



# SS INSTITUTE OF PHARMACY

*(A unit of VS Educational & Charitable Trust)*

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---

## CLASS COMMITTEE MEETING FOR THE ACADEMIC YEAR **2024-2025**



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REF.NO:SSIP / III B.PHARM / CCM-II/AY:2024-2025/01

DATE: 14/12/2024

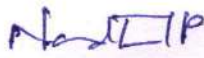
## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 6<sup>th</sup> semester B.Pharm, scheduled on **18.12.2024** from **3:00 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To ensure adequate systems in the library
2. To discuss about conducting Journal club
3. To ensure the subject wise books or materials availability to the students.
4. To encourage the students and staffs participate various co curricular activities.
5. To discuss about the syllabus completion before conducting an Internal assessment test-I.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



1. Principal
2. IQAC
3. Notice Board
4. To all students

  
PRINCIPAL,  
SS INSTITUTE OF PHARMACY  
KUPPANUR (PO), SANKARI (TK)  
SALEM - 637301





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## CLASS COMMITTEE

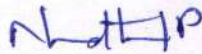
Year: III & Semester: VI

DATE: 14/12/2024

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mrs.P.Nandhitha

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair person
3	Mr.M.Sureshkumar	Professor
4	Mrs.B.Anitha	Associate Professor
5	Mrs. M.Vanitha	Associate Professor
6	Mr.S.Pravinkumar	Assistant Professor
7	Mrs.P.Nandhitha	Assistant Professor
8	Mohamed kabeer.A	Student Representative
9	Uma sankari.C	Student Representative



Class Advisor



Chair Person




Academic Co-ordinator

Copy to :



1. Principal
2. Chair Person
3. Notice Board
4. To all students

  
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and The Directorate of Medical Education, Chennai.

## MINUTES OF CLASS COMMITTEE MEETING-I

Year: III & Semester: VI

DATE: 18/12/2024

Ref:

The chair person conducted a meeting with third year students and subject handling staffs on 18.12.2024 at 3.00 PM in the principal cabin and discussed the following points.

### **Attendance**

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.C.Kalaiselvi	Chair person	
3	Mr.M.Sureshkumar	Professor	
4	Mrs.B.Anitha	Associate Professor	
5	Mrs. M.Vanitha	Associate Professor	
6	Mr.S.Pravinkumar	Assistant Professor	
7	Mrs.P.Nandhitha	Assistant Professor	
8	Mohamed kabeer.A	Student Representative	
9	Uma sankari.C	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	Discussion about conducting more journal clubs
2	Add more systems in the library
3	Participate various co curricular activities of students and staffs.
4	Subject wise book and materials availability
5	Syllabus completion before Internal assessment-I

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-OBSERVATION GIVEN	REMARKS
BP601T	Medicinal Chemistry III – Theory	1	YES	NIL
BP602T	Pharmacology III – Theory	1.5	YES	NIL
BP603T	Herbal Drug Technology – Theory	1	YES	-
BP604T	Biopharmaceutics and Pharmacokinetics – Theory	1	YES	Irregular class
BP605T	Pharmaceutical Biotechnology – Theory	1.5	YES	-
BP606T	Quality Assurance – Theory	1	YES	Completed



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NH-544, Kuppanur (Po), Sankari (Tk), Salem(Dt) – 637301, Tamilnadu, India  
Phone : 04283 241080 | E-mail : ssip1718@gmail.com | Website : www.ssip.edu.in



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BP607P	Medicinal chemistry III – Practical	4	YES	NIL
BP608P	Pharmacology III – Practical	4	YES	NIL
BP609P	Herbal Drug Technology – Practical	4	YES	NIL

Class Advisor

Chair Person

Academic Co-ordinator

Copy to :



1. Principal
2. IQAC
3. Notice Board
4. To all students

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SALEM - 637301



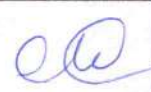



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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Conduct journal clubs	Journal clubs are conducted every week	22/01/2025	
2	Adequate systems in the library	More systems are added in the library	24/01/2025	



Class Advisor



Chair Person



Academic Co-ordinator



  
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REF.NO:SSIP / I B.PHARM / CCM-II/AY:2024-2025/02

DATE: 10/12/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 1<sup>th</sup> semester B Pharm, scheduled on **14.12.2024**, from **3.30 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To improve learning of the students
2. To discuss about conducting special classes
3. To ensure the subject wise books or materials availability to the students.
4. To discuss about the syllabus completion.
5. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :

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  2. IQAC
- Notice Board  
To all students



  
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## CLASS COMMITTEE

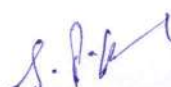
Year: I & Semester: I

DATE: 14/12/2024

Chair Person: Mrs. K.Sowndarya

Class Advisor: Mr.S.Pravinkumar

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs. K.Sowndarya	Chair Person
3	Mrs. Kalaiselvi. C	Professor
4	Mr.S.Pravinkumar	Assistant Professor
5	Mr.M.Praveenkumar	Assistant Professor
6	Ms.M.Manisha	Assistant Professor
7	Gomathi.P	Student Representative
8	Naveen.S	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: I & Semester: I

DATE: 14/12/2024

Ref:

The chairperson conducted a meeting with first year students and subject handling staffs on 14.12.2024 at 3.30 PM in the board room and discussed the following points.

### **Attendance**

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs. K.Sowndarya	Chair Person	
3	Mrs. Kalaiselvi. C	Professor	
4	Mr.S.Pravinkumar	Assistant Professor	
5	Mr.M.Praveenkumar	Assistant Professor	
6	Ms.M.Manisha	Assistant Professor	
7	Gomathi.P	Student Representative	
8	Naveen.S	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	Go Slower through the syllabus
2	Subject wise materials and books availability
3	Difficulty in understanding the classes
4	Discussion about special classes

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP101T	Human Anatomy and Physiology I – Theory	2	YES	-
BP102T	Pharmaceutical Analysis I – Theory	1.5	YES	NIL
BP103T	Pharmaceutics I – Theory	2	YES	NIL
BP104T	Pharmaceutical Inorganic Chemistry – Theory	1.5	YES	NIL
BP105T	Communication skills – Theory	1.5	YES	-
BP106RBT BP106RMT	Remedial Biology/ Remedial Mathematics – Theory	1.5	YES	Need more attention



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BP107P	Human Anatomy and Physiology – Practical	3	YES	–
BP108P	Pharmaceutical Analysis I – Practical	4	YES	NIL
BP109P	Pharmaceutics I – Practical	4	YES	NIL
BP110P	Pharmaceutical Inorganic Chemistry – Practical	4	YES	NIL
BP111P	Communication skills – Practical	3	YES	NIL
BP112RBP	Remedial Biology – Practical	3	YES	NIL

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

## Copy to :

1. Principal
2. IQAC
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Conduct special classes	Special classes are conducted every Friday	21/01/2025	
2	Difficulty in understanding the concepts	Interactive sessions to encourage student participation	23/01/2025	

Class Advisor

Chair Person

Academic Co-ordinator



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REF.NO:SSIP / II B.PHARM / CCM-II/AY:2024-2025/03

DATE: 14/12/2024

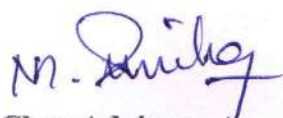
## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 3<sup>rd</sup> semester B Pharm, scheduled for **19.12.2024**, from **3.30 PM to 4.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To discuss about syllabus coverage.
2. To discuss about unit-wise mock test.
3. To ensure the availability of question bank to all the students.
4. To ensure availability of books in the library .
5. To ensure the calibration oh the instruments.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

our presence is essential, and we advise all Class Committee Members to attend this meeting without fail.



