

# ADITYA COLLEGE OF PHARMACY

(Affiliated to JNTUK, Approved by AICTE)

(ADITYA NAGAR, ADB ROAD, SURAMPALEM 533 437, E.G.Dt, Ph.9949876664)

Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 20/06/2023

## CIRCULAR

All the members of **Academic Planning and Monitoring Committee (AP& M Committee)** hereby informed the **AP& M Committee meeting** for the Academic Year **2023-24** meeting on 21/06/2023 at 10:00 am headed by the Chairman Dr. K. Ravi Shankar in the Principal Chamber. The cell comprises of senior faculty representatives and they respond to Academic planning and monitoring related issues

The Committee was constituted as the following.

- **Chairman**

- Dr. K.Ravi Shankar, Principal

900576662

- **Convener / Exam In charge**

- Mrs. B.N.B Vaidehi, Convener  
9493747698

- **Members**

- Dr. K. Ramakrishna, Assoc. Prof, Pharmaceutical Chemistry
- Mrs. N.Divya, Assoc. Prof, HOD, Dept of Pharmaceutical Analysis
- Mr. Amit Kumar, Assoc. Prof, Dept. of Pharmacy Practice
- Mrs.B.Hema kiranmayi, Asst. Prof, Dept of Pharmaceutics
- Ms. Yalla Vijaya Durga, 6<sup>th</sup> year Pharm.D
- Mr. N.Sateesh, 4<sup>th</sup> year, B.Pharm.

PRINCIPAL

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Aditya College of Pharmacy  
SURAMPALEM-533 437

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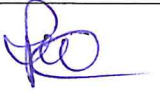
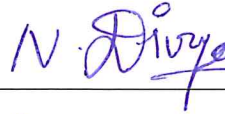
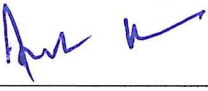



Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 20/06/2023

## CIRCULAR

All the Staff and Students are hereby informed that **Academic Planning and Monitoring Committee (AP& M Committee)** was formed in the College for the Academic Year **2023-24**. The cell comprises of senior faculty representatives and they respond to Academic planning and monitoring related issues.

The Committee was constituted as the following:

S. No.	Name	Designation	Signature
1.	Dr. Ravi Shankar Kakaraparthi	Chairman	
2.	Mrs. Bondada N.B. Vaidehi	Convener	
3.	Dr. K. Ramakrishna	Member	
4.	Mrs.N.Divya	Member	
5.	Mr. Amit Kumar	Member	
6.	Mr. B.Hema Kiranmayi	Member	
7.	Ms. Yalla Vijaya Durga	Student member	
8.	Mr.N.sateesh	Student member	



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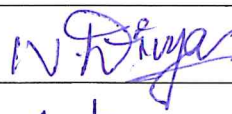


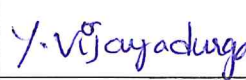

Date 22/06/2023

## Minutes of Meeting of Academic Planning and Monitoring Committee Meeting held On

Date 21/6/2023

Minutes of the meeting of Academic Planning and Monitoring committee of Aditya College of Pharmacy, A.P, Held on 21/06/23 at 10:00 am in the Principal Chamber.

### Members Present:

S. No.	Name	Designation	Signature
1.	Dr. Ravi Shankar Kakaraparthi	Chairman	
2.	Mrs. Bondada N B Vaidehi	Convener	
3.	Dr. K. Ramakrishna	Member	
4.	Mrs. N.Divya	Member	
5.	Mr. Amit Kumar	Member	
6.	Mrs.B.Hemakiranmayi	Member	
7.	Ms. Yalla Vijaya Durga	Student Member	
8.	Mr.N.Sateesh	Student Member	

The meeting of the Academic Planning and Monitoring Committee (AP& M Committee) commenced with a welcome by Dr. K.Ravi Shankar, the Chairman of the AP& M Committee. The convener, Mrs. B.N.B Vaidehi has extended her cordial welcome to all the members.

