



ANNAMACHARYA COLLEGE OF PHARMACY

New Boyanapalli, Rajampet - 516126, Y.S.R. Kadapa District. A.P., India

ANNUAL E-GOVERNANCE REPORT (2021-22)

E-Governance is the use of information and communication technologies (ICT) in organizations to provide user services, to improve work efficiency and to promote democratic values. It is being used as a platform for efficient, transparent and timely delivery of services to all the stakeholders. In essence, the purpose of e-governance is to bring transparency and efficiency in the working of an organization. This urge for transparency and efficiency is derived by the demand of ever increasing aspirations of information age. Speedy and cheaper communication, convenience, transparency, accountability, improved customer services and increased access to information are some of the basic parameters on which the concept of e-governance relies and finds its foundation.

1. Website:

- 1.1. Website was updated time to time to make the information available to those who browse the website. The information of the various programs conducted was updated. Photos of various programs were also updated.
- 1.2. **Mr. M. Pramod Kumar**, Asst. Professor, Dept. of Pharmacy Practice, was appointed to look after the process of updating, maintaining and working of the website on regular basis.

2. Student Admission & Support:

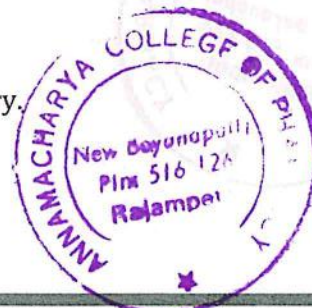
- 2.1. College Brochure was displayed in College Website.
- 2.2. Transparent strategy for the Admission Process is followed as per State Govt. of A.P. **Admission Portal managed by APSCHE** is used for admissions in the College. The Process begins with certificate verification and exercising Web Options (Web Counselling) by the candidate in the **Common Entrance Tests (CETS) Portal** and ends with the candidate being allotted to College, and reporting to the College. **Mr. Y. Pradeep Kumar**, Associate Professor, Dept. of Pharm. Chemistry, was appointed to look after the process of admissions.
- 2.3. Application form for Admission into college was placed in College website.
- 2.4. Online **Grievance Redressal Portal** is utilized by the Institution for the Student and Faculty Grievances. **Mr. V. Chinnikrishnaiah**, Associate Professor, Dept. of Pharmacology, was appointed to look after the grievances.
- 2.5. **Jnanabhumi Portal** managed by APSCHE is used to provide financial assistance to eligible students.

3. Accounts:

- 3.1. Financial records are maintained through **Talley ERP**. Profit and Loss, Balance sheet are generated through this software only.
- 3.2. Salary Package **FoxPro Software** is used to calculate the salary and to generate the salary slips.
- 3.3. Payments are also received through G-Pay/ PhonePe, NEFT, RTGS, Online Bank Transfers.

4. Library:

- 4.1. e-Learning resources were maintained in Library.
- 4.2. Library is automated with TLSS Software.





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5. Administration:

- 5.1. Student databases are prepared and maintained.
- 5.2. eSSL Time Track is used for staff attendance.
- 5.3. Internal Communications were made through WhatsApp Groups & e-mails.
- 5.4. Faculty members started using Google facilities like Google sheet for data collection, Google Forms to prepare Self-Assessment/Feedback forms and get Online responses of Students/Participants and to get the information as needed by JNTUA.

6. Examination:

- 6.1. Examinations processes are regulated as per e-governance policy of JNTUA, Anantapur.
- 6.2. The following activities are done through EMS Portal.
 - 6.2.1. Student Examinations Registrations
 - 6.2.2. Payment of Examination Registration Fee
 - 6.2.3. Downloading Hall Tickets
 - 6.2.4. Uploading Internal Marks & External Practical Marks
 - 6.2.5. Downloading the Question Paper for External Examinations on the day of examination 15 min before the commencement of examination.
 - 6.2.6. Downloading the Result Sheets (T-Sheets)
- 6.3. Payment of Examination Registration Fee are also received through G-Pay/ PhonePe, Online Bank Transfers.

7. Alumni

- 7.1. Alumni page is created in College website.
- 7.2. Alumni registration and Feedback facilities are provided in the Alumni page.