Class Advisor



Chair Person



Academic Co-ordinator

Copy to :



1. Principal
2. IQAC
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4. To all students

  
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## CLASS COMMITTEE

Year: II & Semester: III

DATE: 19/12/2024

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mrs.M.Manisha

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair Person
3	Mr.M.Sangamaheshwaran	Associate Professor
4	Mrs.S.Bhuvaneshwari	Associate Professor
5	Mrs.K.Sowndarya	Associate Professor
6	Mrs.P.Nandhitha	Assistant Professor
7	Mrs.M.Manisha	Assistant Professor
8	Dhinakaran .A	Student Representative
9	Prithviraj.S	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :

1. Principal
2. IQAC
3. HODs
4. To all students



  
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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: II & Semester: III

DATE: 19/12/2024

Ref:

The chair person conducted a meeting with second year students and subject handling staffs on 19.12.2024 at 3.30 PM in the board room and discussed the following points.

### **Attendance**

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.C.Kalaiselvi	Chair Person	
3	Mr.M.Sangamaheshwaran	Associate Professor	
4	Mrs.S.Bhuvaneshwari	Associate Professor	
5	Mrs.K.Sowndarya	Associate Professor	
6	Mrs.P.Nandhitha	Assistant Professor	
7	Mrs.M.Manisha	Assistant Professor	
8	Dhinakaran .A	Student Representative	
9	Prithviraj.S	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	More books to the library
2	Question banks to all students
3	Discussion about syllabus completion
4	Discussion about conducting unit-wise mock test
5	Discussion about syllabus coverage

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP301T	Pharmaceutical Organic Chemistry II – Theory	2	YES	-
BP302T	Physical Pharmaceutics I – Theory	1.5	YES	Irregular class
BP303T	Pharmaceutical Microbiology – Theory	2	YES	-
BP304T	Pharmaceutical Engineering – Theory	1.5	YES	Time Management
BP305P	Pharmaceutical Organic Chemistry II	5	YES	Signature



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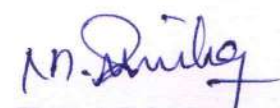



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	- Practical			NIL
BP306P	Physical Pharmaceutics I – Practical	4	YES	NIL
BP307P	Pharmaceutical Microbiology – Practical	3	YES	NIL
BP308P	Pharmaceutical Engineering –Practical	4	YES	NIL

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to :



Principal  
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Notice Board  
To all students

  
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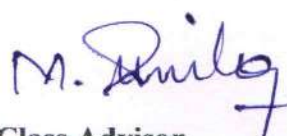
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Need more books in the library	More books are added to the library	24/01/2025	
2	Unit-wise Mock test	Unit-wise Mock test are conducted every monday	28/01/2025	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / III B.PHARM / CCM-II/AY:2024-2025/04

DATE: 14/12/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 5<sup>th</sup> semester B Pharm, scheduled for **20.12.2024**, from **2.00 PM to 3.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To discuss about the syllabus completion before conducting an Internal assessment test-I.
2. To improve the more practical teaching.
3. To discuss about transport facilities.
4. To encourage the students and staffs participate various co curricular activities.
5. To conduct more indoor games.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



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## CLASS COMMITTEE

Year: III & Semester: V

DATE: 20/12/2024

Chair Person: Mr.D.Sathyamurthy

Class Advisor: Mrs.C.Kalaiselvi

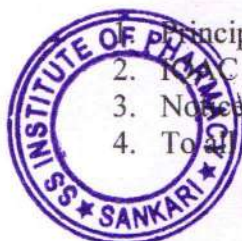
SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mr.D.Sathyamurthy	Chair Person
3	Mrs. Kalaiselvi. C	Professor
4	Mr.Alageshwaran	Associate Professor
5	Mrs.K.Sowndarya	Associate Professor
6	Mrs. J.Vinodharshini	Assistant Professor
7	S.Prakash	Assistant Professor
8	Naveen Kumar	Student Representative
9	Pooja	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: III & Semester: V

DATE: 20/12/2024

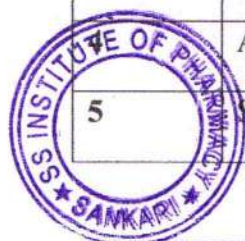
### Ref:

The chair person conducted a meeting with third year students and subject handling staffs on 20.12.2024 at 2.00 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mr.D.Sathyamurthy	Chair Person	
3	Mrs. Kalaiselvi. C	Professor	
4	Mr.Alageshwaran	Associate Professor	
5	Mrs.K.Sowndarya	Associate Professor	
6	Mrs. J.Vinodharshini	Assistant Professor	
7	S.Prakash	Assistant Professor	
8	Naveen Kumar	Student Representative	
9	Pooja	Student Representative	

SL.NO.	POINTS DISCUSSED
1	More practical teaching
2	Inadequate Transport facility in the hostel
3	Conduct more indoor games
	About syllabus completion
5	Students and staffs participate various co curricular activities



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COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP501T	Medicinal Chemistry II – Theory	2	YES	NIL
BP502T	Industrial Pharmacy I – Theory	1.5	YES	Irregular class
BP503T	Pharmacology II – Theory	2	YES	-
BP504T	Pharmacognosy and Phytochemistry II – Theory	1.5	YES	NIL
BP505T	Pharmaceutical Jurisprudence – Theory	4	YES	Completed soon
BP506P	Industrial Pharmacy I – Practical	4	YES	-
BP507P	Pharmacology II – Practical	4	YES	-
BP508P	Pharmacognosy and Phytochemistry II – Practical	4	YES	NIL

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



1. Principal
2. IQAC
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	More practical teaching	More practical teaching Classes were initiated	22/01/2025	
2	Need more indoor games	More indoor games are conducted	24/01/2025	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / IV B.PHARM / CCM-II/AY:2024-2025/05

