



AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Approved by AICTE, PCI, Recognized by the Govt. of A.P. & Affiliated to JNTU-GV, Vizianagaram)

Cherukupally (Village), Chittivalasa (SO), Bhogapuram (Mandal), Vizianagaram (Dist) -531162.

www.avanthipharma.ac.in, principal@avanthipharma.ac.in

6.2.1 The Institution Perspective plan is effectively deployed and functioning of the institutional bodies is effective as visible from policies ,administrative set up appointment service rules and procedures etc.

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Principal
Avanathi Institute of Pharmaceutical Sciences
Cherukupally (V), Bhogapuram Mandal
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Institutional Strategic Plan

Preamble:

Avanthi Educational Society was started in the Year 1991, under the Leadership of Sri M. Srinivasa Rao Garu. Within a short span of its establishment, the group has made a remarkable stride in the field of education offering various courses at Under Graduate, Post Graduate, Pharmacy & Engineering levels. This milestone is achieved as the institution carved itself to impart quality and carrier-oriented education, countering the challenges of them modern world through planning, dedication, determination, prompt execution and with the innovative ideas of our advisory board. Today, Avanthi Educational Society is proud to have strength of over 16000 students with 15 institutions.

Under its ambit, it is another path of glory by establishing Avanthi Institute of Pharmaceutical sciences by the eminent personality Sri. M. Srinivas Rao, which was started in the year 2005. Within a short span of its establishment, AIPS has made a remarkable stride in the field of education offering various courses at Under Graduate, Post Graduate, Pharmacy & Engineering levels. Today, AIPS is proud to have strength of over 650 students with 56 qualified teaching faculties under its ambit. It is the path of glory towards the success during the last 16 years and it was under the PCI accreditation for the departments B. Pharmacy, M. Pharmacy, Pharm-D in the year 2013-2017, recognized by JNTUK through the effective implementation of strategic goals of Technology upgrade, Faculty Retention, Quality education, and Administration. Internal training for the students to select them for different eminent company placements. AIPS carved itself to impart quality and carrier-oriented education, countering the challenges of the modern world through planning, dedication, determination, prompt execution and with the innovative ideas of our advisory board.

The campus is being well equipped for teaching, for better convenience and comfort of the students and the staff. In order to make the Institution responsive to the aims and objectives, all the departments of college and office are governed on the principles of participation and transparency, making the academic and administrative planning goes hand in hand. The principal heads the administrative setup, ably assisted by administrative and management Committees. Institute works as a single unit with mutual cooperation of all its constituents and stakeholders.

Strategic Plan:

To facilitate continued excellence and leadership in our mission, this Strategic Plan has been developed as a guide envisioning our future priorities. Aligned with the institute's Mission, this



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Strategic Plan defines the objectives and strategies that will build towards the goals outlined.

Avanathi Institute of Pharmaceutical sciences (AIPS) Planning and Development Committee (PDC) were constituted in 2018 with key Institute leaders and faculty representatives. The PDC prepared a draft strategy document with a vision, mission, goals and action items. The planning process started with a brainstorming session by a team of faculty members, focus group meetings with students, discussions in department faculty meetings and alumni inputs. The participants were grouped and completed an extensive SWOT analysis on the state-of-art of Avanathi Institute of Pharmaceutical Sciences. The PDC team developed ideas on the major goals, objectives and strategies. Suggestions and feedback were invited from all stakeholders: Parents, Faculty, Staff, Students, Alumni and Industry. The recommendations from allots stake hold erswere consolidated as six major goals. Six groups of subcommittees reviewed the objectives and strategies and completed the draft plan. Finally, the draft plan was presented to the AIPS GB members, Chairman, Principal, Deans and all HODs, Professors and faculty for feedback and for fine-tuning. After incorporating the suggestions and feedback, the Strategic Plan 2018-2023 has been finalized.

VISSION AND MISSION

Our Vision

To be an exemplary Institution in Education, placement & community empowerment for betterment of society.

Our Mission

- To establish institute industry partnership, to create self-employment opportunity to enhance technical skills and for them to reach greater heights.
- To promote moral and ethical values
- Creating cultural and socially accountable students by engagement in community and social accountability.
- To achieve academic excellence through innovative and discipline loading practices
- To impact standard knowledge in students by empowered manpower.

Quality Policy:

Avanathi Institute of Pharmaceutical Sciences, emphasizes the ethical ideals to innovate advanced training by creating the best possible infrastructure through an engaging, activity-oriented teaching.

Goals Short term:

- Achieving academic success by obtain a passing guide in all semesters of all programs of the university examination.




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- Generating active research promotion among staff and student, which results in National and International publication.
- Providing placement to all eligible students through the development of soft skills, technical ability and domain knowledge.
- Improving leadership quality of staff members and students by involving them in college level committees, there by grooming them to work automatically.
- Memorandums of understanding with prominent industries to improve industry institution relations, which help the students in placements, internships, projects, in-house training and knowledge, transfer on current technologies.

Long term:

- To make all departments as Research centre recognized by university.
- To attract more grants from funding agencies VIZ, AICTE, DST etc.
- Aiming towards getting accreditations from NBA, NAAC, NIRF and autonomous status.

INSTITUTIONAL STRATEGIC PLAN:

The major object of strategic plan is to develop quality of education and to achieve improvement in quality of education as the institute imparts in line with the vision and mission of institute. The strategy is developed by extra infrastructure, talented faculty and students. AIPS has the following goals:

- I. Take timely decisions in providing financial, academic and physical facilities.
- II. Transparency and accountability in decision-making.
- III. To ensure effective utilization and maintenance of infrastructure.
- IV. To revise, add and make changes to the academic program of the institute whenever and wherever needed.
- V. Improving standards and attain accreditation status.
- VI. Introducing modern Teaching aids like ICT facilities etc.
- VII. Improve the placements to students by inculcating soft skills and advanced technology training to the students in line with industrial network.

Institutional Opportunity:

1. Training for competitive examinations and conducting departmental workshops.
2. To initiate scholarships from non-govt. schemes.



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3. To motivate teachers towards Doctoral Programs and research.
4. To mobilize a greater number of students for socially relevant programs such as blood donation and social awareness camps.

Institutional Challenge:

1. Improving language and communication skills, motivating students to have good technical exposure.
2. Promoting culture and value-based education.
3. Managing students coming from varied cultural backgrounds. Balancing the old Annual System and the new Choice Based Credit System, as the institute handles both.
4. Creation of space within the college premises is a major challenge that the institute has to deal with urgently.
5. Achieving results that commensurate with program and course outcomes.

Strength, Weakness, Opportunity and Challenges (SWOC)

Institutional Strength:

- S1. Dynamic, committed and visionary management.
- S2. Admirable governance and transparency in all the administration allied pursuits.
- S3. Imparting quality education and training with more industrial exposure
- S4. Pro-active and efficient Training and Placement cell
- S5. Dedicated and experienced faculty.
- S6. More than 90 percent of results for both Pharm.D and B.Pharm and better part of the students progressing for higher education.
- S7. Regular Co-Curricular and Extracurricular activities for the overall development of students
- S8. Having excellent mentor mentee system which allows to identify the advanced learners and slow learners. Slow learners can get help from the advanced learners and teachers to concentrate more on studies and advanced learners can get help from the teachers to concentrate more on competitive exams like GPAT, GRE and Various examinations conducted by prestigious Universities like BHU, NIPER etc..
- S9. Institution places great emphasis on the individual students to develop in a holistic manner to serve the society and nation.



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- S10.** Having excellent infra structure like ICT enabled class rooms, well equipped laboratories with sophisticated instruments, excellent Library with maximum number of books, national and international journals. and having DIC are the assets of the institution.
- S11.** Regular feedback obtained from the students parents faculty and other stake holders which allows to focus on further development of students
- S12.** Having abundant number of alumni who are working in various reputed organizations in India and in abroad which glorifies the success of the organization
- S13.** Organizes conferences, seminars and FDP's for the students as well as for faculty and encourages them to attend the same organized by other institutions
- S14.** Received research grants worth of 15 lakhs from two pharma labs namely CMS labs & JS labs for three projects which were done by senior doctorate faculty of the institution.

Institutional Weakness:

- W1.** Ambiguity in framing the syllabus
- W2.** The Institution having limited resources from the university yet to establish pharmacy department
- W3.** Few students from rural background with telugu medium creating a challenge to make them understand the way of teaching in English language
- W4.** Lack of project funding from the government.

Institutional Opportunity:

- O1.** Encouragement and promotion of Entrepreneurship development activities.
- O2.** Conduction of FDP's and STTP's for the faculty and students respectively in collaboration with professional bodies like IPA, APTI and PCI .
- O3.** Many pharmaceutical companies viz. DIVIS laboratories (7km away from institution) Dr.Reddy's laboratories, Aurobindo pharma pvt.ltd. are nearer to the institution which helps the students to undergo more Industrial visits and Internship programmes.
- O4.** Special health city is located 20km away from institute which contains multiple no. of multispeciality hospitals of which Pharm.D students can get much knowledge from hospital visits.
- O5.** Can build unique brand value in the state among the stake holders.
- O6.** Visakhapatnam Special Economic Zone(VSEZ) is located at Parawada mandal, Visakhapatnam which hostes multiple no. of pharmaceutical Industries that gives huge opportunities pharmacy

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students with respect to jobs and training sessions.

O7. Collaborative research and other activities can be developed in a better way with other institutions/ industry.

O8. With the strong alumni base the Institution can be progressed towards excellence

Institutional Challenge:

C1. To obtain autonomous status

C2. To inculcate the entrepreneurial mindset among students

C3. To motivate students to pursue higher studies.

C4. Strengthening and promoting research activities.

C5. Publications of research papers in national and international journals

C6. Upgrading the employability skills of students in a rapidly challenging technical world to suit the Pharma industries.

C7. Publishing more patents from the faculty.

C8. Promoting the culture of innovation among the students and faculty

Quality Policy:

Avanathi Institute of Pharmaceutical Sciences typically focuses on ensuring excellence in education and research. It emphasizes continuous improvement, adherence to regular standard and fostering a conducive learning environment, but core principles often include commitment to students success, faculty development, ethical practices and community




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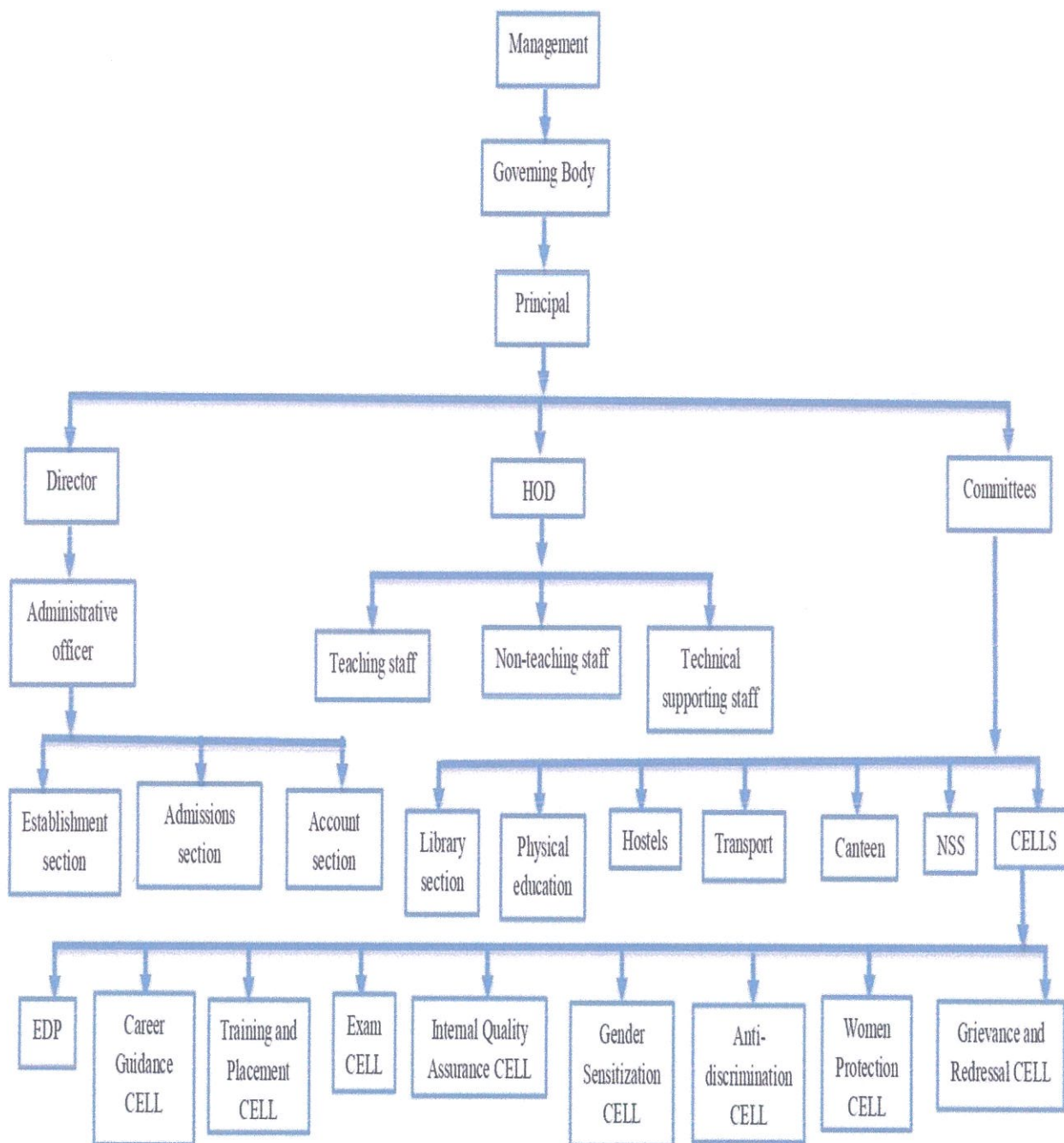
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INSTITUTIONAL ORGANIZATIONAL CHART



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COMMITTEES. CELL WITH THEIR MEMBERS AND ROLES. FUNCTIONS AND RESPONSIBILITIES

1. INTERNAL QUALITY ASSURANCE CELL

Avanathi institute of pharmaceutical sciences (AIPS) has IQAC and it is playing a major role in designing and maintaining quality assurance within academic systems. IQAC responsible for regulating and implementing different academic and administrative activities. It is meant for improvement of quality of Institution. IQAC is headed by Principal along with Faculty, Alumni, Student & External Members present.

IQAC Roles & Functions

- IQAC is playing a major role in designing and maintaining quality assurance within academic systems.
- IQAC monitors the proper implementation and analysis of overall academic and administrative performances of the college activities.
- The cell supports the teaching and learning goals articulated in the institution's strategic plan.
- Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes
- Builds an organized methodology for the proper documentation process.
- Dissemination of information on the various quality parameters of higher education.

Composition of the Internal Quality Assurance Cell (IQAC)

S.No.	Name of the Member	Designation
1	Dr. M. B. V. Raju	Principal&Professor
2	Mr. V.UmaSankar	AssociateProfessor
3	Mr.I. Shravan Kumar	Memberof GB
4	Mrs.B.Chaitanya	AssociateProfessor
5	Mrs.M.Madhavi Kumari	AssociateProfessor
6	Mr.A.Nanaji	AssociateProfessor
7	Ms.Y.V.Vandana	AssociateProfessor
8	Dr.T.RushiNaidu	Assisstant Professor
9	Dr.B.ManojKumar	AssociateProfessor



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10	Ms.D.Purnima	AssosicateProfessor
11	Mrs.B.Aruna	Assisstant Professor
12	R. L. Narayana	IndustryMember
13	Dr.V. C. Randeep Raj	Assisstant Professor
14	Mr. M. S. Santosh Kumar	SeniorAdministrative Officer
15	Mr. R. Appala Narsayya	Nominee
16	Ch.L.Sirisha	Nominee
17	Ms. R.Harsha Vardhini Pharm-D 4 th year roll no-19T51T0016 Student	Nominee

2. EXAMINATION CELL DUTIES AND RESPONSIBILITIES

Avanathi institute of pharmaceutical sciences (AIPS) has empowered an exam cell committee which is empowered to take all the necessary steps to conduct the examinations in accordance with the rules and regulations of JNTUGV.

- The committee is involved in the Finalization of the internal exam schedules
- Collection of question paper of concerned exam in strict confidentiality
- Allotment of invigilation duties
- Consolidation and finalization of internal marks
- Monitor the conduct of university examinations in strict compliance of JNTUGV instructions
- Finalization of monthly attendance of students and preparation of list of attendance shortage students
- Maintenance of all records pertaining to examination section, and storage of documents for three years
- Related to examinations, all instructions of the committee are final and should be abided by faculty and students

Organization

Name	Designation
Dr. M. B. V. Raju	Professor & Principal
Mr. V. Uma Shankar	Vice principal
Mr. Ch. Madhu	Associate Professor
Dr. B. Tejasree	Assistant Professor
Mr. B. YerniKumar	Associate Professor



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3. TRAINING AND PLACEMENT CELL (T & P)

An important part of the mission of the Institute is to improve the quality of the graduate student experience. To that end, we spend a considerable amount of time talking with students about their goals, concerns, and suggestions for improving their experience. The Institute is working towards enhancing the institutional culture to better serve the needs of an ever-changing and dynamic learning community. The Institute offers career guidance on all aspects of career planning, job searching, and post-graduate studies. We provide individual counselling through scheduled appointments.

Training and Placement cell (T&P) of the Avanthi institute of pharmaceutical sciences (AIPS) has functions with the objective of providing. Awareness on higher studies, self-employment and job opportunities. The unit takes adequate steps in identifying the current demands of the industry and prepares students towards this need. Adequate emphasis is given for soft skill development complementing the regular academic performance since we identified a gap in students

Name	Designation
Dr. M. B. V. Raju, Principal	Professor & Principal
Mr. V. Uma Shankar, Vice Principal	Vice principal
Dr. V.C. Randeep raj	Associate Professor
Y Pavani	Assistant Professor
Chaitanya Bangari	Associate Professor

4. CAREER GUIDANCE CELL

Career guidance is not a new concept and its roots can be traced back to ancient times. However, career guidance in its present form, owes its origin to US and other developed countries. Career guidance encompasses information, guidance and counselling services to assist in making educational training and occupational choice.

Career guidance and counselling programs in Avanthi institute of pharmaceutical sciences (AIPS) has aim to provide assistance and advice to students to make them more powerful and better informed so that they can become architects in building their own future. It helps the students realize their strengths and weaknesses by instilling self-awareness, decision making skills, planning skills, personality development etc.