8. ICT Tools

8.1. Hardware infrastructure:

- 8.1.1. Adequate no. of computers are provided for students and staff
- 8.1.2. Internet facility is provided through LAN and Wi-Fi.
- 8.1.3. High Speed Printing & Photocopying machines are provided.
- 8.1.4. LCD Projectors are provided in Class rooms

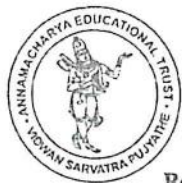
8.2. Software infrastructure:

- 8.2.1. MS Office is installed in All computers.
- 8.2.2. Ex-Pharmacology Software, IBM-Micromedex purchased under JNTUA-Consortia of E-Resources.
- 8.2.3. Open Access E-Resources are also installed in respective departments.



PRINCIPAL

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Estd: 2003

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Approved by AICTE & PCI, New Delhi, Affiliated to JNTUA, Ananthapuramu,

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The Constitution of Governing Body

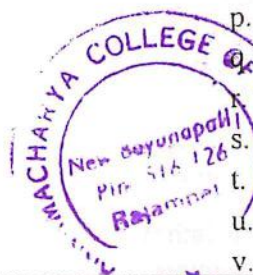
| | | | |
|---|--|--|--|
| Sri. C. Gangi Reddy Hon' Secretary, A.E.T. CHAIRMAN | Dr. C. Ramachandra Reddy Chairman, A.E.T. MEMBER | Sri. C. Yella Reddy Vice Chairman, A.E.T. MEMBER | Sri C. Abhishek Treasurer, A.E.T. MEMBER |
| R.J.D., Tech. Education, S.V.U. Region, Tirupathi MEMBER | Prof.K. Thyagarajan Prof. & Head of Physics Dept., JNTUA College of Engineering, Pulivendala MEMBER | Prof. KVSRRG Prasad Dean, School of Pharmacy, S.P.M.V.V., Tirupati MEMBER | Mr. C. Pradeep Kumar Reddy Reddy's Laboratory, Hyderabad. MEMBER |
| Dr. S.M.V. Narayana Principal, AITS, Rajampet MEMBER | Dr. D. Swarnalatha Principal, ANCP, Rajampet. MEMBER SECRETARY | ---- | ---- |

The Minuets of the 23rd Governing body meeting which held by 11:00 am on 27-09-2022 at Institute Premises, Rajampet are as follows:

Item No. I : Resolved to ratify the minutes of the previous meeting.

Item No. II: The Governing Body appreciated the following:

- All Stakeholder Feedback Analysis
- Annual e-Governance Report
- Online Impact Lecture sponsored program of Ministry of Education's Innovation Cell (MIC), AICTE New Delhi.
- Farewell Day-2022 Celebrations
- Pool Campus Drive by Aurobindo Training & Development Cell
- "Yoga for Humanity"- International Yoga Day – 2022
- Pool Campus Drive by MSN laboratories
- World Blood Donors Day -Blood Donation Camp
- Recreation Day
- Industrial visit GIYAAN Pharma at Renigunta
- Annual Sports Day meet
- Quit Tobacco to Save our Planet - World No Tobacco Day
- Awareness on Importance of water and preventive measures to prevent sun stroke
- NSS Special Camp at S.J.S.M Zilla Parishad High School, New Boyanapalli.
- On-Campus Placement Drive by Scientific Everna Pvt. Ltd. Hyderabad
- International Women's Day 2022
- National Science Day
- International Mother Language Day
- Inaugural and Orientation Program
- National Deworming Day
- Online Campus Placement Drive by Biological E. Limited.
- Examinations Result Analysis for the Academic Year 2021-22



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RAJAMPET, ANNAMACHARYA DIST. A.P.

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Item No.III: The Governing Body made a note on the following:

Procurement of the following as per the requirement for the forth coming academic year

- i. Chemicals and Apparatus
- ii. Books
- iii. Instruments

Item No. IV: The Governing Body suggested to initiate the following:

- a. Initiating for Financial Assurances from AICTE & other Professional Bodies.
- b. Proposal to conduct National and international Webinars/Seminars/Conferences.
- c. to get prepared for NBA and NAAC peer team visit.
- d. Strengthening the Activities of Entrepreneurship Cell, R & D Cell.
- e. Initiation of Proposals for the Start-up & Incubation Centre.

Item No. V: Proposal for the Change of Member Industrialist in the Governing Body Members

Mr. Sai Koti Reddy, Mylon Laboratories Ltd., Hyderabad, is nominated by Governing Body Members as Member – Industrialist.

