



SMT. VIDYAWATI COLLEGE OF PHARMACY

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

(Approved by: PCI, AICTE New Delhi ,Affiliated to DR A.P.J. Abdul Kalam Technical University ,Lucknow Board of Technical Education Lucknow)

ISO 9001:2015 Certified

MINUTES OF MEETING OF INTERNAL QUALITY ASSURANCE CELL

Minutes of the meeting held on 16 May ,2024

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: 16 May, 2024

Time: 03:00-04:00 PM

Venue: Conference Hall

Meeting called by: Prof.(Dr.) Diptendu Goswami


Agenda of the meeting to discuss:

1. Meeting regarding to maintain the documents and describe the work according to IQAC for session 2024-25.
2. Over view on exam cell, training, placement and students feedback.
3. Design schedule of cultural activity for session 2024-25 according to academic calendar.
4. Design value added course for session 2024-25 according to academic calendar.
5. Updation feedback form, IQAC Data on website.
6. Review of teaching learning activities.
7. Generation of grant for R & D session 2024-25.

S.No	Committee Member	Name of Committee Member	Signature
1	Chairman	Prof.(Dr.) Diptendu Goswami	
2	Administrative Officer	Mr. Bhu[pendra Singh Senger	
3	Teachers	Dr. Manish Kumar Gupta	
		Dr. Khushboo Mishra	
		Mrs. Vaushali Pandey	
4	Member of Management	Shri. Hari Om Pathak	
5	Nominee from student and Alumni	Mr. Sagar Dangi	
		Ms. Mansi Yadav	
		Mr. Akash Sahu	
		Ms. Rishika Gupta	
6	Nominee from Industrialist	Dr. Praveen Gupta	
7	Co-ordinator	Prof.(Dr.) Jitendra Singh Chaudhary	

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	All members were introduced and assigned to their respective responsibilities.	
3	Overview exam cell, placement drive and R & D grant proposal	All members were assigned to their duties and protocol requirement of NAAC. Director Sir suggested that the M.Pharm research work should be promote and apply to government and non-government agencies to new research grant.	
4	Seminar/workshop/FDP/Publication etc.	Director suggested that all faculty member should have at least two publications in indexed journal and Our R & D section should apply for research grant to at least two agencies in a year. Management will contribute financial assistance.	
5	Website work/software	As per discussion held previously new update need to our website as per NAAC and proceed to purchase new require software.	
6	Library	Director suggested to purchase new books to M.Pharm students.	
7	Value added courses/MOOC	Director suggested that students should get extra knowledge and aware them to enrol to different value added courses.	

Minutes Approved By: Prof.(DR.)Diptendu Goswami , Director
Minutes Prepared By: Mr. Vivek Pal ,Associate Professor


Prof. Dr. Diptendu Goswami
 DIR
Smt. Vidya... college
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