



# 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**

**2017-2018**



**KRUPANIDHI COLLEGE OF PHARMACY**



**KRUPANIDHI COLLEGE OF PHARMACY**

**BANGALORE**

# ACADEMIC COMMITTEE REPORT

**Chairperson: Dr. Amit Kumar Das**

**Academic Coordinator: Dr. S.V. Rajendra**

**2017 – 2018 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. Amit Kumar Das	Pharmachemistry	Head of the Committee and Principal
2	Dr. S.V. Rajendra	Pharmacology	Academic Coordinator
Head of the Departments			
3	Dr. Preethi Sudheer	Pharmaceutics	Member
4	Dr. Kuntal Das	Pharmacognosy	Member
5	Prof.Ranganath	Ph.Analysis	Member
6	Prof.Chandramouli	Quality Assurance	Member
Other Members			
7	Mrs. Litha Thamas	Pharmaceutics	Member
8	Dr. Bharani M	Pharmachemistry	Member
9	Dr. Ranganath	Ph.Analysis	Member
10	Mrs. Jyothi	Pharmacology	Member
11	Dr. Rajeswari	Pharmacy Practice	Member
12	Mr.Vasanth	Office	Office Assistant
13	Mrs.Bharathi	Office	Office Assistant



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**Meeting 1: Action Plan for the academic year 2017 - 2018**

**Date:** July 6, 2017 **Venue:** Seminar Hall **Time:** 2:00 PM

**Chairperson:** Dr. Raman Dang

**Agenda for the Meeting:** Action plan for the Academic Year 2017 - 2018

**Members Present:**

S.NO	Name of the Faculty / Office Staff	Signature
1.	Dr. Raman Dang	
2.	Dr. Rajendra SV	
3.	Dr. Kavitha AN	
4.	Dr. Kuntal Das	
5.	Prof.Saifulla Khan	
6.	Dr. Ranganath	
7.	Dr. Preethi	
8.	Mrs. Litha Thamas	
9.	Dr. Bharani M	
10.	Mrs.Jyothi Y	
11.	Dr. Rajeswari	
12.	Mr.Vasanth	
13.	Mrs.Bharathi	



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**Meeting 1: Outcomes / Minutes of meeting held on July 6 2017**

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. A broad discussion on the syllabus coverage, tentative sessional examination & preparatory dates for B Pharm, M Pharm & Pharm D.
4. The syllabus needed to be covered uniformly and spread over the entire year.
5. 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.
6. The tentative dates of sessional exams have been decided and recommended to Sessional exam committee for necessary action and are given below.
7. The Chairperson recommended the head of the departments for the Academic Year

**Academic Coordinator**

**Principal**

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## SESSIONAL EXAMS PLAN OF ACTION – AY 2017 - 2018

Sem / Year	Sessional Examination	Exam in Month of
B Pharm, Odd sem	I	Oct 2017
B Pharm, Odd sem	II	Nov 2017
B Pharm, Even sem	I	Mar 2018
B Pharm, Even sem	II	May 2018
B Pharm	I	Oct 2017
B Pharm	II	Jan 2018
B.Pharm	III	Mar 2018
M.Pharm, Odd Sem	I	Oct 2017
M.Pharm, Odd Sem	II	Dec 2017
M.Pharm, Even Sem	I	Mar 2018
M.Pharm, Even Sem	II	May 2018
Pharm D	I	Oct 2017
Pharm D	II	Jan 2017
Pharm D	III	Mar 2017

  
Chair Person



  
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Academic Coordinator






**CIRCULAR TO FACULTY**

**Date: 4 /9/ 17**

All the faculty members of the Pharmacy Department are hereby informed to assemble in the board room at 9:00 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.

  
**PRINCIPAL**



  
31/2/17



**Meeting 2: Progress of academic activities and conduction of sessional exams in Oct 2017**

**Date: 4/ 9/ 2017, Venue: Board Room Time: 2:00 PM**

**Chairperson: Dr. Raman Dang**

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

**Members Present:**

S.NO	Name of the Faculty / Office Staff	Signature
1.	Dr. Raman Dang	
2.	Dr. Rajendra SV	
3.	Dr. Kavitha AN	
4.	Dr. Kunthal Das	
5.	Prof.Saifulla Khan	
6.	Dr. Ranganath	
7.	Dr. Preethi	
8.	Mrs. Litha Thamas	
9.	Dr. Bharani M	
10.	Mrs.Jyothi Y	
11.	Dr. Rajeswari	
12.	Mr.Vasanth	
13.	Mrs.Bharathi	



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**Meeting 2: Outcomes / Minutes of meeting held on 4. 9. 2017**

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 meeting held on July 6, 2017.
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. They are required to make frequent rounds in hostel during night also.
4. The progress of GPAT classes was discussed and monitored. The students have to be given five mock tests and improve GPAT results.
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 will help the slow learners in all respects.