### **Objectives of the Committee:**

1.Draft the academic planning for activities related to calendar events for the upcoming semesters academic year **2023-24** by chairman of the committee and Principal Dr. K. Ravi Shankar

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2. Constitution of time table committee for preparing class and period wise time tables for upcoming even semester class work of **2023-24**
3. Conducting orientation Programme on NAAC guidelines for newly recruited faculty members.
4. Revising, monitoring and planning for the upcoming academic curricular and co-curricular activities through constitutes for the academic year **2023-24**
5. To conduct national conference/seminar, webinar, FDP, guest lectures and Gender sensitization Programme.
6. To conduct various value added/ certificate courses and along with hands on training courses

## **Duties and Responsibilities:**

1. To mainly involved to monitor the daily, weekly and monthly academic activities of the college and make necessary changes of the academic activates for upcoming even semester class work, **2023-24**
2. Monitoring the day today period wise time table monitoring and alternative adjustment of class work in the case of faculties on leave for the year**2023-24**.
3. Implementation of academic calendar and academic activities through various committees mentioned above in even semester, **2023-24**.

## **Activities**

Important points discussed in this meeting are summarized below:

1. AP& M Committee Convener Mrs. B.N.B Vaidehi initiated the meeting by appreciating the participation of all members and welcomed all of them in AP& M Committee.
2. Important points discussed regarding the commencement of coursework, mid exams, lab internal exams their tentative dates as per JNTUK rules and autonomous batches. Fixed the tentative dates for the upcoming even semester exams of academic session **2023-24**
3. Discussed about the career counseling centre and execution of parent teacher meeting
4. Discussed about the appointment of class teachers to the respective classes.



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5. Discussed about the allotment of faculties as project guide for the Final year B.Pharm Students.

## Composition of the Academic Planning and Monitoring Committee

S. No.	Name	Designation
1.	Dr. Ravi Shankar Kakaraparthi	Chairman
2.	Mrs. Bondada Vaidehi	Convener
3.	Dr. K. Ramakrishna	Member
4.	Mrs. N.Divya	Member
5.	Mr. Amit Kumar	Member
6.	Mrs.B.Hema Kiranmayi	Member
7.	Ms. Yalla Vijaya durga	Student Member
8.	Mr.N.Sateesh	Student Member

  
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# ADITYA COLLEGE OF PHARMACY(A)

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(ADITYA NAGAR, ADB ROAD, SURAMPALEM 533 437, E.G.Dt, Ph.9949876664)

Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 19/02/2024

## CIRCULAR

All the members of **Academic Planning and Monitoring Committee (AP& M Committee)** hereby informed the **AP& M Committee meeting** for the Academic Year **2023-24** meeting on 20/02/2024 at 10:00 am headed by the Chairman Dr. K. Ravi Shankar in the Principal Chamber. The cell comprises of senior faculty representatives and they respond to Academic planning and monitoring related issues

The Committee was constituted as the following.

- **Chairman**

- Dr. K.Ravi Shankar, Principal

900576662

- **Convener / Exam In charge**

- Mrs. B.N.B Vaidehi, Convener  
9493747698

- **Members**

- Dr. K. Ramakrishna, Assoc. Prof, Pharmaceutical Chemistry
  - Mrs. N.Divya, Assoc. Prof, HOD, Dept of Pharmaceutical Analysis
  - Mr. Amit Kumar, Assoc. Prof, Dept. of Pharmacy Practice
  - Mrs.B.Hemakiranmayi, Asst. Prof, Dept of Pharmaceutics
  - Ms. Yalla Vijaya Durga, 6<sup>th</sup> year Pharm.D
  - Mr. N.Sateesh, 4<sup>th</sup> year, B.Pharm.

