

Vidarbha Youth Welfare Society's
INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH
Borgaon (Meghe), Wardha (M.S.)
Internal Quality Assurance Cell

Ref. No. EST/536/IQAC/2019-20/05

Date:- 09/11/2019

MINUTES OF IQAC MEETING

Meeting of the Internal Quality Assurance Cell was held on dated 8th November 2019 at 4.00 p.m. in the seminar hall of the Institute. Dr. R.O. Ganjiwale, I/c Principal was chaired the meeting.

The following members were present in the meeting

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| 1. Dr. R.O. Ganjiwale | : Chairperson |
| 2. Shri Yuvrajsingh Choudhari
Secretary, VYWS, Amravati | : Member |
| 3. Dr. S. A. Khan, Professor | : Member |
| 4. Dr. M. P. Puranik, Associate Professor | : Member |
| 5. Dr. B. R. Gandhare, Associate Professor | : Member |
| 6. Dr. D. J. Singhavi, Assistant Professor | : Member |
| 7. Mr. G. D. Dahikar, Assistant Professor | : Member |
| 8. Mr. S. P. Dewani, Assistant Professor | : Member |
| 9. Mr. A. W. Bhaik, Computer Programmer | : Member |
| 10. Mr. Farhan Pathan | : Member (Industry) |
| 11. Adv. Ashok Pawade | : Member (Society) |
| 12. Ms. S. P. Gautam | : Member |
| 13. Dr. L. G. Rathi, Associate Professor | : Member Secretary |
| 14. Ms. Aditi Rathi | : Member |

Dr. L. G. Rathi, member secretary, IQAC welcomed the chairman and all the members of IQAC and with the permission of Chair, the committee members discussed the following agenda.

1. To confirm the minutes of the last meeting
2. To confirm the action taken report
3. To discuss the plan of action and proposed activities of the Institution for session 2019-2020
4. To discuss the student-teacher and teaching-nonteaching staff ratio

5. To discuss the NIRF parameters for India Ranking 2020
6. To discuss the policy for generation of internal resources
7. Any other subject with the permission of chair

1. Confirmation of the minutes of the last meeting held on 13.07.2019

The minutes of the IQAC meeting held on 13.07.2019 were confirmed and approved by the committee.

2. Confirmation of action taken report

A detail action taken report was presented on the issues discussed in the last meeting. The committee member expressed the satisfaction over the action taken on all issues.

3. Discussion on the plan of action and proposed activities of the Institution for session 2019-2020

The detailed discussion on the various quality related parameters decided in the meeting dated on 04.05.2019 was carried out in the meeting. Proposal was kept before the committee by Member secretary to purchase the required instruments/equipments as per the minimum requirement issued by PCI on its portal and was unanimously accepted in the meeting. A budget of 475000/- for B. Pharm and 156000/- for M. Pharm was approved for the purchase of books, Journals, News-papers and for binding. It was decided to take student's feedback for faculty, library, and hostel and parent's feedback in the month of February/March. Industrial visit was proposed in the month of December/January during educational tour. Blood donation camp was proposed in the first week of January. It was instructed to the induction committee to organise induction programme for the newly admitted students to make them aware regarding the course, facilities available in the Institute and their overall orientation. Proposal was made by the member for training to the students on sophisticated instruments and was decided to organise it in March.

4. Discussion on the student-teacher and teaching-nonteaching staff ratio

Because of the migration of some of the teacher to other Institute, vacancies of the teaching staff were created and student teacher ratio was disturbed. Hence the recommendations were made by the committee to the Chairman in the meeting to appoint the full time regular teachers to fulfil the vacancy. The matter is forwarded towards Governing body for necessary action.

5. Discussion on the NIRF parameters for India Ranking 2020

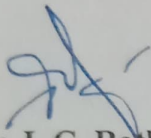
As the Institute is going for National Institutional Ranking Framework 2020, the exhaustive discussion on the various parameters included in the NIRF was carried out. Accordingly it was instructed to the concerned incharge to improve the activities in the Institute related with the parameter e.g. training and placement, patents, publications etc.

6. To discuss the policy for generation of internal resources

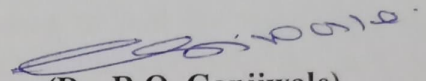
The Institute has generated the resources in the form of consultancies since last decade. It also provide exposure to the post graduate students for developing their hands on the instruments, animals experiments etc. which help to improve their laboratory skills. Chairman asked all the HODs to further improve the consultancies of their department.

7. Any other subject with the permission of chair

As there was no point to discuss further, finally, the meeting was concluded with the vote of thanks.



(Dr. L.G. Rathi)
Member Secretary
IQAC



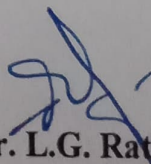
(Dr. R.O. Ganjiwale)
I/c Principal

PRINCIPAL
Institute of Pharmaceutical Education & Research
Bogdan (Depto), Wardha

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Action taken report of the decision taken in the IQAC meeting held on 08.11.2019

Sr. No.	Agenda	Details of action taken
1	Confirmation of the minutes of the last meeting held on 13.07.2019	Minutes of the last meeting held on 13.07.2019 was confirmed
2	Confirmation of action taken report	Action taken on the previous meeting was confirmed
3	Discussion on the plan of action and proposed activities of the Institution for session 2019-2020	Asked the store to call the quotations for the required instruments and will be sent to the Governing body for approval. Asked the librarian to initiate the process of purchase of books and subscription of journals. Other committee members were asked to plan their activities as discussed in the meeting.
4	Discussion on the student-teacher and teaching-nonteaching staff ratio	The matter was forwarded to Governing body for further processing.
5	Discussion on the NIRF parameters for India Ranking 2020	The information was collected according to the NIRF parameters for submission and asked the concerned for further improvement.
6	To discuss the policy for generation of internal resources	The Pharmacology department of the Institute brought some of the consultancy services and the projects are still going on.
7	Any other subject with the permission of chair	There was no matter for discussion and hence concluded the meeting


(Dr. L.G. Rathi)
Member Secretary
IQAC