



# Chalapathi Institute of Pharmaceutical Sciences (AUTONOMOUS)

Accredited with 'A' Grade by NAAC

(ISO 9001-2008 Certified Institution)

Approved by AICTE, PCI, Recognized by Dept. of Technical Education, Govt. of A.P., Affiliated to ANU, Recognized by UGC Under Section 2(f) and 12B, Recognized by DSIR

Ref : CLPT/Governing Body Meeting/2020

To,  
The Member,  
Governing Body,  
Chalapathi Institute of Pharmaceutical Sciences,  
Lam, Guntur.

Guntur  
Dt.31/07/2020

Sir/Madam,

Sub : Governing Body Meeting of Chalapathi Institute of Pharmaceutical Sciences (Autonomous), Guntur – Intimation - reg.

Very warm greetings from Chalapathi Institute of Pharmaceutical Sciences (Autonomous), Guntur. I am very happy to inform that you were nominated as member-Governing Body to Chalapathi Institute of Pharmaceutical Sciences, by UGC/ANU/Technical Education, Govt. of A.P / Chalapathi Educational Society, the institute proposes to held its **sixth governing body meeting on 12<sup>th</sup> August, 2020, at 10.00 am. Through online platform (ZOOM meeting)**. Please make it convenient to attend through online, link will be sent to your email (or) whatsapp number. Kindly do the needful.

Thanking you,

Yours sincerely

(Y.V.Anjaneyulu)

President

Chalapathi Educational Society,  
Chalapathi Nagar,  
Lam, GUNTUR-522 034

Encls:

1. Agenda to be discussed.

CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES, GUNTUR  
(Autonomous)

**6<sup>th</sup> GOVERNING BODY MEETING**

**Date :** 12/08/2020

**Time :** 10.00 am

**Members :**

- 01) Prof.E.Sreenivasa Reddy, University Nominee,  
Principal, University College of Engineering & Technology, ANU, Guntur,  
[esreddy67@gmail.com](mailto:esreddy67@gmail.com), 7893111985
- 02) Dr.K.Samrajyalakshmi, UGC Nominee, New Delhi  
[samrajya.ugc@gov.in](mailto:samrajya.ugc@gov.in) , 8826489881
- 03) Dr.R.Jagadeesh Babu, CEO, Biophore Pharmaceutical Pvt. Ltd., Hyderabad,  
[jrangisetty@biophorellc.com](mailto:jrangisetty@biophorellc.com), 9000016421
- 04) Dr.Y.Rajendra Prasad, Professor, University College of Pharmaceutical  
Sciences, Andhra University, Visakhapatnam,  
[dryrp\\_au@rediffmail.com](mailto:dryrp_au@rediffmail.com), 8328008037
- 05) Prof.A.Prameela Rani, Principal, ANU College of Pharmaceutical Sciences,  
Nominee – A.P. State Government, [drapr64@gmail.com](mailto:drapr64@gmail.com), 9440056759
- 06) Sri.Y.V.Anjaneyulu, President,  
Chalapathi Educational Society, [yvanjaneyulu@ymail.com](mailto:yvanjaneyulu@ymail.com), 9848639599
- 07) Sri.Y.Sujith Kumar, Secretary,  
Chalapathi Educational Society, [sujity@gmail.com](mailto:sujity@gmail.com), 9848013239
- 08) Smt.Y.Anantha Kumari, Treasurer,  
Chalapathi Educational Society, 9848639599

- 09) Sri.K.Srinivasa Reddy, Vice President,  
Chalapathi Educational Society, [srinivasareddykasu@ymail.com](mailto:srinivasareddykasu@ymail.com), 9848114314
- 10) Prof.A.Narendra Babu, Professor, Dept. of Pharmacology, CLPT,  
[narendraankem@rediffmail.com](mailto:narendraankem@rediffmail.com), 9849010007
- 11) Dr.Sk.Arifa Begum, Associate Professor,  
Dept. of Pharmaceutics-CLPT, [arifashaik2007@gmail.com](mailto:arifashaik2007@gmail.com), 9441822796
- 12) Dr.V.Pallavi, Associate Professor,  
Examinations – CLPT, [mailtopallu@gmail.com](mailto:mailtopallu@gmail.com) 8328289725
- 13) Sri D.Eswar Tony, Assistant Professor,  
[tonypharmacology@gmail.com](mailto:tonypharmacology@gmail.com), 9666627705
- 14) Prof.Rama Rao Nadendla, Ex-Officio,  
Principal, [nadendla2000@yahoo.co.in](mailto:nadendla2000@yahoo.co.in), 9440101685

Pallavi V  
12/08/2020

  
12/08/2020

**Agenda: The proposed agenda to discuss in sixth Governing Body to Chalapathi Institute of Pharmaceutical Sciences (Autonomous).**

01. To confirm minutes of Fifth Governing Body to Chalapathi Institute of Pharmaceutical Sciences dated 22/07/2019.
02. To consider the minutes **(01 to 11)** of sixth academic council held on 28/07/2020.
03. To consider the minutes **(resolution 01 to resolution 04)** of sixth finance committee meeting held on 14/03/2020.
04. To consider and approve 16<sup>th</sup> annual reports of Chalapathi Institute of Pharmaceutical Sciences (Autonomous).
05. Any other with the permission of the Chairman.

## Confirmation of Resolutions of 6th Governing Body to Chalapathi Institute of Pharmaceutical Sciences (Autonomous) – request – reg.

From: nadendla2000@yahoo.in (nadendla2000@yahoo.in)  
To: csreddy67@gmail.com  
Cc: jsugcsero@gmail.com; jrangisetty@biophorellc.com; dryrp\_au@rediffmail.com; drapr64@gmail.com; yvanjaneyulu@ymail.com; sujity@gmail.com; srinivasareddykasu@ymail.com; narendraankem@rediffmail.com; arifashaik2007@gmail.com; mailtopallu@gmail.com; tonypharmacology@gmail.com; nadendla2000@yahoo.co.in  
Date: Saturday, 15 August, 2020, 11:12 am IST

Respected Sir/Madam,

Sub : Confirmation of Resolutions of 6<sup>th</sup> Governing Body to Chalapathi  
Institute of Pharmaceutical Sciences (Autonomous) – request –  
reg.

Ref : Meeting held on 12/08/2020 through Zoom platform.

With reference to above subject I am here with forwarding resolutions of 6<sup>th</sup> Governing Body meeting held on 12/08/2020 at 10.00 am through zoom platform (as a soft copy) for confirmation, if no objection is received by 25<sup>th</sup> August-2020, the resolutions shall be treated as conformed. Please acknowledge the receipt of the mail.

Thanking you,

Yours sincerely

Prof.Rama Rao Nadendla

Principal



RESOLUTION.pdf  
2.2MB

## Governing Body Meeting of Chalapathi Institute of Pharmaceutical Sciences (Autonomous), Guntur – Intimation

From: nadendla2000@yahoo.in (nadendla2000@yahoo.in)  
To: esreddy67@gmail.com  
Cc: samrajya.ugc@gov.in; jrangisetty@biophorellc.com; dryrp@rediffmail.com; drapr64@gmail.com; yvanjaneyulu@ymail.com; sujity@gmail.com; srinivasareddykasu@ymail.com; mailtopallu@gmail.com; tonypharmacology@gmail.com; narendraankem@rediffmail.com; arifashaik2007@gmail.com  
Date: Friday, 31 July, 2020, 12:53 pm IST

Ref : CLPT/Governing Body Meeting/2020

To, Guntur  
The Member, Dt.31/07/2020  
Governing Body,  
Chalapathi Institute of Pharmaceutical Sciences,  
Lam, Guntur.