  
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SURAMPALEM- 533 437

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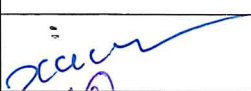



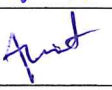

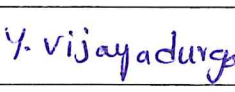

Website:www.acop.edu.in, Email:office@acop.edu.in

Date :21/02/2024

## Minutes of Meeting of Academic Planning and Monitoring Committee Meeting held On Date 20/02/24

Minutes of the meeting of the Department of Advisory Board of Aditya College of Pharmacy, A.P, Held on 20/02/24 at 10:00 am in the Principal Chamber.

### Members Present:

S. No.	Name	Designation	Signature
1.	Dr. Ravi Shankar Kakaraparthi	Chairman	
2.	Mrs. Bondada N.B. Vaidehi	Convener	
3.	Dr. K. Ramakrishna	Member	
4.	Dr. Mrs. N. Divya	Member	
5.	Mr. Amit Kumar	Member	
6.	Mrs. B. Hema Kiranmayi	Member	
7.	Ms. Yalla Vijaya Durga	Student Member	
8.	Mr. N. Sateesh	Student Member	

The meeting of the Academic Planning and Monitoring Committee (AP& M Committee) commenced with a welcome by Dr. K. Ravi Shankar, the Chairman of the AP& M Committee. The convener, Mrs. B.N.B Vaidehi has extended her cordial welcome to all the members.

### **Objectives of the Committee:**

1. Draft the academic planning for activities related to calendar events for the upcoming semesters academic year **2023-24** by chairman of the committee and Principal Dr. K. Ravi Shankar
2. Constitution of time table committee for preparing class and period wise time tables for upcoming even semester class work of **2023-24**



# ADITYA COLLEGE OF PHARMACY(A)

(An Autonomous Institution)

Approved by PCI, New Delhi, \*Permanently Affiliated to JNTUK, Kakinada

Accredited by NAAC A Grade and CGPA of 3.24

Recognized by UGC Under Sections 2(f) of the UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem, Gandepalli Mandal, East Godavari - 533437, A.P

Ph. 99498 76664, Email: office@acop.edu.in, www.acop.edu.in

3. To monitor the even semester academic and planning activity.
4. Planning to organize Industrial visits
5. Revising, monitoring and planning for the upcoming academic curricular and co-curricular activities through constitutes for the academic year **2024-25**

## Duties and Responsibilities:

1. To mainly involved to monitor the daily, weekly and monthly academic activities of the college and make necessary changes of the academic activates for upcoming even semester class work, **2023-24**
2. Monitoring the day to day period wise time table monitoring alternative adjustment of class work in the case of faculties on leave for upcoming even semesters, **2023-24**
3. Monitoring the Journal Club and Drug Club activities of Pharm.D Students.
4. Implementation of academic calendar and academic activities through various committees mentioned above in even semester, **2023-24**
5. To conduct workshops, FDP, webinars and seminar for communication skills, campus recruitment training, soft skills and career guidance.

## Activities

Important points discussed in this meeting are summarized below:

1. AP& M Committee Convener Mrs. B.N.B Vaidehi initiated the meeting by appreciating the participation of all members and welcomed all of them in AP& M Committee.
2. Important points discussed regarding the commencement of coursework, mid exams, lab internal exams their tentative dates as per JNTUK for PCI and for Autonomous batch also. Fixed the tentative dates for the upcoming even semester exams of academic session **2023-24**
3. Discussed about the organized faculty development programmes and webinars
4. Discussed about the appointment of class teachers to the respective classes of even semester.





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## Composition of the Academic Planning and Monitoring Committee

S. No.	Name	Designation
1.	Dr. Ravi Shankar Kakaraparthi	Chairman
2.	Mrs. Bondada Vaidehi	Convener
3.	Dr. K. Ramakrishna	Member
4.	Dr. N.Divya	Member
5.	Mr. Amit Kumar	Member
6.	Mrs. B. Hema Kiranmayi	Member
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