



# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

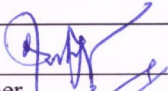
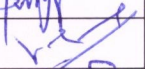
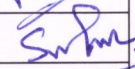
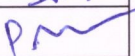
Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No.: +919789456750, +919943069944, +919943066944

## Time Table Committee

### Functions

1. To allot subjects to the faculty based on their specialization and preferences.
2. To ensure better utilization of time and resources.
3. To provide a balanced workload for the faculty in order to have better performance.

### COMMITTEE MEMBERS

SNO	Name of the members	Designation	Responsibility
1.	Dr.N.Senthilkumar	Principal	Chair person 
2.	Dr.K.C Arulprakasam	Professor & HOD Pharmacy practice	Internal member 
3.	Dr.V.Suresh	Professor & HOD pharmacology	Internal member 
4.	Dr.P.Satheeshkumar	Associate professor	Internal member 

### Roles and Responsibilities of Convener

- Ensuring that conflicts in Timetable are avoided.
- Providing the information regarding Timetables and venue to any of the departmental committees.
- Coordinating the Timetables and making it available to the faculty on the prescribed day before each semester.
- Ensuring the Timetable is available on the departmental notice boards before each semester.
- Reviewing and managing the Timetables and addressing any of the conflicts regarding the clashes in the Timetables.
- Providing support and training to the committee members as required.

### Roles and Responsibilities of members

- Preparing the class and lab Timetables at the beginning of every semester.
- Preparing faculty Timetables and workload.
- Assigning subjects to the faculty based on their specialization and preferences that were approved by the Head of the department.
- Maintaining a Timetable committee file.
- Posting the class and lab Timetables on the respective classroom boards.
- Making sure that the faculty individual Timetables are submitted to each faculty before the beginning of the semester.
- Working collaboratively with other members to meet the Timetable requirements.
- Attempting to resolve the conflicts within the faculty regarding the published Timetable.

### Frequency of Meetings:

Twice in a Semester



  
Dr. N. SENTHILKUMAR,  
PRINCIPAL,

JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU.



# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.

Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)

Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2021

Date: 15.03.2021

## CIRCULAR

### Subject: time table committee

Time table committee meeting on 17.03.2021 at 10.30 am on board room


### Agenda for the meeting

- Review the minutes of meeting of previous meeting
- Discussion the all programs slots for shared laboratories on 2020-2021 academic year
- Finalize of department electives, internship, pharmaceutical industrial visit, hospital training and pharmacy week
- Finalize the time table for all the departments

### Cc to:

All the departments HODs



  
Dr. N. SENTHIL KUMAR,  
PRINCIPAL,  
JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU.





# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedi, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2021

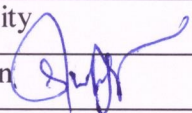
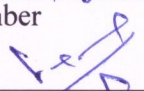
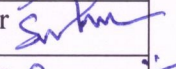

Date:17.03.2021

## Minutes of time table committee on 17.03.2021

**Venue and timing: board room at 10.30 am**

The meeting was chaired by Dr.N.Senthilkumar, Principal

### COMMITTEE MEMBERS


SNO	Name of the members	Designation	Responsibility
1.	Dr.N.Senthilkumar	Principal	Chair person 
2.	Dr.K.C Arulprakasam	Professor& HOD Pharmacy practice	Internal member 
3.	Dr.V.Suresh	Professor& HOD pharmacology	Internal member 
4.	Dr.P.Satheeshkumar	Associate professor	Internal member 

- The principal invite committee members
- All are discussing and decided to action taken for the previous minutes of the meeting
- Committee are verified the submitted slots of laboratories by staff concern of various departments
- Committee approved the slots of sharing laboratory upon discussion
- Departments are submitted time table verified by the committee and suggested necessary correction
- Chair person was suggested one hour for library and two hours project work

### RESOLVE AND EFFORT

- Ensure that hours are allotted as per university curriculum for its respective departments
- Ensures that internship, pharmaceutical industrial training, hospital training in various project works as per the curriculum for its respective departments
- Ensure that pharmacy week celebration and various sponsored seminars



  
Dr. N. SENTHILKUMAR,  
PRINCIPAL,  
JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU



# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAL JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2021

Date:28.09.2021

## CIRCULAR

### Subject: time table committee

Time table committee meeting on 29.09.2021 at 10.30 am on board room

### Agenda for the meeting

- Review the mints of meeting of previous meeting
- Discussion the all programs slots for shared laboratories on 2021-2022 academic year
- Finalize of department electives, internship, pharmaceutical industrial visit, hospital training and pharmacy week
- Finalize the time table for all the departments

### Cc to:

All the departments HODs



**Dr. N. SENTHILKUMAR,**  
**PRINCIPAL,**

**JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION**  
**ANNAL JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,**  
**ETHIRMEDU, KOMARAPALAYAM - 638 183.**  
**NAMAKKAL DISTRICT, TAMILNADU.**





# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedi, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2021

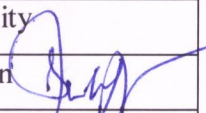
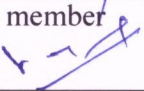


Date:29.09.2021

## Minutes of time table committee on 29.09.2021

- **Venue and timing: board room at 10.30 am**

The meeting was chaired by Dr.N.Senthilkumar, Principal

### COMMITTEE MEMBERS


SNO	Name of the members	Designation	Responsibility
1.	Dr.N.Senthilkumar	Principal	Chair person 
2.	Dr.K.C Arulprakasam	Professor & HOD Pharmacy practice	Internal member 
3.	Dr.V.Suresh	Professor & HOD pharmacology	Internal member 
4.	Dr.P.Satheeshkumar	Associate professor	Internal member 

