



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

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

**Date:** 28/01/2019

### **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:** 02/02/2019, Saturday

**Time:** 10.30 am

**Venue:** Board Room

### **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** Review of syllabus completion till date.

**Agenda No:4** Planning and organisation of guest lectures / seminar / workshop / add on certificate course.

**Agenda No:5** Planning and organisation of placement drive.

**Agenda No:6** Planning and organisation of Parents Meet.

**Agenda No:7** Planning and organisation of annual gathering, cultural week.

**Agenda No:8** Planning and organization for days of importance and festival in college.

**Agenda No:9** Planning for conducting feedback

**Agenda No:10** Planning of NBA Inspection.

**Agenda No:11** 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

The Shirpur Education Society's  
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## MINUTES OF THE MEETING

The meeting of all members of internal Quality Assurance Cell (IQAC) was held on Saturday, 2<sup>nd</sup> February 2019 at 10.30 am in the Board Room of H R Patel Institute of Pharmaceutical Education and Research, Shirpur.

### **Agenda No: 1 - Call to Order and Welcome**

The meeting was called to order by the chairperson, who extended a warm welcome to all the attendees.

### **Agenda No: 2 - Approval of Minutes from the Previous IQAC Meeting**

The minutes from the previous IQAC meeting were reviewed, and after discussion, they were approved unanimously by the attendees.

### **Agenda No: 3 - Review of Syllabus Completion till Date**

The progress of syllabus completion was assessed for all the B. Pharm and M. Pharm classes. The discussion regarding examination was done.

### **Agenda No: 4 - Planning and Organisation of Guest Lectures / Seminar / Workshop / Add-on Certificate Course**

The meeting commenced with a discussion on the objectives and themes of the seminar and workshop. Responsibilities were assigned to the organizing committee members, including venue selection, speaker invitations, logistics arrangement, marketing and publicity, registration process, and resource allocation. Deadlines were set for each task to ensure timely completion.

### **Agenda No: 5 - Planning and Organisation of Campus Placement Drive**

The meeting commenced with a discussion on the objectives and logistics of the campus placement drive. It was agreed upon that the drive would be conducted in April and would aim to provide employment opportunities to the students.

Responsibilities were assigned to the organizing committee members, including coordinating with potential recruiters, preparing the schedule for interviews and assessments, arranging the venue, managing logistics, and promoting the drive among the students.

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#### **Agenda No: 6 - Planning and Organisation of Parents Meet**

The planning and organization of the Parents Meet were discussed, including the date, venue, and agenda for the event. It was emphasized that the Parents Meet should focus on fostering a collaborative relationship between parents and the institution to support student development.

#### **Agenda No: 7 - Planning and Organisation of cultural event**

The meeting focused on discussing the planning and organization of annual gathering SMILAX 2019 event to celebrate the institute's diversity and showcase talents. Responsibilities were assigned to different subcommittees, such as event management, performance selection, decorations, and publicity, to ensure a well-coordinated and successful cultural event.

#### **Agenda No: 8 - Planning and Organization for Days of Importance and Festivals in College**

The meeting discussed the planning and organization of celebrations for important days and festivals in the college. The cultural committee was tasked with organizing these celebrations.

#### **Agenda No: 9 - Planning for conducting feedback.**

The meeting discussed the planning of Feedback sessions to gather valuable input on various aspects, including teaching-learning methods, physical facilities, curriculum, alumni, and employer feedback.

#### **Agenda No: 10 - Planning for NBA Inspection.**

The meeting commenced with a discussion on the upcoming NBA (National Board of Accreditation) inspection and its significance for the institution. Responsibilities were assigned to the designated team members, including the preparation of the self-assessment report, compilation of relevant documentation, coordination with faculty members, and scheduling mock inspections to simulate the actual evaluation process.

#### **Agenda No: 11 - Adjournment**

The meeting concluded with the formal closure of the proceedings, and the chairperson expressed gratitude to all the attendees for their active participation and valuable inputs.

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The following members were present for the meeting.

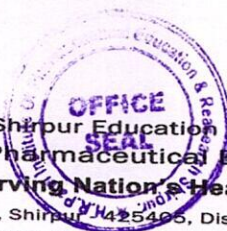
Sr. No	Name	Designation
1	Dr. Sanjay B Bari Principal, HRPIPER, Shirpur	Chairperson
2	Mr. Rajgopal C Bhandari Vice-president, The Shirpur Education Society, Shirpur	Management Representative
3	Mr. Sanjay D Bagul Registrar, HRPIPER, Shirpur	Administration Representative
4	Dr. Prashant K Deshmukh (HOD, 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

**Dr. P O Patil**

**IQAC Co-ordinator**

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## ACTION TAKEN REPORT

**Agenda No: 4** – The KBCNMU sponsored one-day state level seminar on Entrepreneurship Development was successfully organized on 12<sup>th</sup> March 2019 with the participation of various stakeholders. The state-level workshop on Stress Management for non-teaching staff was conducted on 12<sup>th</sup> March 2019 to address the growing concerns related to work stress and its impact on employee well-being. KBCNMU, Jalgaon Sponsored One Day State Level Seminar on “Fundamentals of Intellectual Property Rights, Patents: Present Perspectives” was organised on 16<sup>th</sup> march 2019.

**Agenda No: 5** The Advantamed campus placement drive on 3<sup>rd</sup> April 2019 was successfully conducted, with a total of 154 of students participating. Several rounds of interviews and assessments were conducted to evaluate the candidates' skills and suitability for the positions offered.

**Agenda No: 6** - The Parents Meet was successfully organized on 7<sup>th</sup> February 2019 with active participation from parents. The event featured informative presentations by faculty members, interactive sessions, and opportunities for parents to address their concerns and queries.

**Agenda No: 7** The planning and organization of the annual gathering SMILAX 2019 event were successfully executed, featuring a vibrant celebration of the institute's diversity and showcasing various talents through performances, exhibitions, and interactive activities.

**Agenda No: 8** - The days of importance such as International Women's Day & Dr. Babasaheb Ambedkar Jayanti was celebrated.

**Agenda No: 9-** Feedback on various aspects, including teaching-learning methods, physical facilities, curriculum, alumni, and employer feedback was conducted.

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