



Shreeyash Pratishthan's
**SHREEYASH INSTITUTE OF PHARMACEUTICAL
EDUCATION & RESEARCH**
(D. Pharm & B. Pharm)



Approved by AICTE, PCI New Delhi, Government of Maharashtra, DTE Mumbai (Institute Code : 2572) and
Affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere & MSBTE Mumbai.

IQAC
Agenda, Minutes of Meeting & Action Taken Report
Academic Year 2021-22



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Date: 30/11/2021

Notice: IQAC Meeting

All members of Internal Quality Assurance Cell (IQAC) are hereby informed that the first meeting of the Internal Quality Assurance Cell (IQAC) has been scheduled. You are hereby requested to attend the meeting. The details of the meeting are as follows:

Date: 01/12/2021, Wednesday

Time: 10.30 am

Venue: Conference Room

Agenda of the Meeting

Agenda No: 1 Call to order and welcome.

Agenda No: 2 Introduction of IQAC members.

Agenda No: 3 Objective of IQAC cell.

Agenda No: 4 Strategies of IQAC cell.

Agenda No: 5 Functions of IQAC cell.

Agenda No: 6 To decide about the frequency of IQAC meetings.

Agenda No: 7 Planning an organization of guest lecture/workshop/seminar/ add on certificate course.

Agenda No: 8 Planning and organization of upcoming celebration for important days and festival in college

Agenda No: 9 Planning and organization of parent teacher meet

Agenda No: 10 Any other point to be discussed with the permission of chairperson.

Agenda No: 11 Adjournment


Dr. Milind Kamble

IQAC Co-ordinator


INCHARGE

INTERNAL QUALITY ASSURANCE

CELL (IQAC)

SYIPER




Dr. Ganesh G. Tapadiya

Principal

**Shreeyash Institute Of Pharmaceutical
Education And Research, Aurangabad**



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MINUTES OF THE MEETING

The meeting of all members of internal Quality Assurance Cell (IQAC) was held on 01/12/2021, Wednesday at 10.30 am in the conference hall007 of Shreeyash Institute of Pharmaceutical Education and Research.

Agenda No: 1 Call to order and welcome:

The chairperson called the meeting to order and extended a warm welcome to all attendees.

Agenda No: 2 Introduction of IQAC members:

The institute has constituted Internal Quality Assurance Cell (IQAC) committee as per guidelines of National Assessment and Accreditation Council (NAAC).

Agenda No: 3 Objective of IQAC cell

IQAC members, under the guidance of the chairperson, discussed and prepared the objective for IQAC cell.

The Primary aim of IQAC is:

- To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.
- To create a good quality culture.
- To channelize the efforts and measures of the institution towards academic excellence.

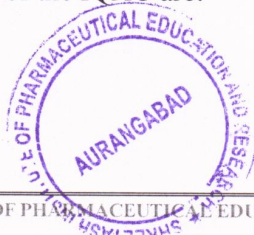
Agenda No: 4 Strategies of IQAC cell.

IQAC shall evolve mechanisms and procedures for

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- Equitable access to and affordability of academic programmes for various sections of society;
- The relevance and quality of academic and research programmes;
- Optimization and integration of modern methods of teaching and learning;
- The credibility of evaluation procedures;
- Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- Sharing of research findings and networking with other institutions in India and abroad.

Agenda No: 5 IQAC members, under the guidance of the chairperson, decided functions for IQAC cell.

Some of the functions expected of the IQAC are:



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- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Organization of workshops, seminars on quality-related themes and promotion of quality circles.
- Development of Quality Culture in the institution.
- Dissemination of information on the various quality parameters of higher education.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Acting as a nodal agency of the institution for quality-related activities.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

Agenda No: 6 To decide about the frequency of IQAC meetings:

IQAC members, under the guidance of the chairperson, decided the frequency of IQAC cell.

It was concluded that IQAC meeting will be scheduled each quarterly (quarter of 4 months), means yearly 3 meetings are to be planned.

