



JAYAMUKHI EDUCATIONAL SOCIETY'S

JAYAMUKHI COLLEGE OF PHARMACY

(Approved by PCI, New Delhi and Affiliated to Kakatiya University, Warangal)
NARSAMPET, Dist. Warangal - 506 332. (Telangana)

Accredited by NAAC

6.2.1 STRATEGIC DEVELOPMENT AND DEPLOYMENT

Quality policy

To establish superior standards in professional education through distinguished professors dedicated to cultivating socially responsible professionals via collaborative creativity, innovation, and research.

The institute firmly asserts that achieving the objectives outlined in its vision and mission statements necessitates prioritizing human resources as the foremost asset. In the current context of liberalization and intense competition, becoming a world-class institution requires delivering optimal service to the end user. Based on these data, the quality policy was formulated. All actions are governed by the quality policy and are meticulously monitored. The diverse performance metrics, including pass %, input ranks, placements, student accomplishments in co-curricular activities, and faculty achievements, will be meticulously monitored and reviewed each semester or year.

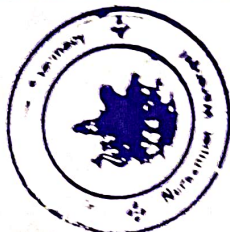
Review

Successful implementation of the processes is monitored at various levels by evaluating the students' performance by teachers, teacher's performance by HOD and HOD's performance by the principal. The co-ordination of IQAC in the various monitoring processes also help in the review processes.

Perspective plans of the Institution

The institution plans the expansion and upgradation of infrastructure, modernization of existing facilities, research and development and adoption of new course. The principal and heads of the departments, plan the academic activities, consultancy, MoUs, innovations in teaching and learning process etc. the institute is striving hard for

- NAAC accreditation
- NIRF accreditation
- More number of MoUs with industries improving the industry institute relationship




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JAYAMUKHI COLLEGE OF PHARMACY STRATEGIC PLAN

S.NO	2018-2019 to 2022-2023	2023-2024 to 2028-2029
1.	Complete CO PO Attainment Implementation	Autonomous CCC System
2.	Specialized cells establishment	Centre of Excellence
3.	Growth in Value-Added Course Offerings	IPR Cell
4.	Strengthening Community Involvement	Digital Payments
5.	IQAC Establishment	Institutional Memberships
6.	Planning for NAAC NBA Accreditations	ERP
7.	Alumni Association Registration	ECAP Implementation
8.	Autonomous CCC System	Hostels for Boys and Girls
9.	e-Class Rooms	Student Motivational/ Empowerment Cell
10.	Women Welfare Cell	Implementation of mini playground for outdoor games
11.	Industry Collaborative Projects (R&D)	NIRF
12.	Grievance Redressal Committee	
13.	Organize Labs Using Emerging Technologies	
14.	All Class rooms/Labs with LCD	
15.	RO water plant	
16.	Upgrading Internet Bandwidth up to 500Mbps	
17.	Extension of TASK activities	
18.	Women Welfare Cell	
19.	Industry Collaborative Projects (R&D)	



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20.	Upgradation of Classroom Infrastructure	
21.	Introduction of a Discipline-Centric Model Involvement Programme	
22.	Cultivating Wellness on Campus	
23.	R & D Centres	

STANDARD OPERATING PROCEDURES (SOP)

COLLEGE REGULATIONS AND CLASS ROOM CONDUCT:

Students are required to carry their ID cards at all times while on campus. If a kid is absent for more than two consecutive days, parents must submit a signed letter to the administration explaining the cause for the absence. College operating hours are from 9:30 AM to 4:30 PM. Students are required to be in their designated classrooms by 9:30 AM; otherwise, they will be recorded as absent for the day, and a notification will be issued to the cellphone number of the parent or guardian provided at the time of enrollment.

All meetings, celebrations, cultural, and co-curricular activities require the principal's authorization and must occur during college working hours in the presence of faculty members. Celebrations, including student birthday parties, are completely prohibited on campus. Assumptions • The use of cell phones on the premises is absolutely forbidden. Students spotted utilizing mobile devices in the classroom, laboratory, corridors, or any location on the property will have their devices seized. Students are required to assist the custodial staff in upholding the cleanliness and hygiene of the classroom.

Students are required to exhibit appropriate conduct. The college is monitored by CCTV. Any unethical behavior will result in disciplinary measures.



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- Chalk and Talk
- Group discussions



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15. The staff and professors should adhere to the appropriate dress code.

