



VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
Affiliated to J.N.T.U.K-Kakinada, Approved by PCI & A.I.C.T.E, New Delhi
Mindhivanipalem (V) Sontyam(P) Anandapuram (M) Visakhapatnam (Dist) 531173
E-mail : principalvnip@yahoo.co.in

Ref.No: VNIPS/IQAC/Circular/ 2022

Date: 12.02.2022

CIRCULAR

The First Internal Quality Assurance Cell meeting of our Institute will be held on February 14th, 2022 at 2PM in the Principal's Chamber. Hence all the members are requested to attend the meeting without fail.

AGENDA: To discuss regarding

1. Introduction to IQAC members,
2. Objectives of IQAC Cell
3. Functions of IQAC Cell
4. General Discussions

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

Dr.P.Uma Devi

(Principal & Chairperson –IQAC)

Dr. P. UMADEVI
Principal
Viswanadha Inst. of
Pharmaceutical Sciences
Visakhapatnam-531 173



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MINUTES OF THE MEETING

Principal extended a warm welcome to the members of the newly formed Internal Quality Assurance Cell (IQAC) team. The IQAC Co-Ordinator took the opportunity to speak about the aims and objectives of IQAC, as well as the initiatives that the team plans to adopt.

AIMS AND OBJECTIVES

1. **Establishing a Systematic Framework:** IQAC aims to create a well-defined and structured framework that allows for continuous and effective improvement of both academic and administrative aspects of the institution.
2. **Fostering a Culture of Quality:** IQAC encourages a culture of quality within the institution. This includes promoting best practices and ensuring that these practices become ingrained in the institutional culture.
3. **Innovating and Integrating Best Practices:** IQAC promotes innovation by developing and integrating new standards, Policies, Systems, Processes, and Procedures.
4. **Methodical Oversight and Appraisal:** IQAC maintains a systematic approach to overseeing and appraising the institution's methodologies and procedures.
5. **Preparing for External Quality Assurance:** IQAC prepares the institution for external quality assurance assessments and accreditation processes. This means ensuring that the institution's standards and practices align with the requirements of external accrediting bodies, which can be vital for the institution's reputation and credibility.



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6. Thorough Documentation: Comprehensive documentation is a key aspect of IQAC's work. It involves recording and maintaining records of various programs and initiatives aimed at augmenting quality.

N. Nagamani

Dr. B. Nagamani

(Co-Ordinator – IQAC)

P. Uma Devi

Dr.P.Uma Devi

(Principal & Chairperson –IQAC)

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IQAC Members

S.No	Member	Name of the person	Designation
1.	Chairperson	Dr.P.Umadevi	Principal
2.	Management member	V. Nageswarao	Vice Chairman
3.	IQAC Coordinator	Dr.B. Nagamani	Vice Principal
4.	Senior Administrative Officer	Mr.A.V.Apparao	Sr Assistant
5.	Member from Staff	Dr.P.V.MadhaviLatha	Associate Professor
6.	Member from Staff	Ms.A.Suneetha Devi	Assistant Professor
7.	Member from Staff	Mrs.M.BhagyaSree	Associate Professor
8.	Member from Staff	Mrs.P.Sivalalitha	Assistant Professor
9.	Member from Staff	Dr.B.Prathyusha	Assistant Professor
10.	Member from Parent	M.Srinivas Rao	Business
11.	Member from Student	M.Pujitha	(Pharm D)
12.	Member from Alumni	T.Pavan Krishna	M.Pharmacy
13.	Member from Industry	B.Girish Babu	Team Leader at Dr.Reddy's Laboratories



