

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

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Ref. No. EST/536/IQAC/2023-24/18

Date:-30/01 /2024

**MINUTES OF THIRD IQAC MEETING OF SESSION 2023-24**

Third Meeting of the Internal Quality Assurance Cell was held on 25<sup>th</sup> January 2024 at 2.00 p.m. in the conference 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. Mr. Pradeep Date : Member (Local Society)
4. Mr. Farhan Pathan : Member (Industry)
5. Dr. S. A. Khan, Professor : Member
6. Dr. M. P. Puranik, Professor : Member
7. Dr. V.M. Ghodki, Professor, : Member  
Bajaj College of Science, Wardha
8. Mr. G. D. Dahikar, Assistant Professor : Member
9. Mr. S. P. Dewani, Assistant Professor : Member
10. Mr. N. K. Tapare, Computer Programmer : Member
11. President Alumni Association : Member
12. President Student Council : Student Representative
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 review the tasks assigned to the various committees and activity coordinators in accordance with the perspective plan.
4. To discuss about budgetary provisions for different activities
5. To take review of academic activities



6. To review about training placement activities
7. Any other subject with the permission of chair.

**1. To confirm the minutes of last meeting held on 08.11.2023**

The minutes of the IQAC meeting held on 08.11.2023 were unanimously confirmed and approved by the committee.

**2. To confirm the 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 review the tasks assigned to the various committees and activity coordinators in accordance with the perspective plan.**

Discussion was held while reviewing the task assigned to the various committees and committee incharges. IQAC committee members reviewed the status of each activity as per the schedule given by IQAC.

**4. To discuss about budgetary provisions for different activities.**

Committee members discussed the budgetary allocations for various activities. Chairman informed committee members to look at the allocation of budgetary provisions for different activities into appropriate headings in the budget.

**5. To take review of academic activities**

The chairman instructed faculty members to motivate the slow learners to improve their academic performance. He also checked the status of CO-PO mapping.

**6. To review about training placement activities**

The chairman instructed the training placement committee to send letters for campus placement interviews to several companies and keep continuous follow up with companies.

**7. Any other subject with the permission of chair.**

The committee members recommended that the auditorium's door and sound equipment be repaired.

The meeting was concluded with thanks to the chair



(Dr. R.O. Ganjiwale)

Principal and Chairman IQAC

PRINCIPAL

Institute of Pharmaceutical Education & Research  
Bargaon (Meghe), Wardha.


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**Action taken report of the decision taken in the IQAC meeting held on 25.01.2024**

Sr. No.	Agenda	Details of action taken
1	To confirm the minutes of last meeting.	Minutes of the last meeting held on 08.11.2023 was confirmed
2	To confirm the action taken report.	Action taken of the previous meeting was confirmed
3	To review the tasks assigned to the various committees and activity coordinators in accordance with the perspective plan.	All scheduled activities were reviewed. The activities of every committee member have been completed.
4	To discuss about budgetary provisions for different activities.	The college budget report contains IQAC's suggested budgetary requirements.
5	To take review of academic activities	The performance of most of the weak learners in the sessional exam has been verified by principal sir and found to be improved. CO-PO Mapping was done and verified by principal sir
6	To review about training placement activities.	The process of contacting companies for training placement has started.
7	Any other subject with the permission of chair.	Auditorium door and sound system repairs have been completed.



  
**(Dr. D. J. Singhavi)**  
Member Secretary  
IQAC  
IQAC Incharge  
IPER, Wardha