- The principal invite committee members
- All are discussing and decided to action taken for the previous minutes of the meeting
- Committee are verified the submitted slots of laboratories by staff concern of various departments
- Committee approved the slots of sharing laboratory upon discussion
- Departments are submitted time table verified by the committee and suggested necessary correction
- Chair person was suggested one hour for library and two hours project work

### RESOLVE AND EFFORT

- Ensure that hours are allotted as per university curriculum for its respective departments
- Ensures that internship, hospital training in various project works as per the curriculum for its respective departments
- Ensure that pharmacy week celebration and various sponsored seminars
- Ensure that pharmaceutical industrial training is compulsory in respective departments,



  
Dr. N. SENTHILKUMAR,  
PRINCIPAL,  
J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION,  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU.



# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.

Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)

Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2022

Date:30.03.2022

## CIRCULAR

### Subject: time table committee

Time table committee meeting on 31.03.2022 at 10.30 am on board room

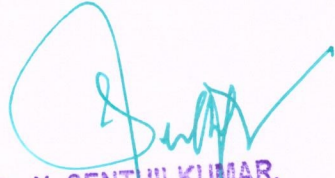
### Agenda for the meeting

- Review the mints of meeting of previous meeting
- Discussion the all programs slots for shared laboratories on 2021-2022 academic year
- Finalize of department electives, internship, pharmaceutical industrial visit, hospital training and pharmacy week
- Finalize the time table for all the departments

### Cc to:

All the departments HODs



  
Dr. N. SENTHILKUMAR,  
PRINCIPAL,  
JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183.  
NAMAKKAL DISTRICT, TAMILNADU.





# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedi, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2022

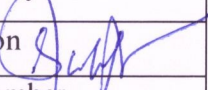

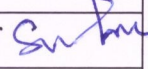

Date:31.03.2022

## Minutes of time table committee on 31.03.2022

- **Venue and timing: board room at 10.30 am**

The meeting was chaired by Dr.N.Senthilkumar, Principal

### COMMITTEE MEMBERS


SNO	Name of the members	Designation	Responsibility
1.	Dr.N.Senthilkumar	Principal	Chair person 
2.	Dr.K.C Arulprakasam	Professor& HOD Pharmacy practice	Internal member 
3.	Dr.V.Suresh	Professor& HOD pharmacology	Internal member 
4.	Dr.P.Satheeshkumar	Associate professor	Internal member 

- The principal invite committee members
- All are discussing and decided to action taken for the previous minutes of the meeting
- Committee are verified the submitted slots of laboratories by staff concern of various departments
- Committee approved the slots of sharing laboratory upon discussion
- Departments are submitted time table verified by the committee and suggested necessary correction
- Chair person was suggested one hour for library and two hours project work

### RESOLVE AND EFFORT

- Ensure that hours are allotted as per university curriculum for its respective departments
- Ensures that internship, hospital training in various project works as per the curriculum for its respective departments
- Ensure that pharmacy week celebration and various sponsored seminars
- Ensure that pharmaceutical industrial training is compulsory in respective departments,



  
**Dr. N. SENTHILKUMAR,**  
PRINCIPAL,

JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDI, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU.



# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.

Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)

Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2022

Date: 28.08.2022

## CIRCULAR

### Subject: time table committee

Time table committee meeting on 29.08.2022 at 10.30 am on board room


### Agenda for the meeting

- Review the minutes of meeting of previous meeting
- Discussion the all programs slots for shared laboratories on 2022-2023 academic year
- Finalize of department electives, internship, pharmaceutical industrial visit, hospital training and pharmacy week
- Finalize the time table for all the departments

### Cc to:

All the departments HODs



  
Dr. N. SENTHILKUMAR,  
PRINCIPAL,  
J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU.





# J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No.: +919789456750, +919943069944, +919943066944

Ref.no BPY/AT/2022

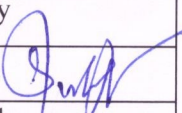
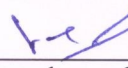


Date:29.08.2022

## Minutes of time table committee on 29.08.2022

- **Venue and timing: board room at 10.30 am**

The meeting was chaired by Dr.N.Senthilkumar, Principal

### COMMITTEE MEMBERS

SNO	Name of the members	Designation	Responsibility
1.	Dr.N.Senthilkumar	Principal	Chair person 
2.	Dr.K.C Arulprakasam	Professor& HOD Pharmacy practice	Internal member 
3.	Dr.V.Suresh	Professor& HOD pharmacology	Internal member 
4.	Dr.P.Satheeshkumar	Associate professor	Internal member 

- The principal invite committee members
- All are discussing and decided to action taken for the previous minutes of the meeting
- Committee are verified the submitted slots of laboratories by staff concern of various departments
- Committee approved the slots of sharing laboratory upon discussion
- Departments are submitted time table verified by the committee and suggested necessary correction
- Chair person was suggested one hour for library and two hours project work

### RESOLVE AND EFFORT

- Ensure that hours are allotted as per university curriculum for its respective departments
- Ensures that internship, hospital training in various project works as per the curriculum for its respective departments
- Ensure that pharmacy week celebration and various sponsored seminars
- Ensure that pharmaceutical industrial training is compulsory in respective departments,



  
Dr. N. SENTHILKUMAR,  
PRINCIPAL,

J.K.K. MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183.  
NAMAKKAL DISTRICT, TAMILNADU.