



## MNR COLLEGE OF PHARMACY

{Approved by PCI, New Delhi & Affiliated to Osmania University, Hyderabad}  
V: Fasalwadi, Dist.: Sangareddy -502294 (T.S)  
Phone: 08455-230690, 08500056663  
www.mnrindia.org; email: p.mnrcop@mnrindia.org



MNRCOP/IQAC/07/ 2022-23

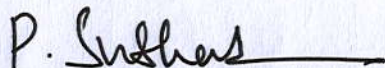
Date: 02/05/2023

### CIRCULAR

All the IQAC members are requested to attend the IQAC meeting on 04/05/2023 at 2.00 pm in the Principal Office to discuss following agenda.

#### Meeting Agenda

1. To discuss about academic issues in the college
2. To discuss about Alumni activities
3. To discuss about the reports of activities conducted
4. To discuss about report of FDP conducted
5. To discuss about status of NAAC work

  
IQAC Director/ Coordinator  
Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy  
Copy to:

Sri Ravi Varma Manthena, Vice Chairman, MNR Educational Trust  
To the administrative department, MNRCOP  
All teaching and non-teaching faculty

  
Principal

PRINCIPAL  
MNR COLLEGE OF PHARMACY  
Fasalwadi, Sangareddy-502294  
Telangana, Ph: 08455-230690





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**MNRCOP/IQAC/08/ 2022-23**

Date: 05/05/2023

### MINUTES OF MEETINGS

Nature of meeting	: IQAC
Venue	: Principal Office
Frequency of meeting	: Half yearly
Date	: 04/05/2023
Time	: 2.00 pm to 3.30 pm
List of members attended	: Copy attached
Copies circulated to	: All members of IQAC

The Convenor; Principal Dr. V. Alagarsamy initiated meeting by welcoming all the members of IQAC- MNRCOP. The IQAC Director Dr. P. Subhash Chandra Bose opened the discussion by highlighting the agenda points of discussion to the all members.

1. To discuss about academic issues in the college: The Principal discussed about the below mentioned points
  - Subject teachers have to submit semester attendance report to the HOD
  - Class time tables for upcoming session were reviewed.
  - B. Pharmacy final year project student allotment was reviewed
  - Pharm D students Project status was reviewed and planned for review seminar for them
  - Add on programs status was reviewed.
2. Alumni registration declared to be registered officially and planned interactive session with some alumni.
3. To discuss about the reports of the activities like NSS, IPR, Entrepreneur, soft skill conducted during the semester were reviewed.
4. HOD's of all departments were informed to collect monthly published articles from the subject teachers.
5. Research projects of M. Pharm students submission was reviewed

  
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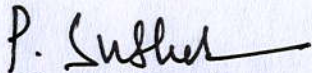
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6. All the PhD faculty were suggested to submit the research project proposal to the funding agencies.
7. To discuss about FDPs, workshops and seminars: The Various program coordinators are instructed to conduct workshops and seminars/ webinars on various upcoming national / international days.
8. To discuss about status of NAAC work: all the members were instructed to maintain the documents as per the NAAC format. Everyone was provided with one copy of NAAC manual and asked to go through the concerned criterion. As institution is planning for submission of IIQA all are instructed to provide necessary documents to IQAC team.

The meeting was concluded by Dr. V. Alagarsamy on the note of taking a very quick action towards the agendas discussed in IQAC meeting.

  
IQAC Director/ Coordinator

Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy

  
Principal

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Attendance Sheet of the IQAC-MNRCOP Meeting Held on 04/05/2023 at Principal Office

S. No.	Name of the member	Designation	Signature
1	Dr. V Alagarsamy	Chairman	
2	Dr. P. Subhash Chandra Bose	IQAC Director/Coordinator	
3	Dr. Vishakha Kulkarni	NAAC Coordinator 1	
4	Mrs. Preethy Ani Jose	NAAC Coordinator 2	
5	Dr. M. T. Sulthana	Member	
6	Dr. B. Narendhar	Member	
7	Dr. R. Sandhya Rani	Member	
8	Mr. Ramgopal	Member	
9	Dr. S. Siva Prasad	Member	
10	Dr. V. Ravi Kumar	Member	
11	Mrs. V. Swathi	Member	
12	Mr. Ravi Rathod	Administrative staff	
13	Mr. Manikandan Balasubramaniyam	Management Representative	
14	Mrs. A SaiJyothi	Alumni representative	
15	Mr. Saiteja Akirala	Student representative	
16	Mr. Aynal Haque Mallick	Parent Representative	
17	Dr. Sashi Bhushan Rao	Industry representative	

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MNRCOP/IQAC/05/ 2021-22

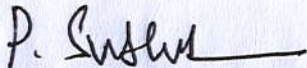
Date: 15/12/2022

### CIRCULAR

All the IQAC members are requested to attend the IQAC meeting on 17/12/2022 at 2.00 pm in the Principal Office to discuss following agenda.

