



PRINCETON COLLEGE OF PHARMACY

(Affiliated to JNTUH, Approved by PCI, New Delhi & Accredited by NAAC)
Chowdariguda (V), Korremula, Ghatkesar (M), Medchal- Malkajgiri (Dist.) - 500 088
E mail: princeton.pharmacy@gmail.com, Website: pcop.ac.in

Proc.29/PCOP/2025

Date: 03/11/2025

COMPOSITION OF WEBSITE COMMITTEE

Accordingly, the following committee is hereby constituted with the personnel listed below at Princeton College of Pharmacy, Chowdariguda (V), Ghatkesar (M), Medchal–Malkajgiri (D).

S.No	Name of the Member	Actual Designation	Designation in the Committee
1	Dr.K.Satyanarayana	Principal	Chairperson
2	Mrs.V.Lavanya	Associate Professor	Co-ordinator
3	Dr.L.Harikiran	Professor	Member
4	Ms.Shaik Zareena	Associate Professor	Member
5	Poorna	Student (24GA1R0066)	Member

Note: The committee hereby constituted shall continue to function until further reconstitution.



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Princeton College of Pharmacy
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Medchal (D), Telangana-500088

WEBSITE COMMITTEE

Functions & Responsibilities:

1. To design, develop, and regularly update the official college website.
2. To ensure accurate, authentic, and timely dissemination of institutional information.
3. To maintain transparency by publishing statutory disclosures as per regulatory bodies (PCI, JNTUH, AICTE, UGC, NAAC, etc.).
4. To support academic, administrative, and student-related activities through the website.
5. To project the institution's vision, mission, achievements, and quality initiatives to stakeholders.

❖ **Content Management**

- Upload and update academic calendars, timetables, syllabi, and examination notifications.
- Publish circulars, notices, events, workshops, seminars, and achievements.
- Maintain updated information of departments, faculty profiles, committees, and infrastructure.

❖ **Statutory & Accreditation Compliance**

- Upload mandatory disclosures required by PCI/AICTE/UGC/NAAC/NIRF.
- Ensure availability of policies, reports, and IQAC documents.

❖ **Quality & Accuracy**

- Verify content accuracy before uploading.
- Ensure content is professional, grammatically correct, and approved by competent authority.

❖ **Design & User Experience**

- Ensure the website is user-friendly, responsive, and accessible on all devices.
- Maintain a consistent, professional layout aligned with institutional branding.

❖ **Security & Maintenance**

- Coordinate with technical teams for website security, backups, and uptime.
- Ensure protection of sensitive institutional data.

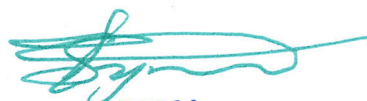
❖ **Coordination & Approval**

- Collect content from departments, committees, and cells.
- Upload content only after approval from the Principal/Management/IQAC (as applicable).

❖ **Periodic Review**

- Conduct periodic audits of website content.
- Remove outdated information and update new academic year data




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