



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)

MINUTES OF MEETING (IQAC)



PRINCIPAL

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



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December 14th 2020

Internal Quality Assurance Cell (IQAC), which plans and monitors academic excellence was started in December 14th 2020 and has been functioning to foster several of activities to make everyone aware of quality assurance strategies and processes.

COMPOSITION OF IQAC

S.No	Position	Name & Designation
1	Chairperson	Dr. N. Raghunandan, Principal
2	Teaching representations all level	Dr A. Shyam Sunder Dr. Thimmaraju Manish Kumar Mr. Jesetti Nagaraju Dr. Adla Nagesh
3	Senior administrative officer	Mr. S. Suresh
4	Nominee from local society, student and alumni	G. Priyanka
5	Senior teacher as the coordinator	Dr. Gogulothu Dalapathi
6	Academic Expert	G Venkata ramana

Objectives:

The IQAC's general goals consist of the following.

1. To create a structure for conscious, consistent, and catalytic action to improve the academic and managerial performance of the institution.
2. To foster a culture of excellence.
3. To focus institutional efforts and measures on achieving academic excellence.

To develop into a possible tool for bringing about quality by developing ways for intervention to address flaws and raise standards.



[Signature]
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Strategies:

IQAC shall develop systems and procedures for quality maintenance and improvement for

1. Ensuring prompt, effective, and progressive performance of administrative, financial, and academic risks.
2. The value and standard of educational and research initiatives.
3. Affordable and equitable access to academic programmes that is suitable for all societal groups.
4. Improving and incorporating contemporary teaching and learning techniques.
5. The validity of the evaluation methods.
6. Ensuring that the assistance system and services are adequate and functional.
7. Networking and exchange of research with other organisations in India and overseas.

Functions:

The creation and use of quality benchmarks/parameters for the institution's academic and administrative activities are among the IQAC's main responsibilities,

- Information sharing on the many higher education quality indicators.
- Organisation of quality-related workshops, seminars, and the development of quality circles.
- The creation and use of quality benchmarks/parameters for the institution's numerous academic and administrative activities.
- Information sharing regarding the many higher education quality indicators.
- Organisation of quality-related workshops, seminars, and promotion of quality circles.
- Documentation of the many initiatives/programs promoting quality enhancement.
- Serving as the institution's focal point for efforts relating to quality.
- Based on the quality indicators, preparing the Annual Report (AQAR) to be submitted to NAAC.




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Members Present:

Dr. N. Raghunandan, Principal
Dr. Gogulothu Dalapathi
Dr A. Shyam Sunder
Dr. T. Manish Kumar
Mr. G. Venkata ramana
Mr. Jesetti Nagaraju
Dr. Adla Nagesh
Mr. S. Suresh
Mrs. G. Priyanka
M. Sathwika
T. Naveen singh

----- Chairperson

-----Coordinator

-----Member

-----Member

-----Member

-----Member

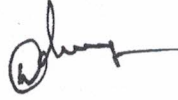
-----Member

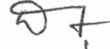
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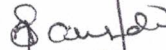
----- Member

-----Female student

----- Male Student









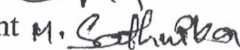

















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CIRCULAR

04-01-2021

Notice is hereby given that IQAC, meeting of Balaji Institute of Pharmaceutical Sciences to be held on 6th January 2021. Hence members of the cell are requested to attend the meeting. We expect your esteemed presence and welcome your valuable inputs.

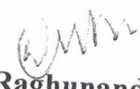
Agenda:

1. To plan a faculty training programme for both teaching and support employees.
2. Encouragement for all departments to host guest lecturers or seminars is goal.
3. Development and discussion of a range of policies and SOPs
4. Development of online lectures and blended teaching readiness
5. Conduction of e-conference, workshops
6. Developing regulations for a campus free of plastic and a tree planting programme
7. Any other matter with permission of chair



Copy to

Members of IQAC


Dr. N. Raghunandan

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1ST INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

On 6th January 2021, the IQAC committee members met to examine the following agenda and to make the resolutions.

Agenda:

1. To plan a faculty training programme for both teaching and support employees.
2. Encouragement for all departments to host guest lecturers or seminars is goal.
3. Development and discussion of a range of policies and SOPs
4. Development of online lectures and blended teaching readiness
5. Conduction of e-conference, workshops
6. Developing regulations for a campus free of plastic and a tree planting programme
7. Any other matter with permission of chair

Resolutions:

- It has been decided to organise a faculty training programme for both teaching and support workers.
- It is decided to host training sessions, guest lecturers, workshops, and training programmes on HP LC for lab technicians and assistants.
- To conduct workshop on Pharmacovigilance.
- It is decided to conduct online classes through licensed zoom software with recording.
- To conduct online webinars and using google form for filling details.
- Formulation of various SOP's.

