

**DEVAKI AMMA MEMORIAL
COLLEGE OF PHARMACY**

Chelembra, PO, Pulliparamba, Malappuram Dt., Kerala - 673634.
Phone: 0483-2891623, Fax: 2891623, E mail: devakiammapharmacycollege@gmail.com
Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur

03.12.2024

CIRCULAR

To

All the members of IQAC

This is to inform everyone that the first meeting of our Internal Quality Assurance Cell for the academic year 2024-25 will be held on 05.12.2024 at 11.00 AM in our Board Room. All are hereby informed to attend the meeting

C. Ned

Principal

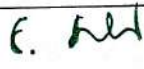

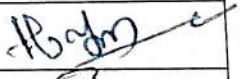





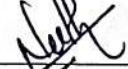






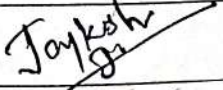

Copy to:

All H.O.D S

IQAC Members

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING

The first internal quality assurance cell meeting for the academic year 2024 -2025 was conducted on 05.12.2024 at 11:00 AM in the board room. The IQAC members attended the meeting was signed below.

| Sl. No. | Name | Designation of IQAC | Official Designation | Signature |
|---------|------------------------|----------------------------------|--|---|
| 01 | Dr. G. Babu | Chairperson | Principal |  |
| 02 | Mr. V. Suresh | Member Management Representative | Assistant Manager |  |
| 03 | Dr. Biju C.R. | IQAC Coordinator | Vice -Principal |  |
| 04 | Dr. Anilasree B. P. | Member Teacher | Professor |  |
| 05 | Dr. Shaimol T. | Member Teacher | Professor |  |
| 06 | Mr. Syamjith P. | Member Teacher | Associate Professor |  |
| 07 | Mrs. Athira A. | Member Teacher | Assistant Professor |  |
| 08 | Mr. Mridhul Mohan P. | Member Teacher | Associate Professor |  |
| 09 | Mrs. Neethu K. | Member Teacher | Associate Professor |  |
| 10 | Mr. Krishna Prasad K. | Member Teacher | Assistant Professor |  |
| 11 | Mrs. Ayisha Nitha P. | Member Teacher | Assistant Professor |  |
| 12 | Mr. Sreehari K. R. | Member Senior Admin officer | Assistant Manager |  |
| 13 | Mr. Mohammed Hashif C. | Member student | Student |  |
| 14 | Mr. Vivek M.C. | Member student | Alumni |  |
| 15 | Mr. K. P. Devadas | Member local society | Vice-president, Chelembra Grama Panchayath. |  |
| 16 | Dr. Jaikish Jayaraj | Member | M D, PVS hospital Pvt., ltd., Kozhikode. |  |
| 17 | Ms. Manju T. N. | Member industrialist | Assistant Manager, KSDP |  |

Agenda of the meeting

1. Welcome address
2. Review of previous minutes of meeting
3. Graduation ceremony
4. One day seminar
5. NAAC - Accreditation process
6. Orientation program
7. Mentoring system
8. Field visit
9. College sports
10. College arts fest
11. Awareness programmes for freshers
12. Medical camp
13. Placement drive

- ◆ The IQAC coordinator welcomed the gathering & briefed the meeting agenda.
- ◆ The chairperson reviewed the previous minutes of meeting & the institution academic calendar.
- ◆ A graduation ceremony is a significant event marking the completion of a student's academic program, so committee decided to conduct a grand graduation ceremony for the pass out batches.
- ◆ The chairperson instructed that organizing seminars will be a valuable way to the PG s and final year students to learn, network and grow professionally and personally.
- ◆ The coordinator expresses his gratitude and love towards the members for their hardworking during the NAAC inspection.
- ◆ The coordinator suggested that the inaugural ceremony marks the beginning of a remarkable educational journey for the students, so it should be organized in a well manner.



