Internal Quality Assurance Committee

Minutes of IQAC Meeting
Date: 5thMarch 2022

Conduct of the Meeting:
IQAC Meeting held on 5th Mar 2022 at 2:00 PM
Venue- Board room

Members present for the IQAC Meeting

S. No.	Name of the Member	Designation	Signature
1	Dr. C. Srinivas Reddy	Chair Person	
2	Dr. B.S. Sharvana bhava	Coordinator	
3	Dr. Ch. Vahini Devi	Management Representative	ch.Vahini Devi
4	Mr. P. Narayana	Administrative officers	
5	Mr. N. Komura Reddy		
6	Mr. D. Rohith		
7	Dr. D. Kumaraswamy	Teacher Representatives	
8	Dr. D. Adukondalu		
9	Dr. Y. Shravan Kumar		
10	Dr. K. Srinivas Reddy		
11	Dr. S. Pavani		
12	Dr. P. Girija		
13	Dr. E. Venkateshwarlu		
14	Ms. Bushra Firdous khan	Nominees form Students	
15	Mr. K. Sai Vamshi		
16	Dr. R. Shiva Kumar	Nominees form Alumni	
17	Mr. V. Sathyavardhan	Nominees form Employers/Industrialists	ABSENT
18	Dr. V. Rajesh		
19	Mr. Md. Saifuddin	Nominees form Parents	

Agenda of the Meeting:

1. Develop a plan to enhance student learning outcomes by identifying areas of improvement and implementing innovative teaching techniques and technology.
2. Implement measures to enhance professional development for faculty members, such as offering training and resources for research and conferences.
3. Review and evaluate the effectiveness of teaching and learning strategies and make recommendations for adjustments.
4. Evaluate the impact of community outreach programs and identify best practices and areas for improvement.
5. Develop a plan to increase faculty diversity and inclusion by adopting inclusive policies and creating a supportive work environment.

Subject 1: Enhancing Student Learning Outcomes

Resolution 1: Dr. D. Kumaraswamy discussed about developing a plan to enhance student learning outcomes by identifying areas of improvement in the curriculum and teaching methods. The plan included implementing innovative teaching techniques, such as problem-based learningand incorporating technology into the learning process.

Subject 2: Enhancing Professional Development for Faculty Members

Resolution 2: Dr. K. Srinivas Reddy and Dr. Y. Shravan Kumar mentioned some measures to enhance professional development for faculty members, such as offering training in innovative teaching techniques, providing resources for research and publications, and creating opportunities for faculty members to attend conferences and workshops.

Subject 3: Reviewing the Effectiveness of Teaching and Learning Strategies

Resolution 3: Dr. D. Adukondalu submitted a review on effectiveness of teaching and learning strategies used during the year. It included areas for improvement and made recommendations, adjustments to ensure that the learning outcomes were met.

Subject 4: Evaluating the Impact of Community Outreach Programs

Resolution 4: Evaluate the impact of community outreach programs by reviewing the achievements, challenges, and lessons learned during the year. The evaluation should

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identify best practices and areas for improvement to ensure that the programs effectively address the needs of the community.

Subject 5: Increasing Faculty Diversity and Inclusion

Resolution 5:A plan was demonstrated by the IQAC Chairman & Co-Ordinator to increase faculty diversity and inclusion by adopting inclusive recruitment and retention policies, providing professional development opportunities for underrepresented faculty members, and creating a supportive and inclusive work environment.

Chair Person

IQAC

Vaagdevi College of Pharmacy

Principal
Vaagdevi College of Pharmacy
Hanamkonda, Warangal-506 001

Coordinator

IQAC

Vaagdevi College of Pharmacy

Action Taken Report for the IQAC meeting held on 05.03.2022

S. No	Resolution	Action taken
1.	Dr. D. Kumaraswamy discussed about developing a plan enhance student learning outcomes by identifying areas of improvement in the curriculum and teaching methods. The plan included implementing innovative teaching techniques such as problem-based learning and incorporating technology into the learning process.	Dr. Kumaraswamy presented student learning enhancement plan: curriculum improvement, innovative techniques, technology integration.
2.	Dr. K. Srinivas Reddy and Dr. Y. Shravan kumar mentioned some measures to enhance professional development for faculty members such as offering training in innovative teaching techniques, providing resources for research and publications and creating opportunities for faculty members to attend conferences and workshops.	Enhance faculty development was proposed: innovative teaching training, research resources, conference opportunities.
3.	Dr. D. Adukondalu submitted a review on effectiveness of teaching and learning strategies used during the year. It included areas for the improvement and made recommendations, adjustments to ensure that the learning outcomes were met.	Dr. Adukondalu's review submitted: teaching strategies evaluation, improvement areas, recommendations for outcomes.
4.	Evaluate the impact of community outreach programs by reviewing the achievements, challenges and lessons learned during the tear. The evaluation should identify best practices and areas for improvement to ensure that the programs effectively address the needs of the community.	Assessed community programs: review achievements, challenges, lessons, identified best practices, improvements for effective community impact.
5.	A Plan was demonstrated by the IQAC Chairman & Co-Ordinator to increase faculty diversity and inclusion by adopting inclusive recruitment and retention policies, providing professional development	IQAC presented plan: diverse faculty via inclusive policies, development, supportive environment.