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CONSTITUTION OF INTERNAL QUALITY ASSURANCE CELL

S.No	Member	Name of the person	Designation	Signature
1.	Chairperson	Dr.P.Uma Devi	Principal	
2.	Management member	V. Nageswarao	Vice Chairman	
3.	IQAC Coordinator	Dr.B. Nagamani	Vice Principal	
4.	Senior Administrative Officer	Mr.A.V.Apparao	Sr Assistant	
5.	Member from Staff	Dr.P.V.Madhavi Latha	Associate Professor	
6.	Member from Staff	Ms.A.Suneetha Devi	Assistant Professor	
7.	Member from Staff	Mrs.M.Bhagya Sree	Associate Professor	
8.	Member from Staff	Mrs.P.Sivalalitha	Assistant Professor	
9.	Member from Staff	Dr.B.Prathyusha	Assistant Professor	
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Members Attended

S.No	Member	Name of the person	Signature
1.	Chairperson	Dr.P.Umadevi	P. Umadevi
2.	Management member	V. Nageswarao	V. Nageswarao
3.	IQAC Coordinator	Dr.B. Nagamani	Dr. B. Nagamani
4.	Senior Administrative Officer	Mr.A.Apparao	Mr. A. Apparao
5.	Member from Staff	Dr.P.V.MadhaviLatha	Madhavi
6.	Member from Staff	Ms.A.Suneetha Devi	A. Suneetha Devi
7.	Member from Staff	Mrs.M.BhagyaSree	M. Bhagya Sree
8.	Member from Staff	Mrs.P.Sivalalitha	Siva Lalitha
9.	Member from Staff	Dr.B.Prathyusha	Dr. B. Prathyusha
10.	Member from Parent	M.Srinivas Rao	M. Srinivas Rao
11.	Member from Student	M.Pujitha	M. Pujitha
12.	Member from Alumni	Pavan Krishna	P. Pavan Krishna
13.	Member from Industry	B.Girish Babu	B. Girish Babu



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Ref.No: VNIPS/IQAC/Circular/2022

Date:14.05.2022

CIRCULAR

All the Internal Quality Assurance Cell (IQAC) Members are hereby requested to attend the meeting on 16.05.2022 at 3:00PM in Principal's chamber without fail.

AGENDA: To discuss regarding

- 1.Review of previous meeting held on 14.02.2022.
- 2.Curricular Aspects for Academic year 2022-2023.
- 3.Discussion on Conducting Workshops, Seminars and Skill Development Programmes.
- 4.NSS Activities.
- 5.Discussion to conduct Community Service Project.
- 6.Discussion regarding inclusion of Social Values and Social Responsibilities in Students.

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

(Principal & Chairperson –IQAC)

Dr. P. UMADEVI
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E-mail : principalvnip@yahoo.co.in

Date:15.05.2022

MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) Members had assembled in IQAC Cell on may at 3pm to discuss the points mentioned in the agenda

The following Points were discussed during the meeting and the minutes were recorded as below:

1. Review of previous meeting held 14.02.2022:

Principal Dr.P.Umadevi, Dr.B.Nagamani IQAC - Co-Ordinator reviewed the inputs given in first meeting held on 14.02.2022.

2. Curricular Aspects for Academic year 2022-2023:

IQAC Committee were suggested necessary steps to all the staff members for the smooth running of academic activities. They were circulated with respective Time tables and plan of action was received and confirmed.

3.Discussion on Conducting Workshops, Seminars and Skill development programs:

IQAC Co-Ordinator guided and motivated staff to conduct Workshops , Seminars , Guest lectures and Skill Development Programs

4.NSS Activities:

NSS Co-Ordinator discussed the activities like tobacco day organized by the NSS Unit , IQAC Co-Ordinator Suggested the NSS unit to plan for more activities .

5.Discussion to conduct Community Service Project:

IQAC Team discussed with staff members regarding Community Service Project proposal, as a part of Academic Curriculum.



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6. Discussion regarding inclusion of Social Values and Social Responsibilities in Students:

IQAC Committee were suggested necessary steps to all the staff members to educate students on Social responsibilities, personal hygiene, Water Conservation , Environmental Pollution in terms of Clean and Green Campus.

