

IQAC

Minutes of 7 <sup>th</sup> Meeting of IQAC			
Date: 05-07-2017		Location : Principal's Chamber	
Scheduled Time: 2:00 pm			
Start Time	Stop Time		
2:00 pm	3:30 pm	1:30 h	
Attendees			
1. Dr. Divakar Goli	6. Prof. Ambujakshi		
2. Dr. Gururaj Urs.	7. Dr. Shivanand K		
3. Mr. Basani Jayaditt Reddy	8. Dr. Guru Basavarajaswamy PM		
4. Prof. Udayraj Sharma	9. Mrs. Padma S		
5. Dr. Manjunath PM	10. Dr. Giles D		
Apologies			
1. Mr. AG Raghu			
Agenda of Meeting:			
1. Review of 6 <sup>th</sup> Minutes of Meeting			
2. Progress of SOP of SOP			
3. External Audit.			
Discussed Items:			
1. Dr. Divakar Goli welcomed all the members of the IQAC, and started the proceedings of the meeting.			
2. Confirmation of the 6 <sup>th</sup> Minutes of meeting conducted on 14-03-2017 was approved.			
3. NAAC inspection was expected in the month of August and hence Dr. Divakar Goli asked the faculty members to speed supplementary evidence required for NAAC.			
4. Dr. Gurubasavaraja Swamy PM received the ICMR & SERB grants for seminar on Advancement and the Impacts for the Analytical and Bio Analytical Techniques.			
5. Prof. Ganesh received seminar grants on "Advanced and Innovative Techniques in Computational Drug Discovery" and hence he was asked to invite speakers from industry.			
6. It was also discussed on the strategies requested to facilitate NAAC reaccreditation process with a team of deans. It was also decided to invite IQAC member Mr. AG Raghu during the NAAC peer team visit.			
7. Prof. Dinesh was given in-charge for the conduct of GPAT coaching class for this academic year.			
8. Academic calendar was approved which was forwarded by academic council.			
9. It was also decided to organize expert talks on quality related aspects.			

*Swamy*



Acharya & BM Reddy College of Pharmacy,  
Bangalore-107

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Minutes of 8 <sup>th</sup> Meeting of IQAC			
Date: 7-09-2017		Location : Principal's Chamber	
Scheduled Time: 2:30			
Start Time	Stop Time		
2:30	3:30	1 h	
Attendees			
1. Dr. Divakar Goli		6. Prof. Ambujakshi	
2. Mr. Basani Jayaditt Reddy		7. Dr. Shivanand K	
3. Dr. Manjunath PM		8. Prof. Guru Basavarajaswamy PM	
4. Mrs. Padma S		9. Dr. Giles D	
5. Dr. Gururaj Urs.			
Apologies			
1. Prof. Udayraj Sharma			
2. Mr. AG Raghu			
Agenda of Meeting:			
1. Review of 7 <sup>th</sup> minutes of meeting			
2. Conference			
3. Training by Dr. Nagavi and team.			
Discussed Items:			
1. Dr. Divakar Goli welcomed all the new members of the IQAC, and started the proceedings of the meeting.			
2. Confirmed the 7 <sup>th</sup> minutes conducted on 05-07-2017 was approved.			
3. Dr. Rajesh received the ICMR grants for Seminar on Challenges and methods for characterizing Nanomedicine by SEM & TEM. Hence, it was decided to support for the seminar.			
4. MPSC conference was planned on 10-11 November 2017. Dr. Guru and Dr. Manjunath PM was asked to coordinate the same. It was also decided to attract industries for the event.			
5. It was well appreciated by the team about the Training conducted to faculty members by Dr. Nagavi. It was decided to conduct the course on all Saturday afternoon.			
6. The course outcome mapped with PO and PEOs were discussed. The feedback collected from the employees and alumni were also discussed to improve the accessibility.			
7. It was planned to collect action plans from the faculty members.			
8. Dr. Divakar Goli acknowledged team effort of the faculty members during NAAC team visit.			
9. The results of final year students were found good. One student received gold medal from RGUHS. IQAC congratulated the efforts of the students and faculty members.			
10. PO attainment for all the program were discussed and the steps for improvement was also			

*Divakar*



discussed for implementation.