  
**Chair Person**

  
**Academic Coordinator**

  
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**CIRCULAR TO FACULTY**

**Date: 5 .2. 2018**

All the faculty members of the Pharmacy Department are hereby informed to assemble in the board room at 1:00 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 period Oct 2017 – Jan 2018 and plan for next sessional exam.**

**Date: 5.2.2018 Venue: Board room Time: 2:00 PM**

**Chairperson: Dr Amit Kumar Das**

**Agenda for the Meeting: Progress of academic activities, reviewing of sessional exams.**

**Members Present:**

S.NO	Name of the Faculty / Office Staff	Signature
1.	Dr. Amit Kumar Das	
2.	Dr. Rajendra SV	
3.	Dr. Kavitha AN	
4.	Dr. Kunthal Das	
5.	Prof. Saifulla Khan	
6.	Dr. Ranganath	
7.	Dr. Preethi	
8.	Mrs. Litha Thamas	
9.	Dr. Bharani M	
10.	Mrs. Jyothi Y	
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13.	Mrs. Bharathi	



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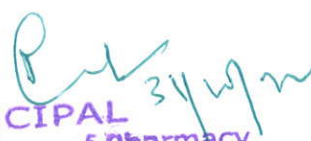


**Meeting 3: Outcomes / Minutes of meeting held on 5 2 18**

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.
2. The academic committee was satisfied with the conduction of sessional exams during the period Oct 2017 to Jan 2018. The pre-sessionals to be conducted and evaluated to improve the results.
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. Attendance for GPAT classes is mandatory and should be monitored by the discipline committee.
7. To identify students facing problems with English language, and conduct English classes for them.
8. To identify slow learners and conduct special classes for them.

  
**Chair Person**



  
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**Academic Coordinator**



**CIRCULAR TO FACULTY**

**Date: 23. 4. 2018**

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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PRINCIPAL 31/4/18  
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**Meeting 4: Progress of academic activities and conduction of sessional exams**

**Date: 23.4. 2018, Venue: Board room, Time: 2:00 PM**

**Chairperson: Dr Amit Kumar Das**

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

**Members Present:**

S.NO	Name of the Faculty / Office Staff	Signature
1.	Dr. Amit Kumar Das	
2.	Dr. Rajendra SV	
3.	Dr. Kavitha AN	
4.	Dr. Kunthal Das	
5.	Prof.Saifulla Khan	
6.	Dr. Ranganath	
7.	Dr. Preethi	
8.	Mrs. Litha Thamas	
9.	Dr. Bharani M	
10.	Mrs.Jyothi Y	
11.	Dr. Rajeswari	
12.	Mr.Vasanth	
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**Meeting 4: Outcomes / Minutes of meeting held on 23/ 4/ 2018**

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.
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. Need to improve further by giving more classes.

**Chair Person**

**Academic Coordinator**

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**CIRCULAR**

**Date: 25 /6/ 2018**

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 – held on 25 .6 .2018

Date: 25/ 6/ 18

Venue: Seminar hall

Time: 3:00 PM

Chairperson: Dr. Amit Kumar Das

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

Members Present:

S.NO	Name of the Faculty / Office Staff	Signature
1.	Dr. Amit Kumar Das	
2.	Dr. Rajendra SV	
3.	Dr. Kavitha AN	
4.	Dr. Kunthal Das	
5.	Prof.Saifulla Khan	
6.	Dr. Ranganath	
7.	Dr. Preethi	
8.	Mrs. Litha Thamas	
9.	Dr. Bharani M	
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**Meeting Outcomes:**

- The Chairperson discussed the track of events (planned and executed) for the academic year.
- Around 24 certificate courses were offered. An average of 45 students enrolled for each course. The total enrolment for all six course put together was 709 students.
- One candidate qualified in GPAT, the chairman discussed the steps to improve GPAT qualification in 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.

  
**Academic Coordinator**



  
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**Principal**