



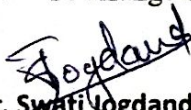
CAYM Education Trusts
Siddhant College of Pharmacy
A/P Sudumbare, Talegaon – Chakan Road, Tal: Maval, Dist: Pune -412109

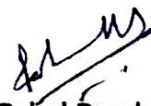
AGENDA OF INTERNAL QUALITY ASSURANCE CELL MEETING

TO BE HELD ON 27th March, 2024


TIME: 11:00A.M.

- To take the approval on minutes of Internal Quality Assurance Cell Meeting held on 22th December 2024.
- To submit AQAR 22-23 on NAAC portal.
- To discuss with the exam department regarding First, S.Y, T.Y & Final Year (Theory and Practical Exam Internal as well as University examination)
- To motivate students for competitive examination for higher education for A Y 2024-25
- To discuss on conducting parents meeting for B. pharm students
- To discuss on initiative to be taken for students development such as Certificate course in Regulatory affairs for Final Year students.
- To initiate various program for cyber security and financial literacy.
- To discuss the activities to be conducted under IIC according to its quarter calendar
- To discuss regarding various activities to be carried out by social committee , NSS and Cultural committee in this quarter.
- To initiate process for staff selection as per norms of SPPU.
- To arrange Sendoff party for Final year students.


Dr. Swati Jogdand
IQAC Coordinator


Dr. Rahul Dumbre
Principal




Principal
Siddhant College of Pharmac,
Sudumbare, Tal.-Maval,
Dist.-Pune 412109.



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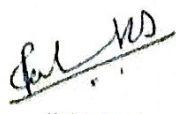
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INTERNAL QUALITY ASSURANCE CELL MEETING

Name of the Institute :- Siddhant College Of Pharmacy	
1. Meeting : Internal Quality Assurance Cell	2. S. No of Meeting : 04 (2023-24)
3. Date of Meeting : 27 th March, 2024	4. Time of Meeting : 11.00 a. m.
5. Place of Meeting : CAYMET's Siddhant College of Pharmacy	
6. Chairman of Meeting: Dr. Swati Jogdand	
7. Following members were present for the meeting-	

Sr. No.	Name	Designation
1	Mr. Mihir Yadav	Member from Management
2	Dr. Rahul Dumbre	Head of Institution
3	Dr. Swati Deshmukh	NAAC Coordinator
4	Dr. Swati Jogdand	IQAC Coordinator
5	Ms. Swati Kale	IQAC Member
6	Dr. Pratima Shinde	Teachers to represent all levels
7	Mr. Vikas Kandekar	
8	Mrs. Vanita Gade	
9	Mrs. Swapnali Girme	
10	Mrs. Trupti Kajale	
11	Ms. Shubhangi Thopate	
12	Mrs. Deepali Gaikwad	
13	Mr. Navnath Gade	Administrative Officer
14	Mr. Sadip Chavan	
15	Mr. Nitin Shrirao	Nominee from Local Society
16	Ms. Sakshi Ghare	Nominee from Student
17	Mrs. Shubhangi Thopate	Nominee from Alumni
18	Mr. Basvraj Mathdevru	Nominee from Employers
19	Dr. Yogesh Talekar	Industrialist
20	Mr. Rangunath Ghare	Nominee from Parent





Principal
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MINUTES OF INTERNAL QUALITY ASSURANCE CELL

Subject No. 1- To take approval on minutes of Internal Quality Assurance Cell Meeting held on 22th December, 2023


Point	Action taken
To take the approval on minutes of Internal Quality Assurance Cell Meeting held on 18 th September, 2023	IQAC composition as per new norms was unanimously decided for A.Y. 2023-2024.
To consider AQAR preparation for the A.Y 2022-23	IQAC coordinator, shared new guidelines and ,Criteria Coordinators, IQAC members opted the same for the preparation of AQAR for A.Y 2022-23
To identify NAAC Criteria wise quality enhancement strategies/initiatives and action plan for the academic year 2023-24.	IQAC identify NAAC Criteria wise quality enhancement strategies/initiatives were taken for action plan for the academic year 2023-24 were proposed by respective Criteria coordinators.
DVV documents submission for NAAC cycle II	All criteria heads provided soft and hard copies of DVV documents as per NAAC guidelines. Also, all necessary data was uploaded on NAAC portal.
Exam department regarding SPPU practical exam and its arrangement	Exam department conducted the SPPU theory as well as practical exam for B. pharm in allotted time and submitted necessary data towards SPPU.
Regarding Participation in various conference and seminars	Teachers were participated in Oral Presentation competition organized by Alard Group of Institutions in February Month and Dr. Swati Jogdand and Ms, Shubhangi Thopate was first and second prize.
To initiate the process for establishment of Institution's Innovation Council and assign the roles to all the coordinators and its members as per IIC guidelines.	According to MHRD's guidelines, Institution innovation council Meeting was conducted & members were assigned to conduct all the IIC calendar activity Under IIC National Entrepreneurship Day 16/10/23, National Youth Day 12/1/24and National Science Day 28/2/24 were celebrated.
To discuss with the exam department regarding D.SY theory/practical examination and its arrangement .	Exam Committee conducted Direct SY Internal as well as External examination as per Schedule of SPPU.
To discuss regarding Extracurricular activities to be conducted in this quarter by NSS and Social committee	Social Activity Committee conducted following activities Savitribai Phule Jayanti, Swami Viveanand Jayanti, Rajmata Jijavu Jyanti, Youth day were celebrated. Voter awareness program to aware students regarding importance of voting. International women's day celebrated to achievement of women. Self defense program was organized under Nirbhay kanya scheme.