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A separate cell, with a well-equipped air-conditioned conference training room and separate well-furnished rooms for mock interviews and counselling, has been set up and permanent training staff are appointed to work with a full-time Dean. Encouraging students to sharpen their skills and make them 'Industry Ready'.

Objectives:

1. To help students share knowledge about themselves by identifying skills, and interests.
2. To provide information about further course prerequisites, financial aid, academic planning, entrance examinations etc.
3. To promote career guidance & counselling through lectures by senior corporate executives and visiting professors.
4. To organize seminars on interview skills, personality development, communication skills, leadership skills, resume writing, analytical skills, quantitative ability, verbal and reasoning skills essential to all competitive exams.

Name	Designation
Dr. M. B. V. Raju, Principal	Professor & Principal
Mr. V. Uma Shankar, Vice Principal	Vice principal
A Naga Srinivas	Associate Professor
B Rama Madhuri	Associate Professor
Dr. D Subha Sri	Assistant Professor

5. ENTREPRENEURSHIP DEVELOPMENT PROGRAMMING (EDP) CELL

Objectives of EDP Cell:

- To imbibe the students with the skills and qualities by conducting soft skill development programs required to become good entrepreneurs.
- To encouraging the innovative ideas of students in Avanathi institute of pharmaceutical sciences (AIPS) is providing technical support and introducing them to the appropriate change agents for further related interaction.
- To organize several Seminars and Workshops, through which provide an opportunity to meet eminent Entrepreneurs and Government Officials
- To arrange Industrial visits for the Staff and Students.



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- To invite Alumni, who have been establishing their own Enterprise to share their experiences with the students regularly.

The members of EDP cell are instructed to act according to meet above objectives, which is very much essential for the economic growth of the country

Name	Designation
Dr. M. B. V. Raju	Professor & Principal
Dr. M Pavani	Professor
Mr. A Nanaji	Associate Professor
Dr. T Rushi	Assistant Professor
Mr. S Chandrasekhar	Associate Professor
Dr. B Manoj Kumar	Associate Professor

6. GRIEVANCES REDRESSAL CELL

A Grievances Redressed Cell has been established right from the inception if Avanathi institute of pharmaceutical sciences (AIPS) is headed by the principal with senior most faculties to tackle the grievances of the students. This redressal cell attends the student's difficulties in academic and non-academic matters. This committee is mainly intended to attend the student's problems and find the solutions. The committee attends and query about the student's grievance by counselling them and allows them free interaction with the faculty.

Name	Designation
Dr. M. B. V. Raju	Professor & Principal
Dr. V. Uma Sankar	Vice Principal
Mr. M. Santosh Kumar	Administrative Officer
Mrs. A.H.V.Santhosi	Associate Professor
Mrs. M. Madhavi Kumari	Associate Professor
Y.Vishnu Vandana	Associate Professor
Dr.V.C.Randeep Raj	Associate Professor
Mrs. M. Krishna Rekha	Associate Professor



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M. Glori – Student of V Pharm D	Member
G.Sai Padmini – Student of VI Pharm D	Member
N.Shavani – Student of IV B.Pharm	Member
B.Raja Lekha- Student of IV B.Pharm	Member

7. ANTI-DISCRIMINATION CELL

Avanathi institute of pharmaceutical sciences (AIPS) is a place where the learning is celebrated every day. The College provides everybody with equal opportunity into its fold irrespective of caste, religion, language or based on gender. The College ensures that every individual inside the campus exercise equal rights and acquire in the process of offering or receiving education. Justice, Peace and Revolution are the roots based on which the living system exist in the campus. Any act, speech or intentions that perturb the harmony among the people is seriously regarded and dealt on immediate basis to restore the peace. Any such issues if found shall be brought into the notice by email to Anti - Discrimination officer.

Constitution and Objectives of the Anti-Discrimination Cell

Avanathi institute of pharmaceutical sciences (AIPS) has constituted the Anti-Discrimination Cell in compliance to the UGC regulations (Promotion of Equity in Higher Educational Institutions), with the following members:

Name	Designation
Dr. M. B. V. Raju, Principal	Professor & Principal
Mr. V. Uma Shankar, Vice Principal	Vice principal
K Bhargav Krishna Raju	Assistant Professor
S Chandrasekhar	Associate Professor
A Naga Srinivas	Associate Professor
Chaitanya Bangari	Associate Professor
B Poornima	Associate Professor

8. WOMEN PROTECTION CELL

Woman protection cell has been established in the Avanathi institute of pharmaceutical sciences



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(AIPS) in order to protect the women staff and students associated with the college from all sorts of injustice or sexual harassment of any nature directly or indirectly.

Purpose

- To help them raise their voice against all sorts of discrimination and harassment.
- To make them aware of their rights.
- To help them change their mindset and develop decision making abilities.
- To make them self-dependent.

Powers

The woman protection cell can punish the guilty in the following ways:

- Verbal Warning
- Written Warning
- Complaint to their parents
- Fine (Financial Punishments)
- File an FIR with the police (If the situation arises)
- Expelling from the college as per the rules.

Name	Designation
Dr. M. B. V. Raju, Principal	Professor & Principal
Mr. V. Uma Shankar, Vice Principal	Vice principal
M Geethanjali	Associate Professor
B Rama Madhuri	Associate Professor
B Aruna	Assistant Professor

9. GENDER SENSITIZATION CELL

The institution is well prepared to handle and respond to gender sensitive issues and provide an environment where men and women can work together with a sense of personal security and dignity. For this purpose, the institute has setup gender sensitization cell. The cell engrosses the awareness about gender issues and working towards and creating an enabling environment of gender justice.

Objectives of Gender Sensitization cell:



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Cherukupally (Village), Chittivalasa (SO), Bhogapuram (Mandal), Vizianagaram (Dist) -531162.

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1. To make the young boys and girls gender sensitive and create positive values that supports the girls and their rights.
2. To provide overall guidance to the peer group in integrating/mainstreaming gender in all activities of the Institution in the form of focused group discussions, debates, poster making competitions etc.
3. To provide an integrated and interdisciplinary approach to understand the social and cultural constructions of gender that shapes the experiences of women and men in society.
4. To generate the awareness in regard to equality in law, social system and democratic activities.

Name	Designation
Dr. M. B. V. Raju, Principal	Professor & Principal
Mr. V. Uma Shankar, Vice Principal	Vice principal
Dr. Naga Phani Sharma	Assistant Professor
Dr. N Hema Madhuri	Assistant Professor
K Subha Lakshmi	Assistant Professor


10. STUDENT ACTIVITY CELL

Student activities make a positive impact on the environment of any Institution as these are dedicated to helping students in developing their personality, perception, learning and attitude. In recognition to the importance of overall development of a student and role of various activities, in bringing up of the youthful students, the Institute Students' activity cell has been formed with a view to promote and further the cultural, sporting, social activities of the college. Students' activity cell in the institute collaborates with various faculties in supervising and conducting the activities.

The functions of the Student Activity Cell are as follows:

1. To monitor and manage the students club activities
2. Organizes Inter and Intra-college Competitions, seminars/workshops and other activities throughout the year to help and encourage the students to pursue their interest in different fields along with academics.
3. Promote opportunity to the students to build friendships and participate in group activities outside of the tight circle of the regular classroom.




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Composition of Student Activity Cell

Name	Designation	Position
Dr. M.B.V. Raju	Principal	Chairman
Dr. M. Pavani	Associate Professor	Member
Dr. S. Arun Satya Dev	Associate Professor	Member
Dr. B. Manoj Kumar	Associate Professor	Member
Ms. Y. Vishnu Vandana	Associate Professor	Member

The committee functioning with the following supporting members from student wing

Name of the student	Year	Position
B. Raja Lekha	IV B.Pharmacy	Member
N. Shivani	IV B.Pharmacy	Member
M. Glory	V Pharm. D	Member
G. Sai Padmini	VI Pharm. D	Member

11. ALUMINI CELL

Responsibilities

- To formulate and oversee the implementation of the policies of the Alumni Association.
- To act as a channel of communication between the Alumni Association and the University.
- To arrange and run events on behalf of the Alumni Association.
- To arrange and run the Annual Meeting of the Alumni Association.

Name	Designation
Dr. M. B. V. Raju	Professor & Principal
Mr. V. Uma Shankar	Vice principal
Y. Vishnu Vandana	Associate Professor
Dr. N Hema Madhuri	Assistant Professor
M. Madhavi Kumari	Associate Professor




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12. OBC CELL

Responsibilities

- To ensure proper implementation of various schemes of UGC, Government of India and State Govt. concerning scholarships, stipends etc. for welfare of reserved categories
- To deal with representations received from Other Backward Classes (OBC) Candidates regarding their admission, Recruitment, Promotion and other similar matters in the College.
- To maintain a database of candidates belonging to OBC.

Name	Designation
Dr. M. B. V. Raju	Professor & Principal
Dr. S. Arun Satya Dev	Associate Professor
B. Ramavathi	Associate Professor
Dr. V. C. Randeep Raj	Assistant Professor
A. Nanaji	Associate Professor

13. LIBRARY COMMITTEE

The Library Committee reviews and recommends policies for the Library of Avanathi institute of pharmaceutical sciences (AIPS) with particular attention to the collection budget and the distribution of resources among academic divisions and units. The Library Committee provides a channel of communication in between the library and the faculty, staff, and students, while also assisting in the assessment and promotion of the library's alignment and acknowledging about any requirements of new books.

Powers and Functions of the Library Committee:

- To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.
- To provide for proper documentation services and updating the library collection.
- To work towards modernization and improvement of Library and Documentation Services.
- To formulate policies and procedures for the efficient use of Library resources.
- To review Library readership and adopt measures to enhance readership
- To prepare budget and proposals for the development of the library.



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- To recommend to the authorities the fees and other charges for the use of the library.
- To seek feedback on Library functions from readers.
- To submit the annual report on the functioning of the library
- To take measures to increase the membership of the library beyond the boundaries of the Avanathi institute of pharmaceutical sciences (AIPS)

Composition of Library Committee

Name	Designation
Dr. M.B.V. Raju	Professor & Principal
Dr. V. Uma Sankar	Associate Professor
Mr. R.Ramana	Librarian
Mrs. B. Meher Jyothi	Assistant Professor
Mr. S. Chandra Sekhar	Associate Professor
M. Geethanjali	Associate Professor

14. RESEARCH COMMITTEE (RC):

The Research Committee of Avanathi institute of pharmaceutical sciences (AIPS) is working with Principal senior faculties in pharmacy department in the research to encourage faculty for research activities at the Institute. This committee is working with researchers and academic units to develop and implement the strategic plan for research.

Roles and responsibilities of the Research Committee:

- Communicating and publicizing the successes and outputs of College Research activities
- Enhancing relationships and working with Research Committees in other Colleges within the University
- Promoting achievements in research and providing a College interface with JNTUGV university research quality measurement exercises
- Developing external relationships with funding agencies, nationally and internationally and with other Universities and Research Institutions.
- Discussing and reporting on any research-related issues submitted to the Committee through the Head of College, The College Management Team or Governing Body.
- To ensure sponsoring of facilities for attending Conferences/ Seminars/ Workshops as per institute norms.



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- To encourage interested students to develop innovative ideas and motivate them to be
- Fulfilling additional responsibilities as assigned by the Principal.

Composition of Research Committee

NAME	DESIGNATION
Dr. M B Venkatapati Raju	Professor & Principal
Dr. G Prashanthi	Professor
A Nanaji	Associate Professor
Dr. Tarra Rushi	Assistant Professor
S Chandrasekhar	Associate Professor
B Poornima	Associate Professor
Ch Madhu	Associate Professor
Ms. D. Purnima Yadav	Associate Professor
Mrs. B, Meher Jyothi	Assistant Professor

15. SELF APPRAISAL COMMITTEE

A committee was constituted for the identification of faculty eligibility for appraisals in Avanathi institute of pharmaceutical sciences (AIPS)

Roles and Responsibilities of the committee:

Qualitative assessment

- **Academic Results**

Subject wise results, feed back from students

- **Administrative activities**

Faculty involved as Class Co-ordinators, Mentors, In-charges in various committees

- **Contribution to the Institution**

Faculty bringing laurels to the institution, through awards, conducting and attending seminars, skilled workshops/FDPs. Encouraging students to participate in various national and international level activities like quiz, conference, training programmes, NPTEL courses etc.

- **Research**

Publications in peer reviewed/SCI/SCIE journals; Books/book chapters published, patents applied and granted. Projects applied/granted



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• Extracurricular activities

Sports, NSS activities

Faculty were given **grades like A, B, C** according to the assessment. Those who are scoring grade A were given appraisals and those with B grade were given less appraisal and those with C grade were given the least.

Impact analysis:

- Faculty those who obtained “A” grade have showed overall improvement with respect to classes, paper publications and project writing and contributions to the institution. They also obtained their Ph.D. degrees during their service in the institution.
- Faculty those who obtained “B” grade but have good feedback but were lacking in contributions to the institutions. Hence they were counseled with experts for further improvement.
- After their attainment in the next academic year they were given incentives and appraisals according to the institution norms
- Faculty those who obtained “C” grade did not focus on the research contributions. Their contribution to the institution was also minimal. Hence they were counseled with experts for further improvement. If they show improvement in research along with academics, they were promoted further and also given appraisals according to the grading.

16. SPORTS COMMITTEE:

This committee of Avanathi institute of pharmaceutical sciences (**AIPS**) shall promote sports activities by motivating students and members of the faculty. The main aim of the committee is promoting team spirit by making healthy competition among students. This committee is responsible to organize regular sports events to train students for state and national level competitions as per the academic calendar.

Powers and Functions of the Sports Committee:

- To create zeal amongst students and faculty members towards sports.
- To organize training, coaching and education in sports for everybody so that they can learn to keep themselves physically fit.
- To enhance the interest of participants in the field of sports.
- To achieve the goals we plan to organize various competitions in the following sports: football, cricket, basketball, volleyball, table tennis, chess, carom and badminton etc.
- To promote every individuals' health, physical well-being as well as the acquisition of physical skill among the students.
- It is designed to serve the interests of the student's community in competitive sports and other recreational activities i.e. both indoor and outdoor.



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- The committee shall promote sports activities by motivating students and members of the faculty.
- Promoting team spirit by making healthy competition.
- To organize regular sports events to train students for state and national level competitions.
- To arrange for better coaching facilities.
- Proper maintenance of sports accessories.
- To provide the necessary infrastructure for sports.

Composition of Sports Committee

NAME	DESIGNATION
Dr. M.B.V. Raju, Principal	Professor & Principal
Mr.D. Koteshwara Rao	Physical director
K. Subha Lakshmi	Assistant Professor
Mr. P. Sandeep	Associate Professor
Ms. A. Jyotsna	Assistant Professor

17. STUDENT WELFARE COMMITTEE:

The Student Welfare Committee helps the students of Avanathi institute of pharmaceutical sciences (AIPS) understand their unique personal abilities and tendencies through interviews and assessment tests. It also helps students with psychological issues achieve reconciliation with the self and the others.

Powers and Functions of the students' welfare Committee:

- The committee works for the welfare of the Students.
- The committee is responsible for arranging Scholarships during the study & Placement etc.
- Arrange Medical Checkups, Tours time to time for the students.
- Ensure the coordination between Students, Parents & College authority.

Composition of Students' Welfare Committee

NAME	DESIGNATION
Dr. V. Uma Sankar	Associate Professor



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M. Rajeshwara Rao	Assistant Professor
A. Naga Srinivas	Associate Professor
Mr. Vinay Ramji Janaki Dadi	Assistant Professor
M. Suresh Kumar	Associate Professor

18. ACADEMIC AUDIT COMMITTEE (AAC):

An Academic Audit Committee is formulated with a major purpose to maintain long-term quality standards in academics and administration. It is a significant administrative body that is responsible for all quality matters all aspects like, Academics and, Infrastructure facilities. The prime task of the AAC is to develop a system for conscious, consistent and catalytic improvement to channelize the efforts and measures performances towards academic excellence of the institute.


Powers and Functions of the Academic Audit committee:

- It is responsible for documentation and collection of feedback from students, parents and other stakeholders on quality-related institutional processes are also taken care of the Internal Quality Assurance Cell.
- The committee has an authority to investigate any activity it deems necessary
- It has the right of access to obtain all the information and explanations it considers

Composition of the Academic Audit Committee

NAME	DESIGNATION
Dr. M.B.V. Raju, Principal	Professor & Principal
Dr. V. Uma Sankar	Vice Principal
Mr. P. Satya Narayana	Accountant
Mrs. Y. Pavani	Assistant Professor
Ms. B. Purnima	Associate Professor




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ADMISSIONS COMMITTEE:

The Admissions Committee of Avanathi institute of pharmaceutical sciences (AIPS) is responsible for graduate student admissions in the program. The admissions committee endeavors to identify applicants with the greatest likelihood of success in attaining at the inter-level to get admission.

Powers and Functions of the admissions Committee:

The admissions committee of the institute is responsible for:

- Reviewing and developing admissions policy and practice.
- This committee reviews admission requirements for the program annually.
- Setting benchmark admissions criteria and requirements.
- Overseeing the implementation of procedures for the accreditation of prior learning.
- Promoting fairness and consistency in admissions policy and reviewing implementation.
- Recommendations for change in the standards for admission are made to the steering committee.

Composition of the Admissions Committee

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
S Chandrasekhar	Associate Professor
V Hemasundar Reddy	Associate Professor
Chaitanya Bangari	Associate Professor

19. ACADEMIC ADVISORY COMMITTEE (AAC)

AAC is Institute level committee of Avanathi institute of pharmaceutical sciences (AIPS) responsible for regulating and implementing different academic activities. It is meant for smooth & uniform conduction of academics throughout the institute. Committee Hierarchy; AAC is headed by principal along with academic coordinator. All coordinators are involved in the monitoring process. Class teachers & Teacher Guardians are pillars of AAC. All Teachers are responsible for implementing the same.

Powers and Functions of the Academic Advisory Committee:

The Broad functions of the Academic Advisory Committee are to monitor:

- To review the academic and other related activities of the college and review the students and faculty development programs



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- To visualize and formulate perspective plans for the development and growth of the Avanthi institute of pharmaceutical sciences (AIPS) college and formulate a master plan for campus development, facilitating the implementation of the provision of the perspective plan
- To promote teaching innovations and student placement programs
- To plan for sustaining the quality of education, quality improvement and accreditation of the college
- To consider such other activities for the furtherance of academic excellence
- To review students attendance /malpractices in examinations and oversee the internal examinations/ evaluation/ recording
- The progress of the coverage of the syllabus of each class.
- Ensuring the adherence to the dates mentioned in the academic calendar for conducting various activities by each department.
- AAC is responsible to monitor regular academic progression and conducts periodic meeting to review the gaps in academics and attendance of the students.

