

MINUTES OF THE IQAC MEETING

The meeting of the Internal Quality Assurance Cell (IQAC) was convened on 23rd March 2026 at 3:00 PM in hybrid mode at the IQAC Cell of the college. The meeting was chaired by the Principal, and the proceedings were initiated with the IQAC Coordinator presenting the agenda items in a systematic and point-wise manner.

At the outset, Dr. A.V. Sreekanth expressed concern regarding the participation and attendance of external members in IQAC meetings and emphasized the need to strengthen the composition of the IQAC to ensure broader representation and active engagement. After detailed deliberations, it was proposed and unanimously agreed to revise the IQAC composition by including two student representatives, two parents, one active member from the local community, and two members from the Governing Body (GB). Additionally, it was recommended to include Sushma Madam under the alumni category. The revised composition will be formally submitted to the Governing Body for approval and ratification.

Agenda Point 1: Confirmation of Minutes and Review of Action Taken

The minutes of the previous IQAC meeting were presented before the members. The committee carefully reviewed the recorded proceedings and discussed the progress made on the actionable points identified earlier. After thorough discussion and minor clarifications, the minutes were confirmed. The members appreciated the efforts taken in implementing previous decisions and emphasized the importance of continuous monitoring of action taken reports.

Agenda Point 2: Budget for Research and Funding Proposals

The committee deliberated extensively on the budget requirements for interdepartmental research initiatives and the various research proposals submitted by different departments. As suggested by Dr. A.V. Sreekanth, the feasibility, scope, and expected timelines for completion of each proposed project were critically evaluated to ensure effective utilization of resources and timely outcomes.

It was noted with appreciation that the proposed budgets had already been reviewed and forwarded to the Planning & Evaluation Committee, reflecting a structured and proactive

approach. The members discussed the plan given by the honourable chairman sir regarding the interdepartmental project starting with the chemistry department to perform the initial testing of selected API and formulation development by pharmaceuticals department followed by the evaluation by Analysis department and developing protocols & documentation QA and RA department to look after the stability studies and pharmacology department for preclinical studies for the developed formulation which is very useful for the students to study the activities undertaken by various departments and make them industry ready.

The committee also reviewed the recommendations put forth by the Planning & Evaluation Committee, including:

- Procurement of a Millipore water purification system, which is essential for maintaining high standards in research and laboratory work.
- The proposal for providing internships to Pharm.D interns was discussed and subsequently decided to introduce with other colleges.
- Establishment of a Simulation Laboratory to enhance experiential learning, particularly for Pharm.D students has been deferred for the time being and suggested to study the pros and cons of setting up such a laboratory.

Further, Dr. Mamatha proposed applying for funding under the FIST (Fund for Improvement of S&T Infrastructure) scheme, which promotes collaborative research infrastructure development. After discussion, it was resolved that the Departments of Pharmaceuticals, Pharmaceutical Analysis, and Quality Assurance would jointly prepare and submit a proposal under this scheme.

Agenda Point 3: Improvement in Quality of Publications

The committee engaged in an in-depth discussion on strategies to enhance the quality, visibility, and impact of research publications.

Dr. Mamatha emphasized the need to strengthen research outcomes by adopting advanced techniques. She suggested that, for example, in pharmaceuticals projects, researchers should move beyond routine *in vitro* evaluations and incorporate *in vivo* studies to improve the robustness of the work, thereby increasing its acceptance in Scopus-indexed journals. She

also recommended adopting similar advanced and innovative approaches across other specializations.

Dr. Srinivas highlighted the importance of interdisciplinary and interdepartmental research, noting that collaborative efforts significantly improve the likelihood of publication in reputed journals.

Dr. A.V. Sreekanth stressed the importance of prioritizing publications in Scopus and SCI-indexed journals, clearly stating that quality must take precedence over quantity. The discussion collectively reinforced the institution's commitment to producing high-impact and meaningful research outputs.

While acknowledging the existing incentive policy for publications as per GRR, the members proposed the formation of a dedicated committee to evaluate research publications prior to submission. This would ensure that only high-quality work is submitted and considered for incentives.

Dr. Venu raised concerns regarding the escalating publication charges in reputed journals. In response, it was suggested that the proposed committee should also assess and recommend the publications for award of incentives based on the quality of journal.

