

Internal Quality Assurance Cell  
**MINUTES OF MEETING**  
**ACHARYA & BM REDDY COLLEGE OF PHARMACY**  
**BENGALURU-107**



Date : 10/06/2020

Ref.No: IQAC/2020-06/02

Time : 01:30 PM –02:30PM

Venue : LH1

Agenda:

1. Reconstitution of institutional committees.
2. Enhancing the quality in academic and research activities.
3. Initiation of value added course in the institution.
4. Participation in NIRF and ARIIA and achieve a better ranking.
5. Academic audit, CO-PO attainment for the academic year 2019-20.

Members Present:

Sl. No	Name	Representation	Position	Signature
1	Dr. Manjunatha PM	Principal	Chairperson	
2	Dr. Maneesh S Paul	Management Member	Member	
3	Mr. Naveen Kumar RM	Administrative Officer	Member	
4	Mr. Ramesh Babu C	Local Society Member	Member	
5	Mr. Sripathi M	Industrialist	Member	
6	Dr. Lakshmeesha CS	Faculty Member	Member	
7	Dr. Gurubasavaraja Swamy PM	Faculty Member	Member	
8	Dr. Uday Raj Sharma	Faculty Member	Member	
9	Dr. Surendra V	Faculty Member	Member	
10	Mr. Subhadip Das	Student member	Member	
11	Mr. BJ Reddy	Alumni	Member	
12	Dr. Sateesha SB	Faculty Member	Coordinator, IQAC	

Members Absent: Nil



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**BENGALURU-107**



**Discussion Summary:**

Sl. No	Discussion Points	Responsibility	Timeline
1	Reconstitution of institutional committees	Chairperson/Member Secretary	31 <sup>st</sup> July 2020
2.	Enhancing the quality in academic and research activities	Program coordinator and R & D Coordinator	Review on Monthly basis
3	Initiation of value added course in the institution	HODs	Initiation and completion of value added courses for B. Pharm, M. Pharm and Pharm. D, during the academic year 2020-21.
4	Participation in NIRF and ARIIA and achieve a better ranking.	NIRF nodal officer and ARIIA coordinator, ABMRCP	Review on 31 <sup>st</sup> October 2020
5	Academic Audit, CO-PO attainment for the academic year 2019-20	Program coordinators	December 2020

Signature of the Coordinator, IQAC

Signature of the Principal

**Principal**  
Acharya & BM Reddy College of Pharmacy  
Bengaluru - 500 107





### ACTION TAKEN REPORT

The action taken by IQAC as suggested by chairperson Dr. Manjunatha PM and other members of IQAC. The suggestions were implemented and appropriate action was taken as recommended in the meeting held on 10-06-2020.

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

Sl. No.	Plan of action	Achievements/ outcomes
1	Reconstitution of institutional committees	The chairperson/committee coordinator/member secretary was instructed to reconstitute the committee for the effective implementation of objectives and to prepare the plan of action for the academic year 2020-21.
2	Enhancing the quality in academic and research activities	Program coordinators and class teachers were given with responsibilities to arrange remedial classes for slow learners. R&D coordinator was given with responsibilities to arrange various programs to enlarge the knowledge about research, how to apply for grant and IPR.
3	Initiation of value added course in the institution	Four HODs of the department, Pharmaceutical Chemistry, Pharmaceutics, Pharmacy Practice and Pharmacology to prepare the course models to conduct the value addition course. Student enrollment and completion of the program should be done before December 2020.
4	Participation in NIRF and ARIIA and achieve a better ranking.	NIRF nodal officer and ARIIA coordinator were given with responsibility to collect and compile the data required to apply for NIRF and ARIIA ranking.
5	Academic audit and CO-PO attainment for the academic year 2019-20	Auditing of the course files were planned to be carried out and the program coordinators are entrusted to do so. The final auditing report should be submitted to IQAC coordinator by the end of December 2020.

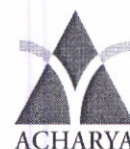
Signature of the Coordinator, IQAC

Signature of the Principal



**Principal**  
Acharya & BM Reddy College of Pharmacy  
Bengaluru - 560 107

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**MINUTES OF MEETING**  
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**BENGALURU-107**



Date : 28/10/2020  
Time : 04:00 PM – 05:00 PM  
Venue : LH1

Ref. No: IQAC/2020-10/01

**Agenda:**

1. Plan of activities to enhance language and communication skills to 1<sup>st</sup> year students.
2. Planning for conduction of various training program/seminar/webinar.
3. Collaboration with industries and universities.
4. Establishment of centre of excellence in the institution.

