



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)

6.5.2 Meetings of IQAC, and Feedback analysis and action taken reports

PRINCIPAL

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





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)

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

[Signature]
PRINCIPAL

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



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.


PRINCIPAL

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



Members Present:

Dr. N. Raghunandan, Principal

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

----- Member

-----Female student

----- Male Student

[Handwritten signature]

Sathwika

Naveen singh

[Handwritten signature]

PRINCIPAL

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





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 **IQAC** (Internal Quality Assurance Cell) meetings

S. No	Meeting Number	Held on
1	01	6 th January 2021
2	02	10 th January 2022
3	03	11 th January 2023

PRINCIPAL

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





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)

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

IQAC Coordinator

PRINCIPAL

Copy to

Members of IQAC



PRINCIPAL

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

PRINCIPAL

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



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)

06-01-2021

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.

Minutes of meeting

1. Decided to conduct faculty training programme for both teaching and support employees.
2. Guest lecturers or seminars to be conducted yearly once or twice.
3. Policies of SOPs should be maintained.
4. Online lectures and blended teaching readiness should be developed accordingly.
5. It is decided to conduct e-conference and workshops
6. Decided to conduct in association with NSS for a campus free of plastic and a tree planting programme.

IQAC Coordinator

Copy to

Members of IQAC



PRINCIPAL

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

PRINCIPAL

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

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 *[Signature]*
-----Coordinator *[Signature]*
-----Member *[Signature]*
-----Female student *[Signature]*
----- Male Student *Naveen Singh*



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



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 986652412 (Principal), +91 8718-230521(Fax)

22-08-2021

Feedback Analysis and Action taken report

S. No	Feedback Analysis	Action taken
1	It has been decided to organise a faculty training programme for both teaching and support workers	Faculty has attended FDP program and professional development program conducted for support workers.
2	It is decided to host training sessions, guest lecturers, workshops, and training programmes on HPLC for lab technicians and assistants.	Guest lecturers have been conducted for students and program conducted on topic "Awareness on NAAC accreditation in improving quality education"
3	To conduct workshop on Pharmacovigilance	Workshop on Pharmacovigilance conducted on eve of " National Pharmacovigilance week"
4	It is decided to conduct online classes through licensed zoom software with recording	In Lockdown period classes were conducted through Zoom (Online classes)
5	To conduct online webinars and using google form for filling details	Faculty attended webinars and students were conducted quiz through Google forms.
6	Formulation of various SOP's.	Standard Operating procedures are being followed up regularly in the lab.
7	Developing regulations for a campus free of plastic and a tree planting programme	Conducted in association with NSS for a campus free of plastic and a tree planting programme.


IQAC Coordinator


PRINCIPAL

Copy to
Members of IQAC



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

Members Present:

Dr. A. Shyamsunder, Principal

Dr. Gogulothu Dalapathi

Dr. T. Manish Kumar

Dr. P. 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

Shyamsunder

dal

Manish

gvr

ns

adla

ss

gpr

ms

Sathwika

Naveen singh



Shyamsunder

PRINCIPAL

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



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)

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.
4. To conduct add on course for students and issue the certificates

IQAC Coordinator

Copy to

Members of IQAC

PRINCIPAL

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



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)

10-01-2022

2ND INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

The committee members of IQAC held a meeting on **10th January 2022** to discuss the agenda

Minutes of the meetings

1. Confirmed the previous meeting's minutes.
2. It is decided to check the library, glassware and chemical supplies before the start of the first-year class.
3. It is decided to conduct specific demonstrations in each department.
4. To conduct add on course for students and issue the certificates to the merit students.