Composition of the Academic Advisory Committee

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
Dr. V. Uma Sankar	Vice Principal
Prof S.Satyanarayana	Scientist Emirates
Shri C.S.Mujebuddhin	CEO, CLINISOL research Pvt Ltd
Dr. M. Pavani	Professor
Dr. G. Prasanthi	Professor
Dr. K. Murali Krishna	Professor
Dr. M. Sarawathi sowmya	Associate Professor
Dr. B. Manoj Kumar	Associate Professor
Mr. R.Ramana	Librarian
Mr.D.Koteswara Rao	Physical Director



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20. ANTI-RAGGING COMMITTEE

It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the Avanathi institute of pharmaceutical sciences (AIPS)

Powers and Functions of the Anti-Ragging Committee:

- To uphold and comply with the directions of the Honorable Supreme Court and be vigilant on nayacts amounting to ragging;
- To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging;
- To consider the complaints received from the students and conduct enquiry and submit a report to the Anti- Ragging Committee along with punishment recommended for the offenders;
- Oversee the procedure of obtaining an undertaking from the students by the provisions;
- Conduct workshops against ragging menace and orient the students;
- To provide students with the information of contact address and telephone numbers of the person(s) identified to receive complaints/distress calls;
- To offer services of counseling and create awareness to the students;
- To take all necessary measures for the prevention of Ragging inside the Campus/ Hostels.

Composition of Ant-Ragging Committee

NAME	DESIGNATION
Dr. M.B.V. Raju	Professor & Principal
Dr. V. Uma Sankar	Associate Professor
Mr. M. Santosh kumar	Administrative Officer
Dr M. Pavani	Professor
Mrs. M. Madhavi Kumari	Associate Professor
Y. Vishnu Vandana	Associate Professot
Dr V.C. Randeep Raj	Associate Professor




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Mr.R.Ramana	Librarian
Mr.D. Koteswara Rao	Physical Director
Mrs.A.H.V.Santhosi	Assistant Professor
Mrs. B. Chaitanya	Associate Professor
Dr. B. Manoj Kumar	Associate Professor
Mrs B. Aruna	Assistant Professor
Dr.T.Rushi	Assistant Professor
Mrs. B. Meher Jyothi	Assistant Professor

21. COLLEGE DEVELOPMENT COMMITTEE (CDC)

Avanathi institute of pharmaceutical sciences (AIPS) development committee is formed to have an empowered system of administration and to ensure that the faculty feels involved in the administration of the college. This committee is preparing an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable the college to foster excellence in curricular, co-curricular and extracurricular activities

Powers and Functions of the College Development Committee:

- To analyze the areas where the institution needs to be strengthened/improved.
- To identifying new areas of developments in Industry, develop Labs and, Administration policies rules.
- To monitor the general development and maintenance of the Campus.
- To submit the report on the developments made semester wise to the academic council.
- Recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts;
- Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college;
- Make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process;
- Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college;
- Prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval;



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- Make recommendations regarding the students' and employees' welfare activities in the college.

Extra-Curricular Activities Committee:

The Extra-curricular Activity Committee of Avanathi institute of pharmaceutical sciences (AIPS) invites experienced social workers to give leadership training to students of different levels with various posts. The purpose is to let student leaders learn theories on leadership and strengthen their confidence, and to practice what they have learned.

Powers and Functions of the Committee:

- The Convener of the committee shall conduct a meeting of the committee to discuss and delegate tasks.
- The Committee shall display on the Notice Board/Website information about events to be conducted by the Cultural Committee like (a) Fresher's Day (b) Festival Celebrations (c) Independence Day (d) Republic Day (e) College Foundation Day etc.
- The Cultural Committee shall be responsible for all intra and inter college cultural events in the College.
- To prepare a budget for all cultural events and take the necessary steps for its approval.
- To decide the date, time and agenda of the program.
- To prepare and maintain records of all cultural activities.
- To arrange the venue and logistics (audio/video systems, dais, podium etc).
- To invite the Chief Guest and other dignitaries.
- To arrange mementoes for guests and gifts/certificates for the participants.
- Any other duties the Principal may assign.

Composition of Extra-Curricular Activities Committee

NAME	DESIGNATION
Dr. M. B. V. Raju, Principal	Professor & Principal
Dr. V. Uma Sankar	Vice Principal
Mr. A. Nanaji	Associate Professor
Mr. B. Manoj Kumar	Associate Professor
Mrs. Chaitanya Bangari	Associate Professor



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Composition of Women Empowerment Committee

- Ever since the inception of the committee, WEC as a team has been striving to promote awareness among girl students and educate them on gender specific issues in the areas such as health, legal, career and social. To realize the above mentioned objectives, the committee with its members strives:
- To review various schemes & programs of the Institute and to ensure the possibility in the aspect of women's development.
- To promote all round development of women faculty, staff and students of the college.
- To receive complaints, if any, from the lady staff and lady students who have been subject to sexual harassment and to enquire into such complaints and establish the facts.
- To keep all records intact and in proper order of the complaints received.
- To keep an elaborate process document of each such case describing the methods adopted and the settlement reached in solving the problem.
- To conduct a survey within the college and collect suggestions/ recommendations from women on issues concerning them.
- To periodically organize guest lecturers in the concerned areas such as health, legal, career and social aspects.
- To monitor and counsel girl students.
- To conduct competitions such as presentations, elocution, essay writing and painting to encourage girl students to express their ideas.
- Above all, to ensure a secure and progressive learning environment for the girl students

NAME	DESIGNATION
Dr. M. B. V. Raju,	Professor & Principal
Y. Vishnu Vandana	Associate Professor
Dr. V. Uma Shankar	Associate Professor
Dr. B. Manoj Kumar	Assistant Professor
Mrs. B. Chaitanya	Associate Professor
Mrs. M. Madhavi Kumari	Associate Professor



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Dr. N. Hema Madhuri

Assistant Professor

22. SEXUAL HARASSMENT ERADICATION COMMITTEE

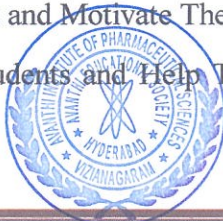
- To ensure that the mechanism for registering complaints is safe, accessible and sensitive.
- To take cognizance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend penalties and take action against the harasser, if necessary

NAME	DESIGNATION
Dr. M. B. V. Raju,	Professor & Principal
Mrs. B.Ramavathi	Associate Professor
Mr. V. Uma Shankar	Associate Professor
Mrs. M. Krishna Rekha	Associate Professor
Mrs B. Bhagyasri	Associate Professor
Y.Vishnu Vandana	Associate Professor
M. Abhisekhar- Student of VI Pharm D	Member
B.Meghana- Student of V Pharm D	Member
G.Tejeswi – Student of IV B.Pharm	Member
N. Shivani – Student of III B.Pharm	Member
E.Rama Krishna – Student of II B.Pharm	Member
V. Syam Kumar- Student of IV Pharm D	Member

23. SC/ST COMMITTEE

Functions of the SC & ST Committee:

- To Collect Reports and Information of State Govt. And Central Govt. Orders On Various Aspects Of Education, Employment Of SC/ST Students.
- To Circulate State Govt. And UGC Decisions About Different Scholarship Programs.
- To Communicate with The Students and Motivate Them For Better Future Planning.
- To Counsel and Guide SC/ ST Students and Help Them To Manage Academic And Personal Issues Of College Life Effectively.



PRINCIPAL

Avanthi Institute of Pharmaceutical Sciences

Cherukupally (V), Bhogapuram Mandal

Avanthi Institute of Pharmaceutical Sciences, Vizianagaram Dt., - 531162



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- To Ensure Provisions of An Environment Where All Such Students Feel Safe And Secure.
- To Provide Prompt Counseling for Any Emotional Emergencies Arising On Account Of Any Event At The Campus.
- To Provide the Mechanism To Redress The Grievance Of SC/ST Students, If Any
- To Arrange For Special Opportunities To Enhance The Carrier Growth
- To Encourage And Enlighten The SC/ST Students With Regard To The Rights Enshrined In The Constitution.

NAME	DESIGNATION
Dr. M. B. V. Raju,	Professor & Principal
Mr. M.S.V. Rajendra Prasad	Scholar ShipIncharge
Mr. S. Chandrasekhar	Associate Professor
Mrs. M. Krishna Rekha	Associate Professor
Mrs B. Chaitanya	Associate Professor
Y.Vishnu Vandana	Associate Professor

ANTI RAGGING SQUAD

- To avoid and prohibit sexual harassment at college.
- To ensure overall disciplined environment in the College.
- To initiate timely action against erring students.
- To sensitize students about the evils of ragging and its prevention in the College. Campus by organizing talks/ programs etc

NAME	DESIGNATION
Dr. M. B. V. Raju,	Professor & Principal
Dr. V. C. Randeep raj	Associate Professor
Mr. T. Rushi	Associate Professor
Mrs. M. Krishna Rekha	Associate Professor
Mrs B. Chaitanya	Associate Professor



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Mr. P. Siva Krishna	Member
Mr. M. Sekhar	Member
B.Meghana- Student of V Pharm D	Member
G.Tejeswi – Student of IV B.Pharm	Member

24. NSS COMMITTEE

- Understand the community in which they work.
- Understand themselves in relation to their community.
- Identify the needs and problems of the community and involve them in problem-solving.
- Develop among themselves a sense of social and civic responsibility.

NAME	DESIGNATION
Dr. M. B. V. Raju,	Professor & Principal
Dr. V. Umashankar	Associate Professor
Dr.B.Manojkumar	Associate Professor
Dr. V.C. Randeep Raj	Associate Professor
Dr T. Rushi	Associate Professor

25. INSTITUTION ACADEMIC COMMITTEE

- Arranging teaching requirements for successful completion of academic programs of the college and supervising the same periodically.
- Facilitating Controller of Examinations for making arrangements for conducting examinations
- Recommending the Governing Body for providing the necessary infrastructural, human resources and other requirements for progressing towards achievement of the vision of the college.
- Facilitating promotion of research culture in the college through collaboration and corroboration among faculty.
- Encouraging collaboration with other academic institutes and industry.
- Creating a conducive environment for development of entrepreneurship.
- Ensuring discipline among students
- Facilitating and supervising the co-curricular activities of the students.



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- Recommending the Management for encouraging students with awards, stipends, scholarships, medals and prizes and so on.
- Inspiring students to be creative and innovative and recommending management to encourage them with financial support towards the same.
- Appointing committees from amongst the college teaching faculty and experts from outside, in order to sort out and advise on specific academic issues and consequently acting on the recommendations of such committees after due consideration.
- Planning and executing the overall academic growth of the college by making recommendations to the Governing Body, wherever necessary

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
Dr. V. Uma Shankar	Associate Professor
Dr. B. Manoj Kumar	Assistant Professor
Mrs. B. Chaitanya	Associate Professor
Mrs. M. Madhavi Kumari	Associate Professor
Dr. N. Hema Madhuri	Assistant Professor

26. FINANCE COMMITTEE

FUNCTIONS OF THE FINANCE COMMITTEE

- The Finance Committee shall act as an advisory body to the Governing Body, to consider:
- Budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and
- Audited accounts for the above.

Composition of the Finance Committee

NAME	DESIGNATION
Dr. M.B.V. Raju	Professor & Principal
Dr. V. Uma Sankar	Vice principal
M.Santoshkumar	Administrative Officer



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P.Satyanarayana	Accountant
B Rama Madhuri	Associate Professor
B Bhagya Sri	Associate Professor

27. TRANSPORT COMMITTEE

The primary functions of transportation Committee:

- Providing and scheduling transport facility for students and staff for different routes.
- To monitor the condition of the bus.
- To display the list of the students who are availing bus facility
- Monitor the vehicles whether they are running on time
- Conducting regular reviews on new routes to be included (or) extension of existing
- Coordinate various bus routes regularly with the help of bus in-charges
- Arranging transport facility for the students and staff for any educational tour, visit for sports, competitions or social service activities etc.
- Processing new route or change in existing routes for students and staff
- The Transport Committee shall meet at least twice a year or as when required

Composition of the Transport Committee

NAME	DESIGNATION
Dr. M.B.V. Raju	Professor & Principal
Dr. V. Uma Sankar	Vice principal
M.Santoshkumar	Administrative Officer
B.Nithin	Transport incharge
A.Nanaji	Associate Professor
T. Rushi	Associate Professor



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28. MINORITY COMMITTEE

Roles & Responsibilities:

- To safeguard the interests of students without any discrimination based on their caste, creed, religion, language, ethnicity etc
- To redress grievances/issues/concerns of students arising due to discrimination based on any of the above factors.
- To conduct a systematic inquiry on receiving any complaints from aggrieved students and submit a detailed report to the undersigned for suitable action.

Composition of the Minority Committee

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
S Chandrasekhar	Associate Professor
V Hema Sundar Reddy	Associate Professor
Chaitanya Bangari	Associate Professor

29. WEB SITE COMMITTEE

1. Disseminate information: Share the college's achievements and efforts, as well as those of its students and staff, through website updates
2. Update functions: Identify and update academic, administrative, and auxiliary functions
3. Marketing and promotions: Share marketing and promotions across professional networks
4. Provide feedback: Provide feedback and recommendations to the principal regarding program assessment and quality improvement processes
5. Maintain operational manual: Maintain the college's operational manual
6. Strategic planning: Plan strategically for the institution

Composition of the Website Committee

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
Dr. V. C. Randeep Raj	Associate Professor



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V Hema Sundar Reddy	Associate Professor
A.Nanaji	Associate Professor

30. INSTITUTION INNOVATION COUNCIL

1. Problem solving
2. Proof of concept development
3. Design thinking
4. IPR
5. Project handling and management
6. Creating a local innovation ecosystem
7. Supporting start-ups and entrepreneurship
8. Establishing a functional ecosystem for scouting and pre-incubating ideas
9. Conducts innovation, IPR, and entrepreneurship-related activities
10. Identifies and rewards innovations
11. Shares success stories
12. Organizes workshops, seminars, and interactions with entrepreneurs, investors, and professionals
13. Creates a mentor pool for student innovators

Composition of the Institution innovation council

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
Mr. V. Uma Sankar	Vice Principal
Dr. S. Arun Satya Dev	Professor
Dr. M. Pavani	Professor

31. INTERNAL COMPLAINTS COMMITTEE

- To receive complaints on abusing others at the workplace.
- Initiate and conduct an inquiry as per the institutional procedure.
- Submit findings and recommendations of all such complaints.
- Coordinate with the faculty in implementing appropriate action.




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Composition of the Internal Complaints Committee

NAME	DESIGNATION
Dr. M. B. V. Raju	Professor & Principal
Dr. V. Uma Shankar	Associate Professor
B. Chaitanya	Associate Professor
Y. Vishnu Vandana	Associate Professor

HR Policy

CHAPTER-I: SERVICE RULES

1. Scope & Definition:

- These rules shall be known as Avanathi institute of pharmaceutical sciences service rules and shall herein after be referenced to as service rules.
- These service rules are to define the service conditions of the employee of the Avanathi Institute of Pharmaceutical Sciences or reference, understanding and implementation.
- These Service Rules are to regular at the conduct discipline and allied matters of the employees of the Avanathi Institute of Pharmaceutical sciences.
- These Service Rules will apply to all employees, whether permanent or temporary who are in the whole-time employment of Avanathi Institute of Pharmaceutical Sciences unless the wise provided by the terms of any contract or agreement or letter of employment.

2. Interpretation:

The Institution reserve the right to interpret these Service Rules and any supplementary rules or orders issued there under and such interpretation shall be final and binding upon the employees and every person concerned there to.

3. Modification:

The Institution reserves the right to modify, cancel or amend any or all of the Service Rules or any supplementary rules or orders issued in connection with these service rules at any time.

4. Working Hours:

- The hour soft work of the employee shall be such, as notified by the Institution from time to time.



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B. An employee may how ever be required by the Competent Authority to work on Sundays /Holidays/after college hours due to exigencies of work.

C. Every employee shall be punctually present in the College at the beginning time and shall not, unless their wise permitted, leave the work place be for the closing time.

5. Attendance:

A. Attendance shall be marked daily according to the methods prescribed by the Institution from time to time.

B. Every Employee shall be punctually present at the Institution at the opening time and shall not, unless otherwise permitted, leave the place of work before the closing time.

6. Holidays:

1. Every employee of the Institution shall be allowed a weekly holiday.

2. In addition to the weekly holiday, an employee shall be allowed in a Academic calendar year closed holidays including national holidays as per the list of holidays declared by the affiliating University for the affiliated colleges (i.e. JNTUGV university) and second Saturday of every month.

3. An employee however cannot avail the summer holidays declared by the Competent Authority for the Students of the Institution, unless by the Competent Authority.

7. Leave Rules:

1. An employee is allowed 14 days leave in a Calendar Year. The Competent Authority reserves the right to modify the leave entitlement with full wages from time to time.

2. Employees cannot avail the leave as a matter of right.

A. AU leaves shall be applied for in writing to the Competent Authority well in advance. Sanction of leave may not be presumed and leave asked for shall not be availed of, unless it has been sanctioned.

B. Sundays and other Holidays may be prefixed and/or suffixed with the regular leave with the permission of to Competent Authority.

C. An employee cannot apply for leave before and after a Holiday. Holiday so occurring during the period of leave will be counted as leave.

D. An Employee before proceeding on leave shall intimate the competent Authority his address while on leave and / or telephone number, and shall keep the Competent Authority informed of any change in his address or phone numbers previously furnished.




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- E. If an employee absents from duty without the prior permission of the Competent Authority such employee shall be liable for disciplinary action as decided by the Competent Authority. The decision of the Competent Authority shall be firm and binding on the employee.
- F. If an employee could not attend the duty due to illness or injury suffered, intimation and apply for leave at the time of resuming duty. He/she may produce a medical certificate from the Hospital/ or Registered Private medical practitioner from where he has taken the treatment.
- G. An employee shall not leave the head quarters without the prior permission of the Competent Authority.
- H. Study Leave: All Teaching Staff desirous of pursuing PG Courser PhD (Full Time/Part Time) shall obtain permission from the Competent Authority to and execute an undertaking the he/she will serve the College for minimum 2 years. This condition shall be relaxed at the discretion of the Competent Authority. In case of Full- Time study, the employee shall not be entitled for salary and other benefits during the period of study leave. The Same rules hall apply to Non-Teaching Technical Staff desirous of improving their technical qualifications.
- I. Medical Leave: All staff can avail medical leave facilities upto 15 days.
- J. Maternity Leave: All women staff can avail maternity leave for a period of Six months.
- K. Paternity Leave: All men staff can avail paternity leave for a period of One month.