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Minutes of 9<sup>th</sup> Meeting of IQAC

<b>Date:</b> 06-12-2017			<b>Location :</b> Principal's Chamber
<b>Scheduled Time:</b> 3:30 pm			
<b>Start Time</b>	<b>Stop Time</b>	<b>Total Hours</b>	
3:40	4:20	0:40	
<b>Attendees</b>			
1. Dr. Divakar Goli		6. Prof. Ambujakshi	
2. Mr. Basani Jayaditt Reddy		7. Dr. Shivanand K	
3. Dr. Gururaj Urs.		8. Prof. Guru Basavarajaswamy PM	
4. Prof. Udayraj Sharma		9. Dr. Giles D	
5. Dr. Manjunath PM			
<b>Apologies</b>			
1. Mr. AG Raghu			
2. Mrs. Padma S			
<b>Agenda of Meeting:</b>			
1. Review of 8 <sup>th</sup> Meeting			
2. Conference on Advanced Pharmacy Practice.			
<b>Discussed Items:</b>			
1. Dr. Divakar Goli welcomed all the members of the IQAC, and started the proceedings of the meeting.			
2. Confirmation of the 8 <sup>th</sup> Minutes of meeting conducted on 07-09-2017 was approved.			
3. It was planned to organize International Conference on Advanced Pharmacy Practice to create an exposure for pharmacy practice students. Prof. Binai was given coordinate the event.			
4. It was planned to organize several guidance program for all the program. Placement cell was intimated to speed up the process.			

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Minutes of 10<sup>th</sup> Meeting of IQAC

<b>Date:</b> 09-02-2018			<b>Location :</b> Principal's Chamber
<b>Scheduled Time:</b> 4:30			
<b>Start Time</b>	<b>Stop Time</b>	<b>Total Hours</b>	
4:30	5:00	0:30	
<b>Attendees</b>			
1. Dr. Divakar Goli		6. Prof. Ambujakshi	
2. Mr. Basani Jayaditt Reddy		7. Prof. Guru Basavarajaswamy PM	
3. Dr. Gururaj Urs.		8. Mrs. Padma S	
4. Prof. Udayraj Sharma		9. Dr. Giles D	
5. Dr. Manjunath PM			
<b>Apologies</b>			
1. Mr. AG Raghu			
2. Dr. Shivanand K			
<b>Agenda of Meeting:</b>			
1. Review of 10 <sup>th</sup> Meeting			
2. Faculty folders audit.			
<b>Discussed Items:</b>			
1. Dr. Divakar Goli welcomed all the members of the IQAC, and started the proceedings of the meeting.			
2. Confirmation of the 9 <sup>th</sup> minutes of meeting conducted on 06-12-2017 was approved.			
3. It was planned to audit the faculty folders like Proctor folder, Performance folder, Personal folder and subject folder. Dr. Gururaj took the responsibility of auditing the faculty folders.			
4. It was decided to create awareness on MTP-Its side effect			
5. Dr. Divakar Goli stressed on the importance of EMI Course for all the faculty and decided to get certification by the faculty members.			
6. Dr. Venkatesh has been asked to conduct several career guidance programs for all the Final year students.			
7. GPAT coaching class need to be conducted. Dr. Uday was given incharge for the next academic year 2018-19.			
8. Dr. Shantakumar was given incharge for conduct of industrial visit. Minimum one industrial visit should be carried out by all the students including B. Pharm, Pharm D and M. Pharm.			

*Divakar*

**IQAC**

**Minutes of 11<sup>th</sup> Meeting of IQAC**

<b>Date:</b> 27-04-2018			<b>Location :</b> Principal's Chamber
<b>Scheduled Time:</b> 4:00 pm			
<b>Start Time</b>	<b>Stop Time</b>	<b>Total Hours</b>	
4:00	4:30	0:30	
<b>Attendees</b>			
1. Dr. Divakar Goli		6. Prof. Ambujakshi	
2. Dr. Gururaj Urs.		7. Dr. Shivanand K	
3. Prof. Udayraj Sharma		8. Prof. Guru Basavarajaswamy PM	
4. Dr. Manjunath PM		9. Mr. Basani Jayaditt Reddy	
5. Mrs. Padma S		10. Dr. Giles D	
<b>Apologies</b>			
1. Mr. AG Raghu			
<b>Agenda of Meeting:</b>			
1. Review of 11 <sup>th</sup> Meeting			
2. Orientation program for Fresher's.			
3. Quality improvement			
<b>Discussed Items:</b>			
1. Dr. Divakar Goli welcomed all the members of the IQAC, and started the proceedings of the meeting.			
2. Confirmation of the 10 <sup>th</sup> Minutes of meeting conducted on 09-02-2018 was approved.			
3. It was decided to organize orientation program for freshers. One week orientation program was planned. Dr. Rashmi was given incharge of the orientation program. The program comprises of discriminating the knowledge of Motto, Vision, Mission, PEOs, PO, Scope of Pharmacy, proctor allotment (First Day with parents), Course outcome, Assessment process, Attainment levels, committees roles and responsibilities, academic calendar and safety training were planned. Deans were asked to coordinate. Dr. Rashmi was asked to create a team with 1 year teachers.			
4. It was also planned to organize outbound training program for students.			
5. Dr. Divakar Goli stressed that every teachers should follow the guidelines.			
6. He also stressed on the need of preparation of SOPs and asked to prepare the SOPs.			
7. The examination committee forwarded certain changes in the question paper format like incorporating course outcome, answer keys. It was deliberated and asked to implement the same from next academic year.			
8. It was also decided to map the PO with continuous assessment, unit test, sessional examination and final examination from 2018 academic year onwards.			