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

(Principal & Chairperson –IQAC)

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2.	Management member	V. Nageswarao	Vice Chairman
3.	IQAC Coordinator	Dr.B. Nagamani	Vice Principal
4.	Senior Administrative Officer	Mr.A.V.Apparao	Sr Assistant
5.	Member from Staff	Dr.P.V.MadhaviLatha	Associate Professor
6.	Member from Staff	Ms.A.Suneetha Devi	Assistant Professor
7.	Member from Staff	Mrs.M.BhagyaSree	Associate Professor
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11.	Member from Student	M.Pujitha	(Pharm D)
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2.	Management member	V. Nageswarao	
3.	IQAC Coordinator	Dr.B. Nagamani	
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Ref.No: VNIPS/IQAC/Circular/ 2022

Date:19.08.2022

CIRCULAR

All the Internal Quality Assurance Cell (IQAC) Members are hereby requested to attend the meeting at 3:00PM in IQAC .

AGENDA: To discuss regarding

- 1 . Review of previous meeting held on 16.05.2022.
2. To Organise Research and Development Programmes.
3. To discuss about 2nd National Pharmacovigilliance week.
4. Alumni Interaction .
5. To Conduct IPR Programmes .

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma devi

(Principal & Chairperson IQAC)

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Date:20.08.2022

MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) Members had assembled in IQAC Cell on August at 3PM to discuss the points mentioned in the agenda. The following Points were discussed during the meeting and the minutes were recorded as below:

1. Review of previous meeting held 16.05.2022:

Principal Dr.P.Umadevi, IQAC Co-Ordinator-Dr.B.Nagamani reviewed the inputs given in last meeting like Community service projects, workshops, FDP's, NSS activities which are conducted and satisfied with the completion of tasks.

2. To Organise Research and Development Programmes :

IQAC Team discussed and suggested the faculty members about the organisation of R&D Programmes and its importance.

3. To discuss about 2nd National Pharmacovigilance week :


IQAC Co-Ordinator discussed about Pharmacovigilance week celebrations with respective Co-Ordinators and suggested to conduct Seminars, Poster Presentations, Leaflet preparations and Essay writing Competition.

4. Alumni Interaction:


IQAC Team suggested that in addition to the Academic Feedbacks taken from the Stakeholders, Alumni interaction is equally important. To collect Feedback and the details of distinguished Alumni and periodically organize the Alumni meets effectively Online and Offline.

5. To Conduct IPR Programmes:

IQAC Team suggested and instructed to the faculty members to conduct the student development programs like Intellectual Property Rights to enhance the students knowledge.


Dr. B. Nagamani

(Co-Ordinator – IQAC)


Dr.P.Uma devi

(Principal & Chairperson IQAC)

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3.	IQAC Coordinator	Dr.B. Nagamani	Vice Principal
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7.	Member from Staff	Mrs.M.BhagyaSree	Associate Professor
8.	Member from Staff	Mrs.P.Sivalalitha	Assistant Professor
9.	Member from Staff	Dr.B.Prathyusha	Assistant Professor
10.	Member from Parent	M.Srinivas Rao	Business
11.	Member from Student	M.Pujitha	(Pharm D)
12.	Member from Alumni	T.Pavan Krishna	M.Pharmacy
13.	Member from Industry	B.Girish Babu	Team Leader at Dr.Reddy's Laboratories



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Members Attended

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2.	Management member	V. Nageswarao	
3.	IQAC Coordinator	Dr.B. Nagamani	
4.	Senior Administrative Officer	Mr.A.Apparao	
5.	Member from Staff	Dr.P.V.MadhaviLatha	
6.	Member from Staff	Ms.A.Suneetha Devi	
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Ref.No: VNIPS/IQAC/Circular/ 2022

Date: 19.11.2022

CIRCULAR

All the Internal Quality Assurance Cell (IQAC) Members are hereby requested to attend the meeting on 21.11.2020 at 2:00PM in IQAC .

AGENDA: To discuss regarding

1. Review of previous meeting held on 20.08.2022.
2. To Discuss about conducting Workshops and FDP's.
3. To discuss about National Pharmacy week Celebrations.
4. Discussion to send more faculty to attend FDP's in other colleges.
5. To increase MOU's with reputed Institutions, Industries and Hospitals.
6. Publications of Research Papers in Journals.

