

**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/2021-22/27

Date:-17/05/2022

MINUTES OF FOURTH IQAC MEETING OF SESSION 2021-22

Third Meeting of the Internal Quality Assurance Cell was held on 28th April 2022 at 2.00 p.m. in the seminar hall of the Institute. Dr. R.O. Ganjiwale, Principal chaired the meeting.

The following members were present in the meeting

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

Dr. D.J. Singhavi, 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 last meeting.
2. To confirm the action taken report.
3. Review of feedback taken from various stakeholders
4. Finalization of perspective plan and allotment of activities for the academic year 2022-23
5. Discussion about planning of new initiatives and best practices for academic year 2022-23.

6. Review of meeting and activities allotted to different committees and activity incharges as per perspective plan
7. Any other subject with the permission of chair.

1. Confirmation of the minutes of last meeting held on 24.01.2022

The minutes of the Third IQAC meeting of the academic year 2021-22 held on 24.01.2022 were confirmed and approved by the committee.

2. Confirmation of action taken report

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

3. Review of feedback taken from various stakeholders

Analysis of suggestion received from student, alumni and employer through feedback was discussed. As per their suggestion, chairman informed to place the suggestion in Board of Management or College Development Committee.

4. Finalization of perspective plan and allotment of activities for the academic year 2022-23

All members discussed about perspective plan for academic year 2022-23. Chairman informed to member secretary for compilation of it and distribution to staff members. Perspective plan was prepared covering following points.

1. Teaching learning plans
2. Internal Resources Generation
3. Organization of quality related programs in the institute.
4. Promotion of extension and outreach activities of the institute
4. Plan for Project/Seminar/workshop/FDP
5. Redesigning of the website of the institute
6. Upgradation of infrastructure and learning resources
7. To encourage faculties to publish research their research work in peer reviewed journals
8. To encourage faculties to submit research proposals.
9. To promote faculties for attending seminars, conferences, workshop and FDP

10. Encourage and support to students for preincubation activities like creation of idea.
11. To have research collaboration and MOU with other organizations/autonomous institutions.
12. Financial management
13. Conduction of activities of alumni association
14. Upgradation of library
15. Green audit and power audit of the institute
16. Meeting with stakeholders
17. Financial aid to students
18. Health services
19. Training to teachers and students
20. Industrial and hospital visit
21. Community services
22. Feedback of various stakeholders
23. Appreciation of student's achievement by awards.

5. Discussion about planning of new initiatives and best practices for academic year 2022-23.

IQAC has decided to use digital board for teaching and learning process as new initiative.

IQAC has decided two best practices for session 2022-23 which are as follows

- i) Initiative for environment awareness and sustainability at IPER.
- ii) Alumni contribution for student's development.

6. Review of meeting and activities allotted to different committees and activity incharges as per perspective plan.

Plan of Action	Achievements/Outcomes
Teaching and Learning Plans	Due to varying guidelines of Covid pandemic, learning and examination were taken in online and offline mode with licenced Moodle based Cisco Webex learning management software (LMS). Programme committee prepared and executed the policy starting from session to completion of session. The syllabi of both odd and even semesters and other academic activities were executed according to academic calendar prepared by the program committee for this session. Institutional animal ethical committee

	approved the use of animal for research purpose. Teaching online is challenge, so to know whether the teachers teaching is effective or not, programme committee suggested having continuous internal evaluation.
Research plan and its implementation	Dissertation work and internal seminars of most of the M. Pharm students was completed in due course of time. B. Pharm Final year students also submitted their projects successfully and their viva voce will be completed in June/July 2022. Six monthly seminars for the research scholar were completed in the presence of university panel. The institute has 14 functional MOUs with industries/research organization. One research promotion scheme proposal of Rs 1873772/- was sanctioned by AICTE.
Upgradation of library.	A budget of 475000/- for B.Pharm and 230000/- for M.Pharm was approved for the purchase of books, Journals, Newspapers and for binding. The books of Rs. 112485/ were purchased in this academic year. The subscription of journals and Delnet subscriptions were also extended from this budget for upgradation of library. The internet band width speed was upgraded upto 100 Mbps. Ten Dell desktops and monitors were purchased of Rs. 4,45000/-
Meeting with various stake holders	The parents meet and alumni meet were organized on 13th March and 16 th March respectively. Twenty two parents and 35 alumni attended the meeting. The feedback provided by the parents and alumni were analysed.
Plan for Seminar/webinars/workshop/FDP	Twenty Two workshops/seminars/webinars were organized on the theme, soft skill development, guidance for competitive examination, HPTLC technique, start up ideas, fire safety, gender sensitisation, IPR, Innovation, Scientific writing, Digital library, Human values, professional ethics, computational chemistry in drug design, pharmacovigilance, research journal selection for publication, Wealth awareness and food planet health. Institute had organized "Administrative Training Programme for Non-Teaching Staff" from 24th August to 28th August 2021 in time period of 11.00 am to 4.00 pm at each day. The programme was attended by 21 participant's i.e. non-teaching staff of the institute.


