

## Minutes of meeting held on 10<sup>th</sup> October 2015

### AGENDA:

**Meeting called to order:**

- I. Plan for the formation of IQAC**
  - II. Proposal and suggestions from senior members**
  - III. Establishing Internal Quality Assessment Cell**
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### Points discussed in the meeting

- Dr. S.V.H Rajendra, Secretary called for a meeting on 10<sup>th</sup> October 2015 at 16:45 hours in the Board room of Srinivasarao College Of Pharmacy.
  - The meeting was chaired by Dr.S.V.H. Rajendra and attended by Head of the departments and senior faculty members.
  - It is proposed to form an IQAC team comprising Chairperson, Management member, Patron, Coordinator, and a team of organizing committee.
  - It is planned to conduct regular meetings once in every three months preferably Saturday to plan the next agenda and review the achieved goals.
  - Senior faculty have been instructed to come with a concrete action plan for the next meeting on 10<sup>th</sup> October 2015 in which formulation of the committee with the members will be decided.
  - The meeting ended with a vote of thanks to the chair.
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### For information:

The next meeting is planned to be scheduled on 17<sup>th</sup> October 2015.

Dr.S.V.H. Rajendra  
Secretary & Correspondent

SRCP