



SANTHIRAM COLLEGE OF PHARMACY

Approved by AICTE & PCI, New Delhi - Affiliated to JNTUA, Anantapur
NH - 18, Nandyal, Kurnool District, Andhra Pradesh - 518501.

6.2.1: The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

The governing body of SRCP is the statutory decision making body of the college carrying out functions and responsibilities in pursuit of institutional vision, mission and core values. It is constituted as per the norms of AICTE, New Delhi, PCI, Affiliating University & Govt. of AP, wherein the members of the board of management have adequate representation.

The GB meets twice a year to deliberate on the activities and approves the minutes of the committees which report to the GB. In this way, strategic plan, minutes of the academic committee, suggesting the fee structure, budget proposals of the finance committee and new initiatives for the future regarding the intake changes of any program are presented to GB for approval. It has a robust framework for governance with the support of 20 statutory and non-statutory functional committees. GB also decides the promotions or penalties as recommended by the academic committee, nominate and constitute central committees for smooth discharge of responsibilities.

Principal functions as the Head of the Institution and is the Ex-officio member of the GB. Based on the directions received from the GB, the Principal executes decisions taken by GB through various committees with the support and coordination of Dean and HoD's and manages the day-to-day affairs of the college. The vice-principal assists Principal in daily admin and heads the internal quality assurance cell. Heads of Department are the administrative head of the concerned department and ensure the smooth running of the department by setting goals and milestones of the department. They are responsible for timetables of each semester, upkeep and maintain records of the department, maintain laboratories, assets, assign duties and monitor faculty performance, verify faculty appraisal, benchmark the growth parameters, monitoring, mentoring of students by the mentors, identify and execute actions on departmental needs, prepare the team towards audits and compliance, monitor R&D and project activities of the department, ensure up keeping of departmental library, lead the team towards publications and IPR, forge MoUs from suitable industries.



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Various committees are constituted as per the guidelines from AICTE, JNTU and UGC to ensure all stakeholders' needs are effectively catered. Some of the important committees functional in the institute are:

- Academic Monitoring Committee
- Discipline Committee
- Research Committee
- Training & Placement Cell
- Purchase Committee
- Sports Committee
- NSS Committee
- Budget Committee
- Co-curricular and Extra-Curricular Activities Committee
- Entrepreneur Development Cell
- Anti-Ragging Committee
- Grievance Redressal Committee
- Anti-Sexual harassment Committee
- Student Welfare Committee

The academic monitoring committee is the highest academic body which decides and advises on all academic matters. Academic proposals from each department are scrutinized and approved with or without modifications by the academic committee. It also recommends/advise the GB on proposals for new programme of study and other academic matters. Departments are advised on admission, sports, extracurricular activities, maintenance etc. College is advised regarding institution of scholarships, studentships, fellowships, free-ships, prizes and medals etc.

SRCP has a set of well-established recruitment procedures, service rules and promotion policies and academic regulations within the frame work of AICTE, AP.State government and the affiliating university which are approved by the GB of the Institute. The policy manuals for day to day functional activities like, administrative manual, SOP for civil,



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mechanical, electrical equipment, computers, networking & engineering maintenance, stock verification, security, research & consultancy, examination procedures, anti-ragging, hostel rules and regulations, quality management for IQAC are made available in the Institute. The rules and regulations of the institute are published on the college website (https://www.srcpnandyal.edu.in/Rules_Regulations.php) and are revised periodically.

The Grievance Redressal Committee of the institution is established for prompt disposal of the day to day grievances of the student and faculty to maintain a congenial atmosphere. This committee was constituted in accordance with the UGC regulations. Grievances received are addressed systematically with active involvement and cooperation of the respective department concerned with the grievance; maintaining necessary confidentiality in handling process. Committee tries to resolve the issues amicably in a time bound manner offering a reasonable and reliable solution for grievances of various issues received from students/parents impartially.

Research Advisory Committee of SRCP formulates, guides and advises the institute on matters related to research methodology, patents and innovations (IPR) carried out by the faculty/students. It also prepares the budget for research and get the same approved by finance committee and board of management

The grievance redressal setup comprises of:

- Anti-ragging cell
- Women's Grievance Redressal Committee Complaints Cell
- Complaints cell
- Examination Grievances Cell

Institutional Strategic/ perspective/development plan:

The Strategic Plan seeks to leverage the strengths of SRCP to build upon them and acquire new potentials. In particular, the Strategic Plan proposes to nurture the faculty working on transformational technologies having potential to address the societal challenges - specifically in areas such as water, energy, healthcare, education and waste management etc.