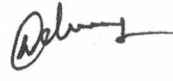
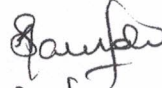
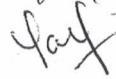
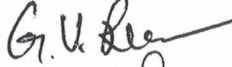
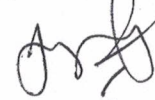


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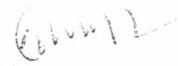
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Members Present:

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Dr. Gogulothu Dalapathi
Dr. A. Shyam Sunder
Dr. T. Manish Kumar
Mr. G. Venkata ramana
Mr. J Nagaraju
Dr. Adla Nagesh
Mr. S. Suresh
Mrs. G. Priyanka
M. Sathwika
T. Naveen singh

----- Chairperson 
-----Coordinator 
-----Member 
-----Member 
-----Member 
-----Member 
-----Member 
-----Member 
-----Female student 
----- Male Student 




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CIRCULAR

08-01-2022

Notice is hereby given that IQAC meeting of Balaji Institute of Pharmaceutical Sciences to be held on 10th January 2022. Hence members of the cell are requested to attend the meeting. We expect your esteemed presence and welcome your valuable inputs.

Agenda:

1. To confirm the previous meeting's minutes.
2. To check the library, glassware and chemical supplies before the start of the first-year class.
3. Department-specific demonstrations.

Copy to

Members of IQAC



Dr. A. Shyam Sunder
PRINCIPAL

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2ND INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

The committee members of IQAC held a meeting on **10th January 2022** to discuss the following agenda and made the resolution.

Agenda:

1. To confirm the previous meeting's minutes.
2. To check the library, glassware and chemical supplies before the start of the first-year class.
3. Department-specific demonstrations.

Resolutions:

- The first IQAC meeting's minutes were approved. It is decided to assign some faculty members to check the library, glassware, and chemical inventories before the first year of class work begins.
- UV-visible spectrophotometer and column chromatography equipment and applications

Members Present:

Dr. A. Shyam Sunder, Principal

Dr. P. Ravi

Dr. T. Manish Kumar

Dr. J. Ravi

Mr. G. Venkata ramana

Mr. Jesetti Nagaraju

Dr. Adla Nagesh

Mr. S. Suresh

Mrs. G. Priyanka

M. Sathwika

T. Naveen singh

----- Chairperson

-----Coordinator

-----Member

----- Member

-----Member

-----Member

-----Member

-----Member

----- Member

-----Female student

----- Male Student



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CIRCULAR

09-01-2023

Notice is hereby given that IQAC meeting of Balaji Institute of Pharmaceutical Sciences to be held on 11th January 2023. Hence members of the cell are requested to attend the meeting. We expect your esteemed presence and welcome your valuable inputs.

Agenda:

1. Maintaining of syllabus copy
2. Methods to improve results
3. Evaluation of student performance

Copy to

Members of IQAC



Dr. A. Shyam Sunder
PRINCIPAL

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3RD INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

The committee members of IQAC held a meeting on 11th January 2023 to discuss the following agenda and made the resolution.

Agenda:

1. Maintaining of syllabus copy
2. Methods to improve results
3. Evaluation of student performance

Resolutions:

A syllabus copy is maintained by each staff of the department for each course handled by the faculty

S.No	Item	Description
1	Syllabus copy	Preferably the university provided document
2	Lesson plan	Topic wise, with references, teaching aid/methodology matching with Time Table Also, reflect tutorials, topic beyond syllabus in planning.
3	Self learning resources	Online certifications,
4	Lecture notes	Module wise, hand written/ soft copies and easily traceable topic wise

Methods to improve results

S.NO	Item
1	University question papers
2	Internal Question papers with key
3	Assignment Question papers
4	Tutorial evidence
5	Result Analysis to identify weak and advanced learners



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Evaluation of student performance

S.NO	Item
1	Result Analysis to identify weak and advanced learners
2	Result analysis at the end of the course
3	Course assessment
4	Guest talks, field visits, Trainings, Certifications etc.
5	Attendance register
6	Syllabus copy

Members Present:

Dr. A. Shyam Sunder, Principal

Dr. P. Ravi

Dr. T. Manish Kumar

Dr. J. Ravi

Mr. G Venkata ramana

Mr. P. Siddhartha kumar

Mr. J. Nagaraju

Dr. A. Nagesh

Mr. S. Suresh

Mrs. G. Priyanka

M. Sathwika

T. Naveen singh

----- Chairperson

-----Coordinator

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----- Member

-----Member

-----Member

-----Member

-----Member

-----Member

----- Member

-----Female student

----- Male Student



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