

# ADITYA PHARMACY COLLEGE

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

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

**Date: 09-11-2020**

APC/PRINCIPAL/IQAC/A.2020-21

## CIRCULAR

All the members of IQAC are informed to attend a meeting on **10.11.2020** at **3:00PM** at principal chamber to discuss about the audit on **12.11.2020**. All are requested to attend the meeting without fail.

The agenda of the meeting is:

1) Conducting departmental audit of academic files viz.

a) Course files

b) Personal files

c) Lab files

d) Project files

2) The same committee members will act as academic course auditors for all relevant course files and affixing of signatures.

  
Coordinator


  
Principal & Chairman  
**PRINCIPAL**  
**Aditya Pharmacy College**  
SURA... 522 437

# ADITYA

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APC/PRINCIPAL/ AC/2020-21

Date: 10-11-2020

### Minutes of Meeting

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

1. The functions to be performed by the appointed members.
2. Identification of the same committee representative to conduct academic courses audit.

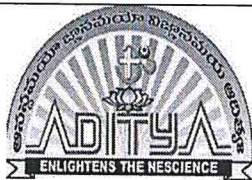
S. No	Name	Designation	Role	Date of Audit
1	Dr. V. Ravi Sankar	Principal	Chairman	12-11-2020
2	Dr. N. Sathis Reddy	Vice Chairman	Management Member	
3	Dr. A. Harani	Associate Professor	Director	
3	Dr. D. Sathis Kumar	Professor	Member	
4	Mr. M. Vinay Kumar	Associate Professor	Member	
5	Mr. S. Nageswara Rao	Associate Professor	Member	
6	Mrs. N. Navya Sudha	Assistant Professor	Member	
7	Mr. Ch. Venkat Raju	Office Incharge	Member	

  
DIRECTOR

  
PRINCIPAL  
CHAIRMAN & PRINCIPAL  
Aditya Pharmacy College  
SURAMPalem-533 437



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

Dt:14.11.2020

To

The Principal,

Respected Sir,

Sub: Audit conclusion report.

The audit was conducted by audit members on 13.11.2020 and team was observed during audit and the following things are list out below.

S.No	Items	Observations
1	Corse file Audit	Lecture note in hand written form but not printed form
2	Laboratory file	File name labeling missing
3	Student life time learning skills enhancement audit	Need to encourage the students for the registration of online courses for their developments
4	Teaching Methodologies audit	Every faculty member is should be adopt innovative teaching methods for understand of content..

Signature of the audit team members (Signature):


  
Coordinator