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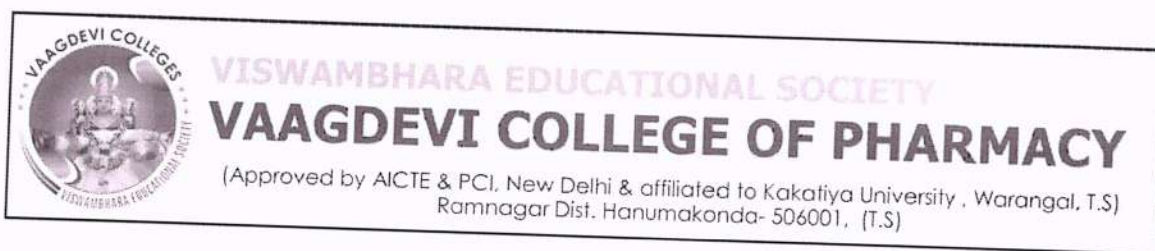Hanamkonda, Warangal-506 001

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	opportunities for underrepresented faculty members and creating a supportive and inclusive work environment.	

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Hanamkonda, Warangal-506 001

Feedback Analysis – of IQAC Meeting held on 05th March 2022

1. Students:

- Students emphasized the need for increased practical experiences and industry visits to bridge the gap between theoretical concepts and their real-world applications.

- Incorporating interactive sessions, group discussions, and case studies was suggested to foster critical thinking and active participation among students.

- Students highlighted the importance of workshops focusing on soft skills, communication, and problem-solving to enhance their employability.

- There was a shared desire for improved ICT facilities to facilitate more engaging and effective teaching methods.

2. Alumni:

- Alumni suggested offering exclusive access to college resources, seminars, and webinars to support their ongoing professional growth.

- Creating regional alumni chapters was proposed to strengthen the connection between the institution and its graduates, facilitating networking opportunities.

- Alumni emphasized the value of establishing a structured mechanism for them to provide feedback on the curriculum, ensuring its alignment with industry trends.

3. Employers:

- : The significance of industry-specific internship programs for students to gain practical exposure and relevant skills was highlighted by employers.

- Employers recommended collaborative training programs with industry partners to equip graduates with the specific skills demanded by the job market.

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- Regular industry visits were deemed essential to provide students with valuable insights into the operations and practices of their future workplaces.

- Employers underscored the importance of a strong placement cell, facilitating effective communication between them and graduates seeking employment opportunities.

4. **Faculty:**

- Faculty members acknowledged the value of workshops focusing on modern teaching methodologies, enhancing the delivery of engaging and effective lectures.

- Encouraging cross-departmental collaborations was supported for promoting a holistic approach to teaching and research within the institution.

- Allocating funds for faculty to attend conferences was considered important for increasing exposure to emerging academic trends and research developments.

- The idea of organizing regular guest lectures by industry experts was recognized as a beneficial approach to offer practical insights to faculty members.

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Internal Quality Assurance Committee

Minutes of IQAC Meeting
Date: 14thOctober 2022

Conduct of the Meeting:
IQAC Meeting held on 14thOct 2022 at 2:00 PM
Venue- Board room

Members present for the IQAC Meeting

S. No.	Name of the Member	Designation	Signature
1	Dr. C. Srinivas Reddy	Chair Person	
2	Dr. B.S. Sharvana bhava	Coordinator	
3	Dr. Ch. Vahini Devi	Management Representative	ch. Vahini Devi
4	Mr. P. Narayana	Administrative officers	Narayas
5	Mr. N. Komura Reddy		
6	Mr. D. Rohith		Rohith
7	Dr. D. Kumaraswamy	Teacher Representatives	
8	Dr. D. Adukondalu		
9	Dr. Y. Shravan Kumar		Y. Shravan
10	Dr. K. Srinivas Reddy		
11	Dr. S. Pavani		S. Pavani
12	Dr. P. Girija		P. Girija
13	Dr. E. Venkateshwarlu		— ABSENT —
14	Ms. Bushra Firdous khan	Nominees	Bushra
15	Mr. K. Sai Vamshi	form Students	Vamshi
16	Dr. R. Shiva Kumar	Nominees form Alumni	R. Shiva Kumar
17	Mr. V. Sathyavardhan	Nominees form Employers/Industrialists	V. Sathyavardhan
18	Dr. V. Rajesh		J. Rajesh
19	Mr. Md. Saifuddin	Nominees form Parents	

