

Minutes of Meetings

IQAC Coordinator welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda item 1: To confirm the minutes of the last meeting of IQAC held on August 20, 2019 (minutes already circulated on August 22, 2019).

Resolution: IQAC coordinator welcomed and read the minutes of the meeting conducted on 20/08/2019. The minutes were reviewed by the members and approved.

Agenda item 2: To consider and approve the Action Taken Report on the decisions taken in the previous meeting of the IQAC held on August 20, 2019. (Annexure I, to be presented on the Table)

Agenda Item 3: To note the revised NAAC guidelines dated 19.12.2019 for IQAC (soft copy already circulated among members on December 27, 2019).

Agenda Item 4: To finalize new mechanisms and systems to plan, organize and collect IQAC data.

Resolution: The IQAC has prepared new plans and online system i.e. VM Edulife software to collect and organize data for SSR. The pro-forma were discussed and finalized. Action plan has been chalked out to collect, updated information and data regarding the plans, achievements, actions or activities of each and every department of the college.

Agenda Item 5: Participation in project competition and other competitions

Resolution: In order to inculcate research culture among the students the Heads of the department and the faculty of the department should motivate the students to participate in project competitions like Avishkar, Science exhibitions etc. The teachers are also advised to participate in Avishkar Competition and Innovation Programmes. The students should also be

motivated for participation in other competitions such as National Pharma week inter collage poster presentation Elocution and Debate Competition, etc.

Agenda Item 6: Updating of College Website

Resolution: As per need of the time and keeping pace with changes in college activities and also reviewing the website of other colleges, IQAC unanimously recommended to update the college website. The Website Committee is working to revamp/expand the base (band width to hold information) for posting all upcoming events of the college, documenting and uploading of video content to reflect the work of the institution for transparent dissemination of information about college to allow prospective students & their parents /guardians to make informed choices. It also hosts information for students currently pursuing education in the institution. A special/ separate /exclusive page for hosting NAAC/IQAC related information along with minutes of the meeting was opened in the previous academic year.

Agenda Item 7: Professional development of support staff

Resolution: Mr. Bhor N.D. proposed that the office staff is associated with use of Microsoft Office, tally etc. software's. It is necessary to give hands on training for the staff. Hence IQAC recommended organizing workshops for the administrative staff. Further IQAC also recommended conducting workshop for support staff on handling of the computers, electric equipments and chemicals.

Agenda Item 8: To review the results of odd semester and finalize continuous assessment for next semester.

Mr. Vyavhare Prashant (College Exam Officer, CEO) placed before the IQAC results for odd semester 2019-20. The results of second, third and final year of B.Pharm were found to be satisfactory. More efforts for first year are required. Further, Continuous assessment modules for next semester were discussed.

Agenda Item 9: Regarding slow and advanced learners

Resolution: IQAC members directed the head of the departments to conduct screening to identify slow and advanced learners and to take remedial measures for slow learners and give additional activity submitted accordingly to the IQAC.

Agenda Item 10: Technology up gradation

Resolution: Already steps were taken to improve ICT-based teaching and learning and to improve rapport between staff and students. Study materials for advanced learners, Tutorial material for slow learners, Question Banks, e-book etc. were provided on the college website for students use.

Agenda Items 11: Regarding CO PO target and future course action

Resolution: Mrs. Shinde P. R. informed all the members CO PO attainment by using VM Edulife software, has been extremely good for the current academic session which. She also informed all the members about problems of frequent syllabus changes by University and PCI and its impact on the PO attainment.

Agenda Item 12: Placement activities

Resolution: Dr. Talele G. S. proposed the placement activities should be strengthened. The placement cell should arrange more placement sessions with the help of alumni. Seminar sessions and interactive sessions should be arranged for soft skill development and career guidance should be provided through professional agencies.

Agenda Item 13: Extension activities Discussed various extension activities to be planned during current academic year 2019-20.

Sr No.	Activity
1.	National Service Scheme
2.	World's Pharmacist Day
3.	World's Diabetic Day
4.	Blood Donation Camp
5.	Children's Day
6.	World's cancer day & Awareness Programmes

Agenda Item 14: Environmental audit: Reporting progress

Resolution: Coordinator Mr. Khamkar P.A. reported the progress of the conversation with National Service Scheme on using their Eco-Survey tool, which started in July. This survey is to be done by students of NSS cell with teachers as guides. Institution is in talks with NSS team to

sign a memorandum of understanding (MOU) which shall pave way for collaboration with the organization. This may be in the form of orientation, talks, workshops, etc.

Agenda Item 15: Regarding obtaining feedback from all stakeholders.

Resolution: Feedback from students, alumni, parents and employees have been obtained.

Agenda Item 16: Any other matter with permission of the Chair.

The meeting was concluded with vote of thanks by Mrs. Shinde P.R. IQAC coordinator to Honorable President and all the members for their valuable contribution in meeting of IQAC.


Mrs. Shinde P.R.
IQAC Coordinator


Dr. Talele G.S.
IQAC Chairperson & Principal