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- ◆ The committee instructed that different faculty members should be selected as mentor, who will continue to support and guide the mentees throughout the entire duration of the course.
- ◆ Committee discussed about field visit of different courses of students to botanical gardens, clinical pharmacy, pharmacy store, pharmaceutical company, water treatment plants etc. for their enhancement of practical knowledge and life experiences.
- ◆ Committee suggested to conduct college sports activities for the enhancement of students personal, physical and professional development.
- ◆ Committee suggested to conduct college arts fest without affecting university exams and academic activities.
- ◆ Chairperson suggested to conduct different awareness program for the freshers for their improvement and personal growth.
- ◆ Coordinator suggested to conduct various medical camps to promote community health, providing essential health and bridging healthcare gaps.
- ◆ Coordinator discussed about the different placement drive to be conducted.


IQAC Coordinator


Principal



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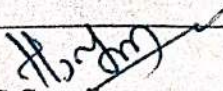
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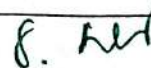
INTERNAL QUALITY ASSURANCE CELL

DAMCOP/IQAC/ATR 2024-2025

ACTION TAKEN REPORT FOR FIRST IQAC MEETING HELD ON 05.12.2024

| PLAN OF ACTION | ACTION TAKEN |
|-----------------------------------|--|
| Graduation ceremony | Graduation ceremony for the passed-out D. Pharm, B. Pharm, Pharm D, and M Pharm batches was conducted in very grand manner |
| One day seminar | One day seminar for students and staffs were conducted by different departments. |
| NAAC - Accreditation process | NAAC results were declared and we got B ⁺⁺ grade with 2.84 CGPA score |
| Orientation program | Orientation program for the first-year students was conducted in a good disciplined manner. |
| Mentoring system | The selected mentors are supporting and guiding the students in the right way |
| Field visit | Different batches of students have gone for field visits. |
| College sports | College union has conducted "Pharmapace" in well-organized way. |
| College arts fest | College union has conducted college arts fest DHWANI in a wonderful manner |
| Awareness programmes for freshers | Different awareness programmes for the freshers are arranged with help of NSS, IEDC etc.. |
| Medical camp | Medical camps are organized with association with different organizations was held in our district and other districts also. |
| Placement drive | Placement drive was held in college, collaborating with different employers. |


IQAC Coordinator


Principal



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10.03.2025

CIRCULAR

To

All the members of IQAC

This is to inform everyone that the second meeting of our Internal Quality Assurance Cell for the academic year 2024-25 will be held on 12.03.2025 at 10.00 AM in our Board Room. All are hereby informed to attend the meeting.



Principal


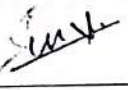





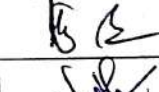






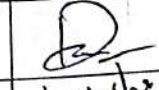
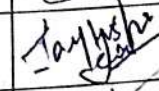
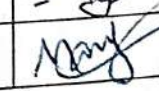
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All H.O.D S

IQAC Members

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING

The second internal quality assurance cell meeting for the academic year 2024 -2025 was conducted on 12.03.2025 at 10:00 AM in the board room. The IQAC members attended the meeting was signed below.

| Sl. No. | Name | Designation of IQAC | Official Designation | Signature |
|---------|------------------------|----------------------------------|---|---|
| 01 | Dr. G. Babu | Chairperson | Principal |  |
| 02 | Mr. V. Suresh | Member Management Representative | Assistant Manager |  |
| 03 | Dr. Biju C.R. | IQAC Coordinator | Vice -Principal |  |
| 04 | Dr. Anilasree B. P. | Member Teacher | Professor |  |
| 05 | Dr. Shaimol T. | Member Teacher | Professor |  |
| 06 | Mr. Syamjith P. | Member Teacher | Associate Professor |  |
| 07 | Mrs. Athira A. | Member Teacher | Assistant Professor |  |
| 08 | Mr. Mridhul Mohan P. | Member Teacher | Associate Professor |  |
| 09 | Mrs. Neethu K. | Member Teacher | Associate Professor |  |
| 10 | Mr. Krishna Prasad K. | Member Teacher | Assistant Professor |  |
| 11 | Mrs. Ayisha Nitha P. | Member Teacher | Assistant Professor |  |
| 12 | Mr. Sreehari K. R. | Member Senior Admin officer | Assistant Manager |  |
| 13 | Mr. Mohammed Hashif C. | Member student | Student |  |
| 14 | Mr. Vivek M.C. | Member student | Alumni |  |
| 15 | Mr. K. P. Devadas | Member local society | Vice-president, Chelembra Grama Panchayath. |  |
| 16 | Dr. Jaikish Jayaraj | Member | M D, PVS hospital Pvt., Ltd., Kozhikode. |  |
| 17 | Ms. Manju T. N. | Member industrialist | Assistant Manager, KSDP |  |