Sir/Madam,

Sub : Governing Body Meeting of Chalapathi Institute of Pharmaceutical Sciences (Autonomous), Guntur – Intimation - reg.

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Thanking you,  
Yours sincerely  
Y.V.Anjaneyulu  
President  
Chalapathi Educational Society, Lam, Guntur

Encls:

1. Agenda to be discussed.



6TH GOVERNING BODY AGENDA.pdf  
253.6kB



# CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Autonomous)

Chalapathi Nagar, Lam, Guntur-34

## RESOLUTIONS OF 6<sup>th</sup> GOVERNING BODY MEETING

Date : 12/08/2020

The 6<sup>th</sup> Governing body to Chalapathi Institute of Pharmaceutical Sciences (Autonomous) while welcoming the two new members: Prof. E. Srinivasa Reddy, Principal, University College of Engineering and Technology, ANU as an University nominee and Prof.Y.Rajendra Prasad, Professor in Pharmaceutical Chemistry, University college of pharmaceutical Sciences, Andhra University, Visakhapatnam, expressed gratitude and heartfelt thanks to two past members namely Prof.K.Venkata Rao and Prof.M.K.Durga Prasad, Former-Vice chancellor of Krishna University, who associated with the institute for the past several years (2016-2019). The 6<sup>th</sup> Governing Body discussed the circulated agenda through virtual platform (Zoom) on 12/08/2020 at 10.00am and made the following resolutions:

**01. The 6<sup>th</sup> Governing Body resolved to approve minutes of 5<sup>th</sup> Governing Body to Chalapathi Institute of Pharmaceutical Sciences (Autonomous), dated:22/07/2019.**

- Resolved to confirm the minutes of fourth governing body held on 27/12/2018.
- Resolved to approve minutes of fifth academic council held on 13/07/2019 (Resolution 01 to Resolution 09) [resolved to approve resolutions of department of Pharmaceutical Analysis (Resolution 01 to 07), internal boards of studies (Resolution 01 to 04), (Resolution 01 to 06) of Pharmacy Practice, resolutions of Pharmaceutics (Resolution 01 to 06) and Pharmacology (Resolution 01 to 05) and grant of incentives to faculty/students for publications of research articles in peer reviewed journals.
- Governing body also resolved to approve the resolutions of fifth finance committee (Resolutions 01 to 02).
- Governing body resolved to approve 15<sup>th</sup> annual reports of Chalapathi Institute of Pharmaceutical Sciences.
- Governing body resolved to approve to change name of M. Pharmacy-Pharmaceutical Regulatory Affairs, (AICTE approved the course: Ref.No.South-Central/1-4262006771/2019/EOA,dated. 25/04/2019.
- Governing body further resolved to approve 27<sup>th</sup> Research Advisory minutes.

**02. The 6<sup>th</sup> Governing Body resolved to approve the (01 to 11) resolutions of 6<sup>th</sup> Academic council meeting held on 28/07/2020.**

- Academic Council extended a warm welcome to Prof. K. Ammani garu, nominated as a member of academic council by Acharya Nagarjuna University and also expressed a sincere gratitude to Dr. M. Vijaya Lakshmi garu for extending her continuous support in the last four years as the member of academic council for Chalapathi Institute of Pharmaceutical Sciences.
- **The council resolved to approve 6<sup>th</sup> BOS in Pharmaceutical Analysis held on 15/02/2020 (06 resolutions)**
  01. Minutes of 5<sup>th</sup> BOS meeting in Pharmaceutical Analysis held on 03/05/2019 were confirmed.
  02. It is resolved to continue with the syllabus approved by the PCI which is also enriched by the additional topics in Theory and Practical courses (ANNEXURE-I)
  03. It was discussed and resolved to continue the skill development courses for the year 2020-2021 with syllabus approved by BOS in Pharmaceutical Analysis during the academic year 2019-2020, to enrich the practical skills of the students.
  04. It was further discussed and resolved to conduct the practice school for IV/IV B.Pharmacy 7<sup>th</sup> semester students (2017 EAMCET batch) in collaboration with Chalapathi Drug Testing Laboratory (CDTL) for the academic year 2020-2021.
  05. BOS further discussed and identified the topics in the curriculum to nurture higher order thinking and resolved to organize guest lectures during the academic year 2020-2021 to reach higher course attainments and to meet programme outcomes (ANNEXURE-II).
  06. It is resolved to approve the external examiners for semester end examinations in courses related to Pharmaceutical Chemistry/ Pharmaceutical analysis/regulatory affairs of B.Pharmacy, M.Pharmacy and Pharm.D programmes for the academic year 2020-2021.
    - Teachers possessing M.Pharmacy qualification with 05 years of teaching/industrial experience will be appointed as external examiners for semester end examinations of courses in B.Pharmacy and Pharm.D programmes (ANNEXURE-III)
    - Teachers possessing M.Pharmacy and Ph.D., qualification with 10 years of teaching/research/industrial experience will be appointed as external examiners for semester end examinations of courses in M.Pharmacy programme (ANNEXURE-IV)

• **The council resolved to approve the resolutions of 7<sup>th</sup> BOS in Pharmaceutical Analysis held on 11/07/2020 (07 resolutions):**

01. Minutes of 6th BOS meeting in Pharmaceutical Analysis held on 15/02/2020 were confirmed.
02. Members of Board of Studies reviewed and approved Programme Educational Objectives, Programme Outcomes, Programme Specific Outcomes and Course Outcomes for M.Pharmacy-Pharmaceutical Analysis (MPA) programme. **(ANNEXURE-I)**
03. Members of Board of Studies reviewed and approved Programme Educational Objectives, Programme Outcomes, Programme Specific Outcomes and Course Outcomes for M.Pharmacy-Pharmaceutical Regulatory Affairs (MRA) programme. **(ANNEXURE-II)**
04. Members of Board of Studies reviewed and approved the Course Outcomes (CO's) of Medicinal Biochemistry (1.3), Pharmaceutical Organic Chemistry (1.4), Pharmaceutical Inorganic Chemistry (1.5), Remedial Mathematics (1.6), Pharmaceutical Analysis (3.2), Pharmaceutical Jurisprudence (3.3) and Medicinal Chemistry (3.5) courses of Pharm.D programme. **(ANNEXURE-III)**
05. It was further discussed and resolved to continue with the syllabus of Pharmaceutical Inorganic Chemistry (1.5) and Medicinal Chemistry (3.5) courses of Pharm.D programme by incorporating the compounds under the topics. **(ANNEXURE-IV)**
06. BOS further reviewed and approved the course outcomes of all courses of B.Pharmacy programme under the Department of Pharmaceutical Analysis. **(ANNEXURE-V)**
07. It was resolved to approve the external examiners for semester end examinations in courses related to pharmaceutical chemistry/ pharmaceutical analysis/regulatory affairs of B.Pharmacy, M.Pharmacy and Pharm.D programmes for the academic year 2020-2021.
  - a) Teachers possessing M.Pharmacy qualification with 5 years of teaching industrial experience will be appointed as external examiners for semester end examinations of courses in B.Pharmacy and Pharm.D programmes. **(ANNEXURE-VI)**
  - b) Teachers possessing M.Pharmacy and PhD qualification with 10 years of teaching / industrial experience will be appointed as external examiners for semester end examinations of courses in M.Pharmacy programme. **(ANNEXURE- VII)**

