



## Vision :

To emerge as a **Global Leader in Education, Research & Health Care Services** and to produce **Exceptional, Innovative and Diverse Pharmacy Leaders and Scientists** to the Society locally and globally.

## Mission :

- To prepare tomorrow's Leaders through Innovative-Teaching, Clinical-Practices.
- To produce Best Pharmacists, Pharmaceutical-Scientists & Entrepreneur for the Society.
- To implement Innovative Teaching & Learning Methodologies.
- To develop the Industry Oriented Skills in Students, to meet the Industry Requirement.

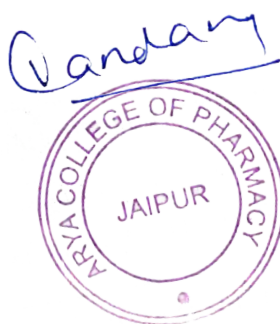
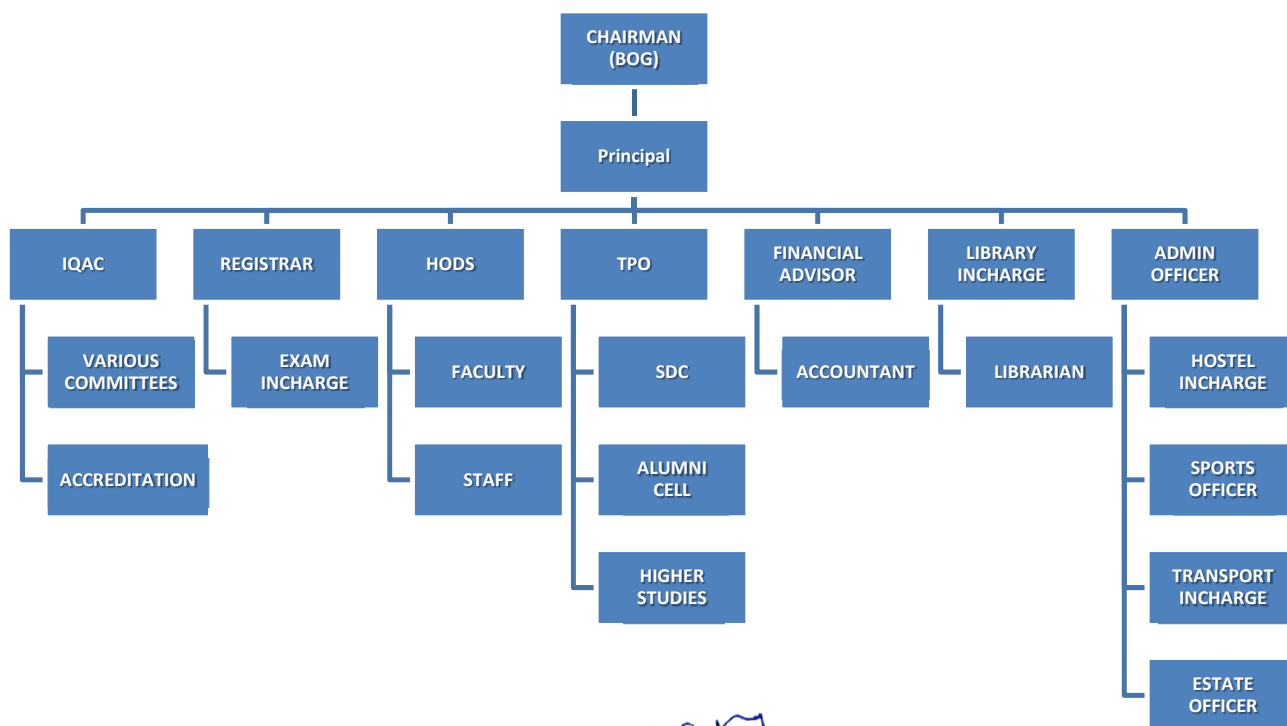
## Quality Policies :

- To impart quality education to budding pharmacy professionals.
- Creating a brilliant academic environment to deliver effective teaching and evaluation methodologies.
- To inculcate innovative attitude in the future pharmacists.
- More emphasis on R&D Activities.
- Maintaining sound relationship between Students and Faculty.
- Constant Development in the Teaching Methodology and Infrastructure.
- Providing conducive academic and working environment for the staff and student for continual improvement.
- Development of learning capabilities and Inculcate human values, for positive Outlook in life and overall personality development.
- To provide an ideal environment and experienced academicians for research and innovation.