DATE: 14/12/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 8<sup>th</sup> semester B Pharm, scheduled for **19.12.2024**, from **4.30 PM to 5.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To ensure the training of competitive exams.
2. To improve the soft skills of the students.
3. To discuss about the internship opportunities.
4. To discuss about the cultural/sports activities.
5. To discuss about the syllabus coverage.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

Class Advisor

Chair Person

Academic Co-ordinator

### Copy to :

1. Principal
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## CLASS COMMITTEE

Year: IV & Semester: VIII

DATE: 19/12/2024

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mrs.K.Sowndarya

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair Person
3	Mr.D.Sathyamurthy	Professor
4	Mrs.K.Sowndarya	Associate Professor
5	Mr.S.Prakash	Assistant Professor
6	Mr.M.Senthilkumar	Assistant Professor
7	M.Thilagavathi	Student Representative
8	G.Surya	Student Representative

Class Advisor

Chair Person

Academic Co-ordinator

Copy to :

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: IV & Semester: VIII

DATE: 19/12/2024

### Ref:

The chair person conducted a meeting with final year students and subject handling staffs on 19.12.2024 at 4.30 PM in the board room and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.C.Kalaiselvi	Chair Person	
3	Mr.D.Sathyamurthy	Professor	
4	Mrs.K.Sowndarya	Associate Professor	
5	Mr.S.Prakash	Assistant Professor	
6	Mr.M.Senthilkumar	Assistant Professor	
7	M.Thilagavathi	Student Representative	
8	G.Surya	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	Discussion about improving the soft skills of the students
2	Discussion about internship programs
3	Training to the competitive exams
4	Discuss about the syllabus coverage

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP801T	Biostatistics and Research Methodology	2	YES	NIL
BP802T	Social and Preventive Pharmacy	1.5	YES	Insufficient class
BP805ET	Pharmacovigilance	1	YES	-
BP809ET	Cosmetic Science	1.5	YES	Need more attention
BP811ET	Advanced Instrumentation Techniques	1	YES	-



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BP813PW	Project Work	-	YES	Nil
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Class Advisor

Chair Person

Academic Co-ordinator

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- 

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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Need more internship programs	Internship programs are initiated	22/01/2025	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / I B.PHARM / CCM-I/AY:2024-2025/01

DATE: 09/07/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 2<sup>ND</sup> semester B.Pharm, scheduled on **13.07.2024** from **3:00 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To add more standard books in the library.
2. To ensure the subject wise class work note availability to the students.
3. To ensure the subject wise books or materials availability to the students.
4. To encourage the students and staffs participate various co curricular activities.
5. To discuss about the syllabus completion before conducting an Internal assessment test-I.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



1. Principal
2. PAC
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## CLASS COMMITTEE

Year: I & Semester: II

DATE: 09/07/2024


Chair Person: Mrs.K.Sowndarya

Class Advisor: Mr.M.Praveen Kumar

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.K.Sowndarya	Chair Person
3	Mrs.B.Anitha	Associate Professor
4	Mrs. J. Priyadharshini	Assistant Professor
5	Mr. S. Pravin Kumar	Assistant Professor
6	Mr. M. Praveen Kumar	Assistant Professor
7	Aljanisarjath	Student Representative
8	Devasree	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-Ordinator

Copy to :



1. Principal
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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: I & Semester: II

DATE: 13/07/2024

### Ref:

The chairperson conducted a meeting with first year students and subject handling staffs on 13.07.2024 at 3.00 PM in the board room and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.K.Sowndarya	Chair Person	
3	Mrs.B.Anitha	Associate Professor	
4	Mrs. J. Priyadharshini	Assistant Professor	
5	Mr. S. Pravin Kumar	Assistant Professor	
6	Mr. M. Praveen Kumar	Assistant Professor	
7	Aljanisarjath	Student Representative	
8	Devasree	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	Add more standard books in the library.
2	Syllabus completion before internal assessment test-I.
3	Subject wise class work note availability to the students
4	Participation in more co curricular activities
5	Subject wise book and materials availability

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP201T	Human Anatomy and Physiology II – Theory	1	YES	Irregular class
BP202T	Pharmaceutical Organic Chemistry I – Theory	1.5	YES	—
BP203T	Biochemistry – Theory	1	YES	NIL
BP204T	Pathophysiology – Theory	1	YES	—
BP205T	Computer Applications in Pharmacy – Theory	1.5	YES	Time Management
BP206T	Environmental sciences – Theory	1	YES	



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BP207P	Human Anatomy and Physiology II – Practical	3	YES	nm
BP208P	Pharmaceutical Organic Chemistry I– Practical	4	YES	nm
BP209P	Biochemistry – Practical	4	YES	nm
BP210P	Computer Applications in Pharmacy – Practical	3	YES	nm

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to :



1. Principal
2. TOAC
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Add more standard books in the library	Added more standard books in the library.	06/08/2024	
2	Subject wise book and materials availability	Subject wise book and materials are provided	16/08/2024	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / II B.PHARM / CCM-I/AY:2024-2025/02

DATE: 13/07/2024


## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 4<sup>th</sup> semester B Pharm, scheduled on **15.07.2024**, from **3.30 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. Discussion about competitive exams
2. To ensure the Chemical requirements in the laboratories
3. To encourage the students and staffs participate various co curricular activities.
4. To discuss about the more industrial visits.
5. To discuss about syllabus completion.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

### Copy to :

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## CLASS COMMITTEE

Year: II & Semester: IV

DATE: 15/07/2024

Chair Person: Mr.D.Sathyamurthy

Class Advisor: Mrs.C.Kalaiselvi

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mr.D.Sathyamurthy	Chair Person
3	Mr.A.Alageshwaran	Associate Professor
4	Mrs. K.Sowndarya	Assistant Professor
5	Mrs.B.Anitha	Assistant Professor
6	Suryaprakash.I	Student Representative
7	Tharunkumar.S	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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## MINUTES OF CLASS COMMITTEE MEETING-I

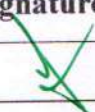

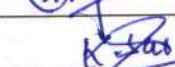
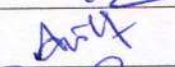
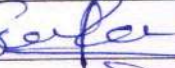
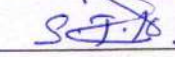

Year: II & Semester: IV

DATE: 15/07/2024

### Ref:

The chair person conducted a meeting with second year students and subject handling staffs on 15.07.2024 at 3.30 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mr.D.Sathyamurthy	Chair Person	
3	Mr.A.Alageshwaran	Associate Professor	
4	Mrs. K.Sowndarya	Assistant Professor	
5	Mrs.B.Anitha	Assistant Professor	
6	Suryaprakash.I	Student Representative	
7	Tharunkumar.S	Student Representative	



  
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SL.NO.	POINTS DISCUSSED
1	Include competitive exam books in the library.
2	Participate various co curricular activities of students and staffs.
3	Discussion about more industrial visits
4	Chemical requirements in the laboratories
5	About syllabus completion.

