

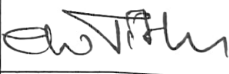




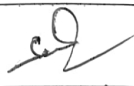
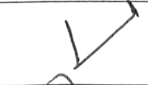

## Department of Pharmaceutical Sciences

03-08-2025

### Circular

A Departmental Advisory Committee (DAC) meeting is scheduled to be conducted on 13<sup>th</sup> August 2025 at 10.30 AM in the Board Room. The following is the agenda of the meeting

1. Change of weightage of internal marks: Existing 3 marks to 10 marks for academic activities (weekly test) for B.Pharm.
2. Consideration of minimum required attendance of 80% in individual courses by a student of B.Pharm. to be eligible to appear the respective semester end examinations.
3. Carrying out Project work in III and IV semesters of M.Pharm. at Industry.
4. Delivery of the course Research Methodology and Biostatistics (24CU201) and conductance of Journal Club (24CU202) in the III Semester of M.Pharm. through online.
5. Reconstitution of the Question Paper Evaluation Committee
6. Reconstitution of the Project Review Committee
7. Guest lectures to be planned for the current semester
8. Identification of slow learners and bright students immediately after 1st mid examinations - Measures to be taken thereof
9. Result analysis on B.Pharm II, IV, VI and VIII Semesters AY 2024-2025

S. No.	Name	Designation	Signature
1	Dr. Jithendra Chimakurthy, Professor and HoD, Dept. of Pharm. Sci.	Chairperson	
2	Dr. Grandhi Srikar, Professor, Dept. of Pharm. Sci.	Convener	
3	Dr. Sibbala Subramanyam, Professor, Dept. of Pharm. Sci.	Member	
4	Dr. M. Raghavendra, Professor, Dept. of Pharm. Sci.	Member	
5	Dr. Surya Prabha Matangi, Assoc. Prof., Dept. of Pharm. Sci.	Member	
6	Dr. Satish Kumar Konidala, Assoc. Prof., Dept. of Pharm. Sci.	Member	
7	Dr. Mithun Rudrapal, Assoc. Prof., Dept. of Pharm. Sci.	Member	
8	Dr. M Venkata Ramana, Asst. Prof., Dept. of Pharm. Sci.	Member	



# VIGNAN'S

FOUNDATION FOR SCIENCE, TECHNOLOGY & RESEARCH

(Deemed to be University) - Estd. u/s 3 of UGC Act 1956

## Department of Pharmaceutical Sciences

9	Dr. M. Prathap, Asst. Prof., Dept. of Pharm. Sci.	Member	
10	Mr. Ch. Ajay, Asst. Prof., Dept. of Pharm. Sci.	Member	
11	Ms. P. Niharika, Asst. Prof., Dept. of Pharm. Sci.	Member	
12	Ms. S. Ramya, Asst. Prof., Dept. of Pharm. Sci.	Member	

Convener

Chairperson

HOD, Pharmaceutical Sciences  
VFSTR, VADLAMUDI.

**Department of Pharmaceutical Sciences**

13-08-2025

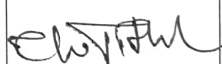


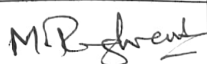
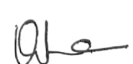


**Minutes of DAC Meeting**

A Departmental Advisory Committee (DAC) meeting was conducted on 13<sup>th</sup> August 2025 from 10.30 to 11.15 AM in the Board Room.


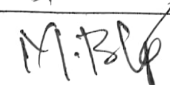
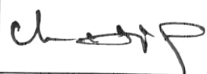
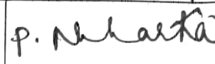
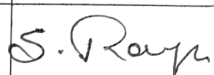
**Agenda of the meeting**

1. Change of weightage of internal marks: Existing 3 marks to 10 marks for academic activities (weekly test) for B.Pharm.
2. Consideration of minimum required attendance of 80% in individual courses by a student of B.Pharm. to be eligible to appear the respective semester end examinations.
3. Carrying out Project work in III and IV semesters of M.Pharm. at Industry.
4. Delivery of the course Research Methodology and Biostatistics (24CU201) and conductance of Journal Club (24CU202) in the III Semester of M.Pharm. through online.
5. Reconstitution of the Question Paper Evaluation Committee
6. Reconstitution of the Project Review Committee
7. Guest lectures to be planned for the current semester
8. Identification of slow learners and bright students immediately after 1st mid examinations - Measures to be taken thereof
9. Result analysis on B.Pharm II, IV, VI and VIII Semesters AY 2024-2025

**The following members attended the meeting**

S. No.	Name	Designation	Signature
1	Dr. Jithendra Chimakurthy, Professor and HoD, Dept. of Pharm. Sci.	Chairperson	
2	Dr. Grandhi Srikar, Professor, Dept. of Pharm. Sci.	Convener	
3	Dr. Sibbala Subramanyam, Professor, Dept. of Pharm. Sci.	Member	
4	Dr. M. Raghavendra, Professor, Dept. of Pharm. Sci.	Member	
5	Dr. Surya Prabha Matangi, Assoc. Prof., Dept. of Pharm. Sci.	Member	
6	Dr. Satish Kumar Konidala, Assoc. Prof., Dept. of Pharm. Sci.	Member	
7	Dr. Mithun Rudrapal, Assoc. Prof., Dept. of Pharm. Sci.	Member	

**Department of Pharmaceutical Sciences**

8	Dr. M Venkata Ramana, Asst. Prof., Dept. of Pharm. Sci.	Member	
9	Dr. M. Prathap, Asst. Prof., Dept. of Pharm. Sci.	Member	
10	Mr. Ch. Ajay, Asst. Prof., Dept. of Pharm. Sci.	Member	
11	Ms. P. Niharika, Asst. Prof., Dept. of Pharm. Sci.	Member	
12	Ms. S. Ramya, Asst. Prof., Dept. of Pharm. Sci.	Member	

