



KRUPANIDHI COLLEGE OF PHARMACY

(Approved by AICTE & PCI, New Delhi, Affiliated to RGUHS, Bengaluru)
Accredited with Grade 'A' by NAAC, Bengaluru | ISO 9001 - 2015 Certified
12/1, CHIKKA BELLANDUR, CARMELARAM POST, VARTHUR HOBLI, BANGALORE - 560 035



Academic Committee

For the Year

2020-2021



KRUPANIDHI COLLEGE OF PHARMACY

AICTE, PCI, RGUHS approved, NAAC "A" and ISO certified



KRUPANIDHI COLLEGE OF PHARMACY

BANGALORE

ACADEMIC COMMITTEE REPORT

Chairperson: Dr. S.V. Rajendra

Academic Coordinator: Dr. Kavitha AN

2020 – 2021 AY




PRINCIPAL
Krupanidhi College of Pharmacy
Chikkabellandur, Carmelaram Post,
Varthur Hobli, Bangalore - 560 035



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ACADEMIC COMMITTEE

1.1 Introduction:

COLLEGE ACADEMIC COMMITTEE: The main objective of the academic committee is to oversee the academic affairs of the college and make recommendations to the Principal about academic programs and strategic priorities. The members of the committee sit together at regular intervals of time to develop the ways and means to ensure that quality teaching learning process should remain the topmost priority. This Committee also formulates the guidelines, rules and regulations of all Academic affairs of the College. The Academic Committee is formed with the following members under the chairmanship of Principal.

1.2 Functions:

1. Members of the committee give their suggestions and directions for the smooth running of the college in all academic aspects.
2. Review the academic and other related activities of the college.
3. Review the students and faculty development programs.
4. Visualize and formulate perspective plans for the development and growth of the college.
5. Prepare and review Academic Calendar and Class Routine for the college.
6. Review and update the College Prospectus.
7. Draft Concise Leave Rules for the teaching and non-teaching staff of the College.
8. Decide the introduction of Students Uniform in the College.
9. Promote research and extension activities in the college campus.
10. Plan for sustaining the quality of education, quality improvement and accreditation of the college. Keep vigilance on the attendance of teachers and regularity in taking the classes.
11. Review student's attendance/malpractices in examinations.
12. Oversee the sessional examinations/evaluation/recording.
13. Take disciplinary action on students for violation and disobedience to the college rules.




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**1.3 COMPOSITION OF Academic Counsel:**

Academic Counsel			
S.NO	NAME	DEPARTMENT	
1	Dr. S.V. Rajendra	Pharmacology	Head of the Committee
2	Dr. S.V. Rajendra	Pharmacology	Principal
3	Dr. Kavitha AN	Quality Assurance	Academic Coordinator
Head of the Departments			
4	Dr. Preethi Sudheer	Pharmaceutics	Member
5	Dr. Kunthal Das	Pharmacognosy	Member
6	Dr. Sayani B	Pharmaceutics	Member
7	Dr. Jyothi	Pharmacology	Member
Other Members			
8	Mrs. LithaThamas	Pharmaceutics	Member
9	Mrs. Sravani	Cognosy	Member
10	K Raksha	Chemistry	Member
11	Anjali Nayak	Chemistry	Member
12	Dr.Ranganath	Analysis	Member
13	Vasanth	Office	Office Assistant
14	Nayana	Office	Office Assistant



Principal
31/10/22

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Action Plan for the academic year 2020 - 2021

Date: 6 /7/20 **Venue:** Zoom meeting **Time:** 2:00 PM

Chairperson: Dr. S.V. Rajendra

Agenda for the Meeting: Action plan for the Academic Year

Members Present:

Sl. No.	Name of the Faculty / Office Staff	Signature
1.	Dr. Rajendra SV	
2.	Dr. Kavitha AN	
3.	Dr.Kuntal Das	
4.	Dr.Sayani B	
5.	Dr.Ranganath	
6	Dr. Preethi	
7	Mrs. LithaThamas	
8	Mrs. Sravani	
9	Mrs. Y Jyothi	
10	K Raksha	
11	Anjali Nayak	
12	Mr Vasanth	
13	Mrs Nayana	



