

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

PCI PROGRAM COMMITTEE

About:

The PCI Program committee of Aditya Pharmacy College is formed to facilitate students towards their academic concerns. PCI Program committee is constituted with the chairman, faculty members and students. The committee was set up as per the regulations of PCI. The PCI Program committee is working towards meeting the academic requirements of students and organizing interactive sessions with the students and implementing the curriculum instructions as per PCI.

OBJECTIVE:

- Helping the students know the academic curriculum as per the PCI syllabus.
- Providing information on various updates as per PCI.
- Conducting the classwork and academic activities as per PCI instructions.




Co-ordinator


Principal

PRINCIPAL
Aditya Pharmacy College
SURAMPALAM-533 437

PCI PROGRAM COMMITTEE

Functions of PCI Program committee:

- Periodically reviewing the program of the classes.
- Discussing the problems concerning the curriculum, syllabus and the conduct of classes.
- Discussing with the course teachers on the nature and scope of assessment for the course and the same shall be announced to the students at the beginning of respective semesters.
- Communicating its recommendation to the Head of the institution on academic matters.
- The program committee shall meet at least thrice in a semester preferably at the end of each sessional exam (internal assessment) and before the end exam.




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PCI PROGRAM COMMITTEE

Facilities:

- **Academic Year** – 2019-20
- **Room Number** – Principal's conference room
- **Purpose** –
 - The PCI Program committee is a vital link between the student body and the faculty. The significant function of this committee is to act as a medium of communication between the students and the faculty. The agenda of this committee is to keep the students aware of their PCI academic curriculum and reducing blind-spots. It takes up the responsibility of imbibing best practices so that future student's community can have better system in place. It also arranges regular interaction between faculty and students.
- **Area** –
 - PCI Program committee
 - Organize regular committee meetings.
 - Addressing the problems related to the conduct of academic works.
 - Implementing the resolutions on consulting the head of the institution.

Co-ordinator



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PCI PROGRAM COMMITTEE

Standard Operating Procedure (SOP)

- The PCI Programme Committee for B. Pharmacy course for the academic year 2019 – 2020 is constituted by the Head of the institution, with a Chairperson and faculty members from various departments and student representatives.
- Periodically reviewing the progress of the classes.
- Discussing the problems concerning curriculum, syllabus and the conduct of classes.
- Discussing with the course teachers on the nature and scope of assessment for the course and the same shall be announced to the students at the beginning of respective semesters.
- Communicating its recommendation to the Head of the institution on academic matters.
- The Program Committee shall meet at least thrice in a semester preferably at the end of each Sessional exam (Internal Assessment) and before the end semester exam.

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PCI PROGRAM COMMITTEE

Activity of PCI Program committee

Working hours:

- The PCI Program committee serves as the guidance tool for the students for their academic endeavours, being opened throughout the year except on national holidays to facilitate the students.

PCI Program committee timings:

- 9:30am to 4:30 pm on all working days. .

Members of the PCI Program committee:

- The members of the PCI Program committee are constituted every academic year.




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Ref: APC/PCI / 2019-20/ CO

Date: 15-10-2019

PCI Program Committee - Convening Order AY 2019-2020

The PCI Program Committee is constituted with the following members for the academic year 2019-20 to make necessary arrangements.

CHAIRPERSON - DR. D. SATHIS KUMAR

Committee Members:

- | | |
|---|----------------------------|
| 1. Department of Pharmaceutics | - Mrs. G. Sridevi |
| 2. Department of Pharmaceutical Analysis | - Mr. Ch. Hemanth Kumar |
| 3. Department of Pharmaceutical Chemistry | - Mrs. M. Bhagya Lalitha |
| 4. Department of Pharmacology | - Mr. K. Hari Kamesh Kiran |
| 5. Department of Pharmacognosy | - Mr. M. Vinay Kumar |

Student Representatives:

- | | |
|---------------------------------------|---------------------------------|
| 1. M.V.V. Satyanarayana173G1R0029 | - III – B. Pharmacy Section – A |
| 2. Eze Victoria Oluchukwu173G1R0072 | - III – B. Pharmacy Section – B |
| 3. KarnatiVenkateswar Reddy183G1R0048 | - II – B. Pharmacy Section – A |
| 4.Suman Suthar183G1R0096 | - II – B. Pharmacy Section – B |
| 5. G. SatyaSnehaja 193G1R0032 | - I – B. Pharmacy Section – A |
| 6. P. Satya Lakshmi 193G1R0075 | - I – B. Pharmacy Section – B |

Copy to: 1. All members of the Committee
2. IQAC



PRINCIPAL

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Minutes of the PCI Programme committee meeting held on 16/10/2019

The following members were present:

1. Dr.V.Ravi Shankar
2. Dr. D.Sathis Kumar
3. Dr.A.Harani
4. Dr. K. Diwakar
5. Ms. B. Sujiya
6. Mr. Sk. Rafi
7. Mr.S.Nagaeshwar Rao
8. Mrs. Y.V.V.M.L.Prasanna
9. Mr. Vinay Kumar
10. Mr.Ch.Hemantha Kumar
11. Mr.D.Nagasen
12. Mrs.G.Sridevi
13. SumanSuthar
14. P.Satya Lakshmi

Agenda for meeting :