#### Meeting Agenda

1. To discuss about academic issues in the college
2. To discuss about Alumni registration
3. To discuss about R & D activities
4. To discuss about status of NAAC work
5. To discuss about cocurricular and extracurricular activities

  
IQAC Director/ Coordinator

Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy

Copy to:

Sri Ravi Varma Manthena, Vice Chairman, MNR Educational Trust

To the administrative department, MNRCOP

All teaching and non-teaching faculty

  
Principal

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**MNRCOP/IQAC/06/ 2021-22**


Date: 19/12/2022

## MINUTES OF MEETINGS

Nature of meeting	: IQAC
Venue	: Principal Office
Frequency of meeting	: Half yearly
Date	: 17/12/2022
Time	: 2.00 pm to 3.30 pm
List of members attended	: Copy attached
Copies circulated to	: All members of IQAC

The convener; Principal Dr. V. Alagarsamy welcomed all the members of IQAC- MNRCOP. The IQAC Director Dr. P. Subhash Chandra Bose continued the session by highlighting the agenda points of discussion to the all members.

6. To discuss about academic issues in the college: The Principal discussed about the below mentioned points
  - Subject teachers have to submit weekly report on labs conducted, classes substitution on the day of leave and syllabus status to the HOD
  - Class time tables were reviewed.
  - B. Pharmacy final year syllabus status was reviewed
  - Pharm D students Project status was reviewed
  - GPAT coaching status was reviewed
7. To discuss about Alumni registration: The process of alumni registration was discussed with Dr. S. Siva Prasad and informed him to fasten the process with the help of administrative department.
8. To discuss about the R & D activities:
  - HOD's of all departments have to collect monthly published articles from the subject teachers
  - All faculty specially PhD faculty must publish a minimum one Scopus/ web

  
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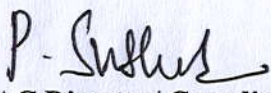
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- science indexed publication per year.
- Research projects of M. Pharm students were reviewed
  - All the PhD faculty were suggested to submit the research project proposal to the funding agencies.
4. To discuss about status of NAAC work: all the members were instructed to maintain the documents as per the NAAC format. Everyone was provided with one copy of NAAC manual and asked to go through the concerned criterion
  5. The sports and cultural programs were discussed to be organized on occasion of Republic Day.

The meeting was concluded by Dr. V. Alagarsamy on the note of taking a very quick action towards the agendas discussed in IQAC meeting.

  
IQAC Director/ Coordinator

Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy

  
Principal

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Attendance Sheet of the IQAC-MNRCOP Meeting Held on 17/12/2022 at Principal Office

S. No.	Name of the member	Designation	Signature
1	Dr. V Alagarsamy	Chairman	V. Alagarsamy
2	Dr. P. Subhash Chandra Bose	IQAC Director/ Coordinator	P. Subhash
3	Dr. Vishakha Kulkarni	NAAC Coordinator 1	Vishakha
4	Mrs. Preethy Ani Jose	NAAC Coordinator 2	Preethy
5	Dr. M. T. Sulthana	Member	M. T. Sulthana
6	Dr. B. Narendhar	Member	B. Narendhar
7	Dr. R. Sandhya Rani	Member	R. Sandhya Rani
8	Mr. Ramgopal	Member	Ramgopal
9	Dr. S. Siva Prasad	Member	S. Siva Prasad
10	Dr. V. Ravi Kumar	Member	V. Ravi Kumar
11	Mrs. V. Swathi	Member	V. Swathi
12	Mr. Ravi Rathod	Administrative staff	Ravi Rathod
13	Mr. Manikandan Balasubramaniyam	Management Representative	Manikandan
14	Mrs. A Saijyothi	Alumni representative	A. Saijyothi
15	Mr. Saiteja Akirala	Student representative	Saiteja
16	Mr. Aynal Haque Mallick	Parent Representative	ALMallick
17	Dr. Sashi Bhushan Rao	Industry representative	Sashi Bhushan Rao

V. Alagarsamy  
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MNRCOP/IQAC/03/ 2021-22

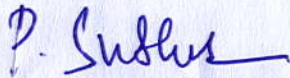
Date: 22/07/2022

### CIRCULAR

All the Internal Quality Assurance cell (IQAC) members are requested to attend the meeting on 25/07/2022 at 1.30 pm in the Principal Office to discuss following agenda.