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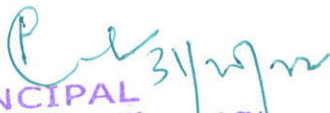


Outcomes / Minutes of Zoom meeting held on 6/ 7/ 2020

1. The Chairperson discussed in brief regarding the functioning of the academic committee, various examinations to be conducted, additional responsibilities vested to the faculty members for the academic year.
2. Tasks, Activity, and Events were narrated and allocated to the concerned faculties for the upcoming semesters.
3. In view of covid lockdown, online classes to be taken on zoom platform and sessional exams also to be completed online.
4. A broad discussion on the syllabus coverage, tentative sessional examination & preparatory dates for B Pharm, M Pharm & Pharm D.
5. The syllabus needed to be covered uniformly and spread over the entire year.
6. The importance of GPAT and value added / certificate courses was discussed and the academic committee will design the GPAT course in the college and implement it at the earliest. The status and implementation process will be discussed in the next meeting.
7. The tentative dates of sessional exams will be given once the lock down is removed.
8. The Chairperson recommended the head of the departments for the Academic Year 2020 – 2021

Academic coordinator

Principal


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CIRCULAR TO FACULTY

Date: 22/ 2/21

All the faculty members of the Pharmacy Department are hereby informed to assemble in the board room at 2:00 pm. The meeting concentrates on the progress of academic activities and conduction of sessional examination for B Pharm, M Pharm & Pharm D students. All are hereby informed to participate without fail.

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Meeting 1: Progress of academic activities and conduction of sessional exams.

Date: 22 2 21 Venue: Seminar Hall Time: 2:00 PM

Chairperson: Dr. S.V. Rajendra

Agenda for the Meeting: Progress of academic activities and conduction of sessional exams.

Members Present:

Sl. No.	Name of the Faculty / Office Staff	Signature
1.	Dr. Rajendra SV	
2.	Dr. Kavitha AN	
3.	Dr. Kunthal Das	
4.	Dr. Sayani B	
5.	Dr. Ranganath	
6.	Dr. Preethi	
7.	Mrs. Litha Thamas	
8.	Mrs. Sravani	
9.	Mrs. Y Jyothi	
10.	K Raksha	
11.	Anjali Nayak	
12.	Mr Vasanth	
13.	Mrs Nayana	



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Meeting 1: Outcomes / Minutes of meeting held on 22/ 2/ 21

1. The committee discussed on the syllabus coverage and was satisfied with the progress of the syllabus in the courses and asked the exam committee to proceed with the sessional exams as per the tentative schedule given below.
2. The discipline monitoring committee is required to see that the students wear uniform regularly and maintain discipline in college.
3. The anti - ragging committee is to ensure that the campus is free of ragging.
4. The progress of GPAT classes was discussed and monitored.
5. The faculty is to identify slow learners and fast learners and recommended measures to improve the learning of slow learners.
6. The faculty need to give simple notes for slow learners and conduct tests in labs in a topic before starting the lab experiment.
7. The students are to made into groups of four involving slow and fast learners. The fast learners

Chair Person



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Academic Coordinator



SESSIONAL EXAMS PLAN OF ACTION – AY 2020 – 2021

Course	Month	Examination
B Pharm ODD	April 21	I Internal Exam
B Pharm ODD	May 21	II Internal Exam
B Pharm Even	July 2021	I Internal Exam
B Pharm Even	Sept 2021	II Internal Exam
M.Pharm ODD	April 21	I Internal Exam
M.Pharm ODD	May 21	II Internal Exam
M.Pharm Even	Sep 2021	I Internal Exam
M.Pharm Even	Oct 2021	II Internal Exam
Pharm D	Mar 2021	I Internal Exam
Pharm D	May 2021	II Internal Exam
Pharm D	July 2021	III Internal Exam

Chair Person

Academic Coordinator



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CIRCULAR TO FACULTY

Date: 21/ 6/ 21

All the faculty members of the Pharmacy Department are hereby informed to assemble in the board room at 3:00 pm. The meeting concentrates on the progress of academic activities and conduction of sessional examination for B Pharm, M Pharm & Pharm D students. All are hereby informed to participate without fail.



