

# ADITYA PHARMACY COLLEGE

Approved by AICTE & PCI – NEW DELHI, Affiliated to JNTU KAKINADA  
(Formerly known as Aditya Institute of Pharmaceutical Sciences & Research)

Ph: 98665 76663  
Email: office@adityapharmacy.edu.in  
Website: www.adityapharmacy.edu.in

Date: 05-07-2021

APC/PRINCIPAL/IQAC/A.2021-22

## CIRCULAR

All the IQAC members are informed to attend a meeting on **06.07.2021** at **2:30PM** at principal chamber to discuss about the audit on **08.07.2021**. All are requested to attend the meeting without fail.

The agenda of the meeting is:

- 1) Conducting departmental audit of academic files viz.
  - a) Course files
  - b) Personal files
  - c) Lab files
  - d) Project files
- 2) IQAC members will act to audit files and affixing of signatures.

B. Sujin  
G. Saideen  
T. Aditya Kumar  
Coordinator

Chuggi  
Co.  
P.S.K.

Principal & Chairman  
**PRINCIPAL**  
Aditya Pharmacy College  
SURAMPALEM-533 437

# ADITYA

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APC/PRINCIPAL/ AC/2021-22

Date: 06-07-2021

### Minutes of Meeting

The chairman of IQAC & its constituted members are discussed the following points

1. The functions to be performed by the appointed members.
2. Identification of the same committee representative to conduct audits for academic all courses relevant files.

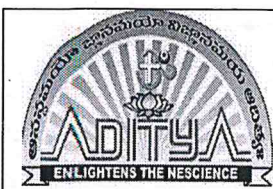
S. No	Name	Designation	Role	Date of Audit
1	Dr. D. Sathis Kumar	Principal	Chairman	08-07-2021
2	Dr. N. Sathis Reddy	Vice Chairman	Management Member	
3	Dr. J Anu Pravallika	Associate Professor	Director	
4	Dr. P S S Sai Kiran	Associate Professor	Member	
5	Mr. T Uday Kumar	Associate Professor	Member	
6	Mr. S Nageswara Rao	Associate Professor	Member	
7	Mrs. G Sridevi	Assistant Professor	Member	
8	Ms. B Sujiya	Assistant Professor	Member	
9	Mr. Ch. Venkat Raju	Office Incharge	Member	

B. Sujiya  
Director

T. Uday Kumar

Chairman & Principal  
PRINCIPAL  
Aditya Pharmacy College  
KAKINADA-533 437

Chudra  
G. S.  
PST



**ADITYA PHARMACY COLLEGE**  
**Aditya Nagar, Surampalem –Kakinada., A.P**

Date: 10/07/2021

To

The Principal,

Respected Sir,

Sub: Audit conclusion report.

The audit was conducted by audit members on 08.07.2021 and recommended to chairman of committee implement the following things.

S.No	Items	Observations
1	Corse file Audit	Lecture note in hand written form but not printed form
2	Laboratory file	Schedule of end practical examination is not included
3	Student life time learning skills enhancement audit	Need to encourage the students for the registration of online courses such NPTEL /Moocs/ Coursera in order to get the aware about Pharmaceutical Sciences.
4	Teaching Methodologies audit	Every faculty member is encouraged for innovative teaching methods.

Signature of the member of audit team (Name & Signature):

B. Sujyo  
Chetan  
PSK  
A. Sridhar

T. Lakshmi

Coordinator