8. Appointments:

- i. 1.8.1 All appointments will be made by the Competent Authority to the teaching and
- ii. Non teaching (technical and ministerial) posts as per requirement.
 - i. All appointments shall be made in respect of Teaching and non-teaching posts after seeking applications through open advertisements. Applications submitted personally or through e-mail by interested candidates may also be considered on basis of the merit.
 - ii. The qualifications for the appointment of Principal, Teaching Staff, Physical Director and Librarian shall be as prescribed by PCI, New Delhi and where applicable, as prescribed by the Affiliating University.
- iii. All appointments, excluding administrative staff, shall be made on the basis of the recommendations of a duly constituted selection committee and approved by the Competent Authority.



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- iv. All Appointments in the Institution are on permanent basis.
- v. Appointment in all teaching posts made by the Institution may have to be ratified by the Affiliating University, in respect of which the Competent Authority shall take necessary action.
- vi. Appointment to all posts of Office staff and other supporting staff shall be filled on the basis of the vacancies as per requirement, by the competent authority. The qualifications shall become with the nature of the Job for which appointments are made. In respect of office staff, the minimum qualification is graduation with computer knowledge but can be relaxed by the Competent Authority depending on the skill and experience of the Candidate.
- vii. After accepting the Offer of Appointment, the employee is required to deposit their original certificates in the Institution. Such Original Certificates deposited in the Institution shall be returned to the employee either on termination of his service, or after acceptance of his resignation by the Institution or after retirement.

9. Salary & Wages:

Appointments of teaching staff shall be made on the scales of AICTE 6th pay

10. Provident Fund:

- i. All employees drawing salary up to Rs.6000/-per month shall subscribe to the Provident Fund.
- ii. The monthly subscriptions to the Employees Provident Fund shall be recovered from the employee's salary every month at the rates as per the E.P.F Act, 1952 or as prescribed by the Government from time to time.
- iii. All employees who have completed 2 years of service at AIPS are eligible for EPF entitlement The employee needs to apply for the same to the principal and up on successful solution by the Governing Body.
- iv. Accounts Department of Avanthi Institute of Pharmaceutical Sciences shall remit the monthly subscriptions of employees-to-Employees Provident Fund Account of the subscriber's together with the Employer's contribution to the Commissioner of Provident Fund as per the provisions of the Employees Provident Fund Act.
- v. Nomination facility available as per Employees PF Act.
- vi. Employees desirous to take loan / advance from their PF Account or withdraw their



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P.F. Account shall submit the prescribed applications through the Employer to the Commissioner of P.F for payment.

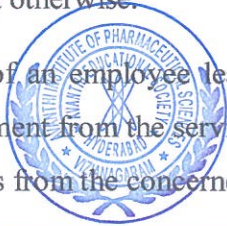
- vii. The annual statement of PF Accounts received from the Commissioner of P.F. will be given to the employees by the Accounts Department for verification and confirmation of the balance.

11. Termination/Resignation from Services:

- A. The services of an employee may be terminated by the Institution by giving such notice as may be stipulated in the terms of his appointment. In the absence of any such specific provisions in the terms of his appointment, the services of an employee may better terminate by the Institution in the following manner:
- B. "The Institution, at any time, may terminate the service so far employee without assigning any reason whatever."
- C. An Employer signing from the services of the Institution shall be required to give such notice as stipulated in the terms of his appointment. If there is no such stipulation in the terms of his appointment, an employee shall be required to either give three months prior notice or pay three months salary

OR

- D. If, as per terms of his appointment, the employee is required to execute a bond in favor of the employer, the terms and conditions of such bond shall be made applicable in respect of acceptance of resignation
- E. 1.12.3 Special Circumstances:
- F. Where an employee has been convicted for a criminal offence or where the Competent Authority is satisfied that it is expedient or against the interests of security to continue his employment, the Competent Authority shall remove or dismiss the employee from the services of the College without any notice.
- G. Every employee before leaving the services of the Institution return all the property or equipment/tools/instruments/library books and journals etc. belonging to the College issued or lent to him in connection with his employment in the institution. In case he fails to do so, the cost of such items not returned to the Institution shall be liable to be deducted from his pay or the amount due to him or recovered otherwise.
- H. The final settlement of accounts of an employee leaving the services of the Institution on resignation or termination or retirement from the services of the Institution shall be made only after receipt of No-Dues certificates from the concerned departments and Library.



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12. Conduct , Discipline and Appeal Rules:

A. Every Employee of the Institution shall at all time:

Maintain absolute integrity.

Maintain devotion to duty.

Must be properly dressed.

Not indulge in acts which may damage the reputation of the Institution.

B. An Employee shall be deemed to be a whole-time employee of the Institution and shall not, except with the previous sanction of the Competent Authority, on such terms and conditions as may be prescribed by the Institution, engage directly or indirectly in any trade, business, or undertake any part time employment or private tuitions.

C. An employee may however without such sanction undertake honorary work of social or charitable nature or occasional work of a literary or scientific character subject to the condition that his official Duties do not thereby suffer, but he shall not undertake or shall discontinue such work, if so directed by the College.

D. No permission is required for publications embodying one's researches or Books. No employee shall publish any letter in any news paper/journal or participate in any discussions to be telecast by the electronic media, which may cause embarrassment to any authority or damage the good will of the College.

E. It shall be the duty of every employee not to disclose any information, obtained by him in the course of his employment in the college, to outsiders or to make use of there after leaving the services of the Institution.

F. If employee resort to public criticism of the administration or any other aspects of the college and conduct, disciplinary action shall be taken against such employees by the Competent Authority.

G. No employee can take active part in politics or stand for elections, unless she is permitted to do so by the Competent Authority.

H. No employee is permitted to criticize or encourage caste/regional/ religious feelings among the students and staff of the Institution.

I. If an employee continues to remain absent from duty without any valid reasons without the prior permission of competent authority, he shall be liable for disciplinary action.

J. teacher is liable to be punished for denying of duty and involve in leading the students in down toward activities by giving lectures on unethical, religious, political or any other aspects either in the class room or outside the campus, which in the opinion of the Competent Authority, is



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objectionable and may cause damage to the reputation of the Institution.

- K. Every employee shall be courteous in discharging his duties with other employees of the college, students, parents and general public.
- L. Consumption of alcohol or drugs is strictly prohibited in the College premises. Employees should not indulge in these activities. If any employee is found indulged in such activities, disciplinary action shall be taken against him.

13. Emoluments and Benefits to Employee:

- A. The appointing authority shall fix the initial pay of an employee appointed to a post in the College at any stage in the time scale attached to the post. The time scales for teaching staff are those prescribed by AIPS.
- B. An employee who is holding a post and is promoted to a higher post shall be entitled to draw a basic pay in the time scale of pay of the higher post at the stage next above his basic pay in the lower post.
- C. In the case of an employee whose basic pay in the lower post is equal to or has exceeded the minimum basic pay of the higher pay-scale, his basic pay in the higher scale of pay shall be there-fixed by adding increments.
- D. The principal shall sanction the increments in the time scale to the employees.
- E. Additional increments to an employee may be sanctioned by the principal in specially deserving cases.
- F. When an increment of an employee is withheld as a disciplinary measure, the competent authority ordering the withholding of the increment shall state the period for which the increment shall be withheld and whether it shall have the effect of postponing the future increments, i.e with or without cumulative effect.

14. Retirement:

- A. The date of retirement of Teaching Staff of the College is the date on which he completes 65 years.
- B. The principal shall have the power to re-employ after retirement in special cases teaching staff for a period not exceeding 5 years subject to the following conditions: Service during the period offer employment shall not Count for the purpose of Provident Fund. The employee is eligible for the pay and other allowances as fixed by the Competent Authority.

CHAPTER- 2: FINANCE & ACCOUNTS

Sources of Income: Avanathi Institute of Pharmaceutical Sciences was established for the benefit of the society and serves the public and is not a profit-making organization.



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The College shall receive income from the following sources:

- i. Tuition fees from the student
- ii. Contributions from the sponsoring society
- iii. Interest from fixed deposits
- iv. Grants from Govt. /other agencies for Research projects/ Consultancy

Bank Accounts: The following accounts shall be, maintained by the College

- v. Current Account in Banks in the name of Avanathi Institute of Pharmaceutical Sciences
- Scholarship Account in the Bank in the name of Avanathi Institute of Pharmaceutical Sciences
- vi. Examination fees Account.
- vii. Other heads of accounts as found necessary.

Accounting procedure

- i. All remittances to the college shall be paid in the name of the college.
- ii. Tuition fees, Hostel, Transport and other fees shall be paid to the Cashier in Accounts Department for which proper receipt will be given to the students.
- iii. Scholarships granted by the Social Welfare Departments, Government of Andhra Pradesh shall be received and disbursed to the students through Account pay cheque.
- iv. Payment of bills relating to all purchased shall be made by the Accounts Department, with the approval of the principal. All payments shall be made as far as possible by Account payee cheque.
- v. The financial accounts of the college shall be maintained by the Accounts Department.
- vi. The cheque books given by the bank shall be kept under the custody of Accounts Department
- vii. All cash receipts shall be remitted into the Bank account not later than the first working day following on which the Bank is open.
- viii. The Accountant shall obtain a Bank statement and reconcile the accounts once in each month.
- ix. All Bills received from suppliers shall be checked by the concerned officials and Accountant and initialed before releasing the payment.
- x. Salaries to the teaching staff and non-teaching staff shall be made by cheque or account transfer or cash.
- xi. Income Tax, Professional Tax, Provident Fund and other recoveries, if any, should be deducted from the salaries of employees before payment is made




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- xii. Acquittance Register of payments made towards salaries of the employees shall be maintained in the prescribed form. Signature of the employees shall be taken in the acquittance register before payment of salaries.
- xiii. All payments of salaries of teaching and non teaching staff shall be made subject to the Condition that excess payments, if any, shall be recovered from the persons concerned.
- xiv. All travelling allowances shall be paid as per rules with the approval of Chairman/Principal.
- xv. T.A & D.A bills shall be checked to see that the journeys have been performed with the approval of the competent authority. There at claimed there in are in accordance with the sanctioned rates.
- xvi. Physical verification of assets and stores shall be carried out at then do teach financial year to ensure that the physical stock tallies with the stock registers maintained in the Departments. If any discrepancy found this should be reported to Chairman.
- xvii. At the end of each financial year, the annual accounts of the College prepared and audited by the Chartered Accountants appointed for the College. The Audited Statement of Accounts shall be placed before the Governing Body.

Budgets:

Budget is the Statement of the estimated receipts and expenditure, prepared well in advance, of the desired plan of action for the ensuing financial year. The Budget estimates are prepared by the Accounts Department after receiving the Budget proposals from the Departments and submitted to Finance Committee. The Budget estimates shall be placed before the Governing Body for its approval also. Budget estimates for each year shall be prepared by the Accounts Department on realistic and need based. The provisions under the various heads of accounts shall be scientifically worked out. While sanctioning expenditure the approved budget provision shall be verified. If for any reason, the provision made in the approved budget is found to be in sufficient to accord sanction for any expenditure, sanction has to be taken from finance committee to appropriate the funds from other heads of accounts end of the year. If for any reason there is no scope to appropriate any amount from the other heads of account in the budget, the alternative is to seek for additional provision under the same head of account to the extent necessary.

CHAPTER 3: FACULTY CENTRIC POLICY

Research Incentive Policy:

The primary objective of the proposed incentive scheme is to motivate the faculty members of Avanathi Institute of Pharmaceutical Sciences to undertake quality research, consultancy and other



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research related activities.

The faculty members who pursue research can avail library Facility, internet facility available in the college for research purpose. The faculties who have completed Ph.D. degree and applied in proper format are given salary enhancement.

Incentives for Publications in Journals and Conferences:

Incentives shall be applicable to papers which are published journals indexed by SCOPUS/SCI/UGC (Web of science). The incentive shall be applicable to only those papers where the author's affiliation is "Avanathi Institute of Pharmaceutical Sciences". In case of multiple authors from AIPS, the incentive shall be shared equally by all the authors

Incentive of Rs.10000 for paper published in journals indexed by SCI

Incentive of Rs.3000 for paper published in journals indexed by Scopus.

Incentive of Rs.1000 for paper published in reputed international conferences

Incentive of Rs1000 for paper published in UGC approved journals not indexed by Scopus and Web of Science.

Incentives for patents:

Incentives shall be applicable to patents which are filled jointly with Avanathi Institute of Pharmaceutical Sciences. Incentives for each published patent shall be Rs.1500/-.

Incentives for Publication of Books

Incentive for Books published by renowned National publishers shall be Rs.3000/.

Incentives for contribution of chapters renowned international and national publishers shall be Rs1500/-

Incentives for Research grants and undertaking consultancy projects

The incentive will be 3% of the total research grant received from the funding agency.

The faculty members involved in the consultancy project will take 10% of the total value of the consultancy amount received.

IQAC POLICY

In Avanathi institute of pharmaceutical sciences IQAC cell was established in the year 2022, march 22nd. From day one, it has contributed significantly for institutionalizing the quality assurance strategies and processes. In AIPS, IQAC cell has consistently endeavors to institutionalize quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching-learning process through increased



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of the library, transforming it into a multivalent knowledge portal and signing MoU's with research institutes for re-defining the boundaries of a vitalizing meaningful and holistic education. The IQAC has been a proactive player in the overall bench marking process. The IQAC has regularly summoned meetings, it has collected feedback in appropriate forms from different stakeholder categories, which analyzed the same and use it for qualitative improvement, and it has organized Academic and Administrative Audit to follow-up action as per the suggestions and recommendations of the eminent evaluators.

It was set up in our institution to work as a facilitative and participatory unit of the Institute for sustaining and improving the quality of the academic and research pursuits. IQAC in AIPS is equipped with appropriate structure and processes, and is flexible enough to meet diverse needs of various stakeholders. IQAC is committed to promote quality culture and maintain the momentum on quality consciousness. The IQAC plans, guides and monitors Quality Assurance (QA) activities in AIPS channelizes, systematizes and measures the efforts to promote the institution towards academic excellence.

Main tasks of IQAC

1. The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC cell that set up as per norms.
2. The IQAC continuously reviews and takes steps to improve the quality of the teaching learning process.
3. The institution follows the academic calendar which is released by the Affiliated University. The same calendar will be published in the prospectus and website of college before the beginning of every academic programme. This will help the students, parents and teachers to plan for their academic year. Each department in the college functions according to the teaching plan, course plan prepared at the department level.
4. The course work is distributed to each and every faculty member by the head of the department. The faculty members follow a lesson plan which consists the details regarding institutional objectives to be achieved, details of contents to be covered, the types of teaching aids.

Functions & Responsibilities:

- a) Parameters for various academic and administrative activities of the institution.
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching



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and learning process;

- c) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes / activities leading to quality improvement;
- g) Acting as anodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up.
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

RECRUITMENT POLICY

Objective: To recruit potential employees who have the relevant skills, qualifications and experience to make a positive, innovative contribution towards the development of the college.

Scope and Application: These rules shall apply to all the regular employees of all the institutions. These rules are subject to such changes from time to time as may be decided by the Governing Body of the respective institutions.

Central Recruitment Committee:

The Central Recruitment Committee is composed of the following members:

1. Management representative
2. Head of the Institution
3. All Heads of Departments
4. Coordinator IQAC
5. Subject Expert

Strategy:

Identify vacancy: The identification of vacancies depends on,

1. Existing changes arising due to termination, resignation, superannuation, leave and/or new



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workload requirements such as creation of new position or temporary additional workload.

2. Prep is job description and person specification:

3. Job description:

a. Role responsible to

b. Role responsible for

4. Main purpose of the job

5. Principal duties and responsibilities

6. Person specification:

a. Skills and abilities

b. Knowledge

c. Experience

d. Training

e. Other requirements

Advertising the vacancy:

An advertisement with the following generic information may be prepared and if required it can be appended with some specific information.

i. Title of the Position: Faculty/Department

ii. No. of positions to be advertised

iii. Job summary

iv. Advertisement Text

v. Closing Period

vi. Proposed Interview date (if known)

Response Management:

The applicant's can apply for the posts advertised in both electronic mode and by mail. They shall be received and a data base must be created by the Central Recruitment Committee. These applications based on the discipline/ Department will be separated and sent to the respective institutions / departments for short listing.

Short-listing:

In this process applications are evaluated to determine the most suitable applicants for interview. These will be the applicants that most closely match the needs as defined in the person specification.

1. If an applicant does not meet an essential criterion they should be discounted from the short list.



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2. The criteria for rejection must be demonstrated on the application
3. Ideally aim to identify more candidates to invite to interview. This ensures candidates get fair hearings from alert and interested interviews.
4. If an applicant has written anything on the application that discloses as specific request or recommendation that must not be used in the decision-making process
5. The candidate can request to see any notes made about the during the short listing stage.
6. If the number of applicants meeting the essential criteria becomes difficult to manage, you can use the desirable criteria as a further screening method.

Arranging interviews:

1. For eligible applicants, Institution/Department in-charge shall send email and also call them over phone to invite them for interview.
2. For unsuccessful applicants, Institution/Department in-charge shall send email and also call the mover phone informing them that they have been unsuccessful.
3. Applicant Feedback-If an unsuccessful applicant requests feedback constructive feedback as to why they were not short listed on this occasion shall be provided.

Conducting Interview:

Interviewing is the process of asking questions in order to gather evidence about candidate's ability to fulfill the job role. An interview is the compulsory element to the selection process. It is also an opportunity for the candidate to learn more about the job and institution.

Procedure for Interview:

Opening the interview:

- a) Welcoming the candidate
- b) Introducing the panel members (name & role)
- c) Providing an outline agenda (including length of interview and when the candidate can ask questions)
- d) Informing that the panel will be taking notes for effective questioning and listening.
- e) Prudent questioning & more of listening.
- f) Begin the interview with less demanding questions to put the candidate at ease.
- g) Follow the sequence of questions planned but be prepared to deviate if required.

Taking Notes:



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- All members of the panel must take the individual notes for each candidate.
- Notes should be recorded using Interview Record sheet.
- Notes should be factual and accurate for recruiting the most suitable candidate.
- The Interview Record sheets will be kept on record for verification and audit.

Closing the interview:

- Ensure the entire candidate's question have been answered.
- Tell the how and when they will be informed of the outcome.
- Thank the candidate for their time and interest.

Decision making:

Following the interview and any other additional assessment methods that may have been in corporate into the decision making process, panel lists should begin discussing each individual's performance to decide whether they are suitable for recruitment. It is important to conduct this stage properly to ensure an objective and decision. The members of panel should take some time to individually review their notes including any comments, scores and performance in additional selection methods that were undertaken.

