



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: 12 JAN 2023

Place: Conference Hall, DBCOP

Meeting Reference No: IQAC/2023/01

SN	Agenda	Discussion	Responsibility
01	Review of last meeting minutes.	Minutes of the last meeting were discussed.	IQAC co-ordinator
02	To monitor execution of strategic plan prepared for college.	Committee members suggested encouraging start-up and innovations among students to match with strategic goal. Members suggested for need of skill based courses, new courses in entrepreneurial skills with partnering international institutions and companies.	Principal
03	To plan activities related to AQAR submission, NAAC second cycle, NIRF preparation and PCI inspection.	AQAR – Submission is in process. Discussion was held on qualitative and quantitative measures in AQAR. NAAC- Discussion was held on Presentation style, mock schedule and preparation. NIRF- Discussion was held on preparation and submission of NIRF. Discussion was held on the parameters of perception analysis.	
04	To review academic progress reports and execution of academic activities.	Committee members reviewed academic progress of the institution.	IQAC co-ordinator
05	To review overall performance and updates of committees.	Committee members suggested adding external members in ladies grievance cell.	Principal
06	To plan for conferences, workshops, training, seminar and FDP for this academic year.	Committee members suggested planning for FDP on start-up and innovations in collaboration with MCED.	IIC Convener



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07	To discuss and initiate actions on the feedback and grievances.	Discussion was held on feedback formats and feedback and its analysis. Committee members suggested taking feedback using ERP.	Principal
08	To review and plan research, consultancy and extension activities.	It was decided that publication of faculty members shall be increased on target basis.	Principal
09	To review and plan NSS, Women Development and social activities.	NSS and Women Development Cell co-ordinator has presented coverage of activities to the committee members. Committee members suggested satisfaction over the range of activities, they suggested to participate in AICTE's Lilavati Award.	NSS and Women Development Cell co-ordinator
10	To review and plan usage of new technologies for teaching.	Discussion was held on need of new initiatives for academic upgradation to prepare for NEP mapping. It was decided to adopt new pedagogy from coming academic year. Committee members have suggested validation of pedagogical innovations from industry experts, academic experts, BOS chairman / members, student representatives, parents and alumni. After successful validation and approval from above stakeholders, faculty members shall adopt new pedagogy.	IQAC co-ordinator
11	To plan and review execution of value added certificate courses.	<p>Committee members advised to prepare and start need based market demanded short courses including Entrepreneurship Development course, Animal Handling Certificate Course, Universal Human Value certificate course.</p> <p>Committee members suggested to develop syllabus and validating it from different stakeholders. After validating the curriculum, certificate course shall be launched with/without approval from RTMNU.</p> <p>Members suggested to run these courses</p>	Principal



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		in Online and Hybrid mode.	
12	To plan and review execution of IIC activities including facilitation of start-up and incubation.	Committee members reviewed activities of IIC. They suggested to introduce motivational schemes for start-up and incubation for students and faculty members.	
13	To review and discuss budget and expenditure allotted for the academic year. Internal and External Audit.	Discussion was held on expenditure and income of institution. Financial provisions in budget were evaluated by committee members. Report of internal audit was placed before committee members for discussion.	Principal

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

Recorded by: Dr Ajay Pise

Recorded on: 12 Jan 2023

Chairperson

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

Secretary