Members Attended for Governing Body Council on

- Sri C. Gangi Reddy, Chairman,
Hon' Secretary, A.E.T. ::
- Dr.C. Ramachandra Reddy, Member
Chairman, A.E.T. ::
- Sri C. Yella Reddy, Member
Vice Chairman, A.E.T. ::
- Sri C. Abhishek, Member
Treasurer, A.E.T. ::
- Higher Education, Member
R.J.D., Tech. Education, Govt. of A.P. Tirupathi ::
- Prof.K. Thyagarajan, Member.
Prof. & Head of Physics Dept.,
JNTUA College of Engineering, Pulivendala ::
- Prof. K.V.S.R.G.Prasad, Member,
Dean, School of Pharmacy, S.P.M.V.V., Tirupathi ::
- Mr. C. Pradeep Kumar Reddy, Member,
Reddy's Laboratories, Hyderabad. ::
- Dr. S.M.V.Narayana, Member,
Principal, A.I.T.S., Rajampet ::
- Dr. D. Swarnalatha, Member Secretary
Principal, Annamacharya College of Pharmacy ::

C. Gangi Reddy

Dr. C. Ramachandra Reddy

Sri C. Yella Reddy

Absent

K. Thyagarajan
27/09/2022

*out of station
Absent*

Sri. Narayana

Dr. D. Swarnalatha

(Dr. D. Swarnalatha)
Member Secretary

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| R.J.D., Tech. Education, S.V.U. Region, Tirupathi MEMBER | Dr.A. Saila Kumari Assistant Prof. in Mathematics Dept., JNTUA College of Engineering, Anantapur MEMBER | Prof. KVSRRG Prasad Dean, School of Pharmacy, S.P.M.V.V., Tirupati MEMBER | Mr. C. Pradeep Kumar Reddy Reddy's Laboratory, Hyderabad. MEMBER |
| Dr. S.M.V. Narayana Principal, AITS, Rajampet MEMBER | Dr. D. Swarnalatha Principal, ANCP, Rajampet. MEMBER SECRETARY | ---- | ---- |

The Minutes of the 22nd Governing body meeting which held by 11:00 am on 05-02-2022 at Institute Premises, Rajampet are as follows:

Item No. I: Resolved to ratify the minutes of the previous meeting.

Item No. II: The Governing Body appreciated the following:

- Recognition under the band "BEGINNER" under the category Colleges/Institutes (Private / Self Financed) (Technical) in Atal Ranking of Institutions on Innovation Achievements (ARIIA RANKING 2021)
- Review of Examinations Result Analysis of the Academic Year 2020-21.
- Annual e-governance report for the academic year 2020-21
- World Animal Day 2021.
- Role of Pharmacist in Ayushman Bharath Digital Mission
- Webinar on Importance of Profession Ready Training and Placement Program on Clinical Research, Pharmacovigilance and associated Domains in association with CLINI INDIA
- NSS Programs at College premises and SJSMZP High School, Boyanapalli.
- World Immunization Day.
- Best out of Waste competition (Regard Before you Discard)
- National Pharmacy Week-2021 Celebrations.
- Quami Ekta Week Celebrations.
- Covid-19 Vaccination drive.
- National Youth Day and National Girl Child Day.
- Pre-Sankranthi Celebrations.
- Review of the Stakeholders feedback analysis for the academic year 2020-21

Item No. III: The Governing Body made a note on the following:

- Performance verification of Bruker – alpha ATR Instrument purchased from Lab India Analytical Instruments Pvt. Ltd.
- Procurement of apparatus and chemicals.

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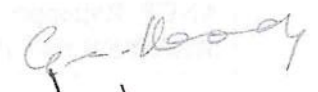
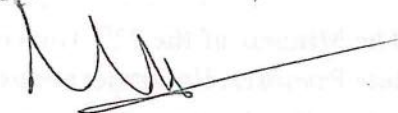
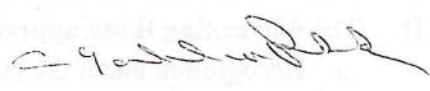

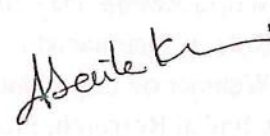

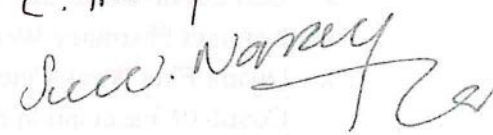
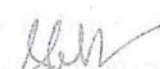
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Item No. IV: The Governing Body suggested to initiate the following:

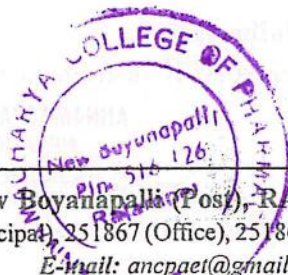
- Initiating for Financial Assistances from AICTE.
- Applying for ISO Certification.
- Proposal to conduct National and international Webinars.
- Applying for Re-Accreditation - NBA and NAAC.

