

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)

ISO 9001:2015 Certified

MINUTES OF MEETING OF INTERNAL QUALITY ASSURANCE CELL

Minutes of the meeting held on 12 November, 2022

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: 12 November, 2022
Time: 01:00- 3:00 PM
Venue: Director's Office
Meeting called by: Prof.(Dr.) Surendra Lalwani

Agenda of the meeting to discuss:

1. Reconstitution of committee.
1. Introduction of the committee members .
2. Discussion on perspective plan.
3. Review on feedback response from various stakeholders like student, teacher, employer and alumni.
4. Discussion on accreditation.
5. Any other point with the permission of the chair.

The following committee members were present in the meeting:

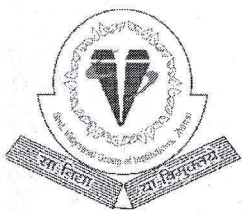
| S.No. | Committee Member | Name of Committee Member | Signature |
|-------|----------------------------------|---|-----------|
| 1 | Chairman | Prof.(Dr.) Surendra Lalwani | |
| 2 | Administrative Officer | Mr. Akshay Mishra | |
| 3 | Teachers | Dr. Vaibhav Srivastava | |
| | | Mr.Kuldeep Kumar | |
| | | 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 | |

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| S.No. | Agenda point | Action | Responsible person |
|-------|---|---|--------------------|
| 1. | Reconstitution of committee. | Committee was reconstituted in presence of Director of Institution. | |
| 2. | Introduction of the committee members | Convener introduced the new members of the committee and stated the objectives of the committee. | |
| 3. | Discussion on perspective plan. | Mr. Akshay Mishra presented the perspective plan 2022-27 for the development of institute. The plan mainly focuses on curricular Aspects, Teaching Learning and Evaluation, Research Consultancy and Extension, Infrastructure and Learning resources, Student Support and Progression, Governance Leadership and Management, Environment consciousness. He proposes to continue with the best practices adopted by the college. Dr. Akhilesh Kumar Mishra has suggested working on the innovation aspect. For the same establishment of Institute Innovation Cell could be much beneficial, he added. All members assured to work on the same and get it done at earliest. | |
| 4. | Review on feedback response from various stakeholders like student, teacher, employer and alumni. | Dr. Vaibhav Srivastava presented the result analysis prepared on the basis of feedback received from students, teachers, employers and alumni. The results analysis has shown the quality related institutional processes are on the line but some corrective measures to be done on the gaps identified from feedback. More emphasis is to be drawn on the expert sessions, training and placement activities. | |
| 5. | Discussion on accreditation. | Taking the suggestions by auditors on priority and looking to the necessity of accreditation process Prof.(Dr.) Surendra Lalwani has asked all the members to start preparing files as per the NAAC criteria. It was decided to form NAAC coordination committee who will look after the guidelines, procedures and all related | |

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| | things required for the fulfillment and thereafter Dr.Akhilesh Kumar Mishra has been assigned the responsibility as NAAC coordinator. | | |
| 6. | Any other point with the permission of the chair. | 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

[Handwritten signature in blue ink]

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