IQAC Coordinator

Copy to

Members of IQAC



PRINCIPAL

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

Members Present:

Dr. A. Shyam Sunder, Principal	----- Chairperson	<i>Shyam Sunder</i>
Dr. P. Ravi	-----Coordinator	<i>P. Ravi</i>
Dr. T. Manish Kumar	-----Member	<i>T. Manish Kumar</i>
Dr. J. Ravi	----- Member	<i>J. Ravi</i>
Mr. G. Venkata ramana	-----Member	<i>G. Venkata ramana</i>
Mr. Jesetti Nagaraju	-----Member	<i>J. Nagaraju</i>
Dr. Adla Nagesh	-----Member	<i>Adla Nagesh</i>
Mr. S. Suresh	-----Member	<i>S. Suresh</i>
Mrs. G. Priyanka	----- Member	<i>G. Priyanka</i>
M. Sathwika	-----Female student	<i>M. Sathwika</i>
T. Naveen singh	----- Male Student	<i>T. Naveen Singh</i>

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





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)

22-06-2022

Feedback Analysis and Action taken report

S. No	Feedback Analysis	Action taken
1	To assign some faculty members to check the library, glassware, and chemical inventories before the first year of class work begins	Faculty members checked the library, glassware, and chemical inventories before the first year of class work begins
2	To conduct demonstrations on Analytical instruments	UV-visible spectrophotometer and column chromatography equipment and applications were conducted.
3	To conduct add on course for the students and issue the certificate	Various add on courses were conducted and certificates were issued

IQAC Coordinator

Copy to
Members of IQAC



PRINCIPAL

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

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 *A. Shyam Sunder*
-----Coordinator *P. Ravi*
-----Member *T. Manish Kumar*
----- Member *J. Ravi*
-----Member *G. Venkata ramana*
-----Member *Jesetti Nagaraju*
-----Member *Adla Nagesh*
-----Member *S. Suresh*
----- Member *G. Priyanka*
-----Female student *M. Sathwika*
----- Male Student *Naveen Singh*



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



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)

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

IQAC Coordinator

Copy to

Members of IQAC



PRINCIPAL

PRINCIPAL

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



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)

11-01-2023

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.

Minutes of meeting

1. It is decided all the faculty to maintain syllabus copy
2. Discussed on matter related to improve results
3. Discussed on various methods to improve student performance

IQAC Coordinator



PRINCIPAL

Copy to

Members of IQAC

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

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 *Ranjan*
-----Coordinator *[Signature]*
-----Member *[Signature]*
----- Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
----- Member *[Signature]*
-----Female student *Sathwika*
----- Male Student *Naveen Singh*



Ranjan

PRINCIPAL

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



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

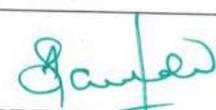
Contact : +91 9866050044 (Office), +91 9866652412 (Principal), +91 8718-230521(Fax)

06-04-2023

S. No	Feedback Analysis	Action taken
1	Syllabus copy should be maintained by teaching staff	A syllabus copy is maintained by each staff of the department for each course handled by the faculty preferably the university provided document
2	All the faculty should follow lesson plan	Topic wise, with references, teaching aid/methodology matching with Time Table Also, reflect tutorials, topic beyond syllabus is in planning
3	Students and faculty should follow Self learning resources	Online certifications were done by faculty members
4	All the faculty should maintain lecture notes	Module wise, hand written/ soft copies and easily traceable topic wise are maintained
5	Methods to improve results	<ul style="list-style-type: none">• University question papers• Internal Question papers with key• Assignment Question papers• Tutorial evidence• Result Analysis to identify weak and advanced learners
6	Evaluation of student performance	<ul style="list-style-type: none">• Result Analysis to identify weak and advanced learners• Result analysis at the end of the course• Syllabus copy• Guest talks, field visits, Trainings, Certifications etc• Attendance register• Course assessment


IQAC Coordinator
Copy to




PRINCIPAL

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

Members of IQAC

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 *[Signature]*
-----Coordinator *[Signature]*
-----Member *[Signature]*
----- Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
-----Member *[Signature]*
----- Member *[Signature]*
-----Female student *Sathwika.*
----- Male Student *Naveen Singh*



[Signature]

PRINCIPAL

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