Faculty publications	<p>Eleven, articles in national and international journals, 3 book chapters, 5 books were published in this session. One patent was granted by the Indian patent agency dated 10/03/2022.</p>
Extension and outreach activities	<p>NSS unit of the institute had celebrated "Swachhata Pakhwada" as a part of "Swachhta Abhiyan" from 1st to 15th August 2021 to support this great initiative of GoI and to create awareness about the need of cleanliness. NSS unit of the institute had organized tree plantation program under " Mazi Vasundhara Abhiyan" on 2nd Septemberto support this great initiative of GoI and to create an awareness about the need of cleanliness. It had also organized "Swachata Abhiyan" in nearby village Borgaon(Meghe), Wardha dated on 14th March 2022 at 10.30 am in association with Gram Panchayat Borgaon(Meghe), Wardha. Large numbers of extension and outreach activities were also organized by the institute including Blood donation camp, international women's day celebration, yoga day, tree plantation, Eco-friendly Ganesh visarjan, Voter Registration Camp, constitution day, world pharmacist day and National pharmacy week. Students and staff members have participated in large numbers in these activities.</p>
Feedback of various stakeholders	<p>Students, alumni, parents, teachers and employers have submitted their feedback through online/offline mode. All the feedbacks were analysed and suggestions were forwarded to principal to place before board of management and college development committee.</p>
Redesigning of the institute website.	<p>The institute had redesigned website. Most of the data of website is updated.</p>
Green audit and power audit of the institute	<p>Integrated green audit and power audit of session 2021-2022 was conducted by institution in consultation with Energy and Green audit team, sustainability solution, Nagpur. The chemical soak pit. Water conservation pit along with water filtration unit and manure compost pit was constructed in the campus. All the existing tube lights in corridors are replaced with LED bulbs and sensor were installed for LED tube lights.</p>

	Rain water harvesting is carried out in the campus by preparing soak pit.
Policy for disposal of chemicals, hazardous waste and e-waste	Used chemicals, hazardous waste and expired chemicals are neutralised before their disposal in the chemical soak pit. The standard operating procedures (SOP) were circulated for disposal of these chemicals to respective department for display and implementation. E. waste of the institute is collected by Purab cells, Wardha at free of cost and are disposed off in an environmental friendly manner.
Admission, counselling and induction training to new students.	Career counselling of new students was done by the admission committee for improvement in M.Pharm admission. All the sanction seats of UG and 44 seats of PG were filled for academic year 2021-22. Counselling was done by class teacher for newly admitted students to make them aware regarding the facilities available in the Institute. Career counselling and counselling regarding scholarship were also done for the students. An induction cell of the institute organized the one week induction programme for newly admitted students to inculcate the universal human values in the students.
Internal Resources Generation	The institute has generated the internal resources in the form of consultancies since many years. It also provide exposure to the post graduate students for developing their hands on the instruments, animal experiment etc. which help to improve their laboratory skills. An amount of Rs 36900/- was received from Siddhayu Healthcare Pvt Ltd and Research scholars from other institute towards consultancy charges.
Financial aid to students	Five students received the GPAT scholarship of Rs 12400/- per month directly to their account (DBT transfer) from AICTE. All eligible students were registered for minority and GOI scholarship. Government has disbursed partial amount of scholarship to the institute till date. Apart from this Institute has given the exemption in the development fees to Ku. Dhanshree S. Dhawale M. Pharm Second Pharmacology.
Health Services	Institute has organized medical examination camp on 11 th May 2022. Team of Medical Officers from Mahatma Gandhi Ayurved College, Hospital & Research Center, Salod (Hirapur), Wardhawas examined 92 girls and 47 boys

Training and Placement activities	<p>Training, Placement and Industry – Institute Partnership cell of institute has organized Pool Campus Drive of Genetek Lifesciences Pvt. Ltd, Wardha on 18/10/2021. The interview was conducted for the post of trainee officer (Production / Quality Assurance / Store) for B. Pharm and M. Pharm students. Around 44 students from more than 10 colleges have participated in campus drive. Initially online test of 100 marks was conducted.</p>
Industrial and Hospital visit	<p>Institute had planned industrial and hospital visit in month of December but due to Covid restrictions, it was not possible in session 2021-22.</p>
Commemorative Activities	<p>Institute had organized various activities to commemorate various days and event which include Environment Day, Librarian Day, Republic Day, Teacher Day, World Pharmacist day, Gandhi Jayanti, Dr. Abdul Kalam Birthday, National Pharmacy week, Constitution Day, National Youth day, Death Anniversary of Mahatma Gandhi, Shivaji Jayanti, International Womens Day, Savitri Phule Jayanti, Science Day and Ambedkar Jayanti.</p>

7. Any other subject with the permission of chair.

Chairman informed to staff members to complete task of NAAC criteria as soon as possible. As there was no any business to be transacted, meeting was concluded with thanks to the chair


(Dr. R.O. Ganjiwale)
I/c Principal and Chairman IQAC
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgaon (Meghe), Warana.

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Action taken report of the decision taken in the IQAC meeting held on 28.04.2022

Sr. No.	Agenda	Details of action taken
1	Confirmation of the minutes of last meeting held on 24.01.2022	Minutes of the last meeting held on 24.01.2022 was confirmed
2	Confirmation of action taken report	Action taken on the previous meeting was confirmed
3	Review of feedback taken from various stakeholders.	Chairman sir along with different committee members have planned to conduct activities as per suggestion from student, alumni and employer feedback.
4	Finalization of perspective plan and allotment of activities for the academic year 2022-23.	Perspective plan and allotment of activities for the academic year 2022-23 were finalized
5	Discussion about planning of new initiatives and best practices for academic year 2022-23.	Digital board for teaching and learning was purchased. Two best practices for session 2022-23 were decided.
6	Review of meeting and activities allotted to different committees and activity incharges as per perspective plan.	Review of different meeting and activities allotted as per perspective plan 2021-22 was taken.
7	Any other subject with the permission of chair.	Various NAAC criteria were compiled.


(Dr.D. J. Singhavi)
Member Secretary
IQAC