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9. It was also planned to organize one day OBT for faculty members.
10. It was decided to have alumni talk to students during the visit of alumni to our college. Dr. Uday was given incharge for the same.

# Acharya & BM Reddy College of Pharmacy

Bangalore - 560107

## ACTION TAKEN REPORT

The action taken by IQAC as suggested by chairperson Dr. Divakar Goli and HOD's and other members of IQAC. The suggestions were implemented and appropriate action was taken as recommended in the meetings held on 05/07/2017, 07/09/2017, 06/12/2017, 09/02/2018 and 27/04/2018.

With the approval of chairperson, the principal of ABMRCP, the following achievements and outcomes were observed to improve the academic activities of the institution.

Date	Plan of action	Action taken/ outcomes
05/07/2017	<ul style="list-style-type: none"><li>• Progress of SOP of SOP</li><li>• External Audit for the academic activities.</li><li>• Value added course for M.Pharm, B.Pharm and Pharm D Programme.</li></ul>	<ul style="list-style-type: none"><li>• The consultant Mr. AG Ragu, who is also an IQAC member, was invited to enlighten the research activities industry.</li><li>• Preparation of SOP of SOP was initiated under the guidance of Mr. AG Ragu.</li><li>• A value added course "Advancements and the impacts of the analytical &amp; bioanalytical techniques" was conducted for M.Pharm students in the institute from 4/8/2017 to 5/8/2017.</li><li>• A value added course "advanced &amp; innovative techniques in computational drug discovery" was conducted for B.Pharm students in the institute from 22/9/2017 to 23/9/2017.</li></ul>
07/09/2017	<ul style="list-style-type: none"><li>• Strategies to facilitate NAAC Reaccreditation process.</li><li>• Mapping the course outcome with program outcome and PEOs.</li><li>• Collection of Action plan from each faculty member.</li><li>• PO attainment in the entire program.</li></ul>	<ul style="list-style-type: none"><li>• Co-PO mapping for all the course of the different programme were supervised and recorded by the academic council of the institution.</li><li>• The feedback from employees and alumni were collected.</li></ul>
06/12/2017	<ul style="list-style-type: none"><li>• Value added course for Pharm D Programme.</li></ul>	<ul style="list-style-type: none"><li>• A value added course "Evolving role of clinical pharmacist" was conducted targeting Pharm.D students in the institute from 18/12/2017 to 19/12/2017.</li><li>•</li></ul>



09/02/2018	<ul style="list-style-type: none"> <li>• Auditing the teacher's document as a part of Continuous assessment of teaching and learning activities.</li> <li>• Enrolling all faculty members to the program 'English a medium of Instruction (EMI)'</li> </ul>	<ul style="list-style-type: none"> <li>• Performance of the faculty members for the academic year 2017-18 was audited by the Dr. Gururaj, who is also an IQAC member.</li> <li>• Faculty members were trained and certified for the EMI course under</li> </ul>
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27/04/2018	<ul style="list-style-type: none"> <li>• Orientation program for fresher's.</li> <li>• Preparation of SOPs for academic activities.</li> <li>• Mapping PO with Continuous assessment, unit test sessional examination and final examination from the academic year 2018 onwards.</li> </ul>	<ul style="list-style-type: none"> <li>• Orientation for D.Pharm, B.Pharm, Pharm D. and M.Pharm program was conducted successfully.</li> <li>• SOP for all the academic related activities were also initiated under the guidance of Mr. AG Ragu.</li> </ul>
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**Member Secretary - IQAC**




**Principal**