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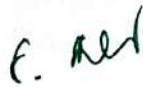
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Agenda of the meeting

1. Welcome address.
2. Review of previous minutes of meeting
3. Academic council meeting
4. Review of university results
5. Workshop
6. Orientation session for students
7. Awareness program for drug abuse
8. Conduct of one day seminar
9. Farewell program
10. Publications

- ◆ The IQAC coordinator welcomed the gathering & briefed the meeting agenda.
- ◆ The chairperson reviewed the previous minutes of meeting
- ◆ Academic Council Meeting is scheduled to be conducted before the commencement of the semester to ensure smooth conduct of the academic activities.
- ◆ University results of different programmes were presented and discussed.
- ◆ Discussed about workshop going to be held at last week of march, organized by department of pharmacology.
- ◆ Alumini suggested to conduct orientation sessions for students in our college.
- ◆ Alumini suggested to conduct awareness program for drug abuse also.
- ◆ Discussed about different one day seminars going to be held by different departments.
- ◆ As chairperson suggested not only orientation program for freshers is important, the farewell programme for the out going batches also are needed.
- ◆ Chairperson suggested to increase our research activities and make more publications.


IQAC Coordinator


Principal

INTERNAL QUALITY ASSURANCE CELL

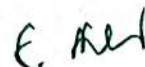
DAMCOP/IQAC/ATR 2024-2025

ACTION TAKEN REPORT FOR SECOND IQAC MEETING HELD ON 12.03.2025

| PLAN OF ACTION | ACTION TAKEN |
|----------------------------------|--|
| Academic Council meeting | Academic council meeting for all batches was conducted and the minutes of the meeting were recorded. |
| Review of university results | Previous results were discussed and new strategies were planned to rectify the problems. |
| Conduct of workshop | Workshop was successfully conducted. |
| Orientation session for students | Orientation programme for students was conducted by the |
| Awareness program | Awareness program eradicating drug abuse was conducted in association with Vimukthi, Kerala Excise Department. |
| Conduct of seminar | Seminars were organized by different departments |
| Farewell program | Farewell program for outgoing D Pharm, B Pharm and Pharm D batches were organized. |
| Publications | Staff and students were published articles in different journals and books were published. |



IQAC Coordinator



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04.12.2025

CIRCULAR

To

All the members of IQAC

This is to inform everyone that the first meeting of our Internal Quality Assurance Cell for the academic year 2025-26 will be held on 08.12.2025 at 10.00 AM in our Board Room. All are hereby informed to attend the meeting

Principal

Copy to:

All H.O.D S

IQAC Members



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING

The first internal quality assurance cell meeting for the academic year 2025 -2026 was conducted on 08.12.2025 at 10:00 AM in the board room. The IQAC members attended the meeting was signed below.