Agenda of the Meeting:

1. Welcome and introduce the purpose, roles, and responsibilities of the IQAC committee.
2. Review academic programs and assess the curriculum and teaching methods to ensure they are up-to-date with industry needs.
3. Develop strategies to improve student engagement and evaluate their effectiveness.
4. Enhance teaching and learning quality and establish a system for continuous evaluation of teaching effectiveness and student learning outcomes.
5. Evaluate the effectiveness of support services and establish a system for monitoring their utilization and impact.
6. Develop and implement guidelines for ensuring the quality of online education and establish a system for continuous evaluation.
7. Enhance institutional social responsibility by promoting community engagement and sustainable practices.
8. Organizing 4th Alumni Meet-2022
9. Final meeting of the year to reflect on the achievements and challenges of the year and plan for the future

Subject 1: Welcoming Members of IQAC

Resolution 1: Welcome the members of the IQAC committee and introduce the purpose, roles, and responsibilities of the committee. Discuss the objectives and goals of the institution and how the IQAC can contribute to the continuous improvement of the quality of education.

Subject 2: Reviewing Academic Programs

Resolution 2: Form a committee to review academic programs and evaluate their effectiveness in achieving learning outcomes. Identify areas for improvement and make recommendations for adjustments to ensure that the programs meet the changing needs of the industry and society. Assess the curriculum and teaching methods to ensure that they are up-to-date with the latest advancements in the field.

Subject 3: Improving Student Engagement

Resolution 3: Develop strategies to improve student engagement, such as providing extracurricular activities, enhancing the use of technology in the classroom, promoting collaborative learning, and offering career guidance. Implement measures to track and evaluate the effectiveness of these strategies.

Subject 4: Enhancing Teaching and Learning Quality

Resolution 4: Develop a plan to enhance the quality of teaching and learning by identifying areas of improvement in the curriculum, teaching methods, and assessment. Implement innovative teaching techniques, such as flipped classroom and problem-based learning, and incorporate technology into the learning process. Establish a system **for continuous evaluation of teaching effectiveness and student learning outcomes.**

Subject 5: Evaluating the Effectiveness of Support Services

Resolution 5: Evaluate the effectiveness of support services, such as counseling, health services, and library services, by reviewing feedback from students and staff. Identify best practices and areas for improvement to ensure that the services meet the needs of the stakeholders. Establish a system for monitoring the utilization and impact of support services.

Subject 6: Ensuring Quality of Online Education

Resolution 6: Develop and implement guidelines for ensuring the quality of online education, such as ensuring accessibility, providing technical support, monitoring student progress, and ensuring academic integrity. Establish a system for continuous evaluation of the effectiveness of online education.

Subject 7: Enhancing Institutional Social Responsibility

Resolution 7: Enhance the institution's social responsibility by promoting community engagement, sustainable practices, and ethical behavior. Develop programs and initiatives to address social and environmental issues, such as organizing health camps, conducting awareness drives, and implementing waste management practices.

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Subject 8: Organizing 4ᵗʰ Alumni Meet-2022

Resolution 8: 4ᵗʰ Alumni meet-2022 was planned and date for the meeting was fixed, work was assigned to all the faculty members for the smooth conduct of meeting, Plan was developed to inform and invite all the Alumni for the meet and importance or Alumni meet and connections were discussed by the Chairman.

Subject 9: Final Meeting of the Year: Reflecting on Achievements and Planning for the Future

Resolution 9: Final meeting of the year to reflect on the achievements and challenges of the year and plan for the future. The meeting included a review of the action plan and progress made towards achieving the resolutions set earlier in the year. The committee (IQAC) also developed an action plan for the upcoming year and assign responsibilities to members.

