



President :
Shri Amrishbhai R. Patel
M.L.A.

Principal :
Dr. S. B. Bari
M.Pharm. Ph.D., D.I.M.F.J.C.

Date: 02/06/2020

NOTICE: IQAC Meeting

The members of Internal Quality Assurance Cell (IQAC) are hereby informed that a 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: 06/06/2020, Saturday

Time: 10.30 am

Venue: Virtually by Video Conferencing

Agenda of the Meeting

- Agenda No:1** Call to order and welcome.
- Agenda No:2** Approval of minutes from the previous IQAC meeting.
- Agenda No:3** Prioritize the safety and well-being of students and staff.
- Agenda No:4** Adapt to remote learning via zoom, google meet, cisco Webex etc.
- Agenda No:5** Adaption of flexible attendance policy.
- Agenda No:6** Discussion and preparation of institute's committees for A. Y. 2020-21.
- Agenda No:7** Subject allocation and discussion regarding upcoming academic session.
- Agenda No:8** Approval of CO's and their mapping with PO's of Final Year B.Pharm PCI Syllabus for A. Y. 2020-21.
- Agenda No:9** Result analysis, CO and PO attainment for AY 2019-20.
- Agenda No:10** Planning and organisation of guest lectures / workshop / seminar / add on certificate course through online mode.
- Agenda No:11** Planning and organisation of extension activities.
- Agenda No:12** Planning and organization of upcoming celebrations for important days and festival.
- Agenda No:13** Planning and organization of competitions to foster talent and promote participation among students.
- Agenda No:14** Any other matters of importance or concern.
- Agenda No:15** Adjournment.

Dr. P O Patil

IQAC Co-ordinator

Dr. S B Bari

PRINCIPAL

H.R. Patel Institute of Pharmaceutical
Education & Research
Shirpur Dist. Dhule (M.S) 425 405



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MINUTES OF THE MEETING

The meeting of all members of internal Quality Assurance Cell (IQAC) was held on Saturday, 6th June 2020 at 10.30 am virtually using zoom application.

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 Approval of minutes from the previous IQAC meeting:

The minutes of the previous IQAC meeting were reviewed and approved with no amendments.

Agenda No:3 Prioritize the safety and well-being of students and staff: It was decided to implement rigorous COVID-19 protocols and preventive measures.

Agenda No:4 Adapt to remote learning: It was decided to adapt online education infrastructure to ensure continuity of learning during COVID-19 disruptions.

Agenda No:5 Adaption of flexible attendance policy: After considering various factors, including health and safety concerns, it was unanimously agreed to implement a flexible attendance policy for students and staff during virtual academic sessions.

Agenda No:6 Discussion and preparation of institute's committees for A.Y. 2020-21:

IQAC members, under the guidance of the chairperson, discussed and prepared the committees for the upcoming academic year 2020-21.

Agenda No:7 Subject allocation and discussion regarding the upcoming academic session:

The subject allocation for the upcoming academic session was discussed, and it was decided that the HODs of the respective departments would allocate subjects in consultation with faculty members.

Agenda No:8 Approval of COs and their mapping with POs of Final Year B.Pharm PCI Syllabus for A.Y. 2020-21:

The faculty members presented the Course Outcomes (CO) and Program Outcomes (PO) for the final-year B.Pharm PCI syllabus, which were reviewed and approved.

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Agenda No:9 Result analysis, CO and PO attainment for AY 2019-20:

The analysis of examination results and evaluation of Course Outcomes (CO) and Program Outcomes (PO) for the academic year 2019-20 were presented.

Agenda No:10 Planning and organization of virtual guest lectures / workshop / seminar / add-on certificate course:

Discussions were held regarding the organization of virtual guest lectures, seminars, and webinars of experts.

Agenda No:11 Planning and organization of extension activities:

The planning and organization of extension activities, aimed at community engagement and social welfare, were discussed.