| Sl. No. | Name | Designation of IQAC | Official designation | Signature |
|---------|------------------------|----------------------------------|---|-----------|
| 01 | Dr. G. Babu | Chairperson | Principal | |
| 02 | Mr. V. Suresh | Member Management Representative | Assistant Manager | |
| 03 | Dr. Byju K. | IQAC Coordinator | Professor & Head | |
| 04 | Dr. Anilasree B. P. | Member Teacher | Professor | |
| 05 | Dr. Shaik Munwar | Member Teacher | Professor | |
| 06 | Dr. Shaimol T. | Member Teacher | Professor & Head | |
| 07 | Mr. Syamjith P. | Member Teacher | Associate Professor | |
| 08 | Mrs. Neethu K. | Member Teacher | Associate Professor | |
| 09 | Mr. Krishna Prasad K. | Member Teacher | Assistant Professor | |
| 10 | Mrs. Ayisha Nitha P. | Member Teacher | Assistant Professor | |
| 11 | Mrs. Arathi T.P. | Member Teacher | Assistant Professor | |
| 12 | Mr. Sreehari K. R. | Member Senior Admin officer | Assistant Manager | |
| 13 | Ms. Khadeeja Nadha | Member student | Student | |
| 14 | Mr. Vivek M.C. | Member student | Alumni | |
| 15 | Mrs. Usha Thomas | Member local society | Vice-president, Chelembra Grama Panchayath. | |
| 16 | Mr. A.V Santhosh Kumar | Member | Chief Executive Officer, Co-Operative Hospital, Kozhikode | |
| 17 | Ms. Manju T. N. | Member industrialist | Assistant Manager, KSDP | |

Agenda of the meeting

1. Welcome address
2. Review of previous minutes of meeting
3. Industry institute interaction
4. Field visit
5. One day trips.
6. Course Feedback
7. Internal mark finalization
8. College arts fest
9. College sports
10. College other union programmes
11. Medical camp and other community outreach programmes.
12. Placement drive
13. Publications
14. FDP, Conference, workshop.

- ◆ The IQAC coordinator welcomed the gathering & briefed the meeting agenda.
- ◆ The chairperson reviewed the previous minutes of meeting & the institution academic calendar
- ◆ The coordinator suggested that the industry institute interaction the beginning of a remarkable educational journey for the students, so it should be organized in a well manner.
- ◆ The committee agreed to conduct different field visit for the students.
- ◆ Committee agreed on sending students for one day trips during their semester break for relaxation.
- ◆ Course Feedback should be taken from the students prior to the end semester examination
- ◆ Internal marks should be finalized and send to academic and IQAC committee for scrutiny before uploading in the university portal



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- ◆ Committee suggested to conduct college arts fest and sports without affecting university exams and academic activities.
- ◆ Committee encouraged to conduct different union programme
- ◆ Coordinator suggested to conduct various medical camps and other community outreach programmes to promote community health, providing essential health, community awareness and bridging healthcare gaps.
- ◆ Coordinator discussed about the different placement drive to be conducted.
- ◆ Chairperson suggested to increase our research activities and make more publications and patents.
- ◆ The chairperson instructed that organizing and attending workshops will be helpful to the faculty, PG s and final year students to improve their practical knowledge

IQAC Coordinator

Principal



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INTERNAL QUALITY ASSURANCE CELL

DAMCOP/IQAC ATR 2025 -2026.

ACTION TAKEN REPORT FOR FIRST IQAC MEETING HELD ON 08.12.2025.

| PLAN OF ACTION | ACTION TAKEN |
|---|--|
| Industry institute interaction | Many of the students have undergone training in different pharmaceutical industries |
| Field visit | Different batches of students have gone for field visits. |
| One day trips. | Different batches gone for one day trip. |
| Course Feedback | Course Feedback had been taken from the students prior to the end semester examination. |
| Internal mark finalization | Marks were finalized in the council meeting and uploaded in the university portal. |
| College arts and sports. | College union has conducted college arts fest DHWANI and Sports in a wonderful manner |
| College other union programmes | College union has conducted different kinds of programme in excellent manner and well organized. |
| Medical camp and other community outreach programmes. | Medical camps are organized with association with different organizations was held in our district and other districts also. |
| Placement drive | Placement drive was held in college, collaborating with different employers. |
| Publications | Staff and students were published articles in different journals, granted different patents and books were published. |
| FDP, Conference, workshop. | Faculty and students were attended different workshops, conferences and FDPs. |


IQAC Coordinator


Principal