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

(Principal & Chairperson IQAC)

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Date: 21.11.2022

MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) Members had assembled in IQAC on November 21st at 2PM to discuss the points mentioned in the agenda.

The following Points were discussed during the meeting and the minutes were recorded as below:

1. Review of previous meeting held 20 .08.2022:

Principal Dr.P.Umadevi, IQAC - Coordinator Dr.B.Nagamani has reviewed and satisfied with completion of targeted works discussed in the previous meeting like Pharmacovigillance week , Alumni interaction, R&D and IPR Programmes .

2. To Discuss about conducting Workshops and FDP's :

Principal has advised IQAC to conduct Workshops or FDP's for upgradation of knowledge in faculty members as early as possible.

3. To discuss about National Pharmacy week Celebrations :

IQAC Team discussed about the National Pharmacy Week Celebrations with respective Co-ordinators and suggested to motivate the students for their active participation and discussed to conduct a rally.

4. Discussion to send more faculty to attend FDP's in other colleges:

IQAC discussed with principal on sending more number of faculty to attend FDP's in other colleges for upgradation of knowledge.



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5. To increase MOU's with reputed Institutions, Industries and Hospitals :

IQAC Team suggested that faculty members and head of the departments to collaborate with reputed Institutions, Industries and Hospitals by organizing different activities for students.

6. Publications of Research Papers in Journals.

As a part of Quality improvement in the research and development activities, IQAC suggested faculty to publish their research works in reputed and indexed journals.

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

(Principal & Chairperson IQAC)

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3.	IQAC Coordinator	Dr.B. Nagamani	
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Ref.No: VNIPS/IQAC/Circular/ 2023

Date: 24.02.2023

CIRCULAR

All the Internal Quality Assurance Cell (IQAC) Members are hereby requested to attend the meeting on 24.02.2023 at 2:00PM in IQAC.

AGENDA: To discuss regarding

1. Review of previous meeting held on 21.11.2022.
2. To Discuss about Academic activities for academic year 2023-2024.
3. To increase e-resources available.
4. To Discuss about action plan on NAAC accreditation process.
5. Review of Academic results and action plan for improvement.

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

(Principal & Chairperson IQAC)

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E-mail : principalvnp@yahoo.co.in

Date: 25.02.2023

MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) Members had assembled in IQAC Cell on February at 2PM to discuss the points mentioned in the agenda. The following Points were discussed during the meeting and the minutes were recorded as below:

1. Review of previous meeting held on 21.11.2022:

Principal Dr.P.Umadevi, IQAC - Coordinator Dr.B.Nagamani has reviewed the completion of targeted works discussed in the previous meeting like FDP's, MOU's and Pharmacy week celebrations.

2. To Discuss about Academic activities for academic year 2023-2024:

IQAC Coordinator guided the faculty members to review the Academic activities like Submission of Course files, attendance registers. NSS unit was suggested to organize various outreach programs, awareness programs. Faculty was suggested to encourage for Field trips, Industrial Tours and to participate in various Curricular and Co-Curricular activities organized by the college and other institutions.

3. To increase e-resources available:


IQAC Team discussed with principal and suggested to increase e-resources like Micromedex, Ex-Pharma, Knimbus, Journals and Articles to improve the student activity.

4. Discuss regarding action plan on NAAC accreditation process :

IQAC team suggested to prepare a plan of action for NAAC SSR on all individual Criteria. Individual Criterion heads should interact with their fellow members for preparation.

5. Review of Academic Results and action plan for improvement :

IQAC Team reviewed the results and discussed the action plan to the staff members for the results improvement and provided GPAT mock tests, Career guidance programs and Project reviews.