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The strategic plan of the college has been developed involving all the stakeholders through focused group discussions and workshops by adopting a participatory approach both at institutional and departmental level. Strategic Plan envisages the following broad outcomes:

- Become a leading pharmacy Institution in the region
- Become well known for transformational technologies that impact lives of people
- Incubate successful start-ups creating innovative products and business models using the knowledge and technologies nurtured by the Institute
- Have more faculty with Ph.D. qualification with very good retention rate and provide a congenial work environment for faculty and staff
- Be a model campus in terms of sustainability, usage of energy and water and recycling of materials
- Intensify the involvement of alumni in all aspects of the Institute's development—interacting with students, mentoring interns, contributing resources towards enhancing the facilities and quality of education, collaborating with faculty members in research and development.

The management feels that quality of faculty and diversified educational system play a key role for institution to reach its full potential. To have strong knowledge and its impact on research and pedagogy, we aim to have more faculty with Ph.D. Qualification in all cadres. The management has introduced several initiatives for enthusing faculty to pursue doctoral degree viz., study leave with full salary for the faculty pursuing Ph.D. under QIP, use of college research facilities like instruments, glassware, etc., for pursuing part time Ph.D., research and development centre to enthuse faculty and students to take up research, continuous improvements of labs with state of art equipment and software, collaboration with best institutions for research activities etc. There has been considerable increase in the number of faculty with Ph.D.degree during the assessment period from 2017 to 2022.

The detailed strategic plan and its complete elements are hosted on Institution website. The plan is developed with the aim of achieving excellence through optimum utilization of



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resources. The management has identified seven thrust areas to set a strategic directionality (both short and long term) for the institution in the following areas:

- Curricular Aspects
- Teaching-Learning and Evaluation
- Research, Innovations and Extension
- Infrastructure and Learning Resources
- Student Support and Progression
- Governance, Leadership and Management
- Institutional Values and Best Practices

To facilitate better quality in planning and implementation, **IQAC** is formed and empowered through senior administrators and teachers. The IQAC meets periodically to discuss and propose plans/measures for strengthening the above mentioned aspects. The conclusions arrived at IQAC meeting is taken into quality policy where each proposed measure is approved and developed into an action plan for implementation and the same is monitored through regular reviews of compliance to strategic plan.

The goal and actions for **teaching and learning in the perspective plan** are as follows:

Goal: To explore, experiment, adopt and follow best practices in teaching and facilitate an environment for self-learning and develop life-long learn ability.

Actions:

- Dissemination of best practices in leading institutes to the faculty members
- Encouragement for their experimentation and adaption
- Encourage faculty to implement methodologies of student centric learning, Project Based Learning, Flipped Classroom
- Encourage faculty for the creation, use and hosting of digital content.
- Encourage students for self-learning, active learning and project based learning through MOOCS and web resources.



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The goal and actions for **research and development** in the perspective plan are as follows:

Goal: Institute will be recognized for its significant contributions in research and development in science, engineering and technology

Actions:

- To establish design & formulation center and center of excellence
- To encourage and facilitate faculty members for professional society enrolments, undertake consultancy by making appropriate policy
- To promote collaborative research
- To create awareness on intellectual property rights among students
- To start Ph.D. programs in all departments

The goal and actions for **community engagement** in the perspective plan are as follows:

Goal: To strengthen community engagement through collaborations with society, industry and academia – both at the local and the global level

Actions:

- Identify and explore ways to collaborate with other organizations for community development
- Promote NSS and professional societies activities for community development
- Sensitize students on community issues

The goal and actions for **Human resource planning and development** in the perspective plan are as follows:

Goal: To develop human resources to achieve academic and administrative excellence.



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Actions:

- To foresee and plan additional human resource requirement considering institution's growth plans
- To organize need-based workshops for teaching and nonteaching staff members
- To depute faculty and staff for development programmes
- To mentor faculty for research
- To create awareness on various policies and trends related to education
- To groom leadership qualities and communication skills

The goal and actions for **Industry Interaction** in the perspective plan are as follows:

Goal: To establish close industry interaction for giving industry exposure to students and faculty members.

Actions:

- To invite industry experts for providing business aspect of technology to the students
- To invite industry experts for curriculum development for making it more industry relevant
- To explore opportunities for consultancy to the industry
- To organize student and faculty visits to industries

The goal and actions for **Internationalization** in the perspective plan are as follows:

Goal: To enhance visibility of the institute beyond national boundaries in terms of academic quality.

Actions:

- To develop curriculum as per the global technology trends and opportunities
- To develop and make available online courses open to international students

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- To explore collaborations with academia and industries abroad for research, curriculum development, workshops etc.
- To encourage faculty members to visit institutions abroad.