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**Meeting 2: Progress of academic activities and conduction of sessional exams in****Date: 21/ 6/ 21 Venue: Board room Time: 3:00 PM****Chairperson: Dr S.V. Rajendra****Agenda for the Meeting: Progress of academic activities and conduction of sessional exams.****Members Present:**

Sl. No.	Name of the Faculty / Office Staff	Signature
1.	Dr. Rajendra SV	
2.	Dr. Kavitha AN	
3.	Dr.Kuntal Das	
4.	Dr.Sayani B	
5.	Dr.Ranganath	
6.	Dr. Preethi	
7.	Mrs. LithaThamas	
8.	Mrs. Sravani	
9.	Mrs. Y Jyothi	
10.	K Raksha	
11.	Anjali Nayak	
12.	Mr Vasanth	
13.	Mrs Nayana	



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Meeting 2: Outcomes / Minutes of meeting held on 21/ 6/ 21

1. The committee discussed on the syllabus coverage and was satisfied with the progress of the syllabus in the courses and asked the exam committee to proceed with the sessional exams as per the tentative schedule given in the academic meeting on 22 /2/21.
2. The discipline monitoring committee is required to see that the students wear uniform regularly and maintain discipline in college.
3. The anti - ragging committee is to ensure that the campus is free of ragging.
4. The progress of GPAT classes was discussed and monitored.
5. The faculty is to identify slow learners and fast learners and recommended measures to improve the learning of slow learners.
6. The faculty need to give simple notes for slow learners and conduct tests in labs in a topic before starting the lab experiment.
7. The students are to made into groups of four involving slow and fast learners. The fast learners

Chair Person



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Academic Coordinator



CIRCULAR TO FACULTY

Date: 26 /7/2021

All the faculty members of the Pharmacy Department are hereby informed to assemble in the Seminar Hall at 3:00 pm. The meeting concentrates on the progress of academic activities and conduction of sessional examination for B Pharm, M Pharm & Pharm D students. All are hereby informed to participate without fail.




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Meeting 3: Progress of academic activities and feedback on the conduction of sessional exams in

Date: 26/ 7/ 2021 **Venue:** Seminar Hall **Time:** 3:00 PM

Chairperson: Dr. S.V. Rajendra

Agenda for the Meeting: Progress of academic activities and feedback on the conduction of sessional exams.

Members Present:

Sl. No.	Name of the Faculty / Office Staff	Signature
1.	Dr. Rajendra SV	
2.	Dr. Kavitha AN	
3.	Dr.Kunthal Das	
4.	Dr.Sayani B	
5.	Dr.Ranganath	
6.	Dr. Preethi	
7.	Mrs. LithaThamas	
8.	Mrs. Sravani	
9.	Mrs. Y Jyothi	
10.	K Raksha	
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Meeting 3: Outcomes / Minutes of meeting held on 26/ 7/2021

1. The committee discussed on the syllabus coverage and was satisfied with the progress of the syllabus in the courses and asked the exam committee to proceed with the second sessional exams as per the tentative schedule given in the academic meeting held on 22/ 2/ 21.
2. The academic committee was satisfied with the conduction of sessional exams.
3. The discipline monitoring committee is required to see that the students are regular to the class. The class teachers are required to inform the parents if a student is absent for more than two days in a week.
4. The anti - ragging committee was appreciated for keeping the campus free of ragging.
5. The committee recommended the principal for a parents teacher meet.
6. The progress of GPAT classes was discussed and monitored.
7. To identify students facing problems with English language, and conduct English classes for them.

Chair Person



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Academic Coordinator



CIRCULAR TO FACULTY

Date: 22/ 10/ 2021

All the faculty members of the Pharmacy Department are hereby informed to assemble in the board room at 2:00 pm. The meeting concentrates on the progress of academic activities and conduction of sessional examination for B Pharm, M Pharm & Pharm D students in. All are hereby informed to participate without fail.