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP401T	Pharmaceutical Organic Chemistry III– Theory	2	YES	NIL
BP402T	Medicinal Chemistry I – Theory	1.5	YES	NIL
BP403T	Physical Pharmaceutics II – Theory	2	YES	



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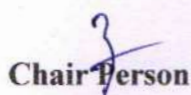
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BP404T	Pharmacology I – Theory	1.5	YES	Need more Attention
BP405T	Pharmacognosy and Phytochemistry I – Theory	1.5	YES	–
BP406P	Medicinal Chemistry I – Practical	4	YES	NIL
BP407P	Physical Pharmaceutics II – Practical	3	YES	NIL
BP408P	Pharmacology I – Practical	4	YES	NIL
BP409P	Pharmacognosy and Phytochemistry I – Practical	4	YES	–

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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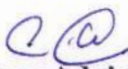
# SS INSTITUTE OF PHARMACY


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and The Directorate of Medical Education, Chennai.

## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Need more Competitive exam books.	Competitive exam books are included.	03/08/2024	7
2	Chemical requirements in the laboratories	Adequate Chemicals are added to the laboratories	16/08/2024	3

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / III B.PHARM / CCM-I/AY:2024-2025/03

DATE: 10/07/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 5<sup>TH</sup> semester B Pharm, scheduled for **16.07.2024**, from **2.30 PM to 3.30 PM**. The following members are requested to attend the meeting on the mentioned schedule..

### MEETING AGENDA

1. Discussion about adding more RO systems
2. Discussion about syllabus completion
3. To ensure Faster wi-fi connection
4. To ensure calibration of laboratory instrument
5. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

Class Advisor

Chair Person

Academic Co-ordinator

Copy to :



1. Principal
2. SAC
3. Notice Board
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## CLASS COMMITTEE

Year: III& Semester: V

DATE: 16/07/2024

Chair Person: Mrs.S.Bhuvaneshwari

Class Advisor: Mrs.P.Nandhitha

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.S.Bhuvaneshwari	Chair Person
3	Mrs.C.Kalaiselvi	Professor
4	Mrs. M.Gomathi	Assistant Professor
5	Mr.T.SampathKumar	Assistant Professor
6	Mrs.P.Nandhitha	Assistant Professor
7	Dhatchanamoorthy.K	Student Representative
8	Sriganth.K	Student Representative

*Nandhitha*

Class Advisor

*S. Bhuvaneshwari*

Chair Person

*CC*

Academic Co-ordinator

Copy to :

1. Principal

2. Notice Board

4. To all students



*[Signature]*  
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and The Directorate of Medical Education, Chennai.

## MINUTES OF CLASS COMMITTEE MEETING-I

Year: III & Semester: V

DATE: 16/07/2024

Ref:

The chairperson conducted a meeting with third year students and subject handling staffs on 16.07.2024 at 2.30 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.S.Bhuvaneshwari	Chair Person	
3	Mrs.C.Kalaiselvi	Professor	
4	Mrs. M.Gomathi	Assistant Professor	
5	Mr. T.SampathKumar	Assistant Professor	
6	Mrs.P.Nandhitha	Assistant Professor	
7	Dhatchanamoorthy.K	Student Representative	



  
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SL.NO.	POINTS DISCUSSED
1	Need more RO systems in the campus.
2	Microscopes not working properly
3	Slow wi-fi connection
4	Faster syllabus completion

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP501T	Medicinal Chemistry II – Theory	2	YES	Time Management
BP502T	Industrial Pharmacy I – Theory	1.5	YES	—
BP503T	Pharmacology II – Theory	2	YES	—
BP504T	Pharmacognosy and Phytochemistry II – Theory	1.5	YES	—
BP505T	Pharmaceutical Jurisprudence – Theory	1.5	YES	Irregular class
BP506P	Industrial Pharmacy I – Practical	4	YES	—
BP507P	Pharmacology II –	3	YES	—



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	Practical			
BP508P	Pharmacognosy and Phytochemistry II – Practical	4	YES	NIL

*[Signature]*

Class Advisor

*[Signature]*

Chair Person

*[Signature]*

Academic Co-ordinator

Copy to :



1. Principal
  2. IQAC
  3. Notice Board
- To all students

*[Signature]*  
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Need more RO systems in the campus.	More RO systems are included in the campus	15/09/2024	<i>S. Bhukhi</i>
2	Slow wi-fi connection	Faster wi-fi connection is provided	03/09/2024	<i>S. Bhukhi</i>

*M. L. P.*

Class Advisor

*S. Bhukhi*

Chair Person

*[Signature]*

Academic Co-ordinator



*[Signature]*  
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REF.NO:SSIP / IV B.PHARM / CCM-I/AY:2024-2025/04

DATE: 10/07/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 7<sup>th</sup> semester B Pharm, scheduled for **17.07.2024**, from **2.00 PM to 3.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. Discussion about handling of equipments
2. Discussion about Industrial visits.
3. Discussion about syllabus completion
4. To ensure the Chemical requirements in the laboratories
5. Any other points, with the permission of the Chair Person, Minutes of meeting.

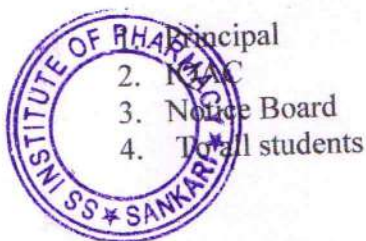
Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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## CLASS COMMITTEE

Year: IV& Semester: VII

DATE: 17/07/2024

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mrs.K.Sowndarya

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair Person
3	Mr M. Sangamaheshwaran	Associate Professor
4	Mrs.S.Bhuvaneshwari	Associate Professor
5	Mrs.K.Sowndarya	Associate Professor
6	Mr. S. Pravin Kumar	Assistant Professor
7	Sudha.D.G	Student Representative
8	Narmatha.M	Student Representative

Class Advisor

Chair Person

Academic Co-ordinator

Copy to :

1. Principal
2. Notice Board
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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: IV & Semester: VII

DATE: 16/07/2024

### Ref:

The chair person conducted a meeting with final year students and subject handling staffs on 10.07.2024 at 2.00 PM in the board room and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.C.Kalaiselvi	Chair Person	
3	Mr M. Sangamaheshwaran	Associate Professor	
4	Mrs.S.Bhuvaneshwari	Associate Professor	
5	Mrs.K.Sowndarya	Associate Professor	
6	Mr. S. Pravin Kumar	Assistant Professor	
7	Sudha.D.G	Student Representative	

SL.NO.	POINTS DISCUSSED
1	Move faster through the syllabus.
2	Arrange Industrial visit.
3	More chemical availability in the laboratories.
4	More teaching about handling of equipments.



