

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/2025-26/11

Date: -13/11/2025

MINUTES OF SECOND IQAC MEETING OF SESSION 2025-26

Second Meeting of the Internal Quality Assurance Cell was held on 11th November 2025 at 2.30 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. Dr. Mrs Rajasbala P. Dhande : 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. Ashish B. Sasankar Professor : Member
Indraprastha New Arts, Commerce and Science
College, Wardha
8. Dr. L. G. Rathi, Professor : Member
9. Mr. S. P. Dewani, Assistant Professor : Member
10. Dr. N. A. Karande Associate Professor : Member
11. Dr. B. R. Gandhare Professor : Member
12. Mr. N. K. Tapare, Computer Programmer : Member
13. President Alumni Association : Member
14. Dr. D. J. Singhavi : Member Secretary

Dr. D. J. Singhavi, Member Secretary, IQAC, welcomed the Hon'ble Chairman and all members. With the permission of the Chair, the following agenda items were discussed.

1. To confirm the minutes of last meeting.
2. To confirm the action taken report.
3. To review activities allotted to different committees and activity incharges.
4. To take review of teaching learning process.



5. To discuss about university examination.
6. To take review research related activities.
7. To discuss on value added courses.
8. To discuss purchase of books, journals and chemicals
9. To discuss about library utilization.
10. To discuss about submission of AQAR 2024-25
11. Any other subject with the permission of chair.

Agenda-wise Proceedings

1. To confirm the minutes of last meeting

The minutes of the previous IQAC meeting were unanimously confirmed and approved by the committee.

2. To confirm the action taken report

The action taken report on the decisions of the previous meeting was presented. Members expressed satisfaction with the progress made.

3. To review activities allotted to different committees and activity incharges

The IQAC reviewed the activities assigned to various committees. The status of activities was discussed as per the academic calendar and necessary suggestions were given.

4. To take review of teaching learning process

Members discussed CO-PO attainment and academic performance of students. Suggestions were given to strengthen remedial teaching, mentoring, and use of ICT tools to enhance learning outcomes.

5. To discuss about university examination

The committee reviewed the preparation for upcoming university examinations. Faculty members were advised to guide students regarding examination pattern, syllabus coverage, and answer-writing practices.

6. To take review research related activities

The committee reviewed ongoing research activities. Faculty members were encouraged to publish research papers in Scopus-indexed journals and submit research proposals to funding agencies.

7. To discuss on value added courses

The Chairman instructed pharmaceutical quality assurance department to plan and conduct value-added courses aligned with industry requirements and student skill development.



8. To discuss purchase of books, journals and chemicals

Members suggested procurement of required books, journals, and laboratory chemicals as per departmental requirements.

9. To discuss about library utilization

The Chairman emphasized motivating students to utilize library resources effectively and to make use of reference books and e-resources during free periods.

10. To discuss about submission of AQAR 2024–25

The committee discussed the status of AQAR submission for the academic year 2024–25. The IQAC Coordinator informed the members that the AQAR submission link is currently not available on the NAAC portal due to major reforms and restructuring process being undertaken by NAAC.

The Chairman instructed the IQAC to:

- Keep all qualitative and quantitative data related to AQAR updated and documented,
- Regularly monitor notifications and updates from the NAAC website,
- Be prepared for immediate submission once the AQAR submission portal is made live.

The committee unanimously agreed to comply with the above instructions and maintain readiness for AQAR submission.

11. Any other subject with the permission of chair

The Chairman suggested organizing academic and administrative capacity-building programs for staff.

The meeting concluded with a vote of thanks to the Chair.



(Dr. R. O. Ganjiwale)
Principal and Chairman IQAC

PRINCIPAL
Institute of Pharmaceutical Education & Research,
Borgaon (Meghe), Wardha



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Action Taken Report on IQAC Meeting held on 11.11.2025

Sr. No.	Agenda	Details of Action Taken
1	To confirm the minutes of last meeting	Minutes of the previous IQAC meeting were confirmed and approved.
2	To confirm the action taken report	Action taken on the previous meeting was reviewed and confirmed.
3	To review activities allotted to different committees and activity incharges	Activities assigned to various committees were reviewed and monitored as per schedule.
4	To take review of teaching learning process	Faculty members strengthened remedial classes, mentoring, and ICT-based teaching.
5	To discuss about university examination	Faculty guided students regarding examination preparation and syllabus completion.
6	To take review research related activities	Faculty members initiated preparation of research papers and proposals for funding agencies.
7	To discuss on value added courses	Planning and scheduling of value-added courses were initiated by concerned faculty.
8	To discuss purchase of books, journals and chemicals	Purchase requirements were collected and procurement process initiated.
9	To discuss about library utilization	Students were motivated to utilize library resources and reference materials.
10	To discuss about submission of AQAR 2024-25	IQAC reviewed the AQAR submission status. It was noted that AQAR submission link is not available on the NAAC website due to major reforms being undertaken by NAAC. IQAC is continuously monitoring NAAC notifications for further instructions.
11	Any other subject with the permission of chair	Academic and administrative training programs were proposed for staff development.



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

IQAC Incharge
 IPER, Wardha