• **The council resolved to approve 6<sup>th</sup> BOS in Pharmacy Practice held on 22/02/2020 (07 resolutions):**

01. The minutes of 5<sup>th</sup> Board of studies (BOS) in Pharmacy Practice held on 27/06/2019 is confirmed.
02. Board of studies in pharmacy practice resolved to adopt Pharmacy Council of India (PCI) approved syllabi for B.Pharmacy and Pharm.D programmes for the academic year 2020-2021. It is further resolved to enrich the approved syllabi with additional topics in theory and practical demonstrations to improve course outcome and programme outcome attainments **(ANNEXURE-I)**
03. It is resolved to conduct a non-credit (25 hrs) skill oriented course on “reading and understanding the primary research paper” for B.Pharmacy (2017 EAMCET BATCH) and Pharm.D (2017 EAMCET BATCH) students to enhance practical skills and to improve course outcome (CO) and Programme outcome (PO) attainments for the academic year 2020-2021 **(ANNEXURE-II)**.
04. It is resolved to approve the topics to conduct a training programme on “emergency medicines and emergency care” for IV/VI Pharm.D students from the academic year 2020-2021 **(ANNEXURE-III)**.
05. Board of studies reviewed and approved the changes in the syllabi of PG-diploma certificate courses on Pharmacovigilance and Clinical data management for the academic year 2020-2021 to upgrade the knowledge of students.
06. Board studies approved the schedule of ISPOR-ANU student chapter and ISPOR-Amaravathi Regional Chapter’s activities for the academia year 2020-2021.

• **The council resolved to approve 7<sup>th</sup> BOS in Pharmacy Practice held on 03/07/2020 (07 resolutions):**

01. The minutes of 6<sup>th</sup> Board of studies (BOS) in Pharmacy practice held on 22<sup>th</sup>February 2020 is confirmed.
02. Board of studies in pharmacy practice resolved to approve the course outcomes of all courses (2.1, 2.5, 2.6, 3.3, 4.1, 4.2, 4.3, 4.4, 4.6, 4.7, 5.1, 5.2, 5.3, 5.4, 5.5 and course outcomes of Pharm. D internship) of Pharm.D and Pharm.D(PB) programmes **(ANNEXURE I)**.
03. It is resolved to approve the course outcomes of all the courses (BP204T- Pathophysiology, BP703T-Pharmacy practice, BP801-T-Biostatistics & Research Methodology, BP802-T-Social and preventive Pharmacy and BP805-ET-Pharmacovigilance) of the department of Pharmacy practice for the programme of B. Pharmacy **(ANNEXURE II)**.
04. It is resolved to approve the Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs) of the Programme Pharm. D **(ANNEXURE III)**.

05. Board of studies in pharmacy practice reviewed and resolved to approve the elaborated PCI syllabi of following courses in Pharm.D programme (**ANNEXURE IV**).

- Pharmaceutical Inorganic Chemistry (1.5) -I Pharm. D
- Pathophysiology (2.1) - II Pharm. D
- Medicinal chemistry (3.5) - III Pharm. D
- Clinical Pharmacy (4.3) - IV Pharm. D

06. It is resolved to approve the academic plan of activities and budget proposal for the academic year 2020-21 (**ANNEXURE V**).

07. It is resolved to approve the panel of external examiners (Theory/Practical) for all the courses of Pharm. D and B. Pharmacy Programme for the Ac. Year 2020-21 (**ANNEXURE VI**).

• **The council resolved to approve 6<sup>th</sup> BOS in Pharmaceutics held on 14/02/2020 (05 resolutions):**

01. The minutes of 5<sup>th</sup> Board of Studies (BOS) in Pharmaceutics held on 02/08/2019 is confirmed.

02. Board of studies in Pharmaceutics resolved to adopt Pharmacy Council of India approved syllabi for B.Pharmacy, M.Pharmacy and Pharm.D programmes for the academic year 2020-2021. It is further resolved to enrich the approved syllabi with additional topics in theory and practical demonstrations to improve CO and PO attainments (ANNEXURE-I and ANNEXURE-II)

03. It is resolved to conduct a non-credit (25 hrs) skill oriented course for B.Pharmacy and Pharm.D on "Advances in the formulation and evaluation Novel Drug Delivery System" to improve course outcome (CO) and program outcome (PO) attainment to enhance practical skills (ANNEXURE-III).

04. It is resolved and recommended to organize the following activities in academic year 2020-2021 for students/faculty of B.Pharmacy, M.Pharmacy and Pharm.D programme.

- a) Conference on "Contemporary Trends in Design of Novel drug delivery system".
- b) Workshop on "Pharmaceutical and Molecular Bio-Techniques"
- c) Guest lecture on the evolving areas of personalized medicine, herbal cosmetics, telepharmacy, artificial intelligence, 3d printing, pharmacokinetic principles, advances in drug delivery methods.
- d) Practice school for IV/IV B.Pharmacy (EAMCET-2017) batch in the pharmaceutical research laboratory on advanced in pharmaceutical and drug delivery techniques.

05. It is resolved to reconstitute board of studies in pharmaceuticals with effect from 14<sup>th</sup> February 2020. Board of studies in Pharmaceuticals record special thanks for earlier members for their contribution and involvement in framing syllabi and guidelines for the progress of institution.

• **The council resolved to approve 7<sup>th</sup> BOS in Pharmaceuticals held on 06/07/2020 (05 resolutions):**

01. The minutes of 6<sup>th</sup> Board of Studies (BOS) in Pharmaceuticals held on 14<sup>th</sup> February, 2020 is confirmed.

02. The members of BOS reviewed course outcomes (CO's), program outcomes (PO's), programme specific outcomes (PSO's) and program educational objectives (PEO's) of all courses for all programmes. **(ANNEXURE I)**

03. The members of BOS discussed and approved to organize all the theory, practical classes and examinations as per the instructions of A.P. Govt., / UGC/ University/ AICTE/ PCI.

04. The members of BOS discussed and approved budget, academic action plan for the academic year 2020-2021. **(ANNEXURE II)**

05. The members approved the list of examiners for paper setting theory/ practical examinations for the academic year 2020-2021. **(ANNEXURE III)**

• **The council resolved to approve 6<sup>th</sup> BOS in Pharmacology held on 19/02/2020 (10 resolutions):**

01. To confirm the minutes of 5<sup>th</sup> Board of studies in Pharmacology held on 06/07/2019.

02. It is resolved to adopt the syllabi for Quality control and standardization of herbs (BP 806 ET), Cellular and molecular biology (BP 808 ET) and Pharmacological screening methods (BP 810 ET) courses framed by PCI [Framed under Regulation 6, 7 and 8 of the Bachelor of Pharmacy (B.Pharmacy) course regulations 2014] of IV/IV B.Pharmacy (EAMCET-2017 batch) programme from the academic year 2020-2021 (ANNEXURE-I).