#### Meeting Agenda

1. To discuss about academic issues in the college
2. To discuss about Alumni registration
3. To discuss about the R & D activities
4. To discuss about FDPs, workshops and seminars
5. To discuss about status of NAAC work


  
IQAC Director/ Coordinator  
Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy

Copy to:

Sri Ravi Varma Manthena, Vice Chairman, MNR Educational Trust

To the administrative department, MNRCOP

All teaching and non-teaching faculty

  
Principal  
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**MNRCOP/IQAC/04/ 2021-22**

Date: 26/07/2022

**MINUTES OF MEETINGS**

Nature of meeting	: IQAC
Venue	: Principal Office
Frequency of meeting	: Half yearly
Date	: 25/07/2022
Time	: 1.30 pm to 2.30 pm
List of members attended	: Copy attached
Copies circulated to	: All members of IQAC

The convenor; Principal Dr. V. Alagarsamy welcomed all the members of IQAC- MNRCOP. The IQAC Director Dr. P. Subhash Chandra Bose opened the discussion by highlighting the agenda points of discussion to the all members.

1. To discuss about academic issues in the college: The Principal discussed about the below mentioned points
  - Subject teachers have to submit weekly report on labs conducted, classes substitution on the day of leave and syllabus status to the HOD
  - Class time tables were reviewed.
  - B. Pharmacy final year Practice school status was reviewed
  - Pharm D students Project status was reviewed
  - Add on programs status was reviewed.
2. To discuss about Alumni registration: The process of alumni registration was discussed with Dr. S. Siva Prasad and informed him to fasten the process with the help of administrative department.
3. To discuss about the R & D activities:
  - HOD's of all departments have to collect monthly published articles from the subject teachers
  - All faculty specially PhD faculty must publish a minimum one Scopus/ web science indexed publication per year.
  - Research projects of M. Pharm students were reviewed

  
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- Research projects of M. Pharm students were reviewed
  - All the PhD faculty were suggested to submit the research project proposal to the funding agencies.
4. To discuss about FDPs, workshops and seminars: The Various program coordinators are instructed to conduct workshops and seminars/ webinars on various upcoming national / international days.
  5. To discuss about status of NAAC work: all the members were instructed to maintain the documents as per the NAAC format. Everyone was provided with one copy of NAAC manual and asked to go through the concerned criterion

The meeting was concluded by Dr. V. Alagarsamy on the note of taking a very quick action towards the agendas discussed in IQAC meeting.

**IQAC Director/ Coordinator**

Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy

**Principal**

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Attendance Sheet of the IQAC-MNRCOP Meeting Held on 25/07/2022 at Principal Office

S. No.	Name of the member	Designation	Signature
1	Dr. V Alagarsamy	Chairman	V. Alagarsamy
2	Dr. P. Subhash Chandra Bose	IQAC Director	P. Subhash
3	Dr. Vishakha Kulkarni	NAAC Coordinator 1	Vishakha
4	Mrs. Preethy Ani Jose	NAAC Coordinator 2	Preethy
5	Dr. M. T. Sulthana	Member	M. T. Sulthana
6	Dr. B. Narendhar	Member	B. Narendhar
7	Dr. R. Sandhya Rani	Member	R. Sandhya Rani
8	Mr. Ramgopal	Member	Mr. Ramgopal
9	Dr. S. Siva Prasad	Member	S. Siva Prasad
10	Dr. V. Ravi Kumar	Member	V. Ravi Kumar
11	Mrs. V. Swathi	Member	Mrs. V. Swathi
12	Mr. Ravi Rathod	Administrative staff	Mr. Ravi Rathod
13	Mr. Manikandan Balasubramaniyam	Management Representative	Mr. Manikandan
14	Mrs. A SaiJyothi	Alumni representative	Mrs. A SaiJyothi
15	Mr. K. Sunith Kumar	Student representative	Mr. K. Sunith Kumar
16	Mr. Aynal Haque Mallick	Parent Representative	Mr. Aynal Haque Mallick
17	Dr. Sashi Bhushan Rao	Industry representative	Dr. Sashi Bhushan Rao

V. Alagarsamy  
PRINCIPAL  
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MNRCOP/IQAC/01/ 2021-22

Date: 22/01/2022

### CIRCULAR

All the staff members are requested to attend the staff meeting on 24/01/2022 at 2.00 pm in The Principal Office to discuss following agenda.

#### Meeting Agenda

- To reconstitute Internal Quality Assurance Cell (IQAC) in the Institution.
- To discuss the role of IQAC in Institution.

  
IQAC Director

Chairperson  
Internal Quality Assurance Cell (IQAC)  
MNR College of Pharmacy

To,

Sri Ravi Varma Manthana, Vice Chairman, MNR Educational Trust

To the administrative department, MNRCOP

All teaching and non-teaching faculty

  
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MNRCOP/IQAC/02/ 2021-22

Date: 25/01/2022

## MINUTES OF MEETING

Venue: Office of The Principal

**Subject: Reconstitution of Internal Quality assurance Cell (IQAC)**

As per the directions of AISHE and PCI following Internal Quality Assurance Cell has been reformed as mentioned in below Table 1. Various roles and responsibilities have been allotted to IQAC for the better impact on growth of all stakeholders. The detail role of IQAC is attached herewith.