- The panel should the come together to discuss each candidate's performance in relation to the person's specification criteria, job description and interview record forms to compare performance.
- This will enable you to discount all candidates that are not suitable for recruitment because they do not meet the criteria.
- Place all candidates so far relevant discipline in a ranked
- All panel members must agree for the ranked
- Once you have decided on your First choice candidate, consider other candidates that are eligible for recruitment and rank them so that you can move quickly if your first choice candidate does not accept the job off
- Avoiding bias in decision making process the members of panel are all potentially susceptible to unconscious bias, stereotyping and distortion.
- To avoid unwittingly making any potentially discriminatory decisions vide consultations unilateral decision has to be arrived.

Making the appointment:

- The chairman of the panel (as far as possible) should contact the successful candidate by



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Telephone, ideally on the same or next day, to offer them the job.

- b) The chairman of the panel should congratulate the candidate and confirm that they have been successful candidates to the standard pre-employment checks(e.g., qualifications, experience etc) which will be undertaken by establishment section of the institution. Positive and enthusiastic feedback on how well they performed need to be given. Discussion potential start/joining dates.
- c) Try to establish without pressurizing the candidate, whether they are likely to accept the offer.
- d) Explain that establishment section of the institution will be in touch with them shortly to confirm the offer of employment.

Communicating the outcome to unsuccessful candidates:

Candidates should be contacted by telephone so that accurate feedback about performance can be provided using the information recorded on the Interview Record Forms within 2 days of the interview to confirm that they have not been successful.

Formal offer:

Establishment section of the Institution will then proceed with the successful candidate regarding the terms and conditions of employment, any contractual issues and their start date etc.

Induction:

- a) The Departmental/Faculty Induction should consist of pre-arrival activities (greetings procedures, physical arrangements, ICT services, induction activities and an induction pack).
- b) A personalized induction time table
- c) Information about the Faculty/Department structure.
- d) Any relevant departmental policies and procedures.
- e) Any other information appropriate to the Faculty/Department and staff member's role
Depending on what is most appropriate; this could be a hard copy pack or references to key documents.

Recommendations for fixing the salary for Appointing Faculty Position:

Assistant Professor: M.Pharm / Other Relevant PG (Fresher) from any recognized institute.

Salary: AICTE V1 pay (Rs.15, 600-Rs.39, 100 with AGP of Rs.6, 000) applicable as on date of appointment.

Associate Professor: Ph.D for many recognized University with over all experience of 8 years.



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Salary: AICTE VI pay (Rs.37,400-Rs.67,000with AGPofRs.9,000) applicable as on date of appointment.

Professor: 5 years experience after Ph. D and should have over all experience 10 years Ph.D from any recognized university.

Salary: AICTE VI pay(Rs.37,400- Rs.67,000 with AGP of Rs.10,000fixed at a stage not below Rs.43,000) applicable as on date of appointment.

POLICY FOR PROMOTION OF RESEARCH

1. Preface

Research is one of the eyes of a visionary technical institution for the successful progress of the Institute; it has to focus on both academics and research. At **Avanthi Institute of Pharmaceutical Sciences (AIPS)**, The academic work carried in various undergraduate and post-graduate programs includes conducting research. Research is done to find answers to the mysteries of science, discover the secrets of nature, design solutions to particular problems, create new inventions that make life easier, and achieve other similar goals.

The AIPS has promoted and implemented a wide range of policy initiatives to advance research since its founding in 2005. The completion of excellent research work qualifies for the award of higher degrees. Other promotional initiatives of AIPS include building capacity in terms of human resources and facilities, encouraging and rewarding faculty to conduct research, organizing conferences and workshops to spread new knowledge, and more. This Policy of AIPS on the Promotion of Research & Innovation, Consultancy & Extension Services is the result of the various efforts and initiatives during the past13-years.

2. Application of the Policy

The policy applies to all regular teaching faculty members of all departments of the Institute.

3. Vision

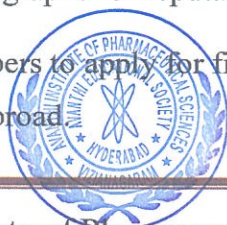
To achieve research excellence and promote a culture of great support for researchers there by enabling a wide range of research advancements to address local to international needs.

4. Objectives

The main goal of the proposed incentive program is to encourage the college's Faculty to engagein high-quality research, consulting, and other research-related activities.

To persist in writing books and monographs for reputable national and international publishers.

For encouraging our academic members to apply for financing and obtain projects from various funding organizations in India and abroad



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To get involved in consulting projects supported by government, industry, business, and other organizations.

Top promote faculty members' creativity so they can develop original ideas in to products, concepts, etc. and secure patents.

5. General Principles Underlying this Policy

The incentive/sponsorship for research to an employee is purely based on the submitted evidence along with the prescribed application.

The policy shall not be influenced by the employee's race, religion or gender.

The R&D Coordinator will review the incentive claim applications forwarded through HOD, and based on that a list of candidates will be recommended for incentives to the approval of the principal.

If more than one faculty member is involved in paper publication, Research and consultancy project, the amount will be shared among them.

It is the responsibility of the faculty member to produce evidence of having published a paper in the refereed journal and the impact factor of the journal. She/he has to produce a printed copy of the SCOPUS or other evidence and the HOD should attest the same.

An application form is already prescribed for the purpose of research incentive/sponsorship and the faculty member is expected to submit the same duly filled and attached copies of evidence countersigned by the HOD and R&D Coordinator.

After checking the claim and approval by the principal, the claim and disburse the amount following the usual procedure.

As this is a tentative scheme, the criteria and modalities will be amended then and there, by the Institution.

Principal will be the competent authority to sanction/stop any incentive as per the Institute norms.

R&D Incentive Policies

Incentive for book publications

1. Full text book with single author: INR 3000
2. Full text book with two authors: INR 1500 Each author
3. Full text book with multiple authors: INR 1000 Each author
4. Chapter Contribution: INR 1500




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Note: Published books or chapter so monographs must have 'AIPS' as the affiliation.

Incentive for Research Publication:

If a research paper is published based on his/her work in hard copy or in electronic form in a referred journal, he/she will pay an incentive as indicated below.

SCI Journal	10000/-
Un paid Scopus Journal	5000/-

The publications will be considered only if they are indexed in Web of Science or in Scopus.

If the paper is contributed by more than one author the incentive will be shared as follows:

Faculty of sister concern college of AIPS also includes in the other category. Faculty members are encouraged to publish papers only in reputed journals and avoid publications in paid journals.

Faculty members should also submit a "Self Declaration" stating that the publication fee was not paid to the Journal.

Published paper must have 'Avanathi Institute of Pharmaceutical Sciences' as the affiliation. On-line date is to be considered as the date of publication.

Authors outside the AIPS fraternity are not entitled to this scheme.

Research Paper publication through Conference will be treated as a paid publication. The faculty is supposed to apply incentives under 6.3 or 6.4 whichever is applicable.

Publication claim under the Research Incentive Schemes (RIS) of AIPS must be made within a month of publication in the prescribed form.

Incentives for Presentation of Research Papers in Conferences/Seminars in India

The International/ National conference must be of reputed Universities/ Deemed Universities etc.

The paper/article must be published in any National/International Journal and Conference proceedings.

The faculty would be permitted OD +Registration fees on actual basis or Rs.2, 000/- whichever is less.

TADA will be paid as per the Institute norms.

In case of joint authorship only one faculty can avail the facility.

Each faculty can present research papers in Conferences of repute twice in academic year with financial assistance (limited to Rs. 4,000/- only).

Maximum number of ODs is limited to one week. The number of OD during the academic



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period is subject to prior approval of the principal.

Only Oral presentation of research papers is acceptable.

Incentives for Presentation of Research Papers in Conferences outside India/Abroad.

The faculty has to approach AICTE (which provides 100% funding subject to meeting their norms) for Travel Grants or other Funding Agencies of Govt. of India.

It has been observed that some of the proposals may not meet AICTE besides paucity of funds with them because of their All India Scope. Therefore AIPS may also consider finding for International Conferences on case to case basis, subject to 60% to be paid by the candidate and 40% by AIPS with the candidate having at least 5 years of service in AIPS.

The staff who wish to apply for incentives for paper presentations in international conferences abroad need to get approval from the principal at least one month in advance.

Note:

1. The Incentive under the category of Presentation of Research Papers in Conferences in India/Abroad (6.3 & 6.4) will be paid only after submission of the duly filled application and attaching copies of evidence countersigned by the HOD and R&D Coordinator.
2. However, the faculty can apply for travel advance to the maximum of 75% of the expected expenditure subject to the approval of the principal.

Incentives for attending Workshops/FDPs

1. The Workshops/Symposium/FDP hosting Institutions must be Institutes of reputed Universities/Deemed Universities etc.
2. The faculty would be allowed OD+ Registration fees on a nactual basis or Rs. 1,000/- whichever is less, when the Workshops/Symposium/FDPs have minimum of 3 days duration.
3. TADA will be paid as per the Institute norms.
4. Each faculty can attend Workshops/ Symposium /FDPs of repute twice in an academic year with financial assistance. However, financial assistance is limited to Rs. 500 or Half the amount of registration whichever is less.
5. Maximum number of ODs is limited to one week. The number of ODs during the academic period is subject to prior approval of the Principal.
6. Minimum service clause is not applicable to attending conference/symposium/FDP Faculties going for attending FDPs outside need to disseminate knowledge/information by organizing faculty Development Program (FDP) Student Development Program (SDP) Student



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Workshops/ Summer etc for the benefit of Faculty and Students in their respective departments.

7. The OD and Registration claim under the Research Incentive Schemes (RIS) of AIPS must be made within a month in the prescribed form.

Incentive for Generation of Research Grants:

Faculty members are expected to submit proposals for research grants from funding agencies. It is quite likely, that these projects may involve the modernization of laboratories, acquiring of equipment required specific to the research study, conducting of surveys, etc.

The incentive will be linked to the total amount of research grants sanctioned by the sponsoring agency. The incentive will be 20% of the research grant received from the funding agency.

Since the amount is being released in phases, the incentive(s) paid is also proportional to the amount received by the Institute.

Incentive for Consultancy work:

To encourage genuine consultancy work from the faculty, AIPS announces a policy where by the faculty can claim 20% of the amount charged under the consultancy work. This is subject to the following conditions:

Faculty should be the sole in-charge of the consultancy work. The said consultancy work should be undertaken post the approval of the principal and the agreement should be:-undertaken between AIPS and the concerned third party.

The payment for the consultancy work should be credited to AIPS which will further be passed on to the faculty.

Incentives for Professional Body Membership:

All faculty members on roll of AIPS having more than two SCI/SCOPUS research papers, acquiring membership for National and International professional societies are eligible for reimbursement of 50% of the cost of the membership registration fee subject to Maximum of Rs.5,000.

Maximum of Rupees Five Thousand (Rs. 5,000) will be paid for International society membership, Rupees Two Thousand (Rs. 2,000) for National society membership, and Rupees Thousand (Rs. 1,000) for State Level Membership.

Incentive claim under the Research Incentive Schemes of AIPS must be made within a month of registration with the professional bodies.



PRINCIPAL

Avanathi Institute of Pharmaceutical Sciences
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ESTD : 2005

Incentives for Research Awards/Any recognition received by the faculty from reputed Professional Bodies and Agencies (For which AIPS has not provided any funding):

Awards Received from Agencies	International Level	National Level	State level	University Level
Incentive (INR)	5000	3000	2000	1000

Incentive for Doctoral Research Guidance

	Ph.D	
	Supervisor	Co-Supervisor
Incentive (INR)	5000	2500

Special Note:

The incentives, the following documents should be submitted to the principal along with the duly filled application for claiming the Research Incentive with countersign of HOD & verification sign of Coordinator-R&D

- A copy of the notification of the Conference/Seminar/Workshop/FDP
- Copy of the mail submitting the draft copy of the paper
- Copy of the acceptance mail in case of Conferences/Seminars
- Copy of the Evidence of participation (Certificate of Participation)
- Original receipt towards payment of registration Fees
- Copy of the paper published in proceeding so the Journal/Conference
- Copy of the index page of Journal/Conference/Seminar proceedings
- Original Travel Tickets (When claiming TA/DA)

NORMS OF TRAVELLING ALLOWANCE (TA), DEARNESS ALLOWANCE (DA) & REIMBURSEMENT OF ACCOMMODATION CHARGES

1. Travelling Allowance

Travelling allowance is in the nature of reimbursement of reasonable expenses incurred by the employee while traveling and halting out station on official duty. All journeys shall be authorized by the competent authority i.e. Principal and necessary approval shall be obtained prior to proceeding on an official tour.



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The Principal may sanction TA advance subject to the maximum of 75% of the expected expenditure.

The mode of travel applicable, the daily allowance payable and the rates of local conveyance and accommodation charges reimbursable to various categories of employees are as follows.

1. Director/Principal/Vice Principal Airfare /First A/C

2. Professor/HOD Second A/C

3. Associate Professor Third A/C

4. Assistant Professor Sleeper

Reservation charges, AC/Super fast charge, cancellation charges, and bed roll charges are reimbursable. Normal service charges for booking tickets by a travel agent are admissible.

The institution may reserve and book to and from air tickets through local travel agents. For rail and bus tickets, the person intending to travel may take necessary advance for booking such tickets.

2. Daily Allowance

1. Director/Principal/Vice Principal - Rs. 500 per day

2. Professor/HOD/Associate Professor - Rs. 300 per day

3. Assistant Professor - Rs. 200 per day

Reimbursement of Accommodation

1. Director/ Principal - Maximum of Rs. 1500 per day

2. Professor / Associate Professor - Maximum of Rs. 1000 per day

3. Assistant Professor - Maximum of Rs. 600 per day

Note:

A. Accommodation charges will be reimbursed on production of the original receipt from the Hotel/Guest House.

B. Wherever the management or the institution arranges for common accommodation and transport, the faculty members will utilize the same.

Other terms & conditions:

TADA & Accommodation charges shall be provided on the submission of original bills only



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If the registration fee is inclusive of accommodation/travel/boarding, then the faculty is not entitled to claim TA, DA & Accommodation Charges

All TA calculations will be based on regular (Non-Tatkal, Non-Premium) fares in the given route of travel. Even if a faculty submits original tickets for a higher fare, it will be adjusted to the regular fare. If the travel distance is within the state, then the days of the conference/seminar will be considered as on duty. If the travel distance is beyond the state, one extra day in addition to the duration of the event will be considered as on-duty.

The staff should get prior approval from concerned authorities to avail above incentive.

A staff member can avail of a maximum of two external events in a current academic year.

Principal will be the competent authority to sanction/stop any incentive as per the Institute norms.

Therefore mentioned policy may change from time to time in accordance with the Institute policy


Local Conveyance:

- | | |
|--------------------------------------|-------------------------------|
| 1. Director/Principal/Vice Principal | - Maximum of Rs. 1000 per day |
| 2. Professor/HOD/Associate Professor | - Maximum of Rs. 500 per day |
| 3. Assistant Professor | - Maximum of Rs. 300 per day |

Note:

Local Conveyance is applicable to the faculty who wish to attend WS/Conference/ FDP etc., with in the limits of the city. Travelling with in city transport and accommodation not applicable.




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Environmental policy



AVANTHI INSTITUTE OF PHARMACEUTICAL SCIENCES **ENVIRONMENTAL POLICY**

The Avanathi Institute of Pharmaceutical Sciences (AIPS) reiterates its dedication to actively participate in the advancement of sustainable development for the nation and the advocacy of eco-friendly technologies via its educational, research, consultancy, and extension initiatives. Our goal is to nurture a community that is environmentally aware and adaptable to climate change, striving towards this vision through a comprehensive approach encompassing curricular, co-curricular, and extension activities.

AIPS is committed to providing its students, faculty, supporting staff, institute associates, and the local community with the requisite knowledge and competencies to act responsibly in relation to the environment. We strive to formulate educational programs designed to instill a profound sense of environmental consciousness, enabling individuals to make well-informed decisions that positively impact sustainability.

Beyond academic endeavors, we actively participate in research and consultancy initiatives dedicated to the advancement of sustainable technologies and solutions. Through the cultivation of a culture characterized by innovation and collaboration, our goal is to tackle urgent environmental challenges and contribute to the creation of a more eco-friendly and sustainable future.

AIPS is dedicated to metamorphosing its campus into an eco-friendly environment that mirrors our unwavering commitment to sustainability. Our endeavor is to infuse nature and environmentally conscious principles into all decision-making processes across all levels. This encompasses the integration of eco-friendly practices into our infrastructure development, energy management, waste disposal, water conservation, and transportation systems.

In pursuit of our objectives, we actively pursue collaborations with leaders in the industry, governmental agencies, and environmental organizations. Through cooperative efforts and the exchange of expertise, we aim to magnify our influence and promote sustainable development within and beyond our institution. AIPS aspires to emerge as a shining example of sustainability, serving as a paradigm for other educational establishments. We firmly hold the conviction that by advocating for sustainable practices and embracing cutting-edge technologies, we can contribute significantly to the overall welfare of society, safeguard our natural resources, and craft a brighter future for future generations.

Environmental Policy is adapted on this day, the 5th of June 2021 at Avanathi Institute of Engineering & Technology, Cherukupally Village, Bhogapuram Mandal, Vizianagaram, Andhra Pradesh 562



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POLICY DOCUMENT ON ENVIRONMENT AND GREEN CAMPUS

Avanthi Institute of Pharmaceutical Sciences be a clean and ecologically pleasant, campus, where ecofriendly teaching and activities work together to foster sustainable and environmentally friendly behavior. The Green Campus concept allows the institution to take the lead in the regeneration of environmental culture by promoting environmental ideals among students and faculty. All problems solving strategies must be used in order to create true change

Objectives:

- The institute has taken several measures for planting and to make Green Campus. 50% of total area is covered with trees and lawns. A number of trees exist at different places in the college.
- Energy conservation Placards conveying the importance of the energy conservation are made visible all over the college campus to create awareness among the staff and students on energy conservation.
- The institute propagates the importance of energy conservation by intimating staff and students to turn off the fans and lights in hostel and college whenever not needed.
- Proper supervision is carried out by concerned authorities (single switch is used to switch off classroom power supply for fans and light points). Awareness programmes are also conducted.
- Periodically for elaborating the importance of water resources students are advised to close the tap water whenever not needed.

Green Campus Initiatives are as follows:

Energy Consumption:

Energy saved is the Energy Generated. To reduce energy consumption, the institute practices to electrical appliances

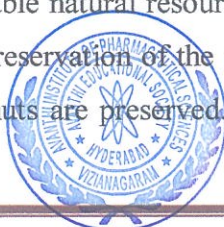
- a) Turn off the things when not in use
- b) Use LED light bulb

Renewable Energy:

Solar energy is the cleanest and most abundant renewable energy source. The Institute promotes solar energy; the stake holders are encouraged for promoting and adopting renewable energy.