03. The syllabi for all courses were thoroughly reviewed and the board resolved to include additional topics in theory/practicals of various courses related to Pharmacology/Pharmacognosy of B.Pharmacy/ M.Pharmacy/Pharm.D programmes for the academic year 2020-2021 (ANNEXURE-II).

04. It is resolved to continue the organization of Skill development course on "Pharmacovigilance/Clinical Data Management" for I/II M.Pharmacy (Pharmacology) students for the academic year 2020-2021 also by following the syllabus approved during 5<sup>th</sup> BOS meeting held on 06/07/2019 (ANNEXURE-III).

05. It is resolved to continue the organization of Skill development course on "Recent trends in experimental pharmacology and analysis of herbal drugs" for IV/IV B.Pharmacy students during 7<sup>th</sup>/8<sup>th</sup> semester for the academic year 2020-2021 also by following the syllabus approved during 4<sup>th</sup> BOS meeting held on 05/12/2018 (ANNEXURE-IV).
  06. The programme outcomes for EAMCET-2015 batch (2015-19) of B.Pharmacy programme was attained 2.14 and it is resolved to improve programme outcome attainments further by imparting skill development courses and additional theory and practical topics.
  07. It is also resolved to reconstitute BOS in Pharmacology as few members completed 4 years during (with the prior approval from the Principal, Chalapathi Institute of Pharmaceutical Sciences)
  08. It is further resolved to forward/utilize the revised Form-B, Form-C and Form-D for approval of research protocols by IAEC as per CPCSEA guidelines.
  09. It is further discussed and resolved to conduct the practice school for IV/IV B.Pharmacy 7<sup>th</sup> semester (2017 EAMCET BATCH) in collaboration with pharmacology Research laboratory/Animal house facility for the academic year 2020-2021.
  10. It is also resolved to organize, 1-Seminar, 1-Workshop/Hands on training, 6-Guest lectures, 1-Faculty training programme, to enrich the knowledge and skills of faculty/students and to facilitate research activities for the academic year 2020-2021.
- **The council resolved to approve 7<sup>th</sup> BOS in Pharmacology held on 07/07/2020 (10 resolutions):**
    01. The minutes of 6<sup>th</sup> Board of studies in Pharmacology held on 19/02/2020 are confirmed.
    02. The board approved the Course outcomes (CO's), Programme outcomes (PO's), Programme specific outcomes (PSO's) and Programme Educational objectives (PEO's) for all courses related to Pharmacology/Pharmacognosy of B.Pharmacy/M.Pharmacy/ Pharm.D programmes.(Annexure-I).
    03. It is further discussed and resolved to organize/conduct classes and Examinations for the academic year 2020-2021 as per the instructions/ guidelines provided by AP State government/ University/AICTE/ PCI by utilizing online resources.
    04. It is also resolved to approve Panel of external examiners (Theory/Practical) for semester end examinations of various courses related to Pharmacology/ Pharmacognosy of B.Pharmacy/ M.Pharmacy/ Pharm.D programmes for the academic year 2020 - 2021.

• **The academic council resolved to approve 6<sup>th</sup> internal board of studies meeting held on (04 resolutions):**

01. Institutional board of studies prepared, discussed and approved academic calendar for 2020-2021 for programmes such as II B.Pharmacy, III B.Pharmacy, IV B.Pharmacy, II Pharm.D, III Pharm.D, IV Pharm.D, Pharm.D-PB-IV, Pharm.D PB-V, II M. Pharmacy programmes. It is further resolved that I B.B.Pharmacy, I Pharm.D, I M.Pharmacy and IV Pharm.D (PB) will be prepared immediately after admission of EAMCET Convener-2020. It is also resolved that V.Pharm.D and VI Pharm.D programme for the academic year 2020-2021 to follow ANU academic calendar (Enclosed Copies).
02. Institutional board of studies resolved to approve calendar of events for students of all programmes for the academic year 2020-2021 (June-2020 to May-2021) (Enclosed copies)
03. Board of studies further resolved to nominate coordinators, incharges for various chapters, associations, calls and units etc., for coordination of academic, co-curricular activities of the institution for the academic year 2020-2021.
04. Resolved to approve course outcomes of all courses for the academic year 2020-2021 and further resolved to attain target for course attainment.

• **The council resolved to approve the 28<sup>th</sup> research advisory board meeting held on 21/02/2020 (08 resolutions):**

01. Research advisory committee resolved to confirm the minutes of 27<sup>th</sup> board meeting.
02. The committee resolved that faculty of the institution applied for (01) AICTE project on GOC for 5,00,000/- (02) AICTE projects on FDP for 14,00,000/- (03) AICTE projects on RPS for worth of 75,00,000/- and waiting for approval.
03. The committee resolved to review and approve the final report of AICTE project on RPS prepared by the principal investigator, Pror.Rama Rao Nadendla and found satisfactory. The committee authorized the principal investigator to submit the final report to AICTE for the year 2019-2020.  
The board resolved to review and submit the 1<sup>st</sup> interim report of approved DST-SERB project prepared by principal investigator Dr.P.Vijay Pandi.
04. The committee resolved to recruit Miss.B.Supraja, a GPAT qualified candidate as senior research fellow under DST-SERB project.
05. Board resolved that during 2019-2020, a total no. of 71 research papers were published by faculty and students of the institution.

06. The board resolved that 02 patents were filed in the year 2019-2020 and further resolved to apply for 10 patents in the next academic year 2020-2021.
07. The committee resolved that a total no. of 48 consultancy projects were carried during the year 2019-2020 and generated the revenue of Rs. 65,000/-
08. The committee resolved to publish 55 research papers for the academic year 2020-2021.

**03 The 6<sup>th</sup> Governing Body resolved to approve the (01 to 04) resolutions of sixth finance committee meeting held on 14/03/2020:**

01. The 6<sup>th</sup> finance committee resolved that fee to be charged from the students of I/IV B. Pharmacy, I/II M. Pharmacy, I/VI Pharm.D and Pharm.D (PB), admitted in the year 2020-2021 and fee for the I/VI.Pharm.D and I/II M.Pharmacy for the year 2019-2020 is not yet decided by the Government of Andhra Pradesh and hence it is decided to collect from students after the issuance of GO from the government. The committee also resolved to collect the fee from remaining classes as per the norms followed in the earlier year.
02. The 6<sup>th</sup> finance committee of Chalapathi institute of pharmaceutical sciences resolved to enhance examination fee to be collected from students of B. Pharmacy, Pharm.D, M. Pharmacy and Pharm.D (PB) programmes by 10% to the existing fee from the academic year 2020-2021.
03. The committee reviewed budget allocations for the academic year 2020-2021, basing on the requirements of all departments or units of the institution.
04. The finance committee deferred the item related to review "utilisation of budget for the year 2019-2020" during the next meeting as the financial report from the auditor is not yet received.