- Men's formal pants and shirt (jeans and t-shirts are not permitted)
- Ladies: Saree (no jeans, trousers, or chudidhar permitted).

16. Two-wheelers and four-wheelers must be parked in the designated spot.

17. When on campus or entering the university, faculty and staff should show their ID cards in person.

LIBRARY GENERAL RULES

1. The library must maintain strict discipline, decorum, and stillness. Cell phone use is prohibited on library property.

2. It is highly forbidden to smoke, eat, sleep, or talk loudly in the library.

3. You must leave documents on the table after taking them off the shelves. It is not advised to swap out books on shelves because they could become lost. A misplaced book is similar to a lost one.

4. With the librarian's consent, a non-member may utilize the library's resources on the grounds.

5. Library documents must not be marked, underlined, dog-eared, written on, torn, or otherwise damaged by readers.

6. Newspapers, magazines, and journals should only be read at designated tables within the library; they should not be brought to other reading locations.

7. No library materials may be removed without authorization. Anything taken from the library without permission will be considered theft and dealt with appropriately.

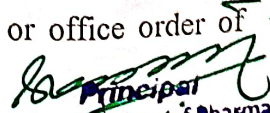
8. Anyone who disobeys library policies faces the possibility of losing their membership privileges and maybe being prohibited from using the library's resources.

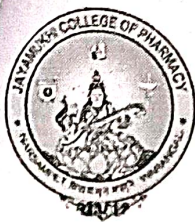
9. We encourage suggestions regarding all facets of library services.

Library Membership

All faculty, staff, scholars and students of the college are entitled to become library members. 2. Membership is allowed only after submitting a duly filled in and signed membership form, duly recommended by the HOD'S concerned or office order of




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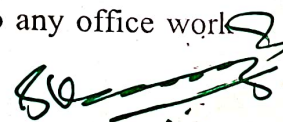
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joining in the institute. The members are supposed to be conversant with and agreeable the Library rules.

CODE OF CONDUCT FOR STUDENTS

1. The principal will serve as the institution's head and the management will oversee the college.
2. In the event of an emergency, the management or principal has the authority to take any appropriate action that is judged necessary to preserve the institution's overall discipline, reputation, and standards. All decisions made in this regard are final and binding on the students.
3. College students are not allowed to use strikes or protests; engaging in such behavior will immediately result in expulsion from the institution.
4. It is completely forbidden to plan, host, or take part in any political events or protests at the college, with the exception of professional associations.
5. Any student who brings strangers onto campus to arbitrate student conflicts will be dismissed from the institution.
6. It is forbidden to smoke, use drugs or alcohol, play cards, or engage in any form of gambling on college property. Any student who violates this regulation faces harsh consequences, including possible expulsion from college.
7. It will be considered a very serious offense to damage the college, canteen, or hostel's property.
8. It is completely forbidden to tarnish, misrepresent, or ruin the reputation of the college administration, teachers, staff, or any other student using social media sites or networks like as Facebook, YouTube, Twitter, WhatsApp, and so on. The cybercrime laws will be applied to those found engaging in such activities.
9. No student is allowed to leave the classroom without the instructor's consent.
10. Students are not permitted to loiter on campus, visit the canteen, or do any office work during class hours.




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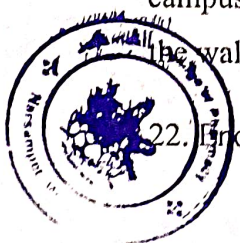
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11. Students who choose not to attend college must give their mentor a properly signed leave letter from their parent or guardian.
12. As soon as the student returns to college, a medical certificate must be filed in the event of a medical issue.
13. Students are not permitted to sit on the stairway, stair cases, or parapet walls. During the college's session, they are not allowed to linger in the campus or the corridors.
14. It is completely forbidden to call students out of their classrooms during a lecture or engage in any other disruptive behavior.
15. Food and drink are not allowed in classrooms or computer laboratories. They must only be consumed in specified locations.
16. Students must go to the Library if a class is canceled; they cannot be found elsewhere on campus.
17. In the odd semester itself, all students must pay all of their fees, including those for the library and hostel.
18. Any student who is found to be in violation of the conduct and discipline rules may face harsh consequences, which may include expulsion from the college. The conduct certificate they receive when they leave the college will also record their misbehavior.
19. According to federal and state government regulations, no one should engage in ragging or eve-teasing in any way, as this carries severe penalties and can result in summary dismissal.
20. Speaking exclusively English on campus is strongly advised.
21. To prevent environmental contamination, which poses health risks, the campus should be kept tidy and environmentally friendly. It is recommended that students refrain from discarding plastic bags, chocolate wrappers, or any other waste materials in classrooms or on campus. The walls and floor should be kept tidy by the students. They should avoid scuffing the walls by putting their feet on them or leaning against them.
22. Enough water should be flushed down the toilet to keep it clean and neat.