1. Commencement of class work
2. Allotment of work to staff members for I,II and III B.Pharmacy
3. Instruction to the class teachers

The above points were discussed and the following resolutions were made:

1. Committee members decided to commence the class work for the students as per university guidelines
2. Class teachers and subject teachers were allotted
3. Chairperson instructed the class teachers to convey the information to students and their parents regarding the commencement of class work



1. Dr.V.Ravi Shankar *OB*
2. Dr. D.Sathis Kumar *26/10/19*
3. Dr.A.Harani *P*
4. Dr. K. Diwakar *K. Diwakar*
5. Ms. B. Sujiya *B 16/10/2019*
6. Mr. Sk. Rafi *26/10/19*
7. Mr.S.Nagaeshwar Rao *26/10/19*
8. Mrs. Y.V.V.M.L.Prasanna *Y.V.V.M.L.Prasanna*
9. Mr. Vinay Kumar *Vinay Kumar*
10. Mr.Ch.Hemantha Kumar *CH*
11. Mr.D.Nagasen *D.N. 16/10/19*
12. Mrs.G.Sridevi *G 26/10/19*
13. SumanSuthar *Suman 26/10/19*
14. P.Satya Lakshmi *P. Satya 26/10/19*



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Minutes of the PCI Programme committee meeting held on 6/12/2019

The following members were present:

1. Dr.V.Ravi Shankar
2. Dr. D.Sathis Kumar
3. Dr.A.Harani
4. Dr. K. Diwakar
5. Ms. B. Sujiya
6. Mr. Sk. Rafi
7. Mr.S.Nagaeshwar Rao
8. Mrs. Y.V.V.M.L.Prasanna
9. Mr. Vinay Kumar
10. Mr.Ch.Hemantha Kumar
11. Mr.D.Nagasen
12. Mrs.G.Sridevi
13. SumanSuthar
14. P.Satya Lakshmi

Agenda for the meeting:

1. Update on syllabus completion
2. Monitoring the regularity of attendance
3. Instructions about importance of assignment, open book test, seminar and quiz to students
4. Student counselling

The above points were discussed and the following resolutions were made:

1. Committee members have taken an update regarding the syllabus completion from faculty
2. Students with less attendance percentage were identified
3. Class teachers and subject faculty were instructed by the chairperson regarding the regular conduct of assignments, open book tests, seminar, quiz and other co-curricular activities.
4. Chairperson instructed the class teachers to convey the information to the students and monitor them regularly.



1. Dr.V.Ravi Shankar *VB*
2. Dr. D.Sathis Kumar *S 6/12/2019*
3. Dr.A.Harani *A*
4. Dr. K. Diwakar *K. Diwakar*
5. Ms. B. Sujiya *B 06/02/2019*
6. Mr. Sk. Rafi *Raf 6/2/19*
7. Mr.S.Nagaeshwar Rao *S 6/12/19.*
8. Mrs. Y.V.V.M.L.Prasanna *Y.V.V.M.L.P.*
9. Mr. Vinay Kumar
- 10.Mr.Ch.Hemantha Kumar *CH*
- 11.Mr.D.Nagasen *D. Nagal 6/11/19*
- 12.Mrs.G.Sridevi *G 6/12/19*
- 13.SumanSuthar *Sun 6/12/19*
- 14.P.Satya Lakshmi *P. Satya 6/2/19*



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Minutes of the PCI Programme committee meeting held on 2/3/2020

The following members were present:

1. Dr.V.Ravi Shankar
2. Dr. D.Sathis Kumar
3. Dr.A.Harani
4. Dr. K. Diwakar
5. Ms. B. Sujiya
6. Mr. Sk. Rafi
7. Mr.S.Nagaeshwar Rao
8. Mrs. Y.V.V.M.L.Prasanna
9. Mr. Vinay Kumar
10. Mr.Ch.Hemantha Kumar
11. Mr.D.Nagasen
12. Mrs.G.Sridevi
13. SumanSuthar
14. P.Satya Lakshmi

Agenda for the meeting:

1. Extent of syllabus completion
2. Mid marks analysis
3. Instructions to class teachers and subject teachers regarding the preparation for upcoming exams
4. Student counselling

The above points were discussed and the following resolutions were made:

1. Committee members have collected the information about the extent of syllabus completion from faculty members
2. Mid marks were analyzed and the students with poor performance were identified
3. Chairperson instructed the class teachers to convey the information to the students regarding the performance
4. Concerned subject faculty members were instructed to counsel the students with poor performance



1. Dr.V.Ravi Shankar *VR*
2. Dr. D.Sathis Kumar *2/3/20*
3. Dr.A.Harani *P*
4. Dr. K. Diwakar *K. Diwakar*
5. Ms. B. Sujiya *B 02/03/2020*
6. Mr. Sk. Rafi *SK 2/3/20*
7. Mr.S.Nagaeshwar Rao *SN 2/3/20*
8. Mrs. Y.V.V.M.L.Prasanna *Y.V.V.*
9. Mr. Vinay Kumar *Vinay Kumar*
10. Mr.Ch.Hemantha Kumar *CH*
11. Mr.D.Nagasen *D.N. 2/3/20*
12. Mrs.G.Sridevi *G 2/3/20*
13. SumanSuthar *Suman 2/3/20*
14. P.Satya Lakshmi *P. Satya 2/3/20*