**Members Present:**

SI. No	Name	Representation	Position	Signature
1	Dr. Manjunatha PM	Principal	Chairperson	
2	Dr. Maneesh S Paul	Management Member	Member	
3	Mr. Naveen Kumar RM	Administrative Officer	Member	
4	Mr. Ramesh Babu C	Local Society Member	Member	-
5	Mr. Sripathi M	Industrialist	Member	
6	Dr. Lakshmeesha CS	Faculty Member	Member	
7	Dr. Gurubasavaraja Swamy PM	Faculty Member	Member	
8	Dr. Uday Raj Sharma	Faculty Member	Member	
9	Dr. Surendra V	Faculty Member	Member	
10	Mr. Subhadip Das	Student member	Member	
11	Mr. BJ Reddy	Alumni	Member	
12	Dr. Sateesha SB	Faculty Member	Coordinator, IQAC	

**Members Absent:** Mr. Ramesh Babu C



**MINUTES OF MEETING**  
**ACHARYA & BM REDDY COLLEGE OF PHARMACY**  
**BENGALURU-107**

**Discussion Summary:**

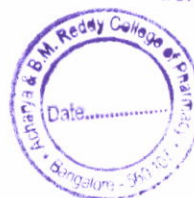
Sl. No	Discussion Points	Responsibility	Timeline
1	Plan of activities to enhance Language and communication skills to students	Class teachers	Immediately
2	Planning for conduction of various training program/seminar/webinar	HODs	December 2020
3	Collaboration with industries and universities for the purpose of organizing industrial training and placements.	Training & Placement coordinators and HODs	Based upon requirements
4	Planning and identification of resources for Establishment of Centre of excellence in the institution	Dr. Raghavendra NM R&D coordinator	December 2020

*Satish*

Signature of the Coordinator, IQAC

*[Handwritten Signature]*  
 Signature of the Principal  
**Principal**

Acharya & BM Reddy College of Pharmacy  
 Bengaluru - 560 107





### ACTION TAKEN REPORT

The action taken by IQAC as suggested by chairperson Dr. Purnima Ashok and other members of IQAC. The suggestions were implemented and appropriate action was taken as recommended in the meeting held on 28-10-2020.

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

Sl. No.	Plan of action	Achievements/ outcomes
1	Plan of activities to enhance Language and communication skills to 1 <sup>st</sup> year students	Planning and conduction of English language classes for first year students of D. Pharm, B. Pharm and Pharm. D programs were arranged to enhance the communication skill. The instructor/language expert was provided from the Acharya English School (AES).
2	Planning for conduction of various training program/seminar/webinar	The HODs were directed to arrange minimum of two seminars/webinars in an academic year focusing students as targeted group. The resource people should be brought from industries or higher educational institutions
3	Collaboration with industries and universities for the purpose of organizing industrial training and placements.	Training & Placement coordinators and HODs were given with responsibility of collaboration with industries and universities for the purpose of research, internship, industrial training and placements in the academic year 2020-21.
4	Planning and identification of resources for Establishment of Centre of excellence in the institution	The R&D coordinator was given with responsibility to process the registration of CoE for the different core areas.

Signature of the Coordinator, IQAC



Signature of the Principal

**Principal**  
Acharya & BM Reddy College of Pharmacy  
Bengaluru - 560 107

Internal Quality Assurance Cell  
**MINUTES OF MEETING**  
**ACHARYA & BM REDDY COLLEGE OF PHARMACY**  
**BENGALURU-107**



Date : 25/01/2021

Ref.No: IQAC/2021-01/01

Time : 03:00PM -04:00PM

Venue : LH1

**Agenda:**

1. Initiation of UG research program for B. Pharm and Pharm. D students.
2. Review of performance of institutional activities.
3. Problem based learning and participative learning.
4. Academic and administrative audit.

**Members Present:**

SI. No	Name	Representation	Position	Signature
1	Dr. Manjunatha PM	Principal	Chairperson	
2	Dr. Maneesh S Paul	Management Member	Member	
3	Mr. Naveen Kumar RM	Administrative Officer	Member	
4	Mr. Ramesh Babu C	Local Society Member	Member	
5	Mr. Sripathi M	Industrialist	Member	-
6	Dr. Lakshmeesha CS	Faculty Member	Member	
7	Dr. Gurubasavaraja Swamy PM	Faculty Member	Member	
8	Dr. Uday Raj Sharma	Faculty Member	Member	
9	Dr. Surendra V	Faculty Member	Member	
10	Mr. Subhadip Das	Student Member	Member	
11	Mr. BJ Reddy	Alumni	Member	-
12	Dr. Sateesha SB	Faculty Member	Coordinator, IQAC	

**Members Absent:** Mr. Sripathi M, and Mr. BJ Reddy



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**Discussion Summary:**

Sl. No	Discussion Points	Responsibility	Timeline
1	Initiation of UG research program for B. Pharm and Pharm. D students	Dr. Hemalatha K & Ms. Ekta Singh	1 <sup>st</sup> Week of February 2021
2	Review of performance of institutional activities.	IQAC	March 31 <sup>st</sup> 2021
3	Problem based learning and participative learning	Class teachers	First week of February 2021
4	Academic and administrative audit.	HODs	March 31 <sup>st</sup> 2021

Signature of the Coordinator-IQAC

Signature of the Principal  
**Principal**

Acharya & BM Reddy College of Pharmacy  
Bengaluru - 560 107







### ACTION TAKEN REPORT

The action taken by IQAC as suggested by chairperson Dr. Purnima Ashok and other members of IQAC. The suggestions were implemented and appropriate action was taken as recommended in the meeting held on 25-01-2021.