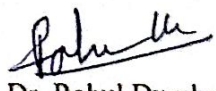



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As per Cultural calendar national days, traditional days to be celebrated.	Students under student's council committee were selected. Republic day was celebrated at institution level. Traditional Day, Bollywood OR Retroday, Freshers party were celebrated. Also, Shivjayanti 19/2/24 was celebrated to salute Shivaji Maharaj and his thoughts. Students were participated in various indoor and outdoor games during sports week.
To initiate more tie-ups & MOUs with various organization initiate the conduct the activities accordingly	TPC tie ups MOU's with Regulatory affairs , LSSDC, Pantapradhan Koushal Vikas Yojana and Ayurvedic college and Medicinal Garden, Pune
Student support / Enrichment activity /Programs /workshops /Seminar /Webinar to be organized by TPC , Alumni and NSS.	Students development such as Certificate courses, workshops and seminars were organized for student support. TPC & Alumni Committee collaboratively conducted an Lecture series How to prepare for competitive exam by Mr. Pankaj Jadhav. Also, Alumni Ms. Poonam Fargade, talked about Opportunity in IT sector after B Pharmacy. Students visited at Ayurvedic College and Medicinal Garden as Industry Visit for study about herbal drugs.
To discuss regarding implementation of ERP for DSY, B.Phaarm and M.Pharm	All the necessary data required for Vmedulife ERP software was provided by the ERP committee coordinator and training to all the students and staff was given regarding Vmedulife software and its working.
To discuss on enrollment of students for SWAYAM courses .	TPC notified all the students and staff regarding the SWAYAM registration process and B Pharm 20, Staff 05 registered. B Pharm students were registered for Communication Skill and Personality Development, M pharm 01 and Faculty 05 (Academic writing)
To discuss on elective subject selection process.	B Pharm Final year students decided choice based subjects for curriculum as per norms of University. Pharmacovigilance and Cosmetic Science subjects were chosen by students for Semester VIII.
Any other point to be discussed with the permission of Chairperson	Hence, all the subjects on the agenda were outlined and no more points were raised by the honorable committee members, the meeting were adjourned till the next

"It was resolved that the minutes of last Internal Quality Assurance Cell Meeting held on 8th June 2023 are hereby approved".


Dr. Swati Jogdand
IQAC Coordinator


Dr. Rahul Dumbre
Principal




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The following points were discussed and decision was taken in the meeting held on 27th March 2024

Point	Discussion
To take the approval on minutes of Internal Quality Assurance Cell Meeting held on 22 th December 2023	IQAC coordinator will take the review of all the activities and documents to check whether it will be done as per instructions.
To consider AQAR preparation for the A.Y 2022-23	IQAC coordinator, and all criteria heads will submit necessary documents for submission of AQAR for A Y 2022-23.
To identify NAAC Criteria wise quality enhancement strategies/initiatives and action plan for the academic year 2024-25.	IQAC identify NAAC Criteria wise quality enhancement strategies/initiatives will be taken for action plan for the academic year 2024-25 were proposed by respective Criteria coordinators.
To discuss with the exam department regarding First, S.Y, T.Y & Final Year (Theory and Practical Exam Internal as well as University examination)	All students will fill University online exam forms and inward them in office. Exam Committee will conduct internal as well as external those exam as per calendar on time.
To motivate students for competitive examination for higher education for A Y 2024-25	TPC will motivate students to participate in various competitive exams for M Pharm, MBA or GPAT examinations.
To discuss on conducting parents meeting for B .pharm students	Academic committee should make all the necessary plans to conduct parents meet .
To discuss on initiative to be taken for student development such as Certificate course in laboratory affairs for Final Year students.	TPC will organize a talent hunt event and certificate course in in Regulatory affairs for Final Year students.



[Signature]
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<p>To discuss the activities to be conducted under IIC according to its quarter calendar</p>	<p>IIC members will Celebrate "WORLD INTELLECTUAL PROPERTY DAY" by organizing a session and inviting a guest .</p> <p>IIC will also Celebrate World creativity and Innovation day and National Environmental day by organizing a formulation competition.</p>
<p>To discuss regarding various activities to be carried out by social committee , NSS and Cultural committee in this quarter</p>	<p>Social committee will organize various games and celebrate of International Women's day, will also organize a session on</p> <p>Nirbhay Kanya Yojna, will Celebrate Dr. Ambedkar Jayanti</p>
<p>To initiate process for staff selection as per norms of SPPU.</p>	<p>Management will give advertisement for Staff selection process as per norms of SPPU. Staff will apply for different posts as per their subjects.</p>
<p>To arrange Sendoff party for Final year students</p>	<p>Cultural department will arrange Sendoff party for Final year students</p>

Dr. Swati Jogdand

Dr. Swati Jogdand
IQAC Coordinator

Dr. Rahul Dumbre

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