



Ambe Durga Education Society's
Dadasaheb Balpande College of Pharmacy (DBCOP)

Near Swami Samarth Mandir, Besa, Nagpur-37

Minutes of Meeting

Committee Name: Internal Quality Assurance Cell (IQAC)

Date of meeting held: 09 July 2022

Place: Conference Hall, DBCOP

Meeting Reference No: IQAC/2022/02

Proceedings: Meeting started on time at 1.30 pm on 09 July 2022 at Conference hall. Chairperson Chaired the meeting. 10 members were present, and Chairperson addressed the meeting to formally inaugurate the discussion. Chairperson directed secretary to proceed for meeting and record the discussion.

SN	Agenda	Discussion	Timeline	Responsibility
01	Review of last meeting minutes.	Minutes of the last meeting (Ref. no. IQAC/2022/01) were presented before committee members for discussion.	NA	Secretary presented the minutes of the meeting.
02	To monitor execution of strategic plan prepared for college.	College development plan was reviewed by committee members. Execution of college development plan was evaluated in meeting. Principal proposed for construction of additional infrastructure for increased intake. Proposal was granted by committee members.	Academic year 2021-22	Principal
03	To plan activities related to AQAR submission, NAAC second cycle, NIRF preparation and PCI inspection.	AQAR was placed before committee members for discussion. Committee members suggested some modifications in AQAR. Committee members reviewed preparation for NAAC second cycle and NIRF. Committee members were satisfied with the preparation.	-	Secretary
04	To review academic progress reports and execution of academic activities.	Academic incharge Dr P. S. Gangane presented academic progress of institution. Discussion on academic activities was held. Committee members directed academic incharge and Principal to plan for Academic, Co-curricular, Extracurricular events for coming	Academic year 2021-22	Academic incharge Dr P. S. Gangane



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		academic year.		
05	To review overall performance and updates of committees.	Overall performance of the academic and administrative committees was reviewed. Names of newly joined faculty members were added in the committees.	Academic year 2021-22	Principal
06	To plan for conferences, workshops, training, seminar and FDP for this academic year.	It was decided to plan for conference / workshop / seminar / training for the academic year 2021-22. Responsibility was given to Principal to delegate the work.	Academic year 2021-22	Principal
07	To discuss and initiate actions on the feedback and grievances.	Feedback analysis report was discussed. Committee members directed Principal for actions on feedback including- appreciation of performers, counseling of staff members, purchase of books, infrastructure development, guest lectures, etc.	Academic year 2021-22	Principal
08	To review and plan research, consultancy and extension activities.	Research co-ordinator Dr Nilesh Mahajan has presented research and consultancy outcome including- publications, patents, book chapters and consultancies.	Academic year 2021-22	Principal
09	To review and plan NSS, Women Development and social activities.	NSS co-ordinator Mr. Sachin Mendhi has presented extension activities completed till date, and schedule for new extension activities was approved by committee members. Committee members have shown their satisfaction on the progress and appreciated the efforts taken by faculty members.	Academic year 2021-22	NSS Co-ordinator
10	To review and plan usage of new technologies for teaching.	Committee members appreciated the efforts taken by faculty members for maintaining academic activities continue via online mode. In order to promote usage of new technologies for teaching, committee	Academic year 2021-22.	Principal



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		members suggested to encourage faculty members for swayam courses on novel pedagogy.		
11	To plan and review execution of value added certificate courses.	Discussion was held on review of value added certificate courses for this academic year. Elevating Ethical Practices in Pharmacy Profession, Employability Skills Certificate Course and Advanced Analytical Equipment Handling Certificate Course are planned to conduct for this academic year.	Academic year 2021-22.	Principal
12	To plan and review execution of IIC activities including facilitation of start-up and incubation.	IIC convener Dr Ajay Pise presented plans and activities of IIC for academic year 2021-22. Committee members suggested to encourage students and faculty members for start-up and incubation. Committee members directed Principal for developing infrastructure and facilities for start-up and innovations.	Academic year 2021-22.	Principal
13	To review and discuss budget and expenditure allotted for the academic year.	Expenditure pattern as per sanctioned budget was presented by accountant Mr. Roshan Nagpure. Committee members reviewed budget, expenditure in internal and external audit. Committee members permitted extra expenditure for academic support.	Academic year 2021-22.	Principal

Meeting was formally concluded after vote of thanks proposed by secretary.

Recorded by: Dr Ajay Pise

Recorded on: 09 July 2022

Chairperson



Secretary



PRINCIPAL
DADASAHEB BALPANDE COLLEGE
OF PHARMACY, BESA, NAGPUR - 37