Chair Person

IQAC

Vaagdevi College of Pharmacy

Principal
Vaagdevi College of Pharmacy
Hanamkonda, Warangal-506 001

Coordinator

IQAC

Vaagdevi College of Pharmacy

Action Taken Report for the IQAC meeting held on 14.10.2022

S. No	Resolution	Action taken
1.	Welcome the members of the IQAC committee and introduce the purpose, roles and responsibilities of the committee. Discuss the objectives and goals of the institution and how the IQAC can contribute to the continuous improvement of the quality of education.	Welcomed IQAC members; introduced purpose, roles. Discussed institution goals, IQAC's contribution to education quality.
2.	Form a committee to review academic programs and evaluate their effectiveness in achieving learning outcomes. Identify areas for the improvement and make recommendations for adjustments to ensure that the programs meet the changing needs of the industry and society. Assess the curriculum and teaching methods to ensure that the up-to-date with the latest advancements in the field.	Established review committee: assess programs, recommend improvements for industry relevance.
3.	Develop strategies to improve student engagement, such as providing extracurricular activities, enhancing the use of technology in the classroom, promoting collaborative learning and offering career guidance. Implement measures to track and evaluate the effectiveness of these strategies.	Enhanced student involvement by using technology, extracurricular activities, and collaborative learning; monitor results.
4.	Develop a plan to enhance the quality of teaching and learning by identifying areas of improvement in the curriculum, teaching methods and assessment. Implement innovative teaching techniques, such as flipped classroom and problem-based learning and incorporate technology into the learning process. Establish a system for continuous evaluation of teaching effectiveness and student learning outcomes.	Created teaching improvement strategies: enhanced curriculum, using technology, innovative techniques, continuous evaluation.
5.	Evaluate the effectiveness of support services such as counselling, health services by reviewing feedback from students and staff. Identify best practices and areas for the improvement to ensure that the services meet the needs of the	Assess support services through feedback review, enhance practices, monitor utilization and impact.

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	stakeholders. Establish a system for monitoring the utilization and impact of support services.	
6.	Develop and implement guidelines for ensuring the quality of online education such as ensuring accessibility, providing technical support, monitoring student progress and ensuring academic integrity. Establish a system for continuous evaluation of the effectiveness of online education.	Established accessibility, technical support, progress tracking, and integrity standards for online education, and continually reviewed them.
7.	Enhance the institution's social responsibility by promoting community engagement, sustainable practices and ethical behavior. Develop programs and initiatives to address social and environmental issues such as organizing health camps, conducting awareness drives and implementing waste management practices.	Enhanced social responsibility by involving the community, promoting sustainability and ethics, and directing programs for waste management, awareness, and health.
8.	4th Alumni meet-2022 was planned and date for the meeting was fixed, work was assigned to all the faculty members for the smooth conduct of meeting, plan was developed to inform and invite all the Alumni for the meet and importance or Alumni meet and connections were discussed by the chairman.	Planned 4th Alumni Meet by assigning tasks to faculty, inform and invite alumni, discuss importance.
9.	Final meeting of the year reflects on the achievements and challenges of the year and plan for the future. The meeting included a review of the action plan and progress made towards achieving the resolutions set earlier in the year. The committee (IQAC) also developed an action plan for the upcoming year and assign responsibilities to members.	Held a year-end meeting where the action plan, goals for the future, and problems were examined.

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Feedback Analysis – of IQAC Meeting held on 14th October 2022

1. **Students: -**

- Students expressed the desire for more practical experiences and industry visits to enhance their understanding and application of theoretical concepts.
- Students suggested incorporating interactive sessions, group discussions, and case studies to foster critical thinking and active participation.
- Students emphasized the need for workshops focusing on soft skills, communication, and problem-solving to enhance their employability.
- Students sought improvements in ICT facilities to facilitate more engaging and effective teaching methods.

2. **Alumni: -** suggested to

- To provide alumni with exclusive access to college resources, seminars, and webinars to support their continuous professional development.
- To create regional alumni chapters was proposed to maintain a strong connection between the college and graduates, enhancing networking prospects.
- Establishing a structured mechanism for them to provide feedback on the curriculum, ensuring its alignment with industry trends.

3. **Employers**: - suggested to

- To highlight the significance of industry-specific internship programs for students to gain practical exposure and skills.
- Collaborative training programs with employers were suggested to equip graduates with industry-specific skills.
- Regular industry visits were considered crucial to provide students with insights into real-world operations and practices.
- Employers recommended strengthening the placement cell to facilitate effective communication between them and graduates seeking employment.

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4. **Faculty**: - suggested to

- Conduct workshops on modern teaching methodologies were seen as valuable to enhance the delivery of engaging and effective lectures.

- Encourage cross-departmental collaborations was appreciated for promoting a holistic approach to teaching and research.

- Allocating funds for faculty to attend conferences was encouraged to increase exposure to emerging academic trends.

- The idea of arranging regular guest lectures by industry experts to offer practical insights was acknowledged as beneficial for faculty members.

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