | Mr. A. Srinivas   | Coordinator      |
| 3    | Dr. A. Nagesh     | Member           |
| 4    | Mrs.B.Sushmitha   | Member           |
| 5    | Mr.J.Nagaraju     | Member           |
| 6    | Mr.P.Kiran        | Member           |
| 7    | Mrs.SK.Reshma     | Member           |



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### ANIMAL ETHICAL COMMITTEE:

- Examine the proposed use of animals for study, and if any changes are needed, request their agreement before using the animals.
- Accept animal research that complies with the numerous regulations regarding the use of animals in study.
- Examine the Institute's animal facility on a regular basis.
- Examine and look into any valid worries about the treatment and application of animals in research.
- Take corrective action and suspend any research projects that don't follow the rules for using animals in research.
- Make sure that every individual involved in the care and use of animals has the necessary training to carry out their obligations and engage in the intended activities.

| S.No | Members           | KeyRole/Position |
|------|-------------------|------------------|
| 1    | Dr.A.Shyam sunder | Chairperson      |
| 2    | Mr.J.Nagaraju     | Coordinator      |
| 3    | Mrs. B.Sushmitha  | Member           |
| 4    | Mrs.Md.Afreen     | Member           |
| 5    | Mrs.V.Srividhya   | Member           |
| 6    | Mrs.T.Likitha     | Member           |



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### WEBSITE COMMITTEE:

- The Website Committee was established to oversee the creation, upkeep, and improvement of the college's official website.
- The Committee collaborates to ensure that the site accurately conveys the institution's mission, values, and services to internal and external stakeholders.
- The Committee's main goal is to create an educational, user-friendly, and aesthetically pleasing website that will act as a vital center for communication and information for students, teachers, staff, prospective students, and alumni.

| S.No | Members           | KeyRole/Position |
|------|-------------------|------------------|
| 1    | Dr.A.Shyam sunder | Chairperson      |
| 2    | Dr.A.Nagesh       | Coordinator      |
| 3    | Dr.P.Ravi         | Member           |
| 4    | Dr.T.Manish kumar | Member           |
| 5    | Mrs.Ch.Sruthi     | Member           |
| 6    | Mrs.G.Priyanka    | Member           |



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### IIC, IPR and R & D CELL

- To create an awareness about IPR and guide the stakeholders.
- To impart training on future endeavors regarding patent filing processes.
- To do novelty check on the IPs of the stakeholders.
- To encourage faculty members, Research scholars and students to involve patentable works.

| S.No | Members            | Key Role/Position |
|------|--------------------|-------------------|
| 1    | Dr.A.Shyam sunder  | Chairperson       |
| 2    | Dr.T. Manish Kumar | Coordinator       |
| 3    | Dr. P. Ravi        | Member            |
| 4    | Dr.J.Ravi          | Member            |
| 5    | Dr.K.Suresh        | Member            |
| 6    | Dr.Ramprasad       | Member            |



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