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

Sl. No.	Plan of action	Achievements/ outcomes
1	Initiation of UG research program for B. Pharm and Pharm. D students	Students were encouraged to start the research at UG level based on their area of interests. Dr. Hemalatha K and Mrs. Ekta Singh were given the responsibilities to categories the students based on their interests and assign a guide from that particular field.
2	Review of performance of institutional activities.	August 31 <sup>st</sup> 2021 is fixed as deadline for the compilation and submission of the data to IQAC coordinator
3	Problem based learning and participative learning	Problem-based learning (PBL) is a student-centric approach in which students can learn about a subject by working in groups to solve an open-ended problem. PBL were designed for B. Pharm students and most of the students participated actively to develop problem solving skills.
4	Academic and administrative audit.	Academic and administrative audit, as a routine procedure to check progress of curricular activity was conducted. Academic activity matching with the lesson plan is evaluated.

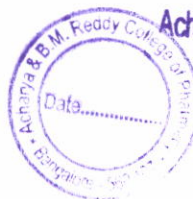
*V. Ashok*

Signature of the Coordinator, IQAC

*[Signature]*

Signature of the Principal  
**Principal**

Acharya & BM Reddy College of Pharmacy  
Bengaluru - 560 107



Internal Quality Assurance Cell  
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**BENGALURU-107**



Date : 10/04/2021

Ref. No: IQAC/2021-04/01

Time : 03:30 PM – 04:30 PM

Venue : LH1

**Agenda:**

1. Augmentation of project works/field works in collaboration with industries.
2. Organizing special programs for advanced learners and slow learners.
3. Educating the students to avail scholarships of Govt. and Non-Govt. agencies.
4. Initiation of Alumni Mentoring Program.

**Members Present:**

SI. No	Name	Representation	Position	Signature
1	Dr. Amit Kumar Das	Principal	Chairperson	
2	Dr. Maneesh S Paul	Management Member	Member	
3	Mr. Naveen Kumar RM	Administrative Officer	Member	
4	Mr. Ramesh Babu C	Local Society Member	Member	
5	Mr. Sripathi M	Industrialist	Member	
6	Dr. Manjunatha PM	Faculty Member	Member	
7	Dr. Lakshmeesha CS	Faculty Member	Member	
8	Dr. Gurubasavaraja Swamy PM	Faculty Member	Member	
9	Dr. Uday Raj Sharma	Faculty Member	Member	
10	Dr. Surendra V	Faculty Member	Member	
11	Mr. Subhadip Das	Student Member	Member	
12	Mr. BJ Reddy	Alumni	Member	-
13	Dr. Sateesha SB	Faculty Member	Coordinator, IQAC	

**Members Absent:** Mr. BJ Reddy



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**BENGALURU-107**



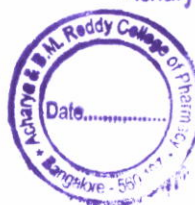
**Discussion Summary:**

Sl. No	Discussion Points	Responsibility	Timeline
1	Educating the students to avail scholarships of Govt. and Non-Govt. agencies	Student scholarship committee	with immediate effect
2	Organizing special programs for advanced learners and slow learners	Program coordinators	After completion of second sessional examination
3	Augmentation of project works/field works in collaboration with industries	NSS committee	Followed by semester end examination
4	Initiation of Alumni Mentoring Program.	Dr. Uday Raj Sharma,	July 2021

Signature of the Coordinator-IQAC

Signature of the Principal  
**Principal**

Acharya & BM Reddy College of Pharmacy  
Bengaluru - 560 107





### ACTION TAKEN REPORT

The action taken by IQAC as suggested by chairperson Dr. Amit Kumar Das and other members of IQAC. The suggestions were implemented and appropriate action was taken as recommended in the meeting held on 10-04-2021.

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

Sl. No.	Plan of action	Achievements/ outcomes
1	Augmentation of project works/field works in collaboration with industries	The NSS committee conducted few field works in rural area including various health camp in collaboration with industries, hospitals and NGOs.
2	Organizing special programs for advanced learners and slow learners	Class teachers and subject teachers were given the responsibilities to prepare the list of students of advanced learners and slow learners. For advanced learner's power point presentation, poster presentations and so on were conducted and for slow learners separate remedial classes were conducted.
3	Educating the students to avail scholarships of Govt. and Non-Govt. agencies	The member secretary of students scholarship committee was given with responsibilities to convey the information regarding various scholarships to the students and also educate them how apply the scholarship to the various agencies. As a result maximum number of students applied for scholarship and they received from various agencies.
4	Initiation of Alumni mentoring Program.	The students' welfare committee was given the responsibilities to initiate the alumni mentoring program so that students can prepare themselves before entering into the industry. Based on the students area of interest one alumni mentee was assigned to guide them.

Signature of the Coordinator, IQAC

Signature of the Principal  
**Principal**

Acharya & BM Reddy College of Pharmacy  
Bengaluru - 560 107