**TABLE 1: INTERNAL QUALITY ASSURANCE CELL CONSTITUTION**

S. No.	Name of the member	Designation in IQAC-MNRCOP	Department and Designation
1	Dr. V Alagarsamy	Chairman	Professor & Principal Department of Pharmaceutical Chemistry
2	Dr. P. Subhash Chandra Bose	IQAC Director / Coordinator	Professor and Vice Principal Department of Pharmaceutics
3	Dr. Vishakha Kulkarni	NAAC Coordinator 1	HOD, Department of Pharmacognosy
4	Mrs. Preethy Ani Jose	NAAC Coordinator 2	Assistant Professor Department of Pharmaceutics
5	Dr. M. T. Sulthana	Member	Professor Department of pharmaceutical Chemistry
6	Dr. B. Narendhar	Member	Associate Professor Department of pharmaceutical Chemistry
7	Dr. R. Sandhya Rani	Member	Assistant Professor, Department of Pharmacy practice
8	Mr. Ramgopal	Member	Assistant Professor Department of

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			Pharmaceutical Chemistry
9	Dr. S. Siva Prasad	Member	Associate Professor Department of Pharmaceutics
10	Dr. V. Ravi Kumar	Member	Professor Department of Pharmacology
11	Mrs. V. Swathi	Member	Associate Professor Department of Pharmaceutics
12	Mr. Ravi Rathod	Administrative staff	Administrative officer MNR college of Pharmacy
13	Mr. Manikandan Balasubramaniyam	Management Representative	Chief Academic Officer, MNR Educational Trust
14	Mrs A SaiJyothi	Alumni representative	Assistant Professor, MNR College of Pharmacy
15	Mr. K. Sunith Kumar	Student representative	Pharm D VI th year
16	Mr. Aynal Haque Mallick	Parent Representative	Business man
17	Dr. Sashi Bhushan Rao	Industry representative	Project Manager, Elvikon India Pvt. Ltd, Hyderabad

### IQAC OBJECTIVES, ROLE AND RESPONSIBILITIES:

Quality enhancement is a continuous process and Internal Quality Assurance Cell (IQAC) is committed to enhance the quality of the institution. The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the institution.

#### IQAC OBJECTIVES:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

  
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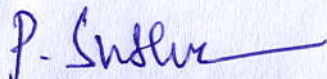
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### IQAC ROLE AND RESPONSIBILITIES:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programs.
- Equitable access to and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services.
- Sharing of research findings and networking with other institutions in India and abroad.
- Development of Quality Culture in the institution.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programs/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.

  
**IQAC Director/ Coordinator**  
Chairperson  
Internal Quality Assurance Committee  
MNR College of Pharmacy

  
**Principal**  
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## ATTENDANCE SHEET OF THE IQAC-MNRCOP MEETING HELD ON 24/01/2022 AT PRINCIPAL OFFICE

S. No.	Name of the member	Designation	Signature
1	Dr. V Alagarsamy	Chairman	<i>V. Alagarsamy</i>
2	Dr. P. Subhash Chandra Bose	IQAC Director	<i>P. Subhash</i>
3	Dr. Vishakha Kulkarni	NAAC Coordinator 1	<i>Vishakha</i>
4	Mrs. Preethy Ani Jose	NAAC Coordinator 2	<i>Preethy</i>
5	Dr. M. T. Sulthana	Member	<i>M.T. Sulthana</i>
6	Dr. B. Narendhar	Member	<i>B. Narendhar</i>
7	Dr. R. Sandhya Rani	Member	<i>R. Sandhya</i>
8	Mr. Ramgopal	Member	<i>Mr. Ramgopal</i>
9	Dr. S. Siva Prasad	Member	<i>S. Siva Prasad</i>
10	Dr. V. Ravi Kumar	Member	<i>V. Ravi Kumar</i>
11	Mrs. V. Swathi	Member	<i>V. Swathi</i>
12	Mr. Ravi Rathod	Administrative staff	<i>Ravi Rathod</i>
13	Mr. Manikandan Balasubramaniyam	Management Representative	<i>Manikandan</i>
14	Mrs. A Saijyothi	Alumni representative	<i>A. Saijyothi</i>
15	Mr. K. Sunith Kumar	Student representative	<i>Sunith Kumar</i>
16	Mr. Aynal Haque Mallick	Parent Representative	<i>AL Mallick</i>
17	Dr. Sashi Bhushan Rao	Industry representative	<i>Sashi Bhushan Rao</i>

*V. Alagarsamy*  
**PRINCIPAL**  
**MNR COLLEGE OF PHARMACY**