Item No. IV: Apply for NOC / Certificate from the Bank to the effect that ANDHRA BANK (IFSC Code: ANDB0001763) is merged to UNION BANK OF INDIA (UBIN0817635), subject to government notification.

Members Attended for Governing Body Council on

- Sri C. Gangi Reddy, Chairman,
Hon'Secretary, A.E.T. :: 
- Dr.C. Ramachandra Reddy, Member
Chairman, A.E.T. :: 
- Sri C. Yella Reddy, Member
Vice Chairman, A.E.T. :: 
- Sri C. Abhishek Reddy, Member
Treasurer, A.E.T. :: 
- Higher Education, Member
R.J.D., Tech. Education, Govt. of A.P. Tirupathi ::
- Dr. A. Saila Kumari, Member.
Assistant Prof. in Mathematics Dept,
JNTUA College of Engineering, Anantapur :: 
- Prof. K.V.S.R.G.Prasad, Member,
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- Mr. C. Pradeep Kumar Reddy, Member,
Reddy's Laboratories, Hyderabad. :: 
- Dr. S.M.V.Narayana, Member,
Principal, A.I.T.S., Rajampet :: 
- Dr. D. Swarnalatha, Member Secretary
Principal, Annamacharya College of Pharmacy :: 

(Dr. D. Swarnalatha)
Member Secretary



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| Dr. S.M.V. Narayana Principal, AITS, Rajampet MEMBER | Dr. D. Swarnalatha Principal, ANCP, Rajampet. MEMBER SECRETARY | ---- | ---- |

The Minuets of the 20th Governing body meeting which held by 11:00 am on 08-03-2021 at Institute Premises, Rajampet are as follows:

Item No. I : Resolved to approve the budget for coming academic year and Resolved to approve the Annual Report for the previous financial year and resolved to ratify the minutes of the previous meeting.

Item No. II: The Governing Body appreciated the following:

- Approval of all Pharmacy courses u/s 12 of the Pharmacy Act, 1948 up to 2023.
- Review of the Stakeholder feedback Analysis for the AY 2019-20.
- World Pharmacist Day Celebrations on 25.09.2020
- A National Colloquium Organized by Department of Pharmaceutical Chemistry on 25.09.2020
- National Pharmacy Week Celebrations from 16th to 22nd November 2020.
- Orientation Programme on National Educational Policy by Prof. L M Sai Kumar on 23.01.2021
- An awareness Programme on Road Safety by NSS Unit on 03.02.2021.
- Orientation & Induction Programme for 1st year B.Pharmacy students by
- Dr. P. Sujatha, HOD & Principal Govt. Polytechnic, Rajampet.
- NAAC, AQAR – 2020-21 was placed and approved.
- E-Governance Annual Report was placed and approved.
- Review of the Examinations Results Analysis for the Academic Year 2019-20.

Item No. III: The Governing Body made a note on the following:

- Procurement of apparatus and chemicals.

Item No. IV: The Governing Body suggested to initiate the following:

- Proposals to conduct workshops, National & International conferences.
- Proposals to conduct Scientific & Poster sessions.
- Initiating for Financial Assistances from AICTE.
- Pharmacy programmes and developments.

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- Dr. A. Saila Kumari, Member.
Assistant Prof. in Mathematics Dept,
JNTUA College of Engineering, Anantapur ::
- Prof. K.V.S.R.G.Prasad, Member,
Dean, School of Pharmacy, S.P.M.V.V., Tirupathi ::
- Mr. C. Pradeep Kumar Reddy, Member,
Reddy's Laboratories, Hyderabad. ::
- Dr. S.M.V.Narayana, Member,
Principal, A.I.T.S., Rajampet ::
- Dr. D. Swarnalatha, Member Secretary
Principal, Annamacharya College of Pharmacy ::

(Dr. D. Swarnalatha)
Member Secretary

