

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/2021-22/05

Date: -29/06/2021

MINUTES OF FIRST IQAC MEETING OF SESSION 2021-22

First Meeting of the Internal Quality Assurance Cell was conducted on 28th June 2021 at 2.00 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. 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 | : 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. To discuss the progress of website upgradation
4. To discuss about working modalities of different committees constituted for session 2021-22.
5. To discuss the perspective plan of various activities for session 2021-2022

6. To discuss about various work allotted to different committees and activity incharges
7. Any other subject with the permission of chair

1. Confirmation of the minutes of last meeting held on 24.05.2021

The minutes of the IQAC meeting held on 24.05.2021 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. To discuss the progress of website upgradation

Member secretary presented new structure of institute website. Chairman informed website incharges for upgradation of it at the earliest and introduce modifications so as to enable to upgrade or upload required information. Chairman informed website incharges to update institute website on regular basis

4. To discuss about working modalities of different committees constituted for session 2021-22.

IQAC members discussed the different committees constituted for session 2021-22. Chairman informed to members about the function, roles and responsibilities of different committees.

5. To discuss the perspective plan of various activities for session 2021-2022

Member secretary presented perspective plan of various activities for session 2021-2022. IQAC discussed point by point plan of action for the same academic session. Chairman informed to research advisory committee to implement the plan for increasing the research activities like publications, project grant etc.

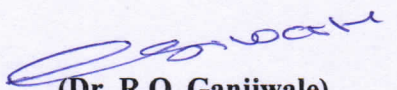
6. To discuss about various work allotted to different committees and activity incharges

Detail schedule of the meetings and activities of the different committees was proposed by member secretary. Chairman informed to all committee incharges that they should be stick to the schedule given by IQAC and review of the same will be taken by IQAC in subsequent meeting. He also informed to maintain list of documents of each meeting and activity and submit report to IQAC on regular basis.

7. Any other subject with the permission of chair

Chairman sir said that the action and outcome of the perspective plan should be monitored at regular interval. He informed that feedback of parents and students is important for perspective plan.


The 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), Wardha

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Action taken report of the decision taken in the IQAC meeting held on 28.06.2021

Sr. No.	Agenda	Details of action taken
1	Confirmation of the minutes of the last meeting held on 24.05.2021	Minutes of the last meeting held on 24.05.2021 was confirmed
2	Confirmation of action taken report	Action taken on the previous meeting was confirmed
3	To discuss the progress of website upgradation	Upgradation of website was done and informations were uploaded under different titles.
4	To discuss about working modalities of different committees constituted for session 2021-22.	All the members of different committees have prepared their objectives, roles and responsibilities of their committees.
5	To discuss the perspective plan of various activities for session 2021-2022	All the members of different committees have planned their activities to meet the perspective plan.
6	To discuss about various work allotted to different committees and activity incharges	All the members of different committees have started to conduct the different activities as suggested by IQAC
7	Any other subject with the permission of chair	The execution of the yearly plan on various points was reviewed. Analysis of parents and students feedback was done.


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