Conserve Natural Resources:

The Institution believes in sustainable natural resources conservation and it is a process of rational use and skillful management and preservation of the natural environment with all its resources. The trees like mango, neem, and coconuts are preserved. Since its inception the institute, students and



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staff actively participate to make the learning environment pollution free in tree plantation activities.

Restricted Entry of Automobiles:

The institute encourages the staff and students to use the vehicles with pollution check stickers in order to reduce environmental pollution. Vendors are restricted to enter the college. Campus using auto mobiles and are asked to park their vehicles in the entrance.

The college operates a fleet of buses covering each corner of Visakhapatnam to facilitate the students and staff. The institute encourages the staff and students to use the college transport instead of their own vehicles for safety, security, fuel conservation and to reduce environmental pollution. The college buses are checked for pollution by the authorized agency. The vehicles owned by faculty or students with pollution check stickers are permitted in to the campus. Random checks are made to check the validation and periodicity of this certificate. For two wheelers or four wheelers, security measures are made mandatory.

Pedestrian Friendly Pathways:

Vehicle parking space is provided at the main entrance of the college campus. As the campus is vehicle free with some exceptions, students and staff experience comfort walking through the pedestrian friendly pathways. The internal roads are lined with trees and they are properly maintained by the campus maintenance committee.

Use of Bicycles or Battery Powered vehicles:

College provides Battery powered E-Vehicle to transport the physically challenged students and senior citizens related to the students to the various departments due to restriction of the out side vehicles and cars in to the campus to support the green campus initiatives

Ban on use of plastic:

We understand the serious impact of plastic on environment and thus the use of single time usable plastic bags/bottles are prohibited in the campus. In this regard, the caution boards are placed at various locations in the campus. The eco club properly spreads awareness in this regard and monitors the people to restrict the use of single time usable plastic bags/bottles. We are also working on less-paper policy and we try to avoid the print outs which can be managed through soft copies or most of the notices/instructions are shared with staff members in soft copies only via e- mail or official What'sApp group. If we need to take printout for internal work, we utilize the blank side of papers which are printed only one side.




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Land scaping with trees and plants:

We believe in promoting a society which: cares to protect, preserve and conserve. Realizing the importance of sustainable development many activities are undertaken to make the campus environmentally friendly and students sensitive to the ecological issues. Some activities include the introduction of eco-friendly paper cups in the criteria. The groundwater is recharged using a water recharge well. The College has a compost pit in which organic matter is converted in manure. Constant efforts are taken to minimize waste generated in the labs. We have gone paper free by introducing an online application process for student admissions

- Promoting the soul 'Swachh Bharat' on grounds through including the under studies and the staff in Swachh program.
- The College campus is lush green campus with a large number of plantations. The campus is also a plastic free campus and mostly paper cups and other alternative materials are used instead of plastics

Waste Management:

- Solid waste includes both biodegradable and non-biodegradable components. Different types of waste generated in the college campus are disposed of in a proper way by repurposing as well as with the help of private agencies those who collect the waste for the purpose of recycling. The non-biodegradable solid waste generated in the campus includes paper, metal cans, bricks, wood and other items.
- Bio-degradable waste includes food waste, vegetable peels, leaves etc. The non-biodegradable waste and biodegradable wastes are collected in to trash bins separately. To reuse and recycle the solid waste by creating dustbins, compost plants, paper plates, cups. Usage of plastic is strictly prohibited. The campus dry waste in the campus is sent to the private agencies for recycling.
- Food waste from the campus is sent to the nearby dairy farms. Wood waste is reused by adding the wood sticks in to mudpottery. The Brick Waste is reused by leaving it off with a retaining wall constructed of stacked bricks. Many awareness programs were conducted in the college to avoid the use of plastics.

ERP POLICY

Avanthi Institute of Pharmaceutical Sciences believes that the enforcement of the simple and automated approaches in the governance of the academic system. Various functions such as offering planning, development, administration, management of examinations play a vital role in the academic system and have been considered as separate modules. These functions involve a lot



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of data that is to be stored, handled, in a bold manner. One more aspect of this data is, it keeps on growing as the days add on one by one. So day by day organization of this data is required in a well defined manner. For this purpose, each module has been assigned with a tool and many of these tools are designed and implemented in-house to facilitate ease of organizing data and storing in a well defined manner. This makes retrieval of the data whenever required much simpler. Most of the functional bodies in the institution use the ERP system for providing e-governance. Transparency of everything done in the college is exhibited through ERN system.

The Enterprise resource planning (ERP) of Avanathi Institute of Pharmaceutical Sciences consists of a portal: www.avanthipharma.ac.in that functions the smooth functioning of the academic activities of the college.

❖ Administration

Enterprise Resource planning (ERP) of Avanathi Institute of Pharmaceutical sciences for administration involves the SOUL 3.0 software for Library, Biometric finger print attendance system for acquisition of staff attendance, Jnanabhoomi Facial Recognition system for acquiring the attendance of faculty as well as students, Grievance Reporting portal for students to address their issue online, Surveillance system to provide safety and security in and around the campus.

• Biometric Finger print attendance System:

Avanathi Institute of Pharmaceutical Sciences believes that biometric finger print attendance system as most reliable as it acquires data with high accuracy, eliminates time theft, prevents buddy punching, Boosts employee morale, increases accountability, simplifies payroll.

➤ JB-FRS (Jnanabhumi attendance system):

Avanathi Institute of Pharmaceutical Sciences on the suggestion from government of Andhra Pradesh implement the use of Facial Recognition System app Jnanabhumi for recording the attendance of faculty through smart phone. Faculty can easily record the attendance of the students with their authentication. This is a free application developed by RNIT in coordination with the government of Andhra Pradesh.

➤ SOUL 3.0 Software:

SOUL 3.0 developed by INFLIBNET is a UNICODE - based multilingual support for Indian and foreign languages. It supports cataloging of electronic resources such as e-journals, e-books, virtually any type of materials. It provides default templates for data entry of different type of



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documents. This software can be bought by paying one time.

➤ **Grievance Reporting Portal:**

Avanthi Institute of Pharmaceutical Sciences hold a portal linked to its web page facilitating the students to report their issues.

➤ **Surveillance:**

Avanthi Institute of Pharmaceutical sciences uses network of cameras places all over the campus to provide security and surveillance of the activities. The system is password protected and only be accessed with the credentials of the principal.

❖ **Finance and Accounts**

Enterprise Resource Planning (ERP) of Avanathi Institute of Pharmaceutical Sciences for Finance and Accounts includes the usage of software - FOCUS which is found to be very effective in managing financial affairs of the institution .At the same time maintaining the storage of data and retrieving it whenever needed.

➤ **FOCUS:**

Avanthi Institute of Pharmaceutical sciences uses Focus tool which is protected through User authentications. This tool is mainly used for accounting purpose and maintaining a record of the flow of finance in the institution.

❖ **Student Admission and Support**

Enterprise Resource Planning (ERP) of Avanathi Institute of Pharmaceutical Sciences for student admission and support includes the use of Online fee payment portal for students, Admission Enquiry forms available online and feedback forms to support the students in their academics and activities needed.

➤ **Online fee payment portal:**

Avanthi Institute of Pharmaceutical Sciences holds a payment portal in its webpage facilitating the students to pay fee online without delay and avoiding queues.

➤ **Online Admission forms:**

Avanthi Institute of Pharmaceutical Sciences through its website facilitates Admission forms for the enquiry of the available seats in the college.

➤ **Feed back:**




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Avanathi Institute of Pharmaceutical Sciences through its website provides three types of feedback forms for faculty, parents and student in its website where faculty, student and parents can suggest the administration about the curriculum and assist in moulding the academics.

❖ Examinations :

Enterprise Resources Planning (ERP) of Avanathi institute of Pharmaceutical sciences for Examinations includes the use of JNTU-GV portal where administration can keep a track of the results in every semester with having different types of analysis department wise and overall and for individual student.

AVANTHI FREESHIP & MERIT SCHOLARSHIP POLICY

OBJECT

The Objective of the scheme is to provide financial assistance to the Scheduled students studying at Avanathi institute of Pharmaceutical Sciences to enable them to complete their education.

SCOPE

These freeships are available for the students and are awarded based on evaluation of test result which is organized by Avanathi Educational Society. This is applicable to all the students who are currently beneficiaries of the scheme as well as fresh admissions. Merit scholarship scheme is to help meritorious students to complete their B. Pharm without financial burden.

Student Freeships Framework

At Avanathi Institute of Pharmaceutical Sciences, we follow a Unified Student Freeship Framework to ensure that the deserving candidates get the required programme financial assistance. The framework is approved under the following conditions:

1. Admissions through freeships will be offered on a first-come, first-served basis.
2. Admissions through freeships are limited up to 30% of the approved programme intake.
3. Once the 25% of seats are filled in a through freeships, despite qualifying for the freeship the student will not be entitled to the free ships.
4. For the freeships offered through various National and State Entrance Tests, the students are required to apply for avanathi freeship and merit scholarship internal policy and must attend the counseling for admission as per the schedule.
5. If a student is eligible for a freeship under more than one category through avanathi freeship and merit scholarship internal policy, National, and State Entrance Tests, then he/she will be awarded the highest percent of the freeships.
6. The freeships offered, National and State Exams is applicable for the First Year of the same



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scholarship will be continued in the subsequent years of study based on the student performance.

7. After first year, and for the consequent years, the student must attain the attendance percentage 75 in previous academic year and maximum of 3 back logs only considered availing free ships further, and they must clear all subjects and should not have more than two backlog sin the previous academic year.

Scholarship Eligibility Calculator:

Scholarship percentage	AP EAPCET Rank
>75%	101-250
60%-75%	251-1000
40%-60%	1000-5000
Upto40%	5001- 20000

STUDENT MERIT SCHOLARSHIP FRAME WORK

The merit scholar ship will be provided for all First and Second TOPPERS of the Students year wise and branch wise.

1. For 1st topper awarded 5000/- Rs
2. for 2nd topper awarded-----3000/- Rs

The Avanathi Freeships and Merit Scholarships policy is adapted on this day the 9th of March 2018 at Avanathi Institute of Pharmaceutical Sciences, Cherukupally village Bhogapuram Mandal Vizianagaram Andhra Pradesh, 531162. According to the Merit Scholarship policy those who are academic year wise toppers the Avanathi Educational Society give Merit Scholarship awards to academic toppers on Anniversary day

DIVYANGAN POLICY AND INITIATIVES UNDER TAKEN

Objectives of Policy:

1. To create inclusive culture to avoid discrimination, exploitation and exclusion of Disabled Students and staff from all spheres of work and education.
2. To create a suitable regulatory mechanism for effective delivery of services to Disabled Students and Staff of the Institution.
3. To ensure implementation of all legislations with respect to persons with disabilities.



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Admission Policy for persons with disabilities:

1. Total reserved seats for persons with disabilities in all the programmes are filled according to the guidelines given by PCI/University.
2. All the facilities, which are suggested by PCI /University, will be provided to the people with disabilities.

Exam Policy:

1. The Institute shall make suitable arrangements for Divyangana Students to participate in the Examinations.
2. The examination will follow the guidelines issued by JNTUGV, Vizianagaram, in giving extra time or allotting Scribes.

Facilities and Initiatives Undertaken:

The Institute has infrastructure facilities Like Wheel Chair, Blind stick, Scribes for the examinations and Disabled friendly washrooms. There is an in built software system in MS office i.e, 'Readto Text and Text to Read' for some Disable persons and special training is given to the students who need it. Currently there are no Divyangana Students in the campus. If admitted in the future, then the institute will provide the other facilities required.

ANTI RAGGING POLICY

The institute has a transparent mechanism for timely redressal of student grievances including Sexual harassments and ragging cases.

Objective:-

Inview of the directions of the Hon'ble Supreme Court in SLP No.24295 of 2006 dated 16-05- 2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate these courage of ragging including any conduct by any student or students whether by words spoken or written or by any act which has the effect of teasing,

1. "**Academic year**" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
2. "**Head of the institution**" means the Vice-Chancellor in case of university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
3. "**Fresher**" means a student who has been admitted to an institution and who is undergoing his/her




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first year of study in such institution.

As per UGC and AICTE norms, all students must know the following details regarding ragging.

Powers and Functions of the Anti-Ragging Committee:

- To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on nay acts amounting to ragging;
- To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging;
- To consider the complaints received from the students and conduct enquiry and submit a report to the Anti- Ragging Committee along with punishment recommended for the offenders;
- Oversee the procedure of obtaining an undertaking from the students by the provisions;
- Conduct workshops against ragging menace and orient the students;
- To provide students with the information of contact address and telephone numbers of the person(s) identified to receive complaints/distress calls;
- To offer services of counseling and create awareness to the students;
- To take all necessary measures for the prevention of Ragging inside the Campus/ Hostels.

Anti Ragging Squad

- 1) To avoid and prohibit sexual harassment at college.
- 2) To ensure overall disciplined environment in the College.
- 3) To initiate timely action against erring students.
- 4) To sensitize students about the evils of ragging and its prevention in the College. Campus by organizing talks/ programs etc

The board displaying punishments in case of ragging

The boards that display the punishments a student may get, who involves in the act of ragging, are displayed at the Pharmacy entrance .

MAINTENANCE POLICY

INTRODUCTION:

Avanathi Institute of Pharmaceutical Sciences own and operative infrastructure to deliver its teaching, learning and research programs. The Institute has structured system for maintenance and utilization of classrooms, computers and laboratories in the campus to ensure effective usage of the existing infrastructure facilities. The physical facilities are maintained by the maintenance team, which comprises skilled faculty for supervision and lab technician for



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service from Pharmacy. The maintenance team is responsible for the uninterrupted power supply, maintenance of equipment like general lighting, power distribution system, Solar panels, Water pumps, etc. the request for maintenance is initiated through the service request form available, through which the particulars about the nature of maintenance is informed to the authorities for connective action. After getting approval for the request, the maintenance team attend, diagnose the fault and rectify it or else suggest for external services from suppliers or other service providers. If the service does not come under guarantee/ warranty/free service period, quotations are received from the supplier as well as from two other companies. Competitive statement will be prepared and submitted to the principal with the recommendation of the respective HOD. The maintenance team members monitor the maintenance and cleanliness of the buildings, class rooms, labs, furniture, campus ground, sports facilities, staff lounge, Students amenity areas, cafeteria and hostel buildings. House keeping services are maintained by the house team and available during day time in all working days Road side service and breakdown coverage services are undertaken by external services. Cleaning of vehicles, air filling and small repairs are under taken by the transport department the college. Major repairs are carried out by external auto mobile garages.

MAINTENANCE OF CLASS ROOMS, FURNITURE AND LABORATORIES

Class rooms with furniture, teaching aids and laboratories are maintained by the respective department faculties and lab assistants. The In-charge and lab assistants take care of the irrespective laboratories.

Class Room Maintenance:

1. Adhoc Maintenance: Maintenance of the Electrical Items and Furniture are done in the following order.


Service Request send to

- (i) HOD
- (ii) Principal
- (iii) Maintenance Team
- (iv) Work Carried out
- (v) Feed Back after Service.

2. Regular Maintenance:

Maintenance of the Floor and Furniture Cleaning.




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- (i) Housekeeping maintenance Report
- (ii) Building In-Charge
- (iii) Maintenance Team
- (iv) Principal

MAINTENANCE AND UTILIZATION OF LIBRARY

The library staff is clearly instructed in the care and banding of library documents, particularly during processing, shelving and conveyance of documents.

The following steps need to be taken:

Bound volumes are not to be sorted out from their fore edges, as this process weakens the binding. Shelves should not be fully packed. Huge volumes need to be kept flat. Dust should not be allowed to deposit on the documents as the collection of dust causes staining of documents and promotes chemical and biological problems. Cleaning and using vacuum should be done regularly and carefully. Proper pest management is done to minimize the problems caused by insects. Proper cleaning, fumigation and exposure to sunlight to the documents are done to reduce the effect of insects in the library. Repellents are used to save materials from rats. Vacuum should be done regularly and carefully. Documents containing discs should not be kept open or near any magnetic or electric equipment, i.e. tape recorders, air-conditioners, etc. such material should be kept in a dust-free, temperature and humidity controlled room.

MAINTENANCE OF COMPUTING FACILITIES

The computer science department and maintenance team members maintain the computers, printers and servers. The annual maintenance includes the required software installation, anti-virus and up gradation is undertaken by the team of technicians coordinated by the system administrator. To minimize waste, electronic gadgets like projectors, computers, printers, photocopiers are serviced and reused. Intercomlines, CCTV and Wifi are maintained by system administration department of the college.

The following are the steps to maintain the computers, servers, and scanners.

- a) Problem identification
- b) Service Request sent to
- c) HOD
- d) Principal
- e) Maintenance Team




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f) Rectified:

If yes: Feedback after service

If no: External service carried out.

MAINTENANCE OF LABORATORIES EQUIPMENT

The respective faculty members, lab assistants and service personnel are given responsibility to maintain the equipment's under their preview. Stock registers , maintenance registers and log books are maintained in the respective laboratories to report entries and defects arising for rectification. The lab assistants are provided training to maintain the equipment time to time enhancing their technical skills.

MAINTENANCE OF MACHINE AND EQUIPMENTS

1. Regular Maintenance: Cleaning of machines / equipment and monitoring for working status.

2. Break down Maintenance:

a. Problem identified

Service request send to

a) Principal

b) MaintenanceTeam

Rectified:

If yes: Feed back after service

If no: External service carried out

MAINTENANCE OF OTHER EMENTITIES

Reverse Osmosis (RO) Consumables, membranes, filter and chemical which are to be replaced/ recharge discovered with in the annual maintenance contract made with the company, Cleaning of the tank is doneonce in three months to prevent fouling smell and deterioration/impact in the taste of the water. The campus is equipped with 24/7 safe and adequate drinking water supplyusing water purifiers under maintenance of supplier and in-house technicians.Regular maintenance of water coolers and air conditioners are done by the in-house team and major repairsareattended from external service providers.The tanks of the water coolers, filters and out doorunits ofair conditioners are cleaned every month.Fire extingu is hers are in stalledin various blocks are maintained by the



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respective departments. Amenities like canteen, stationery shop and reprography accessible for all stake holders are maintained by respective service providers. Our campuses are under surveillance and the facility

is taken care of by the system Administrator and with the service providers.

ANNUAL STOCK CHECKING

Annual stock checking of furniture, lab equipment, and Stationary and reporting of repairs is done by lab in-charges as a year ending activity and reported to the administration.