**04. The 6<sup>th</sup> Governing Body resolved to approve 16<sup>th</sup> annual report of Chalapathi Institute of Pharmaceutical Sciences (Autonomous):**

• **Awards / Achievements:**

01. Chalapathi institute of pharmaceutical sciences has surpassed the notion of excellence and has reached a pinnacle of glory by achieving 51<sup>st</sup> rank at All India Level, 1<sup>st</sup> rank among all the private pharmacy institutions of Andhra Pradesh and Telangana by NIRF.
02. Chalapathi institute of pharmaceutical sciences has recognized as top 20 promising pharmacy colleges in India 2018 by Higher education review

- **Memorandum of understand with Elite organizations:**

Our institute has made MoU with

- Ani Generics private limited Hyderabad
- Delexcel pharma private limited Hyderabad
- ARETE IT services Pvt Ltd Vijayawada
- IKYA global EDU, Hyderabad
- Girijananda Chowdary institute of pharmaceutical sciences, Guwahati, Assam
- Rubicon skill development Pvt Ltd, Pune

- **Infrastructure and Library facilities:**

Chalapathi drug testing laboratory is upgraded with v life MDS 4.6 software, High performance thin layer chromatography, IR moisture balance, SZ-100 Nanoparticle analyzer and lab freezer (-20 °C)

Library is facilitated with 673 books worth of Rs 3,45,810 and 48 journals, e-journals of delnet and inventi worth of Rs 2,65,554 were subscribed

- **Faculty Recruitment:**

01. Dr.G.Siva Bharath – Pharm.D P.B. (Assistant Professor)
02. Mr.M.Siva Prasad-M.Pharm (Assistant Professor)
03. Mrs.N.Sunitha - M.Pharm (Assistant Professor)
04. Mr.D.Srinu Naik - M.Pharm (Assistant Professor)
05. Ms.A.Sowjanya - M.Pharm (Assistant Professor)
06. Dr.R.Naga Lekhini - Pharm.D (Assistant Professor)
07. Mrs.G.Vindhya - M.Pharm (Assistant Professor)
08. Mr.T.Joshi Anand – M.Pharm., (Assistant Professor)

- **Guest Lectures organized :**

S. No	Date	Speaker	Topic	Students participated	Department
01	02-07-2019	Dr.R.Nagaraju, Dean, Faculty of Pharmacy, Sri Padmavathi Mahila Vishwa- vidhyalayam, Tirupathi	Application of pharmacokin etic principles in clinical situations	I/II M. Pharmacy and II/IV M. Pharmacy (Pharmaceutics)	Pharmaceutics
02	20-04-2019	Dr.T.S. Nagaraju, Dean, Faculty of Pharmacy, Sri Padmavathi Mahila Vishwa- vidhyalayam, Tirupathi	Impact of dosage form design and packaging on product life cycle	I/II M. Pharmacy and II/IV M. Pharmacy (Pharmaceutics)	Pharmaceutics
03	15-04-2019	Dr.Karthiyesan, Assistant Professor, Annamalai University, Tamil Nadu	IPR and its importance	I/II M. Pharmacy and II/IV M. Pharmacy (Pharmaceutical analysis)	Pharmaceutical analysis

04	03-05-2019	Dr.Y. Rajendra Prasad, Professor, Andhra University, Vishakapatnam	Homology modelling in drug designing	IV/IV B. Pharmacy I/II M. Pharmacy and II/IV M. Pharmacy (Pharmaceutical analysis)	Pharmaceutical analysis
05	28-12-2019	M.Siva Jyothi, Scientist, Biophore India Pharmaceuticals Pvt Ltd, Hyderabad	Food and nutraceutical regulations in india	IV/IV B. Pharmacy I/II M. Pharmacy and II/IV M. Pharmacy (Pharmaceutical analysis)	Pharmaceutical analysis
06	22-02-2020	Prof.G.P. Mohanta, Head, Dept of Pharmacy, Annamalai University, Tamil Nadu	D & C Act, Schedule Y differences in requirements of Indian and global pharmacovigilance	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
07	11-01-2020	Dr. Krishna Undela, Dept of Pharmacy Practice, JSSCP, Mysore	Methods of pharmaco-economics in research and their applications in pharmacy	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
08	04-01-2020	Dr. Srinivas, MD, Dept of Psychiatry, Govt General Hospital, Guntur	Life skills for success and beyond.	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
09	11-12-2019	Dr. Sai Krishna, Faculty of Pharmacy, University of Manitoba, Canada	Systemic reviews- A powerhouse of evidence in decision making.	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
10	06-11-2019	G.N.Satish Kumar, Dept of Management, Aurora PG College	Parametric and non-parametric test, correlation and regression analysis.	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
11	25-09-2019	Dr.Arogyanadhudu, Assistant professor, Dept of Psychiatry, Govt General Hospital, Guntur	Pharmacist role in health care system.	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
12	05-08-2019	Dr. Adapa Ramesh, Vikas Inst of Pharmaceutical Sciences, Suryapet, Telangana	Role of pharmacist in promoting evidence based health practice	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
13	27-06-2019	Prof.G.P. Mohanta, Head, Dept of Pharmacy, Annamalai University, Tamil Nadu	Critical evaluation of biomedical research.	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice

14	02-05-2019	Dr. Sukesh, KIMS, Hyderabad	Clinical pharmacist role in corporate hospitals.	IV,V & VI/VI Pharm.D students and Faculty	Pharmacy Practice
15	09-11-2019	Prof.K. Ravishankar, Prof & Principal, Adithya college of pharmacy, Surampalem.	Patho-physiology of CVS complications and treatment.	I & II/II M. Pharmacy Students and Faculty	Pharmacology
16	03-08-2019	Dr.T.Prakash	Toxicology	I & II/II M. Pharmacy Students and Faculty	Pharmacology
17	06-07-2019	Dr.A.V.Krishnam Raju, Head, Project Management, Laila nutraceuticals pvt ltd. Vijayawada	Role of pharmacist in drugs and herbal discovery.	I & II/II M. Pharmacy Students and Faculty	Pharmacology

• **Alumni Activities:**

S.No	Date	Activity	Organized By
01	18-06-2020 to 25-06-2020	Essay Contest 2020 on the theme:	Alumni association & IPA, Lam Branch, CLPT
02	27-09-2019	Training Programme on Interview skills, communication skills and personality development.	Alumni association along with Gurgaon and E-cell, Kanpur
03	26-04-2019	Guest lecture on current research area- role of metabolism and pathology of diabetes and associated cardiovascular complications by Dr. K. Babu Nageswara Rao, Post Doc, University of Cincinnati, USA	Alumni association, CLPT
04	26-04-2019	Awarded distinguished alumni award to Dr.B. Srinivasa Reddy, Post Doc, University of Starsbourg, France	Alumni association, CLPT

• **Projects :**

S.No.	Project Leader	Funding Agency	Title	Amount (in Lakhs)	Year
01	Dr.Vijayapandi Pandey	AICTE	Novel drug discovery from natural products for the treatment of Alzheimer's disease.	23.78	2019-2020
02	Dr.A.Narendra Babu	AICTE	Evaluation of <i>Tanacetum parthenium.L</i> diskflorets extracts for nootropic activity by exteroceptive aversive stimuli models.	21.54	2019-2020
03	Dr.N.Lakshmi Prasanthi	AICTE	Formulation and optimization of pediatric herbal edible jelly for anthelmintic infections.	20.00	2019-2020

• **Consultancy Projects:**

A total number of 48 consultancy projects were carried out by Chalapathi Drug Testing Laboratory of Chalapathi Institute of Pharmaceutical Sciences in the year 2019-2020 and generated a revenue of about Rs. 65,000/-