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COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP701T	Instrumental Methods of Analysis – Theory	2	YES	NIL
BP702T	Industrial PharmacyII – Theory	1.5	YES	—
BP703T	Pharmacy Practice – Theory	2	YES	NIL
BP704T	Novel Drug Delivery System – Theory	1.5	YES	—
BP705P	Instrumental Methods of Analysis – Practical	4	YES	Insufficient class
BP706PS	Practice School	4	YES	NIL

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



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4. To all students

  
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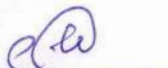



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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	More chemical availability in the laboratories.	Adequate chemicals are added to the laboratories	10/09/2024	
2	More teaching about handling of equipments.	Special classes are conducted every friday	14/09/2024	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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## CLASS COMMITTEE MEETING FOR THE ACADEMIC YEAR **2023-2024**





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REF.NO:SSIP / I B.PHARM / CCM-II/AY:2023-2024/01

DATE: 22/03/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 1<sup>st</sup> semester B.Pharm, scheduled on **26.03.2024**, from **3.30 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To ensure facilities in the library
2. To discuss about conducting special classes
3. To ensure the subject wise books or materials availability to the students.
4. To discuss about the syllabus completion.
5. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

### Copy to:



1. Principal
2. IQAC
3. Notice Board
4. To all students

  
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## CLASS COMMITTEE


Year: I & Semester: I

DATE: 22/03/2024

Chair Person: Mrs. K.Sowndarya

Class Advisor: Mr.S.Pravinkumar

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs. K.Sowndarya	Chair Person
3	Mrs. J. Priyadharshini	Assistant Professor
4	Mr.S.Pravinkumar	Assistant Professor
5	Mr.M.Praveenkumar	Assistant Professor
6	Mrs. P.Nandhitha	Assistant Professor
7	Vasanthraj	Student Representative
8	Kiruba	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :

1. Principal
2. IQAC
3. Notice Board
4. To all students



  
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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: I & Semester: I

DATE: 26/03/2024

Ref:

The chair person conducted a meeting with first year students and subject handling staffs on 26/03/2024 at 3.30 PM in the class room and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs. K.Sowndarya	Chair Person	
3	Mrs. J. Priyadharshini	Assistant Professor	
4	Mr.S.Pravinkumar	Assistant Professor	
5	Mr.M.Praveenkumar	Assistant Professor	
6	Mrs. P.Nandhitha	Assistant Professor	
7	Vasanthraj	Student Representative	
8	Kiruba	Student Representative	



  
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SL.NO.	POINTS DISCUSSED
1	Need extra tables and chairs in the library.
2	Subject wise book and materials availability
3	Difficulty in understanding the classes
4	Subject wise book and materials availability

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP101T	Human Anatomy and Physiology I – Theory	2	YES	-
BP102T	Pharmaceutical Analysis I – Theory	1.5	YES	-
BP103T	Pharmaceutics I – Theory	2	YES	NIL
BP104T	Pharmaceutical Inorganic Chemistry – Theory	1.5	YES	-
BP105T	Communication skills – Theory	1.5	YES	NIL
BP106RBT BP106RMT	Remedial Biology/ Remedial Mathematics	1.5	YES	Completed soon



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	– Theory			
BP107P	Human Anatomy and Physiology – Practical	3	YES	–
BP108P	Pharmaceutical Analysis I – Practical	4	YES	–
BP109P	Pharmaceutics I – Practical	4	YES	NIL
BP110P	Pharmaceutical Inorganic Chemistry – Practical	4	YES	Time Management
BP111P	Communication skills – Practical	3	YES	–
BP112RBP	Remedial Biology – Practical	3	YES	–

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to:



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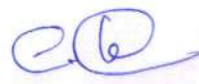
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Need more chairs in the library	Extra tables and chairs are added in the library.	19/04/2024	
2	Difficulty in understanding the concepts	Interactive sessions to encourage student participation	18/04/2024	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / II B.PHARM / CCM-II/AY:2023-2024/02

DATE: 22/03/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 3<sup>rd</sup> semester B Pharm, scheduled for **27.03.2024**, from **3.30 PM to 4.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To ensure adequate chemical requirements in the laboratories
2. To ensure the availability of question bank to all the students
3. To discuss about syllabus coverage.
4. To ensure availability of books in the library.
5. To discuss about the syllabus completion before conducting an Internal assessment test-I.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

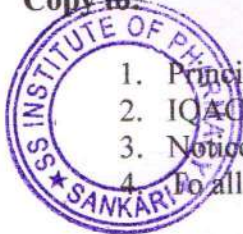
Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to:



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## CLASS COMMITTEE


Year: II & Semester: III

DATE: 27/03/2024

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mrs.M.Manisha

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair Person
3	Mrs.B.Anitha	Associate Professor
4	Mrs.S.Bhuvaneshwari	Associate Professor
5	Mrs.K.Sowndarya	Associate Professor
6	Mr. S. Pravin Kumar	Assistant Professor
7	Naveen	Student Representative
8	Pooja	Student Representative

  
Class Advisor


  
Chair Person

  
Academic Co-Ordinator

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: II & Semester: III

DATE: 27/03/2024

### Ref:

The chair person conducted a meeting with second year students and subject handling staffs on 27.03.2024 at 3.30 PM in the board room and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.C.Kalaiselvi	Chair Person	
3	Mrs.B.Anitha	Associate Professor	
4	Mrs.S.Bhuvaneshwari	Associate Professor	
5	Mrs.K.Sowndarya	Associate Professor	
6	Mr. S. Pravin Kumar	Assistant Professor	
7	Naveen	Student Representative	
8	Pooja	Student Representative	



  
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SL.NO.	POINTS DISCUSSED
1	More books to the library
2	Calibration of laboratory instruments
3	Question banks to all students
4	Adequate chemical requirements in laboratories
5	Discussion about syllabus completion

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP301T	Pharmaceutical Organic Chemistry II – Theory	2	YES	Nil
BP302T	Physical Pharmaceutics I – Theory	1.5	YES	—
BP303T	Pharmaceutical Microbiology – Theory	2	YES	Nil
BP304T	Pharmaceutical Engineering – Theory	1.5	YES	Need more attention
BP305P	Pharmaceutical Organic Chemistry II – Practical	5	YES	—
BP306P	Physical Pharmaceutics I –	4	YES	—



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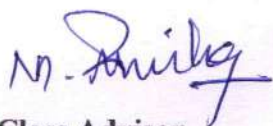


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	Practical			
BP307P	Pharmaceutical Microbiology – Practical	3	YES	NIL
BP308P	Pharmaceutical Engineering –Practical	4	YES	NIL



Class Advisor



Chair Person

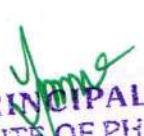


Academic Co-ordinator

Copy to:



1. Principal
2. AQAC
3. Notice Board
4. To all students

  
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SALEM - 637301






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and The Directorate of Medical Education, Chennai.

## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1


SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Less chemical availability in the laboratories	Adequate chemicals are provided	30/04/2024	
2	Some instruments not working properly	All the instruments are properly calibrated and in good working condition	29/04/2024	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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and The Directorate of Medical Education, Chennai.

REF.NO:SSIP / II B.PHARM / CCM-II/AY:2023-2024/03

DATE: 22/03/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 4<sup>th</sup> semester B Pharm, scheduled for **27.03.2024**, from **2.00 PM to 3.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To discuss about Communication skills
2. To ensure the systems availability in the library
3. To discuss about the more industrial visits..
4. To encourage the students and staffs participate various co curricular activities.
5. To discuss about syllabus completion.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

### Copy to:



1. Principal
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## CLASS COMMITTEE

Year: II & Semester: IV

DATE: 27/03/2024

Chair Person: Mr.D.Sathyamurthy

Class Advisor: Mrs. P.Nandhitha

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mr.D.Sathyamurthy	Chair Person
3	Mrs. Kalaiselvi. C	Professor
4	Mr.Alageshwaran	Associate Professor
5	Mr M. Sangamaheshwaran	Associate Professor
6	Mrs. M. Vanitha	Assistant Professor
7	Dhatchanamoorthy	Student Representative
8	Vishalatchi	Student Representative



Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to :

1. Principal
2. IQAC
3. Syllabus Board
4. To all students



  
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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: II & Semester: IV

DATE: 27/03/2024

Ref:

The chair person conducted a meeting with second year students and subject handling staffs on 27.03.2024 at 2.00 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mr.D.Sathyamurthy	Chair Person	
3	Mrs. Kalaiselvi. C	Professor	
4	Mr.Alageshwaran	Associate Professor	
5	Mr M. Sangamaheshwaran	Associate Professor	
6	Mrs. M. Vanitha	Assistant Professor	
7	Dhatchanamoorthy	Student Representative	
8	Vishalatchi	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	Discussion about more industrial visits
2	About syllabus completion.
3	Weak communication skills among students.
4	Discussion about system availability
5	Participate various co curricular activities of students and staffs.

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP401T	Pharmaceutical Organic Chemistry III- Theory	2	YES	Completed Soon
BP402T	Medicinal Chemistry I – Theory	1.5	YES	NIL
BP403T	Physical Pharmaceutics II – Theory	2	YES	NIL
BP404T	Pharmacology I – Theory	1.5	YES	-
BP405T	Pharmacognosy and Phytochemistry I- Theory	2	YES	-
BP406P	Medicinal Chemistry I – Practical	4	YES	Insufficient class
BP407P	Physical Pharmaceutics II –	4	YES	-



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	Practical			
BP408P	Pharmacology I – Practical	4	YES	NIL
BP409P	Pharmacognosy and Phytochemistry I – Practical	4	YES	—



Class Advisor



Chair Person




Academic Co-ordinator

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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Need more systems in the library	Added more systems in the library	25/04/2024	
2	Poor communication skills	Weakly communication skills improvement sessions are scheduled.	21/04/2024	

Class Advisor

Chair Person

Academic Co-ordinator



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REF.NO:SSIP / III B.PHARM / CCM-II/AY:2023-2024/04

DATE: 23/03/2024

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 6<sup>th</sup> semester B.Pharm, scheduled on **28.03.2024** from **3:00 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To ensure more practical teaching.
2. To discuss about conducting Journal club.
3. To ensure lab safety of students.
4. To encourage the students and staffs participate various co curricular activities.
5. To discuss about the syllabus coverage.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

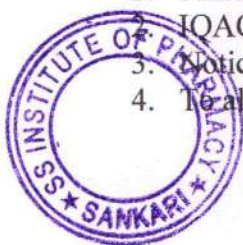
Class Advisor

Chair Person

Academic Co-ordinator

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2. IQAC
3. Notice Board
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## CLASS COMMITTEE

Year: III & Semester: VI

DATE: 28/03/2024

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mrs.K.Sowndarya

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair person
3	Mr.D.Sathyamurthy	Associate Professor
4	Mr M. Sangamaheshwaran	Associate Professor
5	Mr. T. SampathKumar	Associate Professor
6	Mrs. J. Vinodharshini	Assistant Professor
7	Mrs. V. Deepabharathi	Assistant Professor
8	Mrs. M. Gomathi	Assistant Professor
9	Ishwarya	Student Representative
10	Abishek	Student Representative

Class Advisor


Chair Person

Academic Co-ordinator

Copy to :

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: III & Semester: VI

DATE: 28/03/2024

### Ref:

The chair person conducted a meeting with third year students and subject handling staffs on 28.03.2024 at 3.00 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	✓
2	Mrs.C.Kalaiselvi	Chair person	C.K.
3	Mr.D.Sathyamurthy	Associate Professor	D.S.
4	Mr M. Sangamaheshwaran	Associate Professor	M. Sangamaheshwaran
5	Mr. T. SampathKumar	Associate Professor	T.S.
6	Mrs. J. Vinodharshini	Assistant Professor	J. Vinodharshini
7	Mrs. V. Deepabharathi	Assistant Professor	V. Deepabharathi
8	Mrs. M. Gomathi	Assistant Professor	M. Gomathi
9	Ishwarya	Student Representative	Ishwarya
10	Abishek	Student Representative	Abishek



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SL.NO.	POINTS DISCUSSED
1	Lab safety awareness.
2	Discussion about conducting more journal clubs
3	About syllabus coverage
4	Discussion about practical teaching
5	Participate various co curricular activities of students and staffs.

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP601T	Medicinal Chemistry III – Theory	1	YES	Irregular class
BP602T	Pharmacology III – Theory	1.5	YES	NIL
BP603T	Herbal Drug Technology – Theory	1	YES	NIL
BP604T	Biopharmaceutics and Pharmacokinetics – Theory	1	YES	—
BP605T	Pharmaceutical Biotechnology – Theory	1.5	YES	NIL
BP606T	Quality Assurance – Theory	1	YES	



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BP607P	Medicinal chemistry III – Practical	4	YES	Need more attention
BP608P	Pharmacology III – Practical	4	YES	–
BP609P	Herbal Drug Technology – Practical	4	YES	✓

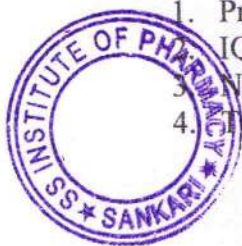
  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to:

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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Conduct journal clubs	Journal clubs are conducted every week	24/04/2024	
2	Less lab safety awareness	Lab safety related awareness were provided.	26/04/2024	



Class Advisor

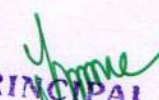


Chair Person



Academic Co-ordinator



  
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REF.NO:SSIP / I B.PHARM / CCM-I/AY:2023-2024/01

DATE: 03/11/2023

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 2<sup>ND</sup> semester B.Pharm, scheduled on **06.11.2023** from **3:00 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To discuss about syllabus coverage.
2. To discuss about unit-wise mock test
3. To ensure the availability of question bank to all the students
4. To ensure availability of books in the library
5. Any other points, with the permission of the Chair Person, Minutes of meeting.