The proposed composition of the Publication Review Committee includes:

- Principal (Chairperson)
- Two experienced faculty members with strong research backgrounds
- One Governing Body member
- One external expert with expertise in research publications

It was resolved to continue the current incentive policy for the ongoing academic year, while the new committee will be constituted and operationalized from the next academic year.

Agenda Point 4: Training and Placement Activities

The committee discussed comprehensive measures to strengthen training and placement activities to improve student employability and placement outcomes.

Dr. A.V. Sreekanth proposed the introduction of structured certification-based training programs aligned with current industry requirements. He emphasized the importance of inviting industry experts to deliver guest lectures on emerging trends and advanced practices, thereby bridging the gap between academia and industry.

Key suggestions included:

- Identifying the target audience for each training session based on academic level and career aspirations
- Assessing the student strength and skill levels before organizing training programs
- Conducting industry visits and faculty interactions to understand real-time skill requirements
- Developing collaborative certification programs with industries to enhance student credentials
- Implementing post-training evaluations to assess learning outcomes

The Training & Placement Cell proposed conducting mock interviews and pre-placement training sessions to improve student confidence and performance during campus drives.

Members stressed the importance of a collective and coordinated approach to placements and recommended leveraging professional networks, alumni connections, and direct industry visits to attract reputed companies for campus recruitment.

Agenda Point 5: Departmental Best Practices

The committee discussed the need to formalize and document best practices across departments. It was discussed to implement the decisions taken during planning and evaluation committee regarding the unique identification code to be implemented in by all the departments. All the departments should maintain separate registers one master register and another as log books at various labs. These registers will be recorded for each research project, enabling systematic tracking, monitoring, and evaluation of progress.

All Heads of Departments were instructed to identify, document, and present innovative and effective best practices implemented within their departments. This initiative aims to promote knowledge sharing and institutional excellence.

Agenda Point 6: Documentation as per QCI/NABET Guidelines

Dr. A.V. Sreekanth emphasized the importance of aligning institutional documentation with QCI/NABET guidelines. It was suggested to prepare a comprehensive list of required documents and information should be given by all the departments is per the format given and the same has to be communicated to the respective criteria in-charges for systematic maintenance of the records.

The committee also highlighted the need for timely updating of documents related to NAAC and NBA accreditation without delay The IQAC will undertake regular monitoring to ensure genuinity and quality in documentation practices.

Agenda Point 7: Recruitment of Laboratory Technicians

The requirement for qualified laboratory technicians was discussed in detail. It was recommended to recruit adequate number of laboratory personnel with D. Pharm or B. Pharm qualifications, strictly adhering to PCI norms, to support academic and research activities effectively.

Agenda Point 8: Documentation and ERP System

The committee deliberated on the need for dedicated manpower to manage extensive documentation related to NAAC, NBA, QCI, internal audits, and other regulatory frameworks.

However, Dr. A.V. Sreekanth suggested adopting a more efficient approach by integrating documentation processes into the proposed ERP system and request the developer to impart this provision into the ERP software. This digital solution is expected to streamline data management, improve accessibility, and reduce dependency on additional manpower.

Any Other Matter

As the NAAC discontinued the submission of AQAR submission in portal but yet informed to maintain it internally within the institution, the AQAR files for all the criteria were updated.



SAROJINI NAIDU VANITA PHARMACY MAHA VIDYALAYA

(Sponsored by the Exhibition Society). Tamaka. Secunderabad

Affiliated to Osmania University, Approved by AICTE & PCI

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S.No	Name	Signature
1	Dr. N. Srinivas	
2	Dr. A.V. Srikanth	
3	Sri V. Pradyumna	
4	Mrs. A. Sushma	
5	Dr. T. Mamatha	
6	Dr. K. Sirisha,	
7	Dr. S. Hemalatha	
8	Dr. B. Haarika,	
9	Dr. T. Venu,	
10	Dr. S. Anuradha	
11.	Dr. K. Neelima,	
12.	Mrs. N. Indira Rani,	
13	Mrs. S. Navaneetha	
14	Mr. Byreddy Venkat Krishna Reddy	
15	Ms. K. Lakshmi Bhavana	
16	Mrs. Keerthy Kanakamedala	
17	Dr. S. Kiran Kumar	
18	Mr. V. Venkateshwara Rao	
19	Dr. P. Vivek Sagar	

Prepared by	Checked by	Approved by
Dr. T. Venu, Member	Dr. P. Vivek Sagar, IQAC Co-Ordinator	Dr. N. Srinivas, IQAC Chairperson