DAY-TO-DAY EMERGENCY MAINTENANCE

Day to day maintenance includes daily repairs, like replacing light bulbs, repairing water leakages. Leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairs locks and door handles and other minor repairs that necessitate day today maintenance checks are taken care of by the team members.


INFORMATION TECHNOLOGY POLICY

IT policy ensures to maintain a secure, legal and appropriate use of IT infrastructure for free flow of information and maintenance of confidentiality and integrity of the same. Access to information as sets is created, managed and regulated with the help of IT Infrastructure. The AIPS IT Services Policy is helpful for the selection and use of IT within the Institute which must be followed by the staff and students. It also provides guidelines to administer the policy with correct procedure. All IT policies up to date and relevant Time to time necessary modifications are made and amendments to some policies and addition of new procedures.

The main aspects of the IT policy are to

1. Develop IT infrastructure and services for laboratories, research, faculty, staff and students on 24 x 7 bases and automatic of information management system.
2. Regular maintenance and upgradation of IT systems in line with the useful life and their obsolescence.
3. Budget provisions to expand ever growing digital systems and services.
4. Digitalization of general information and learning resources and access facility through Internet.
5. Maintenance Fire wall and Antivirus for Systems and Cyber Security.
6. Maintenance of critical data and necessary back ups.




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7. Use and promote open-sources of tware and disposal of e-waste.

Policy for purchase of desktop computer systems

The desktop computer systems must be purchased as standard desktop system bundle and must be from reputed companies such as DELL, INTEX, MERCURY etc. The desktop computer system bundle must include:

Desktop, Monitor screen sizes, Key board and mouse, Windows OS. The minimum capacity of the desk top must be:

4GB-Gigahertz processor, 250GBRAM, 3 USB ports.

Any change from the above requirements must be verified by system administrator. All purchases of desktops must be supported by 3 Years warranty. All purchases for desktops must be in line with the purchasing policy of the Institute.

Purchasing Servers:

Procurement of Servers by calling Quotations and release of Purchase Order based on recommendations of Purchase Committee.

Server systems must be compatible with all other hardware in the Institute. All purchases for server must be supported by 3 years warranty.

All purchases for server must be inline with the purchasing policy of the Institute.

Purchasing computer peripherals

Computer system peripherals include printers, scanners, external hard drives etc. Computer peripheral scan only be purchased where the yare not included in any hardware purchase are considered to been additional requirement to existing peripherals or when need to be replaced with defect/damaged for the systems under service/repair.

All purchases of computer peripherals must be supported by 6 months/1 year.

Any purchases for computer peripherals must be inline with the purchasing policy of the Institute.

Policy of Getting Software

Purpose of the policy:

This policy provides guidelines for the purchase of software for the institute to ensure that all software used by the institute is appropriate, value for money and where applicable integrates with other technology fort him institute. This policy applies to software obtained as par tof hardware bundle or pre• loaded software.




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Procedures

Request for Software: All software, including non-commercial software such as open source, freeware, etc. must be approved by system cell prior to the use or download of such software.

Purchase of software

The purchase of all software must adhere to this policy.

All purchased software must be purchased through Purchasing Committee on recommendations of all purchased software must be purchased from authorized suppliers of companies. All purchases of software must be supported by at least one-year on site support and be compatible with the institute server and/or hardware system. All purchase for software must be in purchasing policy of the Institute.

Obtaining open source or free ware software

Open source or freeware software can be obtained without payment and usually downloaded directly from the internet. In the event of open source or free ware software is required, approval must be obtained by system cell in-charge. All open source or free ware must be compatible with the AIPS's hardware and software systems. Any change from the above requirements must be authorized by system cell in-charge.

Policy for Use of Software

Purpose of the Policy

This policy provides guide lines for the use of software for all employees within the institute to ensure that all software use is appropriate. Under this policy, the use of all open source and free ware software will be conducted under the same procedures outlined for commercial software.

Procedures Software Licensing

All computer software copyrights and terms so far software licenses will be followed by all employees of the AIPS. Where licensing states limited usage (i.e. number of computers or users etc.), then it is the responsibility of the respective department software programmers to ensure the terms are followed.

Software installation

All software must be appropriately registered with the supplier where there is a requirement. Institute has to register as owner of all software purchased only software obtained in accordance with the software policy are to be installed on the AIPS's computers. All software installations are



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carried by system cell staff. Software upgrade shall not be installed on a system that does not support the original version of the software loaded on it.

Software Usage

The software that is purchased in accordance with software policy is used in the Institute. Prior to the use of any software, the user must receive instructions on any licensing agreements relating to the software, including any restrictions on use of the software.

In order to use the existing software appropriately, it is mandatory to train on all software's. Employees are prohibited from bringing the software from home and loading it on to the Institute computer hardware.

Unless approval from the Principal is obtained, Software cannot be taken home and loaded on employee's personal computer.

Unauthorized software is prohibited from being used in the institute. This includes the use of software owned by an employee within the institute.

The unauthorized copying of software is prohibited. Any employee who violates will be referred to system cell in charge for necessary action etc. The illegal duplication of software or other copyrighted works is not condoned within this institute.

Bring your own device policy

At institute we acknowledge the importance of mobile technologies in improving institute communication and productivity. In the view of increased use of mobile devices, staff members have requested the option of connecting the own mobile devices to institute network.

This policy provides guidelines for the use of personally owned notebooks, smart phones, tablets and other types of mobile devices for institute purposes. All the staff who use or access institute's technology equipment and/or services are bound by the conditions of this policy.

Procedures

Current mobile devices approved for AIPS use. The following personally owned mobile devices are approved to be used for institute purpose:

{All mobile devices such as note books, tablets, removable disks, mobile phones etc} Personal mobile device can only be used for the following institute purposes:

{Allowed to use services such as email access, institute internet access, etc}

Each employee who utilizes personal mobile device agrees:

Not download or transfer institute personal sensitive information to personal devices. Sensitive in



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formation includes {Personal information that is considered sensitive to the institute for example intellectual property , confidential project files, yet to publish research findings, other employee details, student details etc.}

Not to share the device with other individuals out side the institution to protect the institute data through the device.

To abide by the institute's internet policy for appropriate use and shall access internet for academic and research related purpose only.To notify the institute immediately in the event of loss or the ftof the registered device. Not to connect USB memory sticks from a un trusted or unknown source to institute's systems/equipment.

Breach of this policy

Any breach of this policy will be referred to Committee who will review the breach and determine adequate consequences, which can include confiscation of the device and barring from usage of the service.

Indemnity

The Institute bears no responsibility what so ever for any legal action threatened or stated due to conduct and activities of staff in accessing or using these resources or facilities. AH staff identify institute against any and all damages, costs and expenses suffered by institute arising out of any un lawfull or improper conduct activity, inrespect of any action, settlement or compromise, *or* any statutory in fringement. Legal prosecution following a breach of these conditions may result independently from any action by institute.

Information Technology Security Policy

Purpose of the Policy

This policy provides guide lines for the protection and use of information technology assets and resources with in the institute to ensure integrity, confidentiality and availability of data and assets.

Procedures Physical Security

The location of servers and other network assets to be in a secured room with proper locking and also in an Air condition environment. System cell in-charge is responsible to take care of the all-hard works. Any kind of breaching is liable for action. Security and safety of portable technology, laptops will be responsibility of the employee to where it has been issued. Each employee is required to use security measures such as locks, passwords, antivirus updates to ensure security of the asset issued to them. In the event of loss or damage, system cell in-charge will assess the extent of damage. If the damage is caused by an employee or student, the whole expenditure to repair is to be borne.



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Information Security

It is the responsibility of system admin to ensure that data back-ups are conducted once in a week and the backed-up data is kept in System cell department. Anti-virus software is to be installed wherever necessary. It is the responsibility of system Admin to install anti-virus software and ensure that this software remains up to date on installed systems used by the institute. All the information used is to adhere to the privacy laws and institute's confidentiality requirements. Any employees breaching this will be treated seriously.

Network Use Policy

Network connectivity provided through the Institute, referred here after as "the Network". Is provided through an authenticated network access connection i.e. governed under the Institute IT Policy. The IT Services is responsible for the ongoing maintenance and support other Network, exclusive of local applications. Problems within the Institute's network should be reported to system cell.

IP Address Allocation: Any computer (PC/Server) that will be connected to the institute network should have an IP address as signed by the system cell. Based on a system at approach, the range of IP addresses that will be allocated to each department is developed. So, any computer development network from that department will be allocated IP address only from that address pool using DHCP.

Internet Access (wired or Wi-Fi): As and when a new user (faculty/staff/student) want to access internet, user can make request to over maintenance service for new account creation and get the details from the system cell.

DHCP and Proxy Configuration by Individual Departments/Sections/Users:

Use of any computer at end user location as a DHCP server to connect to more computers through a individual switch/ hub and distributing IP addresses (public or private) should strictly be avoided, as it is considered absolute violation of IP address allocation policy of the institute. Similarly, configuration of proxy servers should be avoided, as it may interfere with the service run by the system cell. Even configuration of any computer with additional network interface card and connecting an other computer to it is considered as proxy/DHCP configuration. Non compliance to the IP address allocation policy will result in disconnecting the port from which such computer is connected to the network. Connection will be restored after receiving written assurance of compliance from the concerned department/user.




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Website Policy

Purpose of the policy

The policy provides guidelines for the maintenance of all relevant technology issues related to AIPS website.

Procedures:

The web developer must record the following details List of domain names registered to the Institute.

Dates of renewal for domain names List of hosting service providers. Expiry dates of hosting

Keeping the register up to date will be responsibility of Web developer.

System cell in-charge will be responsible for any renewal of items listed in the Register.

Website Content

All content on the AIPS website is to be accurate, appropriate and current. This will be the responsibility of Web developer. All the content on the website must follow proper authentication channel in updating of information. The content of the website is to un reviewed. Persons authorized to make changes to the institute website: Web Developer Basic branding guidelines must be followed on the websites to ensure a consistent image for the institute.

Emergency Management of IT Services

Purpose of the Policy

This policy provides guidelines for emergency management of all information technology with in the institute.

Procedures:

IT hard ware Failure

When there is failure of any of the institute's hardware, this must be referred to system admin through service request form available in departments and also register request in online maintenance service portal. It is the responsibility of system admin to assign Hardware Technician to resolve the issue in the event of IT hardware /OS failure. It is the responsibility of System adm.in to under take tests on planned emergency procedures semester wise to ensure that all planned emergency procedures are appropriate and minimize dismption to institute operations.

Virus or other security breach

In the event that the institute's infotmation technology is compromised by software virus all such breaches are to be reported to system admin immediately. System cell in-charge is responsible for



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ensuring that any security breach is dealt within 24 hours to minimize disruption to institute operations.

Website Disruption

In the event that institute website is disrupted, the following actions must be immediately undertaken: Website host to be notified. Web Developer must be notified immediately. Correspondence with Web service provider (vend or hosting website) to rest or immediately. Data back-up to be maintained regularly (at least once in a week)to rest or immediately in case of hardware failure also.




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Higher Education Statistics

A lucrative profession and a thorough comprehension of one's field of study can only be attained with a higher education. Higher education facilitates the generation of new knowledge, a focus on research, and job progress when pursued through a prestigious institution. Higher education takes a backseat in a career-focused learning environment. But only with a higher education can new research be conducted that advances the fundamental branches. Strong higher education systems are a major factor in the industrial and technological advancement of many developed countries. Without appropriate research and development efforts, no significant advancements in any subject are conceivable. Higher education institutions are the birthplace of new products, technologies, and information through their research activities.

Higher education is important to us at AIPS, and we urge our students to pursue it. To meet this goal, we provide postgraduate programs across a range of subjects. The affiliated university also acknowledges us as a research center. We support research endeavors among both our teachers and students. Our institute also contributes the seed money needed to continue the research. In order to facilitate research activities for both our students and students from other colleges, we have also inked a Memorandum of Understanding with RAINBOW (TALURI) LABS. We are leading the way in advancing higher education with these initiatives.

Year Wise List of Students of Higher Education:

Number of Students Progressing to higher Education during the year 2018-2019				
S.No	Name of the student enrolled for higher education	Program Completed	Name of the Institute Joined	Name of the Programme admitted to
1.	Adhikari Jyothsna	15T1R0001 B.Pharm	Avanthi Institute of Pharmaceutical sciences	M. Pharm
2.	Bogapurapu Gayatri	15T1R0014 B.Pharm	Avanthi Institute of Pharmaceutical sciences	M. Pharm
3.	Bukkuru Sravani	15T1R0017 B.Pharm	Avanthi Institute of Pharmaceutical sciences	M. Pharm
4.	Chelli Bhagya Lakshmi	15T1R0019 B.Pharm	Avanthi Institute of Pharmaceutical sciences	M. Pharm
5.	Chukka Chandrakala	15T51R0020 B. Pharm	Avanthi Institute of Pharmaceutical sciences	M. Pharm
6.	Gantana Chandra Mouli	15T51R0023 B. Pharm	Avanthi Institute of Pharmaceutical sciences	M. Pharm
7.	Gorli Kumari	15T1R0030 B. Pharm	Au College of Pharmaceutical Sciences	M. Pharm

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8.	Kandi Dharani Kranthi	15T1R0033 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
9.	Kedariseti Sahithi Sampadha	15T1R0035 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
10.	Kolli Bhanu Kumari	15T1R0038 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
11.	Kona Sandya	15T51R0039 B. Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
12.	Mathe Divya Vani	15T1R0048 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
13.	Pallanti Venkata Lakshmi Lavanya Durga Bhavani	15T1R0053 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
14.	Pilli Pushpanjali	15T51R0055 B. Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
15.	Pragada Vinay	15T51R0058 B. Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
16.	Pranitha Panda	15T51R0059 B. Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
17.	Ramagoni Deepthi Maheswari	15T51R0060 B. Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
18.	Sabbavarapu Anuradha	15T1R0063 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
19.	Sontena Sreelekha	15T1R0068 B.Pharm	JNTU Kakinada Institute of science and technology	M. Pharm
20.	Vittat Navya	15T1R0073 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm

Number of Students Progressing to higher Education during the year 2019-2020

1.	Buddaraju.Himabindu	16T51R0007 B.Pharm	AU College of Pharmaceutical Sciences	M. Pharm
2.	Chandaka.Sreelatha	16T51R0010 B.Pharm	Viswanadha Institute Of Pharmaceutical Sciences	M. Pharm
3.	Chapa.Anusha	16T51R0011 B.Pharm	Vignan Institute of Pharmaceutical Sciences	M. Pharm
4.	Chintagunti.SaiLavanya	16T51R0013 B.harm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
5.	Menda.Roja	16T51R0039 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
6.	Majji.Guna Sundari	16T51R0040 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm

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7.	Pothu.Susanna Priyanka	16T51R005 B.Pharm	AU College of Pharmaceutical Sciences	M. Pharm
8.	Sabbavarapu.Parvathi	16T51R0059 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
9.	Sayyad.Ashiya Parveen	16T51R0062 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
10.	Sunkari.Vasantha Lakshmi	16T 51R0068 B.Pharm	AU College of Pharmaceutical Sciences	M. Pharm
11.	Vutapalli.Esther Rani	16T51R0075 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
12.	Bandapu.Anusha	15T51R0008 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm
13.	Yendradla.Hiranmai	15T51R0076 B.Pharm	Avanathi Institute of Pharmaceutical sciences	M. Pharm

Number of Students Progressing to higher Education during the year 2020-2021

1.	Killi Bhargavi	15T51T0013 Pharm.D	University of Wisconsin UWM	MS
2.	Adari Karishma Vara Sai Venkata Lakshmi	17T51R0001 B. Pharm	AU Institute of Pharmaceutical Sciences	M.Pharm
3.	Vudata Rachana	17T51R0009 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
4.	Bonu Priyanka	17T51R0013 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
5.	Buddharaju Lekha	17T51R0014 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
6.	Ganivada Geetha Shankara Rao	17T51R0021 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
7.	Garbhapu Vamsi	17T51R0023 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
8.	Gembali Rohith	17T51R0024 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
9.	Vennela Manohar	17T51R0028 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
10.	Kaligotla Naga Hima Bindu	17T51R0031 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
11.	Kesamsetty V Sai Aparna Lahari Likitha	17T51R0034 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
12.	Marla Prudhvi Raj	17T51R0039 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm
13.	Meka Pawan Kalyan	17T51R0043 B. Pharm	Avanathi Institute of Pharmaceutical Sciences	M.Pharm



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14.	Meka Vamsika	17T51R0044 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
15.	Migada Durga Devi	17T51R0046 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
16.	P. Sivakali Bhargavi	17T51R0059 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
17.	Siddani Sruthi Suvarchala	17T51R0072 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
18.	Tammena Aparna	17T51R0077 B. Pharm	Vignan Institute of Pharmaceutical Sciences	M.Pharm
19.	Uppada Suryam	17T51R0080 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
20.	Uppada Vasantha	17T51R0081 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
21.	Motapalli Reshma Satya Sri	18T55R0001 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
22.	Pandhiripalli Bhuvaneswari	18T55R0002 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm

Number of Students Progressing to higher Education during the year 2021-2022

1.	Baddem Bhargavi	18T51R0002 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
2.	B.VidyaSagar	18T51R0004 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
3.	Chekuri Meghana	18T51R0006 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
4.	Gandi Spandana	18T51R0015 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
5.	G. Harika	18T51R0020 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
6.	Kalavalapalli Ramani	18T51R0027 B. Pharm	AU College of Pharmaceutical Sciences	M.Pharm
7.	Kalla Tejasri	18T51R0028 B. Pharm	AU College of Pharmaceutical Sciences	M.Pharm
8.	Kasireddi Rama Lakshmi	18T51R0031 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
9.	Madaka Divya Sai	18T51R0038 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
10.	Makireddy Kususma	18T51R0040 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
11.	Modalavalasa Sowmya	18T51R0046 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
12.	Mosuru Praveen Kumar	18T51R0047 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm

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13.	Mudadla Tarun Kumar	18T51R0048 B. Pharm	Sri Venkateswara College of Pharmacy	M.Pharm
14.	Palli Joshna	18T51R0052 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
15.	Pedada Nirosha	18T51R0054 B. Pharm	Sri Venkateswara College of Pharmacy	M.Pharm
16.	Pilaka Neha	18T51R0056 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
17.	Pondari Rashmitha	18T51R0059 B. PHARM	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
18.	Rana Pramojeeta Pramod Kumar	18T51R0063 B. Pharm	Sumandeep Vidya Peeth	M.Pharm
19.	Rokkala Prashanthi	18T51R0065 B. Pharm	Avanthi Institute of Pharmaceutical Sciences	M.Pharm
20.	Turubilli Satish	18T51R0075 B. Pharm	Raghavendra Institute of Pharmaceutical Education & Research	M.Pharm

Number of Students Progressing to higher Education during the year 2022-2023

1.	Bandaru Ramakala	19T51R0005 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
2.	Bolli Bindhusri	19T51R0012 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
3.	Buradhapati Gopala Krishna	19T51R0019 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
4.	Chilakala Teja	19T51R0020 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
5.	Chinta Kiranmayi	19T51R0021 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
6.	Gudivada Gopala Krishna	19T51R0032 B.Pharm	Sri Vekateswara rao college of Pharmacy	M. Pharm
7.	Gunupuru Nagendra	19T51R0035 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
8.	Kantreddi Satish Kumar	19T51R0039 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
9.	Kondagorri Hari	19T51R0046 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
10.	Kotamahanti Sujatha	19T51R0049 B.Pharm	Sri Vekateswara rao college of Pharmacy	M. Pharm
11.	Mamidi Sravani	19T51R0058 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
12.	Miriyala Renuka Swathi	19T51R0062 B.Pharm	Sri Vekateswara rao college of Pharmacy	M. Pharm
13.	Mohammad Nafisa	19T51R0063 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm

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14.	Palo Swathi	19T51R0072 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
15.	Vankayalapati Sai Sravani	19T51R0097 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm
16.	Koyya Roshini	19T51R01A2 B.Pharm	Avanthi Institute of Pharmaceutical Sciences	M. Pharm


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Training Placement Cell

The Avanathi Institute of Pharmaceutical Sciences (AIPS) has a Training and Placement Cell that maintains constant contact with various industries nationwide to pursue placements, internships, and Industry Institute Interaction opportunities for students.