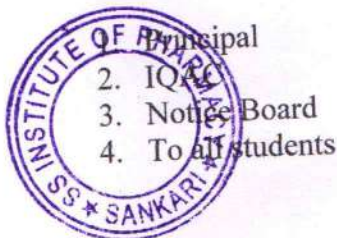
our presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

Copy to :



  
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## CLASS COMMITTEE

Year: I & Semester: II

DATE: 06/11/2023

Chair Person: Mrs.K.Sowndarya

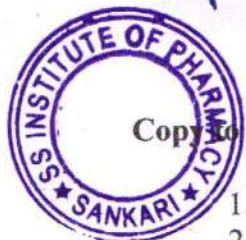
Class Advisor: Mr.M.Praveen Kumar

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.K.Sowndarya	Chair Person
3	Mrs.B.Anitha	Associate Professor
4	Mr. T. SampathKumar	Assistant Professor
5	Mr. S. Pravin Kumar	Assistant Professor
6	Mr. M. Praveen Kumar	Assistant Professor
7	Mrs. M. Vanitha	Assistant Professor
8	Sridhar	Student Representative
9	Kanimozhi	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



Copy to:

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: I & Semester: II

DATE: 06/11/2023

### Ref:

The chair person conducted a meeting with first year students and subject handling staffs on 06.11.2023 at 3.00 PM in the class room and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.K.Sowndarya	Chair Person	
3	Mrs.B.Anitha	Associate Professor	
4	Mr. T. SampathKumar	Assistant Professor	
5	Mr. S. Pravin Kumar	Assistant Professor	
6	Mr. M. Praveen Kumar	Assistant Professor	
7	Mrs. M. Vanitha	Assistant Professor	
8	Sridhar	Student Representative	
9	Kanimozhi	Student Representative	



  
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SL.NO.	POINTS DISCUSSED
1	Calibration of laboratory instruments
2	Discussion about conducting unit-wise mock test
3	Discussion about syllabus completion
4	More books to the library

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP201T	Human Anatomy and Physiology II – Theory	1	YES	—
BP202T	Pharmaceutical Organic Chemistry I – Theory	1.5	YES	Nil
BP203T	Biochemistry – Theory	1	YES	—
BP204T	Pathophysiology – Theory	1	YES	Irregular class
BP205T	Computer Applications in Pharmacy – Theory	1.5	YES	—
BP206T	Environmental sciences – Theory	1	YES	—
BP207T	Human Anatomy and Physiology II – Practical	3	YES	Nil



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BP208P	Pharmaceutical Organic Chemistry I- Practical	4	YES	—
BP209P	Biochemistry – Practical	4	YES	—
BP210P	Computer Applications in Pharmacy – Practical	3	YES	Nil

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING - 1


SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Unit-wise Mock test	Unit-wise Mock test are conducted every Monday	08/12/2023	
2	Need more books in the library	More books are added to the library	06/12/2023	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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REF.NO:SSIP / II B.PHARM / CCM-I/AY:2023-2024/02

DATE: 03/11/2023


## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 3<sup>rd</sup> semester B Pharm, scheduled on **06.11.2023**, from **3.30 PM to 4:30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. Discussion about Industrial visits.
2. To ensure the Chemical requirements in the laboratories
3. To encourage the students and staffs participate various co curricular activities.
4. Discussion about syllabus completion
5. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

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## CLASS COMMITTEE

Year: II & Semester: III

DATE: 06/11/2023

Chair Person: Mr.D.Sathyamurthy

Class Advisor: Mrs. P.Nandhitha

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mr.D.Sathyamurthy	Chair Person
3	Mrs.C.KalaiSelvi	Associate Professor
4	Mrs. K.Sowndarya	Assistant Professor
5	Mr M. Sangamaheshwaran	Assistant Professor
6	Mrs. P.Nandhitha	Assistant Professor
7	Mohammedkabeer	Student Representative
8	Umashankari	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: II & Semester: III

DATE: 06/11/2023

### Ref:

The chairperson conducted a meeting with second year students and subject handling staffs on 06.11.2023 at 3.30 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mr.D.Sathyamurthy	Chair Person	
3	Mrs.C.KalaiSelvi	Associate Professor	
4	Mrs. K.Sowndarya	Assistant Professor	
5	Mr M. Sangamaheshwaran	Assistant Professor	
6	Mrs. P.Nandhitha	Assistant Professor	
7	Mohammedkabeer	Student Representative	
8	Umashankari	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	More chemical availability in the laboratories.
2	Discussion about adding more books and study materials
3	Arrange Industrial visit.
4	Discussion about syllabus completion

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP301T	Pharmaceutical Organic Chemistry II – Theory	2	YES	-
BP302T	Physical Pharmaceutics I – Theory	1.5	YES	Time Management
BP303T	Pharmaceutical Microbiology – Theory	2	YES	-
BP304T	Pharmaceutical Engineering – Theory	1.5	YES	NIL
BP305P	Pharmaceutical Organic Chemistry II – Practical	5	YES	NIL



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BP306P	Physical Pharmaceutics I – Practical	4	YES	Insufficient class
BP307P	Pharmaceutical Microbiology – Practical	3	YES	—
BP308P	Pharmaceutical Engineering –Practical	4	YES	—

*Nhatir*  
Class Advisor

*g*  
Chair Person

*C.W.*  
Academic Co-ordinator

Copy to :



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  3. Notice Board
- To all students

*Amma*  
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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING - 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	More chemical availability in the laboratories.	Adequate chemicals are added to the laboratories	07/12/2023	
2	More books and study materials	More standard books are added to the library	15/12/2023	



Class Advisor

  
Chair Person  
Academic Co-ordinator  
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REF.NO:SSIP / III B.PHARM / CCM-I/AY:2023-2024/03

DATE: 03/11/2023

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 5<sup>TH</sup> semester B Pharm, scheduled for **07.11.2023**, from **2.30 PM to 3.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To ensure Faster wi-fi connection
2. To ensure calibration of laboratory instrument.
3. Discussion about syllabus completion
4. To encourage the students and staffs participate various co curricular activities.
5. To discuss about the more industrial visits..
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

  
Class Advisor


  
Chair Person

  
Academic Co-ordinator

Copy to :

1. Principal
2. IQAC
3. Notice Board
4. To all students



  
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## CLASS COMMITTEE

Year: III & Semester: V


DATE: 07/11/2023

Chair Person: Mrs.S.Bhuvaneshwari

Class Advisor: Mrs.K.Sowndarya

SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.S.Bhuvaneshwari	Chair Person
3	Mrs.C.Kalaiselvi	Professor
4	Mr.D.Sathyamurthy	Assistant Professor
5	Mr.A.Alageshwaran	Assistant Professor
6	Mrs. M. Gomathi	Assistant Professor
7	Syedyasin	Student Representative
8	Deepasri	Student Representative

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: III & Semester: V

DATE: 07/11/2023

### Ref:

The chair person conducted a meeting with third year students and subject handling staffs on 16.07.2023 at 2.30 PM in the principal cabin and discussed the following points.