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23. Fans and lights can be employed as needed. When departing the seminar rooms, labs, or classrooms, they should be turned off.
24. When heading to the lab, students are cautioned not to leave their possessions in the classroom. If valuables are lost when left unattended, the college is not liable.
25. Students are expected to help the institute's administration maintain the grounds' cleanliness and to take good care of the institution's property. A breach of discipline will result in appropriate punishment for those who damage institution property, such as by damaging furniture, disfiguring walls, doors, or fittings, or by misusing the air conditioning system.
26. A student's misconduct, insubordination, and offensive language are adequate grounds for her suspension or termination.
27. Students are responsible for periodically checking the notice boards for crucial announcements from the institute office. Their ignorance or failure to read notices will not be grounds for an exemption or concession.
28. Outside of class hours, students are encouraged to participate in professional body activities or any activity approved by the college, as well as to use the library and shared computer resources.
29. Students are taught to treat the lab's and college's furnishings, appliances, fixtures, and equipment with care.
30. Negligent use or handling of the aforementioned could cause property damage or personal harm.
31. Exercise caution when approaching electrical installations and moving machinery. The expense of replacement or repair shall be borne by the responsible students in the event that property is damaged.
32. Unauthorized festivities and decorations of any size are not allowed on campus by students.
33. Everyone must adhere to the dress code. Every weekday, all students are required to wear their college uniform.




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34. When on campus, all students are required to carry their identity cards.

CELL PHONES ARE STRICTLY PROHIBITED WHILE ON CAMPUS.

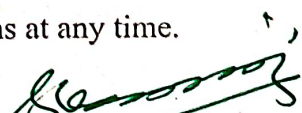
- If any student wishes to carry cell phone for security reasons, she should get written permission from the Principal.
- Such mobiles should be submitted in the dept. by 9.00 AM and can be collected by the student before leaving the college campus.
- If any student is found operating the cell phone in the class without prior permission of the Principal, then the cell phone will be seized

GUIDELINES FRAMED AGAINST RAGGING

- Except parents and guardians, no outsider shall enter the institution without permission of the Principal.
- Students indulging in ragging shall be suspended by the Principal and debarred from entering the campus except for attending inquiry or/and submitting explanation.
- All students shall possess identity cards and show them on demand.
- The teachers of the first-year students shall not leave the class room until the teacher of the subsequent class comes to the class room.
- The Principal and the Warden besides the authorities or teachers entrusted with this work can inspect the hostels at any time.
- Ragging is prohibited as per Act of A.P. Legislative Assembly, 1997.
- Ragging entails heavy fines and/or imprisonment.
- Ragging invokes suspension and dismissal from the college.
- Outsiders are prohibited from entering the college and hostels without prior permission from the authority concerned.
- The Principal and the Wardens may visit the hostels and inspect the rooms at any time.

FORMS OF RAGGING:




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Display of boisterous behavior, teasing, and excitement through harsh or impolite handling or treatment, such as boisterous, undisciplined activities that cause or are likely to cause annoyance, undue hardship, physical or psychological harm, or instill fear in a freshman, or asking students to do something that they would not normally do and that puts them in danger of death, shame, or embarrassment, etc.

PUNISHMENT FOR PARTICIPATION IN/OR ABETMENT OF RAGGING

1. Cancellation of admission.
2. Suspension from attending classes.
3. Withholding/withdrawing scholarship/fellowship and other benefits.
4. Debarring from appearing in any test/examination or other evaluation process.
5. Withholding results.
6. Debarring from representing the institution in events like national or international meets. Tournaments, youth festivals, including competitive ones.
7. Suspension/expulsion from the hostel.
8. Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period.
9. Expulsion from the institution and consequent debarring from admission to any other institution.
10. Fine up to Rs. 25000/-

HOSTEL RULES AND REGULATIONS:

1. All residents of the hostels must adhere to the rules and guidelines. Rules violations will be dealt with seriously, even if it means being kicked out of the hostel.
2. Within fifteen minutes of finishing their college coursework each day, the detainees are expected to return to the dorms. Up until 8:30 p.m., purchases can be made at MRP prices at the campus canteen. The only time a hosteller is allowed to leave the hostel is to visit the


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university library and computer center, which are open until 7:30 PM on weekdays and until 2:00 PM on Sundays.