• **ISPOR Activities:**

S.No	Date	Activity	Organized by
01	15-11-2019 to 21-11-2019	Awareness programme on new born care	ISPOR ANU student chapter
02	14-11-2019	Awareness programme on diabetes	ISPOR ANU student chapter
03	14-11-2019	Painting competition on world diabetes day- (Protect your family from diabetes)	ISPOR
04	12-11-2019	Awareness programme on pneumonia day	ISPOR ANU student chapter
05	07-11-2019	National cancer awareness program	ISPOR ANU student chapter
06	31-10-2019	Breast cancer awareness program	ISPOR ANU student chapter
07	19-10-2019	A symposium on pharmaceutical care	ISPOR ANU student chapter
08	27-09-2019	Patient counselling leaflet competition on "safe and effective of medicines in eye disorders"	ISPOR
09	17-09-2019 to 18-09-2019	2 <sup>nd</sup> International conference of newsights of Pharmacoepidemiology, pharmacoconomics and pharmacovigilance	ISPOR ANU student chapter
10	13-08-2019	Organ donation day- awareness program	ISPOR ANU student chapter
11	10-08-2019	Mock patient counselling competition	ISPOR
12	01-08-2019	Breast feeding awareness week. (Empower women, enable breast feeding)	ISPOR ANU student chapter
13	29-07-2019	World ORS day (Demonstration of when to use , how to use, indications for usage)	ISPOR ANU student chapter
14	19-07-2019 to 20-07-2019	2 <sup>nd</sup> National workshop on Meta analysis and systematic review- Pharmaco-economic perspectives in Indian scenario	ISPOR
15	13-07-2019	Webinar on using real world evidence to improve health care decision making	ISPOR ANU student chapter

- **Industrial visits:** Our institute organizes industrial visits and field trips as a value added learning method for students, giving them a hands on experience of how theoretical concepts are put into action and executed. It also bridges the gap between theoretical training and practical learning in a real life environment.

S.No	Date	Industry/Lab	Students
01	13-12-2019	Darwin formulation Pvt Ltd, Surampalli, Vijayawada	I/IV B. Pharmacy, Section I
02	12-12-2019	Darwin formulation Pvt Ltd, Surampalli, Vijayawada	I/IV B. Pharmacy, Section II
03	23-11-2019	Sangam Dairy, Vadlamudi, Guntur	II/IV B. Pharmacy, Section II
04	22-11-2019	Sangam Dairy, Vadlamudi, Guntur	II/IV B. Pharmacy, Section I
05	19-11-2019	Jocil Limited, Dokiparru, Guntur	III/IV B. Pharmacy, Section II
06	16-11-2019	Jocil Limited, Dokiparru, Guntur	III/IV B. Pharmacy, Section I
07	27-08-2019	Natco Pharma Ltd, Nagarjuna Sagar, Nalgonda	IV/IV B. Pharmacy Section I & II

• **Faculty Training Programme:**

Benefits of an industrial visit are never limited only to students, even our faculty got their share of benefits and gain more knowledge on latest trends of technology and would be able to emphasize those concepts to their fellow colleagues and students as well.

S.No	Date	Name of the Faculty	Department	Industry
01	26-11-2019	Dr.Sk. Arifa Begum	Pharmaceutics	National centre for biological sciences, Bangalore
02	22-05-2019	Dr.S.S.Mani Kiran	Pharmaceutics	Natco Pharma Limited, Hyderabad
03	18-05-2019	Dr.N.L.Prasanthi	Pharmaceutics	Natco Pharma Limited, Hyderabad

• **NSS Activities:**

With the motto to instill the desire of bringing social change and to increase the levels of social consciousness among the students, NSS activities were conducted.

S.No	Date	Name of the event	Place	Course
01	29-02-2020 to 01-03-2020	Jana Vignana Vedika (Balosthavam)	Patibandla Seetharamaiah High School, Guntur	4 <sup>th</sup> B. Pharm and M. Pharm students
02	06-12-2019	Blood donation camp (92 units donated)	Chalapathi Institute of Pharmaceutical Sciences, Guntur	B. Pharmacy Pharm.D and M.Pharmacy Students
03	01-12-2019	World AID's day awareness programme	Chalapathi Institute of Pharmaceutical Sciences, Guntur	B.Pharmacy and Pharm.D Students
04	25-11-2019	Essay writing and elocution competition	Chalapathi Institute of Pharmaceutical Sciences, Guntur	II/IV B.Pharmacy students
05	31-10-2019	National unity day (EKTA DIWAS)	Chalapathi Institute of Pharmaceutical Sciences, Guntur	All courses
06	02-10-2019	Non-violence day observation and pledge	Chalapathi Institute of Pharmaceutical Sciences, Guntur	I & II/IV B.Pharmacy students
07	24-09-2019	50 <sup>th</sup> NSS day celebrations	Chalapathi Institute of Pharmaceutical Sciences, Guntur	All courses
08	21-09-2019	International day of peace	Chalapathi Institute of Pharmaceutical Sciences, Guntur	All courses

• **Campus Drives:**

155 students of our institute got selected in different pharmaceutical industries, health care solutions and pharmaceutical laboratories in campus drives of our institute.

S.No	Company	No. of students placed
01	Retort Laboratories, Chennai	01
02	Medibaddi, Bangalore	04
03	Biophore India Pharmaceuticals Pvt Ltd, Hyderabad	04
04	Episource India Private Ltd, Chennai	58
05	MSN Laboratories, Hyderabad	05
06	Divis Laboratories Ltd, Hyderabad	69
07	Hetero Formulations, Hyderabad	14

• **IPA Lam Activities:**

S.No	Date	Name of the event
01	09-12-2019	Group discussion on world patient safety day
02	18-11-2019 to 25-11-2019	National Pharmacy Week 2019
03	21-10-2019	Selection for national elocution competition 2019 to nominate for state level participation
04	24-09-2019	Pharma Quiz 2019
05	06-08-2019	Debate competition on "Empower parents, enable breast feeding"
06	27-07-2019	Guest lecture on treatment and management of hepatitis
07	26-06-2019	Elocution competition on the eve of international day of drug abuse and illicit drug trafficking

• **IPR Cell Activities:**

S.No	Date	Event
01	20-02-2020	Hands on training on IPR for IV & V/VI Pharm.D students
02	25-01-2020	Hands on training on IPR for M. Pharmacy and IV/IV B. Pharmacy
03	30-12-2019	Inter college quiz competition
04	27-11-2019	Guest lecture on regulatory requirements for API and drug master file by Mr. N. Bhargav and B. Srikanth from Divi's Laboratory Ltd, Vizag
05	29-10-2019	Awareness creation on IPR including copyrights and related rights for M. Pharmacy and 4 <sup>th</sup> B. Pharmacy students
06	21-09-2019	Awareness creation on IPR including copyrights and related rights for III/VI Pharm.D students
07	28-08-2019	Introductory programme on Intellectual property rights for II & III/IV B.Pharmacy students
08	08-07-2019	Introductory programme on Intellectual property rights for IV & V/VI Pharm.D students
09	21-06-2019	Introductory programme on Intellectual property rights for IV/IV B.Pharmacy students

• **Summary of Workshops / Demonstrations/Hands on training Programmes:**

S.No	Date	Event
01	28-02-2020 and 29-02-2020	Hands on training on drug designing- tools and databases by Dr. Ravi Kumar Kurapati, Manager, R&D, Bliss Lifesciences.
02	26-11-2019	Demonstration on maze tracking system by Vivek Deoda, Karanju, Maharashtra.
03	26-11-2019	Demonstration of Extruder-Spheronizer by Vivek Deoda
04	28-08-2019 and 29-08-2019	Demonstration on HPTLC by Subendu Saha, Director, Aspire Scientific.
05	27-08-2019	Demonstration of IR moisture balance by B.Apparao, Assistant Manager, Essae-Tereaka, Vijayawada
06	20 & 21-08-19	Demonstration of HPTLC by Mr. Sarang Bhushan, Head, Aetran.
07	16-07-2019	Workshop on biological activity of untested or novel compounds by Dr. Kundan Ingale and Mr. Amit Bedi.
08	15-07-2019	Workshop on advances in quantitative structure activity relationship by Dr. Kundan Ingale and Mr. Amit Bedi
09	04-07-2019	Hands on training on Clinirex software
10	26-06-2019	National workshop on pharmacovigilance, hemovigilance and AEFI in association with AMC & GMC.