Agenda No:12 Planning and organization of upcoming celebrations for important days and festivals in college:

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

Agenda No:13 Planning and organization of competitions to foster talent and promote participation among students:

The planning and organization of competitions aimed at fostering talent and promoting student participation were discussed and strategies were formulated.

Agenda No:14 Any other matters of importance or concern:

Mental Health and Well-being: Addressing the mental health needs of students, teachers, and staff members by providing adequate support services, resources, and counselling to help cope with the emotional impact of the pandemic was discussed.

Communication and Transparency: It was discussed to maintain transparent and timely communication with students, parents, and staff members regarding any changes in educational operations as per the health and safety guidelines by KBCNMU, state government and central government.

Agenda No:15 Adjournment:



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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.

| Sr. No | Name | Designation |
|--------|--|----------------------------------|
| 1 | Dr. Sanjay B Bari Principal, HRPIPER, Shirpur | Chairperson |
| 2 | Mr. Rajgopal C Bhandari Vice-president, The Shirpur Education Society, Shirpur | Management Representative |
| 3 | Mr. Sanjay D Bagul Registrar, HRPIPER, Shirpur | Administration Representative |
| 4 | Dr. Prashant K Deshmukh (HOD, Pharmaceutics) | Teacher Representative |
| 5 | Dr. Dipak D Patil (R & D In-Charge) | Teacher Representative |
| 6 | Dr. V K Chatap (T & P Officer) | Teacher Representative |
| 7 | Mr. Piyush S Bafna (Examination In-Charge) | Teacher Representative |
| 8 | Dr. L R Zawar Assistant Professor | Teacher Representative |
| 9 | Mr. Sarvesh S Agrawal | Alumni representative |
| 10 | Ms. Kirti Rajput | Student Representative |
| 11 | Mr. Mohandas K Bhamare | Member Local Community |
| 12 | Dr. Pravin O Patil (Academic In-Charge) | Co-ordinator |

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IQAC Co-ordinator



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ACTION TAKEN REPORT

Agenda No:3 - COVID-19 protocols were implemented rigorously. Guidelines were drafted and circulated among all stakeholders.

Agenda No:4 - The IT department initiated the adaptation of online education infrastructure, including the enhancement of the Learning Management System (LMS) and provision of necessary resources for effective remote learning.

Agenda No:5 - The flexible attendance policy was developed, documented, and communicated to students and staff.

Agenda No:6 - Committees for the academic year 2020-21 were finalized and communicated to the respective members, ensuring representation from various departments and key areas of institutional functioning.

Agenda No:7 - HODs successfully allocated subjects for the upcoming academic session in consultation with faculty members, considering their expertise and teaching load.

Agenda No:8 - The approved Course Outcomes (CO) and their mapping with Program Outcomes (PO) for the final-year B.Pharm PCI syllabus were incorporated into the curriculum, aligning with accreditation requirements.

Agenda No:9 - The examination results were analysed, and the attainment of Course Outcomes (CO) and Program Outcomes (PO) for the academic year 2019-20 was evaluated, identifying areas of improvement for future assessments.

Agenda No:10 - A calendar of virtual guest lectures, workshops, seminars, and add-on certificate courses was prepared, inviting renowned experts to share their insights and experiences with students.

A 5 days virtual workshop sponsored by AICTE New Delhi on, "Personal Effectiveness" was successfully organised from 21st September to 25th September 2020 with 200 delegates from all over India.

Agenda No:11 The Tree Plantation drive was organized on 14th July 2020 by few faculty members present in shirpur.



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Agenda No:12 - Celebrations for important days and festivals were organized, ensuring a mix of virtual and on-campus activities, adhering to health and safety guidelines.

Agenda No:13 - National Level Rx Technical E-Poster presentation competition was organized to showcase talent and encourage student participation, promoting a vibrant and inclusive learning environment.

Agenda No:14 - Mental health support services were enhanced, including counselling sessions, resource materials, and awareness campaigns. Transparent communication channels were established to ensure regular updates and information sharing with stakeholders.

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