3. On all working days, parents or local guardians whose images are included on the hostel applications may see their wards from 5:30 to 6:30 p.m., and on Sundays and holidays, from 1 to 6 p.m. The rooms are off-limits to parents and visitors. They can meet their wards in the recreation/waiting area. No prisoner is allowed to leave with their parents or guardians unless the main warden (the principal) gives permission.

4. Except on holidays or vacations, no hostel resident is allowed to return home.

5. Any written request for parental consent based solely on veterinary reasons will be

6. It is not allowed for day scholars to enter the hostel.

7. Every guest must fill out the visitors' book that is kept at the entry by the supervisor or caretaker.

8. Every time a student leaves the hostel with permission, they must record all of their information in the register that is kept with the caretaker, including their forwarding address, parents' phone number, departure date, and time.

9 It is very forbidden to eat food from outside.

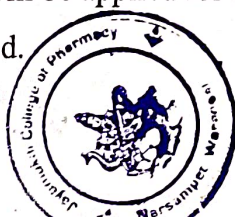
10. The rooms will not be used for food service. On the other hand, food may be offered in the room if any students are ill. Members must observe proper meal etiquette and adhere to the mess schedules.

11. Any damage to the hostel's property will be the responsibility of the host. Graffiti on the walls, posting notes or posters, and writing of any type are all absolutely forbidden.

12. Sound systems such as record players and transistors are not allowed in the rooms.

13. Every hosteller is required to adhere to the study hours, which are 6.30 PM to 7:30 PM and 8.30 PM to 11:00 PM.

14. The mess bill appears around the tenth of the next month and must be paid by the twentieth; if it is not, a fee of Rs. 100 will be applied for the first seven days and Rs. 200 will be applied until the admission is revoked.




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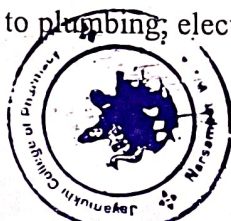


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5. Long-term absences from the hostel will not result in a reduction in the mess charge.
16. All students are given steel racks that may be locked, and they should only keep cash or valuables in their lockers. If they are missing, the management will not be held accountable.
17. If you leave the hostel without permission more than three times, you will face harsh consequences. The student can be kicked out of the dorm.
18. During study hours, students are required to stay in their rooms.
19. It is strictly forbidden to smoke, drink alcohol, or use drugs on or around the hostel grounds. Offenders will face severe consequences.
20. The required dress code must be strictly followed. It is essential to dress and behave with decency.
21. During class hours, loitering on the hostel campus will not be tolerated.
22. The loss of personal property will not be the responsibility of management or employees.
23. Those who arrive late will face consequences.
24. Students are required to keep their rooms and campus tidy. It is completely forbidden to deface furniture, walls, equipment, etc.
25. It is completely forbidden to celebrate birthdays or other occasions in the hostel.
26. Before leaving their rooms, students are required to turn off all electrical devices and lights.
27. Except in specified areas, students are not permitted to use electric stoves, heaters, or similar devices in their rooms.
28. Group activities cannot be planned by students in their room.
29. Before 11 p.m., all lights in the rooms must be turned out. You can only use study lighting. The room
30. Cleaning employees, security guards, and wardens are not allowed to be tipped.
31. Any grievances pertaining to plumbing, electrical equipment, etc. must be recorded in the "Complaints Book."




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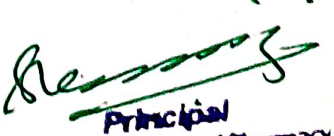
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32. Students must obtain permission before entering another student's room.
33. stillness: From 11:00 PM to 5:30 AM, there must be complete stillness in the hostel. It is important to always make sure that loud music and conversation are not audible from outside the room.
34. Using social media or platforms like Facebook or WhatsApp to tarnish, misrepresent, or ruin the reputation of the college administration, instructors, staff, or any other student. Twitter, YouTube, and other websites are strictly forbidden. The laws pertaining to cybercrime will be applied to those who are discovered engaging in such activities.

Rules for Admission:

- (a) Students must submit the required application, officially signed by both the student and the parent, in order to be admitted to the college residence hall. When they leave the hostel, they must refund the Rs. 10,000 caution money.
- (b) Students who have a history of misbehavior will not be admitted.
- (c) Since the college residence halls are entirely private, students are not entitled to admittance.
- (d) Any hosteller who is discovered to be breaking the hostel's rules will be kicked out.




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