• **Summary of Seminars/Symposia/Modules/Conferences:**

S.No	Date	Topic	Organized by
01	19-10-2019	Symposium on pharmaceutical care	Dept of Pharmacy practice
02	17-09-2019 to 18-09-2019	AICTE sponsored 2 <sup>nd</sup> International conference on Pharmacoeconomics, pharmacoepidemiology and pharmacovigilance	Dept of Pharmacy practice
03	30-08-2019	National conference on Artificial intelligence and robotics- a new horizon in pharmacy	Dept of Pharmaceutics

**05. The 6<sup>th</sup> Governing Body resolved to approve the policies for research, maintaining and utilization of Laboratories, Lecture halls, Library, Sports, Computers, Seminar hall, Common rooms, Board room, PMBJAK, Medicinal plant garden, Drug museum etc.,:**

**01. Research Policy :**

**Introduction:** Research policies established by the Chalapathi Institute of Pharmaceutical Sciences, Guntur, promote research, entrepreneurship and innovation and ensure that the outcomes benefit mankind.

**Scope:** The policy applies to all the faculty / staff, research scholars and students of Chalapathi Institute of Pharmaceutical Sciences who are engaged in any form of research activity.

01. All faculty members of the institute are expected to undertake research activities in addition to their teaching and administrative responsibilities.
02. They should, as far as possible, seek external funding in support of research.
03. Building entrepreneurship skills among the students and help them for such establishments.

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**Aim:** To create and support the research culture among faculty, scholars and students which helps in enriching and enhancing the professional competence. To realize the vision and missions of the institute for contributing to national development with established standards and norms relating to safe and ethical conduct of research along with research collaborations with national and international universities, institutions, government agencies, R & D organization and funding agencies for sponsored and contractual research which further helps in building entrepreneurship skills among the students.

**Objectives:**

01. Build appropriate research facilities and infrastructure for advancement of research.
02. Maximize research capability of faculty members by actively engaging in research work.
03. Motivate and encourage faculty members to improve their qualifications by registering for doctoral and post-doctoral programs.
04. Encourage and incentivize faculty for research publications in SCI and Scopus indexed or other equivalent peer-reviewed/reputed and indexed journals.
05. Develop Annual Research Activity plans and provide seed money for minor research projects for Staff, Scholars and Students.
06. The necessary information sources supporting research (data bases, books and magazines) and the relevant library and information services are provided.
07. Forge MoU's with Industries and R & D organizations for consultancy, collaborative research, sponsored projects, etc.
08. Motivate faculty, scholars, staff and students to apply for Patent to protect IPR and help to get the discoveries commercialized.
09. Organize research promotion events like conferences, seminars, workshops and invited lectures and motivating them to present research papers in national and international conferences/workshops, research competitions and exhibitions.
10. Organize brainstorming session through talks with eminent personalities from industry, R & D organizations and institutions of repute.
11. Capture appropriate problems faced by the industry and find solutions through R & D projects, consultancy work, etc.

**Rights and Responsibilities:** The transmission to knowledge and conduct of scholarly investigations are Primary functions of the institute.

**Rights of Faculty Members / Faculty to Students:** To carry out the research mission effectively, Faculty and scholars are guaranteed certain freedoms. Faculties have the right to academic freedom in the pursuit and support of research as defined by the institute. Faculty has the right to disseminate the results and findings of his or her research without suppression or modification from external sponsors.

Each member has the right to know who is sponsoring the research and supporting his or her salary or stipend. The institute is committed to demonstrate support and appreciation for its faculty, scholars and students. To that end, faculty members are encouraged to provide development opportunities and, if possible, a mentor relationship for those in their group.

**Policy for research and innovation funding:**

01. Funding will be predictable and requires a stable funding base.
02. Funding to promote the application, introduction and commercialization.

S.No.	Subject	Limit of Funding
01	Financial support for the faculty for Ph.D., Registration (04 members per year)	Rs. 10,000/-
02	Seed money for Minor Research Projects to support chemicals, Glass ware, Animals, Animals Feed, Maintenance of equipment for research and publication in journal	Up to Rs. 5,000/-
03	Financial support to Regular faculty members for Travel/Registration for attending National and international Conferences (05 members per year)	Upto Rs. 20,000/- (National and upto Rs. 50,000/- International)
04	Financial support for using experimental facilities available at other Universities/Institutes	Upto Rs. 5,000/-
05	Filing and processing fee of patent applications (05 members per year)	Rs. 2,000/-
06	Honorarium for the research projects	Upto Rs. 10,000/-
07	Support for publishing research papers in SCI and Scopus indexed journal	Upto Rs. 1,000/-
08	Additional increments for research and Ph.D., scholars	
09	Others (Provision of OD/Sabbatical Leave/Extramural Ph.D.,)	

**Policies for maintaining and utilization of Laboratories, Lecture halls, Library, Sports, Computers, Seminar hall, Common rooms, Board room, PMBJAK, Medicinal plant garden, Drug museum etc.,:**

**01. Introduction:** Chalapathi Institute of Pharmaceutical Sciences (CLPT) has an established system for maintenance and utilization of laboratories, library, sports including gym, computers, class rooms, PMBJAK, Drug museum, medicinal plant garden, animal house and common rooms. This document provides a management framework and an outline on the association of responsibilities to ensure effective use and maintenance of existing infrastructural facilities.

**02. Purpose of the policy:** The physical and academic facilities are implemented with policies to optimize the use of resources based on the needs of education, research and administration. Chalapathi Institute of Pharmaceutical Sciences (Autonomous), to meet the infrastructural requirements and maintenance of the institute, an infrastructure and maintenance committee (IMC) is established. The IMC is headed by the Principal, Physical Director as convener, one teaching staff member, warden (Boys and Girls hostels) librarian and an IQAC member.