### Attendance

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.S.Bhuvaneshwari	Chair Person	
3	Mrs.C.Kalaiselvi	Professor	
4	Mr.D.Sathyamurthy	Assistant Professor	
5	Mr.A.Alageshwaran	Assistant Professor	
6	Mrs. M. Gomathi	Assistant Professor	
7	Syediasin	Student Representative	
8	Deepasri	Student Representative	

SL.NO.	POINTS DISCUSSED
1	Poor maintenance of lab chemicals.



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2	About syllabus completion.
3	Discussion about more industrial visits
4	Participate various co curricular activities of students and staffs.
5	Slow wi-fi connection

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP501T	Medicinal Chemistry II – Theory	2	YES	Need more attention
BP502T	Industrial PharmacyI– Theory	1.5	YES	-
BP503T	Pharmacology II – Theory	2	YES	Nil
BP504T	Pharmacognosy and Phytochemistry II– Theory	1.5	YES	-
BP505T	Pharmaceutical Jurisprudence – Theory	1.5	YES	Nil
BP506P	Industrial PharmacyI – Practical	4	YES	Nil
BP507P	Pharmacology II – Practical	3	YES	-



*[Signature]*  
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BP508P	Pharmacognosy and Phytochemistry II – Practical	4	YES	Completed Soon
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Class Advisor


  
Chair Person

  
Academic Co-ordinator

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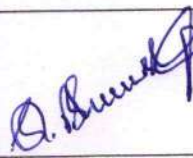



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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1

SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Slow wi-fi connection	Faster wi-fi connection is provided	08/12/2023	
2	Need more RO systems in the campus.	More RO systems are included in the campus	14/12/2023	



Class Advisor




Chair Person



Academic Co-ordinator



  
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REF.NO:SSIP / IV B.PHARM / CCM-I/AY:2023-2024/04

DATE: 03/11/2023

## CLASS COMMITTEE MEETING CIRCULAR

We are pleased to announce the class committee meeting for the 8<sup>th</sup> semester B Pharm, scheduled for **07.11.2023**, from **4.30 PM to 5.30 PM**. The following members are requested to attend the meeting on the mentioned schedule.

### MEETING AGENDA

1. To conduct career guidance programs
2. To discuss about the internship opportunities.
3. To discuss about the cultural/sports activities
4. To ensure the training of competitive exams.
5. To discuss about the syllabus coverage.
6. Any other points, with the permission of the Chair Person, Minutes of meeting.

Your presence is essential, and we advise all Class Committee Members to attend this meeting without fail.

Class Advisor


Chair Person

Academic Co-ordinator

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1. Principal
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## CLASS COMMITTEE

Year: IV & Semester: VIII

DATE: 07/11/2023

Chair Person: Mrs.C.Kalaiselvi

Class Advisor: Mr.T.Sampathkumar

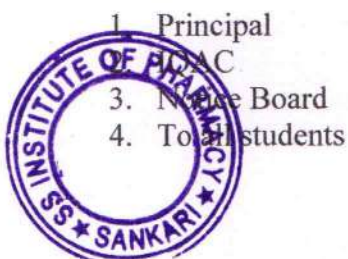
SL.NO	FACULTY	DESIGNATION
1	Dr. Jothimanivannan.C	Principal
2	Mrs.C.Kalaiselvi	Chair Person
3	Mrs. J. Priyadharshini	Assistant Professor
4	Mrs.S.Bhuvaneshwari	Associate Professor
5	Mrs. M. Vanitha	Assistant Professor
6	Mr.T.Sampathkumar	Assistant Professor
7	Mr. S. Pravin Kumar	Associate Professor
8	Mrs. J. Vinodharshini	Assistant Professor
9	Mrs. V. Deepabharathi	Assistant Professor
10	Sreejith	Student Representative
11	Aarthi	Student Representative


  
Class Advisor

  
Chair Person

  
Academic Co-ordinator

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## MINUTES OF CLASS COMMITTEE MEETING-I

Year: IV & Semester: VIII

DATE: 07/11/2023

Ref:

The chair person conducted a meeting with final year students and subject handling staffs on 07.11.2023 at 4.30 PM in the board room and discussed the following points.

### **Attendance**

SL.NO	FACULTY	DESIGNATION	Signature
1	Dr. Jothimanivannan.C	Principal	
2	Mrs.C.Kalaiselvi	Chair Person	
3	Mrs. J. Priyadharshini	Assistant Professor	
4	Mrs.S.Bhuvaneshwari	Associate Professor	
5	Mrs. M. Vanitha	Assistant Professor	
6	Mr.T.Sampathkumar	Assistant Professor	
7	Mr. S. Pravin Kumar	Associate Professor	
8	Mrs. J. Vinodharshini	Assistant Professor	
9	Mrs. V. Deepabharathi	Assistant Professor	
10	Sreejith	Student Representative	
11	Aarthi	Student Representative	



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SL.NO.	POINTS DISCUSSED
1	Need for GATE/GPAT preparation support
2	Discussion about internship programs
3	Discuss about the syllabus coverage
4	Discussion about the cultural/sports activities
5	Discussion about career guidance programs

COURSE CODE	NAME OF THE COURSE	UNIT COMPLETED	ASS-I/OBSERVATION GIVEN	REMARKS
BP801T	Biostatistics and Research Methodology	2	YES	-
BP802T	Social and Preventive Pharmacy	1.5	YES	NIL
BP809T	Cosmetic Science	1.5	YES	NIL



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BP811ET	Advanced Instrumentation Techniques	1	YES	Completed Soon
BP813PW	Project Work	-	YES	-

Class Advisor

Chair Person

Academic Co-ordinator

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## ACTION TAKEN DETAILS FOR CLASS COMMITTEE MEETING – 1


SL.NO.	STUDENTS FEDBACK	ACTION TAKEN FEEDBACK	ACTION TAKEN DATE	CHAIR PERSON SIGN
1	Career guidance programs will be helpful	Career guidance programs are conducted	06/12/2023	

  
Class Advisor

  
Chair Person

  
Academic Co-ordinator



  
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