Agenda No: 7 Planning an organization of guest lecture/workshop/seminar/ add on certificate course.

For the quality development of student as well as faculty discussion were held regarding arrangement of guest lecture from expertise & industrial recourse person, GPAT experts and soft skill trainer, technology transfer in pharmaceutical industry, Adverse Drug Reaction & Menstrual Hygiene, Women health and sustainable development.

Agenda No: 8 Planning and organization of upcoming celebration for important days and festival in college

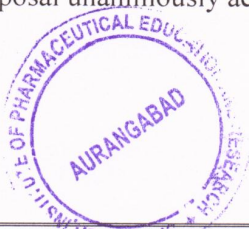
Upcoming celebrations for important days and festivals in college were discussed and planned.

Agenda No: 09 Planning and organization of parent teacher meet

Planning for parents Teacher meet in college were discussed and planned

Agenda No: 10 Inclusion of Mr. Vinayak Mhaismale as IQAC Member & new exam in charge

Mr. Mahendra Khandare relieved on lean, Mr. Vinayak Mhaismale was proposed by chairperson for inclusion in the IQAC. The proposal unanimously accepted by the committee members.



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Agenda No: 11 Any other point to be discussed with the permission of chairperson.
Discussion about New Course M. Pharmacy in 3 branches was applied in Dec. 2021. So,
discussed about the further process of approval if any & approval letter follows up.

Agenda No: 12 Adjournment:

The meeting concluded with the formal closure of the proceedings, expressing gratitude to all attendees for their active participation.

The following members were present for the meeting.

S. No.	Name	Designation	Sign
01	Dr. G. G. Tapadiya	Chairperson	
02	Dr. Prabhakar Mashalkar	Management Representative	
04	Dr. Milind Kamble	IQAC Coordinator	
05	Mr. Mahendra Khandare	Member	
06	Mr. Tushar Joshi	Member	
07	Ms. Arundahti Deokar	Member	
08	Ms. Aaliya Momin	Member	
09	Ms. Minal Choudhari	Member	
10	Mr. Amit Jire	Alumni Representative	
11	Ms. Tidke Pooja	Student Representative	
12	Mr. Shyam Dodiya	Industrial Representative	
13	Mr. Sopan Bhosale	Administrative Officer	
14	Mr. Surjerao Shinde	Nominee from Local Area	

Dr. Milind Kamble

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Date: 01/03/2022

Action Taken Report

(For 1st IQAC Meeting held on 01/12/2021)

Sr.no.	Particulars of agenda	Recommendations	Action Taken
01	Framing of Objective, Strategies & Functions of IQAC cell	Nil	Under the guidance of the chairperson, IQAC Objective, Strategies & Functions of IQAC cell were established.
02	To decide about the frequency of IQAC meetings	As per decision of IQAC chairperson, next IQAC meeting is scheduled on 03/03/2022.	IQAC members, under the guidance of the chairperson, decided the frequency of IQAC meetings i.e. 3 in a year.
03	Planning an organization of guest lecture/workshop/seminar/ add on certificate course.	Institute organized more guest lecture & seminars for the student's academic progression.	Guest lecture/workshop/ Seminar/ was conducted.
04	Planning and organization of upcoming celebration for important days and festival in institute.	Women's day, Hemophilia & Malaria, Day was celebrated on respective date 08/03/2022, 28/04/2022,	Celebration for important days was celebrated in institute
05	Parent Teacher meet	Parents Teacher meet to be conducted on 28 th December 2021 and coordinated by academic & Examination In-charge	Parents Teacher meet held on 28 th December 2021 and record maintained
06	Inclusion of Mr. Vinayak Mhaismale as IQAC member & new exam in charge	Mr. Vinayak Mhaismale was proposed by Chairman for inclusion in the IQAC as IQAC member and new exam in charge, and unanimously accepted by the committee members.	Mr. Vinayak Mhaismale was included as IQAC member & requested to attend meetings henceforth


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