• **Maintenance of lecture halls/laboratories/ Computer/ Library/ Gym/ Sports/ Garden/ Museum/ common rooms/PMBJAK/Seminar hall/ Board room:**

01. Lecture halls/common rooms with furniture and teaching aids including audio/visual systems are maintained by IMC.
02. Minor / Major repairs are registered in a maintenance register maintained in stores and are attended on priority basis.
03. Requirements for new purchases and maintenance of old is collected every year and approval will be obtained from the society.
04. Students optimally utilize all lecture halls (22) during the daylong working hours and are also mentored to up keep the furniture.
05. Laboratories (23) are maintained by the respective department staff and attenders and supervised by the respective HOD. The laboratory assistants take care of their respective laboratories.
06. Standard operating procedures designed by the teaching staff, approved by the laboratory teacher, in-charges and HOD shall be utilized for working of laboratory equipment.
07. The calibration, repairing and maintenance of sophisticated laboratory equipments are carried out by the technicians of equipment manufactures/ locally available technicians.
08. The microscopes / sophisticated laboratory equipment are cleaned regularly and maintained by the concerned department and supervised by the teaching staff and HOD.
09. There is systematic disposal of waste of all types such as biodegradable/chemical and e-waste.
10. Annual stock checking of furniture, laboratory equipment, library stationary, ICT facilities, sports, gym items, drugs and specimens in drugs museum, library, animal house, etc.. and all assets by staff members as a year ending activity and a consolidated report is submitted to the administration to take up necessary actions if required.
11. The institution has adequate number of computers with ICT facilities including internet maintained by computer maintenance service provider-Manasa Computers (Computers/ LCD's) and Sri Lakshmi internet services (Internet).

12. Teaching faculty surprisingly visits girls and boys hostels for monitoring their activities.
13. Library books and records are updated regularly by Librarian, who reports to the Principal. Library committee review and recommend to the head of the institution for approval. There are certain rules and regulations to be adhered while using the library services including computers. Documented entry has to be made by the students in the library after they enter the library. The issues like weeding out of old titles, schedule of issue/return of books, etc., are chalked out/resolved by the library committee.
14. Sports equipment/cultural equipment/Gym/sports ground are supervised by Physical Director.
15. Adequate in house housekeeping staff is employed for the cleaning of the institutional premises in order to provide a congenial learning environment. Lecture halls, laboratories and rest rooms are cleaned on daily basis. Dust bins are placed at all the required points. A well maintained garden and drug museum is available.
16. The institution also possesses common rooms, board room, PMBJAK, Seminar Hall and a shared auditorium.
17. The campus is under CCTV surveillance which is maintained by Vijay Communications under annual contract.
18. Every department maintains a stock register for the equipment/glassware/ chemicals/ furniture and for other operating supplies. These are intended as per requirement by the respective teaching faculty by the approval of HOD and final approval for the procurement is given by the Principal after the due approval from the society.
19. The civil, repair and other renovation work is regularly maintained by IMC.
20. The institute provides sufficient and safe drinking water, possesses 08 water coolers.
21. The institute also maintain 30 KV Solar unit, 01 solar water distillation unit, 83.5 KV generator and are maintained by IMC.
22. The institutional website ([www.chalapathipharmacy.in](http://www.chalapathipharmacy.in)) is maintained regularly by website provider-Webzone designs.
23. Stores-general/chemical/alcohol/gas store are supervised by stores-incharge.
24. Periodical academic audit is conducted annually by external agency for transparency.
25. Suggestion boxes are installed at different places of the institutions to collect feed back about academic/administrative activities.
26. The institution possess 07 UPS which are annually maintained by Karthikeya Power Solutions, Vijayawada (AMC).

27. The institution possess fire safety certificate which is renewed annually, supervised by stores incharge/IMC.
28. Elevator is provided for physically challenged persons and it is supervised by IMC.
29. Rest rooms are provided for physical challenged students and are supervised by IMC regularly.
30. The institution is accommodated with 37 intercom phones which are annually maintained by Vijay Communications.
31. The institution maintains 31 softwares which are intended for academic and official use.

**6<sup>th</sup> Governing Body resolve to approve the policy for information technology to be implemented in Chalapathi Institute of Pharmaceutical Sciences.**

**1. Purpose of IT POLICY :**

- To maintain, secure and ensure appropriate use of Information technology infrastructure established by the Institution on the campus.
- To work as a guide to stakeholders in the usage of the institution's computing facilities including computer hardware, software, email, information resources, intranet and internet access facilities.
- To set direction and provide information about acceptable actions and prohibited actions or policy violations.

**2. IT Hardware Installation and Maintenance Guidelines :**

- It Hardware Installation and maintenance is performed by system administrators.
- It Hardware Installation and maintenance services are provided only after receiving an approval from the concerned the Principal.
- Maintenance of Computer Systems should be done periodically by hardware Engineers of Manasa Computers as per the agreement and the same need to be recorded in maintenance register.
- Movement of It hardware within the college or outside the college should be recorded in Movement register.

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- The major e-waste such as written off instruments / equipment's, CRTs, Printers, Computers, batteries should be sold regularly.

### **3. Software Installation and Licensing Guidelines :**

- It policy allows authorized and open source software installation on the institution computers.
- Licensed software need to be installed in the systems.
- Antivirus software need to be procured and installed in the systems.

### **4. Email Account use guidelines :**

- Every department / unit / faculty is provided with an E-mail.
- The E-mail facility should be used primarily for academic and official purposes and to a limited extent for personal purposes.
- Faculty should refrain from intercepting, or trying to break into others email accounts, as it is infringing the privacy of other users.

### **5. Web Site Hosting Guidelines :**

- Institution website should be used to provide academic and administrative information for its stake holders.
- Website updation committee is responsible for content updation and maintenance of the website.
- The contents hosted on website should be correct and clear.

### **6. E-waste Management :**

- The Institution as undertaken a number of E-waste Management initiatives with the objective of creating an eco-friendly environment in the campus.
- The major e-waste such as written off instruments / equipment's, CRTs, Printers, Computers are sold out.
- UPS Batteries are recharged / repaired / exchanged by the suppliers.
- All the miscellaneous e-waste such as CDs, batteries, fluorescent bulbs, PCBs and electronic items are collected from every department and office and delivered for safe disposal.
- The waste compact discs and other disposable non-hazardous items are used by students for decoration.
- The awareness programs have been undertaken in the institution where the students are made aware of the E-waste management techniques.

**Agenda 02: To consider the minutes (01 to 11) of sixth academic council held on 28/07/2020.**

Academic Council extended a warm welcome to Prof. K. Annamangaru, nominated member of Academic Council by Ashoka Mahavidyalaya, Guntur.

**Sujit Yalamanchili**

The council resolved to approve the 28<sup>th</sup> research advisory board meeting held on 21/02/2020 (08 resolutions).

**NSS Activities:**

With the motto to instill the desire of bringing social change and to increase the levels of social consciousness among the students, NSS activities were conducted.

S.No	Date	Name of the event	Place	Course
01	29-02-2020 to 01-03-2020	Jana Vighana Vedika (Belosthaven)	Patibandla Seetharamaiah High School, Guntur	4 <sup>th</sup> B. Pharm and M. Pharm students
02	06-12-2019	Blood donation camp (92 units donated)	CLPT, Guntur	B. Pharmacy Pharm.D and M. Pharmacy Students
03	01-12-2019	World AID's day awareness programme	CLPT, Guntur	B. Pharmacy and Pharm.D Students
04	25-11-2019	Essay writing and elocution competition	CLPT, Guntur	II/IV B. Pharmacy students
05	31-10-2019	National unity day (EKTA DIWAS)	CLPT, Guntur	All courses
06	02-10-2019	Non-violence day observation and pledge	CLPT, Guntur	I & II/IV B. Pharmacy students
07	24-09-2019	50 <sup>th</sup> NSS day celebrations	CLPT, Guntur	All courses
08	21-09-2019	International day of peace	CLPT, Guntur	All courses