## Organizational Chart





## BOARD OF GOVERNORS:

The Board of Governors is the Principal Executive Body of ARYA College of Pharmacy, Jaipur. It is answerable for heading and control of undertakings of the establishment. The members of Governing Body areas follows :

S.No.	Name	Designation
01.	Dr. Arvind Agarwal	Chairman
02.	Dr. Puja Agarwal	Executive Member
03.	Dr. Vandana Sharma	Member Secretary
04.	Ms. Komal Chauhan	Member – Social Activist
05.	Mr. Aditya Kukkar	Member – Industrialist
06.	Mr. Sonu Singh Rajput	Member – Industrialist
07.	Mr. Ravindra Shah	Member – Chartered Accountant
08.	Dr. Mukesh Sharma	Member – Faculty
09.	Mr. Ramesh Pareek	Member – Faculty
10.	Mr. Shankar Lal Soni	Member – Faculty
11.	Mr. Shailendra Tripathi	Member – Faculty
12.	Mrs. Anamika Kulshrestha	Member – Faculty
13.	Ms. Vani Madaan	Member – Faculty
14.	Authorized SRA Representative	Nominee Member – PCI Representative
15.	Registrar – RPC	Nominee Member – State Government
16.	Authorized University Representative	Nominee Member – RUHS, Jaipur
17.	Mr. Jitendra Prajapat	Member – Accounts Officer



## Function and Responsibilities of the BOG :

The functions and responsibilities of BOG of Institute are as follows:

1. To review the smooth running of the administrative setup / activities of the institution, discussion and approval of the new program.
2. To review work of Governing and other bodies.
3. To review examination results of all programs and their improvement.
4. To affirm the upgradation and support of the Infrastructure of the Institute.
5. To review the budget allocation for institute's academic and different purposes and their expenditure.
6. To approve the new posts, study leaves and promote the various faculty development programs.
7. To review the Placement activities and drives in and off campus, Collaborations with Industries and R&D programs.
8. To review the Service Rules, Recruitments & Procedures.
9. Reviewing the promotional policies including performance appraisal of faculty and discussing the suggestions given by faculties for improvement of academic and non-academic fields the college.

## Function and Responsibilities of the various Institutional Member :

- **Principal** : As Head of the Institution, principal shall exercise his authority for institution building. Principal will act as a Competent Authority for all Faculty Members and office staff and be responsible for overall human resource management of their appointment, utilization, retrenchment, termination, disciplinary action etc. Principal will exercise signing powers as Competent Authority.
- **Head of the Departments** : HOD is the program coordinator and implements all the Rules and Regulations of Affiliating University / AICTE / PCI within the Department. HOD's responsibility includes preparing a budget, managing resources, coordinate with Institutes / Industries, for the benefits of faculty and students. HOD is having special financial empowerment to deal with exigencies in the department.

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- **IQAC Coordinator** : IQAC Coordinator regulates Academic Activities of the departments throughout the semester and ensure conduction of Classes, FDP, Workshop, Seminars, Conferences with transparency, accuracy, time bound, efficiency.
- **Registrar** : Deals with the implementation of policies of regulating bodies and an Affiliating University. Registrar's duties also includes preparing examination time table for students and staff; creating seating plans for each examination room; briefing candidates, staff and parents; receiving, checking and securely storing confidential examination materials; administering internal assessment etc.
- **Examination Incharge** : Examination Incharge make sure smooth functioning of pre and post Internal / External Examination Process and also take care of the Examination related Grievances.
- **TPO** : The TPO plays a very important and key role in counseling and guiding the students of the institute for their successful Career Placement, which is a crucial interface between the stages of completion of academic program of students and their entry into avenues of suitable employment.
- **Estate Officer** : Estate Officer looks after about the Institutional infrastructure, various maintenance work and related inventory.
- **Financial Advisor / Accounts Officer** : The Financial Advisor / Account Officer looks after the financial resources of the institute.
- **Administrative Officer** : Supervising day-to-day operations of the administrative department and staff members. Hiring, training, and evaluating employees, taking corrective action when necessary. Developing, reviewing, and improving administrative systems, policies, and procedures.
- **Hostel Warden** : The Warden in a hostel is the principal authority and executive in all matters relating to resident students welfare, their discipline and messing as well as the administration and security of the particular hostel.
- **Sports Officers** : Sports officers are tasked with creating and implementing programmes which encourage sports activity across all areas of society.
- **Library In-charge** : The role of Librarian to plan book acquisition programmes of library and select books for order, especially in the area of technical education.

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