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SMT. VIDYAWATI COLLEGE OF PHARMACY

(Approved by: PCI, AICTE New Delhi, Affiliated to Dr. A.P.J. Abdul Kalam Technical University, Luckno

&

Board of Technical Education Lucknow)

MINUTES OF MEETING OF INTERNAL QUALITY ASSURANCE CELL

Minutes of the meeting held on 30 April, 2023

The meeting related to Internal Quality Assurance Cell. Convener welcomed and greeted all the members for the presence and valuable suggestion and support in the previous meeting.

The meeting was held as per the following schedule:

Date: 30 April, 2023
Time: 01:00- 3:00 PM
Venue: Director's Office
Meeting called by: Prof.(Dr.) Surendra Lalwani

Agenda of the meeting to discuss:

1. Introduction of the committee members.
2. Overview on add on courses, training sessions for faculty and students and feedback.
3. To approve the proposal submitted for International conference .
4. Any other point with the permission of the chair.

The following committee members were present in the meeting:

S.No.	Committee Member	Name of Committee Member	Signature
1	Chairman	Prof.(Dr.) Surendra Lalwani	
2	Administrative Officer	Mr. Akshay Mishra	
3	Teachers	Dr. Vaibhav Srivastava	
		Mr.Kuldeep Kumar	
		Ms. Khushboo Mishra	
4	Member of Management Committee	Shri. Hari Om pathak	
5	Nominee from student and Alumini	Mr.Sagar Dangi Ms.Mansi Yadav Ms.Anshika Kumari Ms.Palak Srivastava Mr.Raj Sharma	
6	Nominee from Industrialist	Dr.Praveen Gupta	
7	Co-ordinator	Dr.Akhilesh Kumar Mishra	

GORA MACHHIYA, KANPUR ROAD, JHANSI (U.P.)-284121

E-mail: sygl2004@gmail.com

Contact: +919956219258

Website: www.sygl.edu



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S.No.	Agenda point	Action	Responsible person
1.	Introduction of the committee members	Convener introduced the new members of the committee and stated the objectives of the committee.	
2.	Overview on add on courses, training sessions for faculty and students and feedback.	Dr. Vaibhav Srivastava has taken overview on add on courses to plan in 2022-23. T&P team is informed to communicate with industries so as to review a plan the training and placement activities. Dr.Praveen Gupta has suggested using his contacts to speed up the activity. Dr. Vaibhav Srivastava has taken overview on faculty engagement in FDP, student engagement in participation in national and international conferences. He emphasizes to motivate students to attend the conference, workshop and present the poster and paper into the same. Ms. Khushboo Mishra has presented the feedback analysis collected for the recently completed semester. Feedbacks are excellent from all stakeholders.	
3.	To approve the proposal submitted for International conference .	The IQAC approved the proposal of International conference .	
4.	Any other point with the permission of the chair.	Mr.Kuldeep Kumar has raised the point regarding delivery of each student attendance to their parents.. As there were no additional points raised by any members the meeting is adjourned by the permission of chair. Mr.Kuldeep Kumar proposed vote of thanks towards all the members.	

Minutes Approved By: Prof.(Dr.) Surendra Lalwani, Director

Minutes Prepared By: Mrs.Ritu Bharti, Associate Professor

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E-mail: svgi2004@gmail.com

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