



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: 02-08-2022

NOTICE

Dear Staff,

This is to inform you that the Internal Quality Assurance Cell (IQAC) meeting is scheduled on 06/08/2022 at 03:00 PM in Principals cabin. Your attendance is crucial as we will be discussing important matters related to quality assurance and improvement in our Organization.

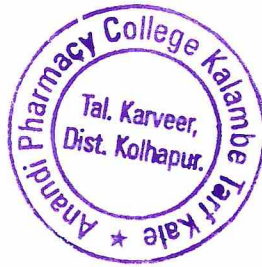
AGENDA OF THE MEETING


1. Confirmation of minutes of the last meeting
2. Review of NSS activities
3. Departmental developmental plans
4. To review and discuss ICT tools
5. To review and discuss documentation of Laboratory
6. To discuss and prepare the DPR for PG

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: 06/08/2022

Internal Quality Assurance Cell (IQAC)
9th Meeting- Minutes of Meeting

The IQAC meeting was scheduled at 03:00 p.m. on 06/08/2022, in the Principal room.

The agenda of the meeting is as follows

1. Confirmation of minutes of the last meeting
2. Review of NSS activities
3. Departmental developmental plans
4. To review and discuss ICT tools
5. To review and discuss documentation of Laboratory
6. To discuss and prepare the DPR for PG
7. 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. Sachin Ashok Pishawikar	Chairperson	
2.	Dr. Rahul Shivaji Adnaik	Co-ordinator	
3.	Ms. Rutuja Rajendra Shah	Member	
4.	Mrs. Pratibha Rahul Adnaik	Member	
5.	Mr. Swapnil Sanjay Patil	Member	
6.	Ms. Aarti Anant Varne	Member	
7.	Mr. D. G. Gune	Industrialist	

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

Minutes of the meeting held on 12/02/2022 were confirmed unanimously.

Item No: 2 Review of NSS activities

Resolution:

The NSS coordinator Mr. Swapnil Patil submitted an event chart list of upcoming activities to be organized by the NSS unit of APCK to get permission from IQAC and the chairperson.





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Proposed by: Mr. Swapnil Patil

Seconded by: Ms. Aarti Varne

Item No: 3 Departmental developmental plans

Resolution:

Dr. Sachin Ashok Pishawikar, Chairperson IQAC, addressed the issue in particular with the members of the house regarding departmental developmental plans to improve facilities and reviewed SOP documents submitted by HODs of all departments.

Proposed by: Dr. Rahul Shivaji Adnaik

Seconded by: Ms. Rutuja Rajendra Shah

Item No: 4 To review and discuss on ICT tools

Resolution:

All teachers were given instructions to conduct the comprehensive class exam to determine whether students were slow, fast and advance. The responsibility of creating the guidelines and proformas for has been given to Ms. Rutuja Rajendra Shah, Mrs. Pratibha Rahul Adnaik and Ms. Aarti Anant Varne. Members of the house advised counseling slow learners and offering them notes, specialized instruction, and individual attention. Encourage advanced learners to participate in debates, essay competitions, poster creation, GPAT classes and conferences in order to increase their technical and scientific knowledge.

Proposed by: Ms. Rutuja Shah

Seconded by: Ms. Aarti Varne

Item No: 5 To review and discuss the documentation of Laboratory

Resolution:

The house members were specifically addressed by Chairperson IQAC on keeping track of lab documents.

It was determined to save and arrange the necessary records, tools, and glassware in every lab. All HODS and the laboratory in charge will be given instructions concerning





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how to manage things and oversee lab assistants as they set up all the necessary glassware, logbooks, stock registers, etc.

Proposed by: Dr. Rahul Adnaik

Seconded by: Ms. Rutuja Shah

Item No: 6 To discuss and prepare the DPR for PG

Resolution:

The need for preparation of Detail Project Report (DPR) for PG program was presented by the Principal. Dr. Sachin Pishawikar, Chairperson of IQAC, addressed in detail with members of the house about the need for introduction of new PG programs. The above issue was discussed and resolved. For the development of the Detail Project Report (DPR), Dr. R. S. Adnaik will serve as the In charge.

Proposed by: Dr. Sachin Pishawikar

Seconded by: Ms. Rutuja Shah

Item No 6: Any other Issues with the special permission of the chair: NIL

The First week of Aug 2022 was selected by unanimous vote as the recommended date for the next meeting by Dr. R. Adnaik, IQAC Coordinator.

A formal vote of gratitude was given by IQAC Coordinator Dr. R. Adnaik, to conclude the meeting.


IQAC Coordinator




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ACTION TAKEN REPORT

Item. no.	Date of the last meeting	Action taken
2	06/08/2022	NSS event chart list of upcoming activities were approved by chairperson
3		Departmental developmental plans were implemented as per discussed SOP
5		Reviewed and verified the documentation of the Laboratory
6		DPR for PG program was prepared and submitted to GB for approval


IQAC Coordinator




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