**The following resolution were made after the discussion**

1. The DAC members discussed after consulting with all the faculty about change of weightage of continuous mode marks of theory courses from existing structure (weekly tests – 3M, Attendance – 4M, and teacher-student interaction – 3M) to allocating the total 10 marks to only weekly tests. This change is necessitated as the weekly tests are the direct measure of continuous assessment of students' progress in a course. This change is proposed to enhance seriousness of students in the weekly tests. Hoping this change will ensure enhanced engagement of students with the course content and will improve their performance in mid and semester end examination, the DAC approved this change and will be put forward in the upcoming BoS meeting for approval.
2. To avoid shortfall of attendance as the continuous mode marks for attendance are converted to weekly tests, it was proposed to consider course-wise minimum required attendance for B.Pharm. students to be eligible for appearing semester end examinations. The current practice is minimum attendance of 80% on average across all the courses. Now, it was proposed to consider course-wise minimum 80% along with overall average of minimum 80% attendance. After discussion, it was approved by the DAC and will be put forward in the upcoming BoS meeting for approval.
3. In order to enhance the real time industry experience, it was proposed to give an option for the M.Pharm. II Year students to carry out their project at industry. The DAC members approved it and decided to put forward to the upcoming BoS meeting for the final approval.
4. The delivery of the course Research Methodology and Biostatistics (24CU201) and conductance of Journal Club (24CU202) in the III Semester of M.Pharm. is decided to be delivered through online to ensure content delivery to those students who will opt to carry out their project work at Industry. Further approval will be taken in the upcoming BoS meeting.

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5. The Question Paper Evaluation Committee (QPEC) for the AY 2024-25 was reconstituted as mentioned in the below table.

S. No.	Member	Designation	Role in Committee
1	Dr. Ch. Jithendra	Professor & Head	Chairperson
2	Dr. G. Srikar	Professor	Member
3	Mr. Ch. Ajay	Asst. Professor	Member
4	Ms. P. Niharika	Asst. Professor, Board of Examinations Member	Member

The QPEC review the mid examination question papers by checking every question for its difficulty level, Bloom's taxonomy level and mapping to COs. The committee also can suggest for any necessary modifications in the question papers.

6. The Project Review Committee (PRC) was reconstituted as follows

S. No.	Member	Designation	Role in Committee
1	Dr. Ch. Jithendra	Professor & Head	Chairperson
2	Dr. S. Subramanyam	Professor	Member
3	Dr. M. Surya Prabha	Associate Professor	Member
4	Dr. M. Prathap	Assistant Professor	Project Coordinator


It is resolved that the PRC has following responsibilities

- a. Dividing the students into project batches and assigning guides
  - b. Monitoring the execution of the projects effectively
  - c. Preparing project review schedules and conducting reviews to check the progress
  - d. Awarding marks based on the review presentations
  - e. Encouraging students to undergo internship in industries or hospitals.
  - f. Monitoring the progress of the internship
  - g. Conducting review on the internships undergone.
7. It is resolved to plan and conduct guest lectures by the reputed resource persons from Industry, academia and hospitals by the respective course coordinators covering the curricular gaps and any additional topics also.
8. As a measure of improving the student performance for the odd semesters in the AY 2025-26, it is resolved
- a. to divide the students into 'slow learners' and 'bright students' based on their performance in the 1<sup>st</sup> Mid examinations in every semester and also based on their response in theory and practical classes. It is further resolved to consider 60% mark as the border line as the students who got < 60% of marks are considered as slow

### Department of Pharmaceutical Sciences

learners and the remaining students with  $\geq 60\%$  are considered as the bright students.

- b. to take certain additional care like conducting remedial classes and peer learning to improve the performance of the slow learners. It is also resolved to appoint a coordinator to conduct the remedial classes and to monitor the progress of the bright students
  - c. to encourage bright students for participation in curricular events like seminars/conferences, supporting for preparation of competitive exams etc.
9. The results of the II, IV, VI and VIII semesters of B.Pharm. in AY 2024-25 were discussed. The pass % of all the classes were improved when compared to the previous odd semesters respectively. The DAC members resolved to continue the innovative pedagogical measures taken and new methodologies in the upcoming semesters to further improve the result.

  
Convener

  
Chairperson

**HOD, Pharmaceutical Sciences  
VFSTR, VADLAMUDI.**

**ACTION TAKEN REPORT (ATR) on**
**Departmental Advisory Committee (DAC) Meeting held on 13.08.2025**

The following Action Taken Report (ATR) has been prepared based on the resolutions and discussions held during the DAC Meeting conducted on 13<sup>th</sup> August 2025 for the B.Pharm., M.Pharm., and Pharm.D. programmes.

S. No.	Agenda / Resolution	Action Taken	Status
1	Change of internal marks weightage	Approved and forwarded to BoS	Completed
2	80% attendance requirement course-wise	Approved for implementation proposal and forwarded to BoS	Completed
3	Industry project work for M.Pharm.	Industry exposure proposal approved and forwarded to BoS	Completed
4	Online delivery of M.Pharm. courses	Approved and forwarded to BoS	Completed
5	Reconstitution of QPEC	Committee reconstituted	Completed
6	Reconstitution of Project Review Committee	Committee responsibilities assigned	Completed
7	Guest lecture planning	Resource persons being identified	In Progress
8	Identification of slow/bright learners	Remedial classes and mentoring initiated	In Progress
9	Result analysis	Innovative pedagogy continued	New pedagogy methods are being implemented.



Head of the Department  
 Department of Pharmaceutical Sciences

HOD, Pharmaceutical Sciences  
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