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Meeting 4: Progress of academic activities and conduction of sessional exams.

Date: 22/ 10/ 2021 Venue: Board room Time: 2:00 PM

Chairperson: S.V. Rajendra

Agenda for the Meeting: Progress of academic activities and conduction of sessional exams.

Members Present:

Sl. No.	Name of the Faculty / Office Staff	Signature
1.	Dr. Rajendra SV	
2.	Dr. Kavitha AN	
3.	Dr.Kunthal Das	
4.	Dr.Sayani B	
5.	Dr.Ranganath	
6.	Dr. Preethi	
7.	Mrs. LithaThamas	
8.	Mrs. Sravani	
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Meeting 4: Outcomes / Minutes of meeting held on 22/ 10/ 2021

1. The committee discussed on the syllabus coverage and was satisfied with the progress of the syllabus in the courses and asked the exam committee to proceed with the sessional exams as per the tentative schedule given in the first academic committee meeting held on
2. The academic committee asked the faculty to give two question papers for the sessional exams and the exam cell will select one question paper randomly for the exam.
3. The faculty to conduct pre sessional exams and evaluate the blue books and intimate the common mistakes made by students in the exam.
4. To improve the communication skills and learning of subjects a poster presentation competition to be kept among the students of each class. All students need to participate in groups of three.
5. The students to be trained in lab in viva voce. Need to be taken regularly by faculty in the lab.
6. The progress of GPAT classes was discussed and monitored.

Chair Person



Academic Coordinator

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CIRCULAR

Date: 20/ 12/ 2021

This is to inform that the Academic Committee has decided a closure meeting regarding the completion of all the planned activities and their outcomes. The meeting will be held on at 3:00 pm in the seminar hall. All the respective faculty members are informed to attend the meeting without fail.

In case of any other queries, kindly contact:

Academic Coordinator:

Principal



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Minutes of the Meeting 5 – 20 /12 /2021

Date: 20/ 12/ 2021

Venue: Seminar hall

Time: 3:00 PM

Chairperson:

Agenda for the Meeting: Recap of Activity Completion Status for the Academic Year

Members Present:

Sl. No.	Name of the Faculty / Office Staff	Signature
1.	Dr. Rajendra SV	
2.	Dr. Kavitha AN	
3.	Dr.Kuntal Das	
4.	Dr.Sayani B	
5.	Dr.Ranganath	
6.	Dr. Preethi	
7.	Mrs. LithaThamas	
8.	Mrs. Sravani	
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Meeting Outcomes:

- The Chairperson discussed the track of events (planned and executed) for the academic year.
- Around ten certificate courses were offered. An average of 60 students enrolled for each course. The total enrolment for all six course put together was 600 students.
- Four candidates qualified in PG CET, the chairman discussed the steps to improve GPAT qualification in the coming academic year.
- The Chairperson thanked each and every member of the academic committee for their relentless commitment, effort, and dedication for the success of the academic year.
- The Chairperson highlighted the vital segments in the new academic year which can strengthen the academic committee.
- The Chairperson informed the faculty mentors to collect feedback from the students regarding the progress at the end of the academic year.
- The Chair Person observed that inputs from the Faculty Mentors and Students for the academic events to be given more importance.
- The Chairperson congratulated the faculty mentors of the Academic Committee for their dedication and sincerity.

OUTCOMES OF THE PLAN OF ACTION - Completion Status

1. The Chairperson discussed in brief regarding the functioning of the academic committee, various examinations which were conducted, additional responsibilities vested to the faculty members for the academic year.
2. Completion of Tasks, Activities and Events were discussed.
3. A broad discussion on the syllabus coverage, sessional examination outputs for B Pharm, M Pharm & Pharm D and finally preparatory examination.

Conclusion

The merits and outcomes of various academic activities were analysed. Brainstorming for solving various issues was conducted. Meeting was adjourned by the chairperson after the vote of thanks.

Chair



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