Dr. B. Nagamani

(Co-Ordinator – IQAC)


Dr.P.Uma Devi

(Principal & Chairperson IQAC)

Dr. P. UMADEVI
Principal
Viswanadha Inst. of
Pharmaceutical Sciences
Visakhapatnam-531 173



VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
Affiliated to J.N.T.U.K-Kakinada, Approved by PCI & A.I.C.T.E, New Delhi
Mindhivanipalem (V) Sontyam(P) Anandapuram (M) Visakhapatnam (Dist) 531173
E-mail : principalvnip@yahoo.co.in

IQAC Members

S.No	Member	Name of the person	Designation
1.	Chairperson	Dr.P.Umadevi	Principal
2.	Management member	V. Nageswarao	Vice Chairman
3.	IQAC Coordinator	Dr.B. Nagamani	Vice Principal
4.	Senior Administrative Officer	Mr.A.V.Apparao	Sr Assistant
5.	Member from Staff	Dr.P.V.MadhaviLatha	Associate Professor
6.	Member from Staff	Ms.A.Suneetha Devi	Assistant Professor
7.	Member from Staff	Mrs.M.BhagyaSree	Associate Professor
8.	Member from Staff	Mrs.P.Sivalalitha	Assistant Professor
9.	Member from Staff	Dr.B.Prathyusha	Assistant Professor
10.	Member from Parent	M.Srinivas Rao	Business
11.	Member from Student	M.Pujitha	(Pharm D)
12.	Member from Alumni	T.Pavan Krishna	M.Pharmacy
13.	Member from Industry	B.Girish Babu	Team Leader at Dr.Reddy's Laboratories



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Members Attended

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2.	Management member	V. Nageswarao	
3.	IQAC Coordinator	Dr.B. Nagamani	
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13.	Member from Industry	B.Girish Babu	



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Ref.No: VNIPS/IQAC/Circular/ 2023

Date: 26.05.2023

CIRCULAR

All the Internal Quality Assurance Cell (IQAC) Members are hereby requested to attend the meeting on 27th May, 2023 at 2:00PM in IQAC .

AGENDA: To discuss regarding

1. Review of previous meeting held on 25.02.2023.
2. To Discuss about action plan on NAAC accreditation process.
3. Curricular Aspects and Departmental activities.
4. To discuss about conducting Student Development Programs.
5. To establish enhanced placement activity and career counselling.

Dr. B. Nagamani

(Co-Ordinator – IQAC)

Dr.P.Uma Devi

(Principal & Chairperson IQAC)

Dr. P. UMADEVI
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E-mail : principalvnip@yahoo.co.in

Date: 27.05.2023

MINUTES OF MEETING

All the Internal Quality Assurance Cell (IQAC) Members had assembled in IQAC on May 27th, 2023 at 2PM to discuss the points mentioned in the agenda. The following Points were discussed during the meeting and the minutes were recorded as below:

1. Review of previous meeting held 25.02.2023:

Principal Dr.P.Uma Devi, Dr.B.Nagamani Coordinator – IQAC has suggested criterion in charges and faculty members to speed the documentation required for NAAC .

2. To Discuss about action plan on NAAC accreditation process:

IQAC Coordinator discussed with the criterion in-charges regarding their plan of work , their respective Documentation Corrections were also suggested and needed to be rectified.

3. Curricular aspects and Departmental activities:

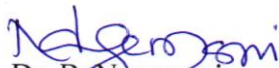
IQAC team discussed with HOD's regarding subject allotment , staff work load. Principal motivated the HOD's to conduct workshops , seminars, Guest lectures, and skill development programs .Preparation of academic lesson plans for the academic year.

4. To discuss about conducting Student Development Programs:

IQAC team suggested the faculty to conduct the Student development Programs like Intellectual Property Rights and Entrepreneurship to enhance the student knowledge .

5. To establish enhanced placement activity and career counselling:

IQAC Team explained the need to establish enhanced placement activity with other colleges and host the campus activity to place more students and bring more opportunities and mention the need of career counseling for students in order to enhance their skills.


Dr. B. Nagamani

(Co-Ordinator – IQAC)


Dr.P.Uma Devi

(Principal & Chairperson IQAC)

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