The following are TPC's primary duties:

1. Develop and maintain new and current corporate partnerships to give students placement possibilities.
2. To assess the gaps that exist between industry and academia and to fill them by taking the necessary actions.
3. Teach pupils how to adapt to the latest technology advancements in the field.
4. We need personnel to work in these offices in order to carry out these activities successfully. The Details are given below

Placement Team

Our department's faculty members work together with the placement office and other branch students to plan and carry out the training and placement activities efficiently. These offices' details are listed below:

S.No	Name	Designation	Department
1	Dr. M. B. V. Raju, Principal	Professor & Principal	Pharmaceutical Chemistry
2	Mr. V. Uma Shankar, Vice Principal	Vice principal	Pharmacy Practice
3	Dr. V.C. Randeep raj	Associate Professor	Pharmacy Practice
4	Y Pavani	Assistant Professor	Pharmaceutical analysis
5	Chaitanya Bangari	Associate Professor	Pharmaceutical analysis

The main functions of Training and Placement:

1. Serves as a liaison between the Placements Cell, Alumni, and Students.
2. Regularly gives the Placements Cell the list of students who qualify for placements.
3. Maintains communication with placements Cell regularly gathers information and disseminates it to the affected students, the Head of Department, and other relevant parties.



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4. On the day following the conclusion of the training session, students attending campus placements training submit their attendance statements to the placements cell and the Head of Department (HoD).
5. Highlights the names and roll numbers of the absentees and gives them to the HoD and placements cell.
6. Periodically analyzes students' pre-financial results from every exam taken as part of the campus placements training program and shares the results with the placements cell, HoD, and students. Make sure you document the same.
7. Occasionally provides information to the placements cell on students who are pursuing higher education abroad so that the placements cell can update its database and subsequently share it with the junior students as needed.
8. Aids in the improvement of students' skill sets to meet industry standards.
9. Communicates with parent department kids about any concerns and submits written notification of them to the placements cell.
10. Offers written recommendations for enhancing the Placements Cell's operations may also be submitted to the Placements Cell.
11. Participates in all meetings organized by the placements cell and notifies the HoD and concerned students of the meeting's conclusions.
12. Makes it easier for students to print the reading, testing, and other materials provided by the placements cell.
13. Aids the Placements Cell in obtaining any materials that could be beneficial to the students as recommended by the Placements Cell.
14. Contacts alumni of the department and finding the various opportunities that may be available to students for internships, placements, etc. in the organization in which alumni is working.

List of Internal & External training Programs

External Training Programs

1. Avanathi Institute of Pharmaceutical Sciences places great emphasis on upskilling students in response to the evolving needs of industry. To this end, the school has introduced courses such as QUILL BOT MICROMEDIX, which equip students with a broad range of competencies in addition to strong soft skills and Agile project management. As more firms turn to this diverse skill set to boost efficiency and speed, there is a great deal of

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room for rapid expansion.

2. More significant seminars about clinical research, medical coding, and medical scribing are held by companies like Clinosol, Galaxy Cr Solutions, and Acquity. Students will also see demonstrations of instrument handling, which will help them advance their careers exponentially.
3. In order to help students get ready for placement activities, Igurukul and Talent Scope Campus Training Institution oversee the CRT program. They provide instruction in verbal, quantitative, reasoning, and aptitude concepts..

Internal Training programs

The Avanathi College of Pharmaceutical Sciences has in-house trainers who can effectively impart the newest technological skills to pupils. In order to prepare students for the workforce, these training programs assist students in gaining technical understanding of the newest technology.

Details of Technical Training Program executed by our in house trainers:

Topics would be covered:

- Soft Skills
- Reasoning
- Data Analysis
- Goal setting
- Competency Modelling
- Quantitative
- Data interpretation
- Sorting

Placement trainers

- Mr.K.Chandrasekhar - Senior Aptitude Trainer
- Mrs.R.Hemalatha - Senior English Trainer
- Mr.L.Bhavani sankar - Senior Technical Trainer
- Mr.A.Hemanth -Senior Aptitude Trainer
- Dr.M.Swaroop Rani - Senior English Trainer




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PLACEMENT STATISTICS

2018-2023

Academic Year	Eligible Students	Students Placed	% of Students Placed	No of Companies Visited	Highest CTC (Lakhs)	AVG CTC (lakhs)
2018-19	145	90	62.07	20	9.2	6.79
2019-20	148	94	63.51 %	10	4.2	2.16
2020-21	121	96	79.34%	14	3.5	2.2
2021-22	138	80	57.9%	17	4.3	2.49
2022-23	126	98	77.78%	10	5.5	3.37

Year Wise Visited Company Details

2018-2019 (List of Placement Visited Companies)		
S.No	Name of the Companies	Package in Lakhs
1.	GALAXY CR SERVICE	3.5
2.	IMPULSE CLINICAL RESEARCH	3.5
3.	SRI VENKATESWARA COLLEGE OF PHARMACY	3
4.	EXCEL LIFE SCIENCES PVT LTD	3.5
5.	VISHWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES	2.5
6.	BIO CLINCA	2.6
7.	CLINISOL RESEARCH PVT.LTD	2.1
8.	GD RESEARCH CENTRE	3.5
9.	AQUITY SOLUTIONS	4.2
10.	SYNEOS HEALTH	3.6
11.	SAADHANA HOSPITALS	1.4
12.	ZENEX FACILITY MANAGEMENT	1.6
13.	NOVARTIS HEALTHCARE	9.2
14.	PULSUS	2
15.	LN MANAGEMENT SERVICES	1.2
16.	VIAPROM TECHNOLOGIES PVT LTD	4.8

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17.	OPTUM	2.9
18.	GD RESEARCH CENTRE	3.5
19.	WNS	2.3
20.	WOCKHARDT LTD	8.4
2019- 2020(List of Placement Visited Companies)		
1.	LN MANAGEMENT SERVICES	1.2
2.	PULSUS	1.8
3.	DIVIS LABORATORIES LTD,	1.9
4.	AQUITY SOLUTIONS	4.2
5.	LAURUS LABS	1.8
6.	MSN LABORATORIES PVT.LTD	1.8
7.	GALAXY CR SERVICE	3.5
8.	WNS BUSINESS CONSULTING PVT.LTD,	2.3
9.	VASISTA	1.4
10.	AUROBINDO PHARMA PVT LTD	1.7
2020- 2021(List of Placement Visited Companies)		
1.	GALAXY CR SERVICE	3.5
2.	VASISTA	1.5
3.	PULSUS	2
4.	VARMA HOSPITALS	2.3
5.	AKASHYA HOSPITALS	2.7
6.	WALT AIR KIDNEY CENTER	1.4
7.	SRINIVASA RAO COLLEGE OF PHARMACY	2.5
8.	CLINISOL RESEACH PVT.LTD	2.1
9.	MEDICOVER HOSPITALS	2.1
10.	GLAND PHARMA LTD	2
11.	SYNAPTICS LABS	2.1
12.	WNS PVT LTD	2.7
13.	PINNACLE HOSPITALS	1.8
14.	ACTIMUS BIOSCIENCES	2.1



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2021- 2022 (List of Placement Visited Companies)		
1.	CLINISOL RESEARCH PVT.LTD	2.1
2.	PULSUS	2
3.	PFIZER	2
4.	HETERO HEALTH CARE	1.8
5.	EZEMRX	2.4
6.	ARISTO PHARMA	2.8
7.	SIONIC PHARMACEUTICALS	2
8.	AQUITY SOLUTIONS	4.2
9.	CLINISOL RESEARCH PVT.LTD	2.1
10.	WNS	2.1
11.	GALAXY CR SERVICE	3.5
12.	IQVIA	2.5
13.	APOLLO PHARMACIES LIMITED	2.5
14.	OPTIVAL HEALTH SOLUTIONS PVT. LTD	2
15.	SRINIVASA RAO COLLEGE OF PHARMACY	2.64
16.	BYJUS	1.5
17.	SRI SRI HOLISTIC HOSPITALS	4.3
2022- 2023 (List of Placement Visited Companies)		
1.	GALAXY CR SERVICE	3.5
2.	PULSES	2
3.	HALEON	5.5
4.	PULSES	2
5.	CLINISOL RESEARCH PVT.LTD	1.80
6.	CALIBER OUTSOURCING SERVICES	3
7.	STAR TECH LABS	1.68
8.	COMTRON	3.5
9.	PFIZER HR	2.5
10.	MEDI ASSIST	3.5




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RESEARCH AND DEVELOPMENT CELL

The Avanthi Institute of Pharmaceutical Sciences is certain that in order for faculty members and students to do high-quality research that will benefit society, they should be supported and encouraged to do so. AIPS created a research policy that supports an atmosphere that is favorable to research integrity, excellence, and professional conduct with this goal in mind. It directly advances society and fosters cultural, economic, and health-related advancements..

The academic program and infrastructure of the Institute are of the highest standard. AIPS primary goal is to encourage and inspire academic members to engage in socially beneficial research.

The R&D policy also aims to guarantee that all research activities are carried out in compliance with all relevant laws and guidelines, as well as the accepted standards and guidelines concerning the ethical and safe conduct of research..

Promotion of Research:

All areas of education are dynamic in terms of knowledge, as new technologies are frequently introduced. In this case, faculties must stay current on developments in their fields on a frequent basis; otherwise, they will not be able to deliver high-quality instruction. Faculty need to be informed of the past, present, and future developments in their professions since they are researchers. The world's leading universities and other organizations have discovered a direct correlation between high-quality teaching and research..

The institute offers all the facilities required as well as a supportive atmosphere for intellectual endeavors, research, consulting, and innovation. Faculty members are encouraged to apply to various government and non-government funding sources in order to secure money for their research. On the other hand, contingent upon the caliber of submitted plans, AIPS is prepared to support educators and students by offering a portion of the cash. The institution will sponsor a portion of professor and student research projects following review and approval by the appropriate authorities.





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Objectives:

1. To draft a yearly research plan that includes all divisions.
2. To encourage studies that will help close the knowledge gap between industry and academia.
3. To inspire academic staff and students to undertake research initiatives and present their findings in prestigious conferences and journals.
4. To spread knowledge regarding IPR and patent applications.
5. To encourage academics from all Pharmaceutical departments to apply for funding from various organizations like JS Skill Solutions, Crystal Management Services etc.,
6. To encourage and support faculty members in their applications for financing from available funding sources so they can conduct FDPS, workshops, or seminars.
7. To assist faculty members in attending and giving speeches at various gatherings, including faculty development programs, workshops, and conferences.
8. To inspire and motivate academic staff to engage in multidisciplinary research projects.
9. To motivate current faculty members to complete their doctorates.
10. To start and encourage memorandums of understanding (MOU) for consulting, funded projects, cooperative research, and industrial institute contact with top R&D organizations and enterprises.
11. To coordinating brainstorming meetings with eminent business people, R&D facilities, and trustworthy
12. The aim is to arrange brainstorming sessions with distinguished individuals from business, research and development companies and esteemed academic institutions to enhance comprehension of contemporary research methodologies and protocols.
13. To create reward programs that would encourage research activity inside the institute.

R&D Committee:

Avanthi Institute of Pharmaceutical Sciences has established important scientific industrial R&D operations with the purpose and mission of pursuing and promoting research in frontier technologies as well as various pharmaceutical disciplines. AIPS created a Research and Development cell to instill research and innovation talents in staff and students R&D Cell provides a platform for young brains in the institute to grow in terms of creativity and invention. Only rigorous R&D efforts will result in innovative achievements




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The R&D committee is constituted with the following members:

S.No	Name of the faculty	Position	Designation
1.	Dr. M B V Raju	Chairman	Professor & Principal
2.	Dr. G. Prashanthi	Coordinator	Professor
3.	Dr. M. Pavani	Member	Professor
4.	Dr. M. S. Sowmya	Member	Associate Professor
5.	Mr. V Umasankar	Member	Associate Professor
6.	Mrs. B. Sravani	Member	Associate Professor
7.	Mrs. B. Chaitanya	Member	Associate Professor
8.	Mr. Ch Madhu	Member	Associate Professor
9.	Mrs. B. Meher Jyothi	Member	Assistant Professor
10.	Ms. D. Purnima Yadav	Member	Associate Professor

The R&D cell of AIPS provides sufficient infrastructure to foster research and encourage policies. The Institute wants to set up centers of excellence with the right instruments ,equipments. Faculty Members are encouraged to publish their research findings in papers, journal articles, international and national conferences, and workshops. The Institute wants to collaborate with neighborhood groups to determine pressing issues that can be resolved through technology adoption. Faculties are encouraged to apply for different training opportunities offered by organizations and businesses in order to expand their topic knowledge and gain technical skills. AIPS additionally promotes the patenting and commercialization of research products by academics and students. Staff members are encouraged to publish research papers by AIPS R&D division.

Number of research papers published per teacher in the Journals notified on UGC website during the last five years:

Academic year	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019
Number of research Papers published (National /International)	6	6	4	9	4
SCI	2	1	0	1	1
SCOPUS	15	4	2	7	2
Total	23	11	6	17	7

Number of books and chapters in edited volumes/books published and papers published in

Avanthi Institute of Pharmaceutical Sciences

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Cherukupally (V), Bhogapuram Mandal
Vizianagaram Dt., - 531162



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national/ international conference proceedings per teacher during the last five years

Academic Year	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019
Number of Books/Chapters Published	12	0	0	0	0

Research Projects/Endowments /Consultancy Works

The faculty members and researchers are regularly encouraging regarding various research projects funding option available .Professional and consulting agencies/ organizations engaged in research activities will be extended assistance for conducting qualitative research studies .Projects are granted to individuals who has the responsibility for completing them.

Academic Year	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019
Grants in Lakhs	5	5	0	5	0

Seed Money :

The faculty members are encouraging to submit research proposals based on their innovative ideas. The Primary goal of Seed Money is to support faculty members in developing research resources in the area of expertise and to develop innovative approaches or methodologies.

Academic Year	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019
Sanctioned Amount (in Lakhs)	1.178	0.79	0.85	0.6	1




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INCUBATION CENTER




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Cherukupally,

04-07-2023.

To,

The Principal,

Avanathi Institute of Pharmaceutical Sciences,

Cherukupally,

Vizianagaram.

Sub: Requesting to held a Meeting regarding Research & Development cell.

Respected Sir,

I would like to ask your permission to allow us to conduct a meeting regarding the appreciation of the team behind the successful completion of achieving MOU and Incubation center from rainbow labs .

The meeting would last about 1hour and would be arranged at a time convenient to the faculty schedule. kindly acknowledge your consent and permission for us to conduct this meeting at our conference hall.

Sincerely,

Dr. G. Prashanthi

Department of pharmaceutics

R&D coordinator




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Date:05-07-2023

CIRCULAR

It is informed to all the members of R&D Cell to attend the meeting scheduled on 06-07-2023 for appreciation of team which actively involved behind the successful completion of achieving MOU and Incubation center from RAINBOW LABS Pvt Ltd.

Venue: Conference Hall

Date: 06-07-2023

Time: 3.00 PM

G. Prabhathi
Coordinator

Copy to:

- 1.HOD of Pharmacy
- 2.Administrative office
- 3.Library
- 4.File



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MINUTES OF MEETING-R&D

The minutes of R&D cell meeting held on 06-07-2023, at 3.00 pm in the conference room .

Members participated

S .No	Name of the faculty	Position	Designation
1.	Dr. M B V Raju	Chairman	Professor & Principal
2.	Dr. G. Prashanthi	Coordinator	Professor
3.	Dr. M. Pavani	Member	Professor
4.	Dr. M. S. Sowmya	Member	Associate Professor
5.	Mr. V Umasankar	Member	Associate Professor
6.	Mrs. B. Sravani	Member	Associate Professor
7.	Mrs. B. Chaitanya	Member	Associate Professor
8.	Mr. Ch Madhu	Member	Associate Professor
9.	Mrs. B. Meher Jyothi	Member	Assistant Professor
10.	Ms. D. Purnima Yadav	Member	Associate Professor

AGENDA:

For appreciation of team which actively involved behind the successful completion of achieving MOU and Incubation center from RAINBOW LABS .

MEETING OUTCOME:

- All the members and the chair person have appreciated the team which actively involved behind the successful completion of achieving MOU and Incubation center from Rainbow Labs.
- The R & D Cell has emphasized the need of incubation centers in order to inculcate research at the student level and also coined about various programs actively open to students.
- The Chairperson has discussed other processes which are essential to establish the center with HOD of Pharmacy.
- The chair person insisted to encourage more memorandums of understanding (MOU) for consulting, funded projects, cooperative research, and industrial institute contact with top R&D organizations .



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Signatures:

S.No	Name of the faculty	Position	Designation	Signature
1.	Dr. M B V Raju	Chairman	Professor & Principal	
2.	Dr. G. Prashanthi	Coordinator	Professor	
3.	Dr. M. Pavani	Member	Professor	
4.	Dr. M. S. Sowmya	Member	Associate Professor	
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10.	Ms. D. Purnima Yadav	Member	Associate Professor	

Coordinator



Principal

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