



Anandi Shikshan Prasarak Mandal Sanchalit
ANANDI B. PHARMACY COLLEGE,
Kalambe Tarf Kale, Tal: Karveer, Dist: Kolhapur-416205 (M. S.) India
Approved by PCI New Delhi, Recognized by DTE, Mumbai, Govt. of Maharashtra,
Affiliated to Shivaji University, Kolhapur
Email: anandipharmacycollege02@gmail.com



Date: 13-09-2021

NOTICE

Dear Staff,

This is to inform you that the Internal Quality Assurance Cell (IQAC) meeting is scheduled on 18/09/2021 at 02:00 PM in Principals cabin. Your attendance is crucial as we will be discussing important matters related to quality assurance and improvement in our Organization.

AGENDA OF THE MEETING

1. Confirmation of minutes of the last meeting
2. To implement the ICT tools in the teaching, evaluation, and administrative process
3. To review the academic activities of the preceding academic year and propose suitable measures to sustain and enhance the quality of academic administration
4. Proposal for Renovation of Instrument room and Machine room
5. Any other Issues with the special permission of the chair

Please come prepared to share updates from your respective areas and be ready to actively participate in the discussions. Your valuable input is essential for the continuous enhancement of our institutional quality.

Thank you for your cooperation, and I look forward to a productive and engaging meeting.


IQAC Coordinator




Principal
Principal
Anandi Pharmacy College
Kalambe Tarf Kale,
Tal. Karveer, Dist. Kolhapur.



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Date: 18/09/2021

Internal Quality Assurance Cell (IQAC)

7th Meeting- Minutes of Meeting

The IQAC meeting was scheduled at 02:00 p.m. on 18/09/2021, in the Principal room.

The agenda of the meeting is as follows

1. Confirmation of minutes of the last meeting
2. To implement the ICT tools in the teaching, evaluation, and administrative process
3. To review the academic activities of the preceding academic year and propose suitable measures to sustain and enhance the quality of academic administration
4. Proposal for Renovation of Instrument room and Machine room
5. Any other Issues with the special permission of the chair

The following committee members were present in the meeting

Sr. No.	Name of the Representative	Designation	Signature
1.	Dr. Rahul Shivaji Adnaik	Chairperson	
2.	Ms. Rutuja Rajendra Shah	Co-ordinator	
3.	Mrs. Pratibha Rahul Adnaik	Member	
4.	Mr. Swapnil Sanjay Patil	Member	
5.	Ms. Aarti Anant Varne	Member	
6.	Ms. Priyanka Shashikant Lad	Member	
7.	Mr. D. G. Gune	Industrialist	

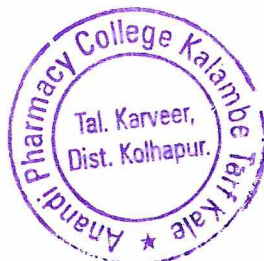
Item No: 1 Confirmation of minutes of the last meeting.

Minutes of the meeting held on 11/01/2021 were confirmed unanimously.

Item No: 2 To implement the use of ICT in teaching, evaluation and administrative process

Resolution:

After taking rigorous follow-up and review of existing ERP Module by Dr. Rahul Shivaji Adnaik, Chairperson, IQAC is decided to go with ERP Module for integrating all academic and administrative activities.





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Proposed By: Ms. Rutuja Rajendra Shah
Seconded By: Mrs. Pratibha Rahul Adnaik

Item No 3: To review the academic activities of the preceding academic year and propose suitable measures to sustain and enhance the quality in academic administration

Resolution:

The Dr. Rahul Shivaji Adnaik, Chairperson of IQAC imposed the college's annual performance report, which was then reviewed in the meeting. The annual report was used to assess the activities from 2018-2020, and successes and deficiencies were noted. For the next academic year, task groups for the effective operation of all co-curricular, curricular, and extracurricular activities were recognized. The following suggestions were given to enhance academic monitoring: -

The attendance record showed that students' accountability and involvement in attendance monitoring were satisfactory, hence it was deemed necessary to suggest and implement the following additional measures:

- a) Maintaining track of theoretical class attendance.
- b) Accounting for the laboratory experiments carried out in each of the laboratories:

The IQAC coordinator and Academic in charge may design a new proforma with input from the instructors in charge of the labs. This record will be kept by a lab technician and assistant, examined and validated daily by the academic member in charge of the lab, and occasionally approved by the head of the department or principal.

Proposed By: Mrs. Pratibha Rahul Adnaik
Seconded By: Ms. Aarti Anant Varne

Item No 4: Proposal for Instrument room and Machine room

Resolution:

The Principal, Dr. R. S. Adnaik proposed to renovate the Instrument room and Machine room and proposal was discussed in the meeting. All the members approved the proposal and resolved to send the proposal to Governing Body for sanction.





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Proposed by: Dr. Rahul Shivaji Adnaik

Seconded by: Mr. Swapnil Sanjay Patil

Item No 5: Any other Issues with the special permission of the chair: NIL

A formal vote of gratitude was given by IQAC Coordinator Miss. Rutuja Rajendra Shah to conclude the meeting.

IQAC Coordinator



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ACTION TAKEN REPORT

Item. no.	Date of the last meeting	Action taken
2	18/09/2021	Successfully implemented the ICT tools for teaching, Evaluation, and administrative process.
3		Reviewed the academic activities of the preceding academic year and updated Academic Policies were formed for smooth conduction of academics.
4		The proposal to renovate the machine room and instrument room was approved by the GB and accordingly agreement was signed.

IQAC Coordinator



Principal

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