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**IQAC Meeting 2024-25/01**

**Agenda**

1. To review action taken report on the proceeding of previous meeting.
2. To organize seminar, workshop, UG research conference, guest lecturers etc as a part of quality improvement programme.
3. To organize, industrial visit for the students and staff.
4. To start new PG course
5. To purchase new equipment for research
6. To continue training program of for the staff on teaching methodologies.
7. To plan various co-curricular and extra-curricular activities.
8. To continue Library Texture : student referencing visits in to the library
9. To start new certificate courses
10. To implement SOP for the activities carried out in IOP
11. To review and follow up of major research project for grants
12. To discuss the plan for academic year 2024-'25.
13. Any other issue with permission of Chairperson.



**Chairperson**

**IQAC**

**MET's Institute of Pharmacy**

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**Minutes of the Internal Quality Assurance Cell (IQAC) meeting**

**No. IQAC/2024-2025/01**

**Date: 14-09-2024**

An meeting by IQAC members was held at 10.30 am on 14-09-2024 to review and take necessary decision on the agenda of meeting bearing No. **IQAC/2024-25/01**, dated 14-09-2024. After formation of the quorum; the coordinator requested the Chairperson to conduct the meeting. The meeting was conducted under the chairmanship of Dr. S. J. Kshirsagar.

Following decisions were taken in the meeting:

**SUBJECT NO.01**

To review action taken report on the proceeding of previous meeting.

**RESOLUTION NO. 01**

The committee members reviewed the action taken report on the proceeding of last meeting and appreciated the activities conducted

**SUBJECT NO.2**

To organize seminar, workshop, UG research conference, guest lecturers etc as a part of quality improvement programme.

**RESOLUTION NO. 02**

It was proposed by the Dr M.P. Patil member research and development cell to organise workshop, seminar and guest lecturers of the experts from the industry as well academia. Further Dr Sachin Kushare, member from the industry proposed to organise guest lectures, seminar of experts on topics such current and regulatory affairs, impurity profiling, Dr S.J. Kshirsagar supported it and it was resolved by all the members

**SUBJECT NO. 03**

To organize industrial visit for the students and staff.

**RESOLUTION NO. 03**

It was proposed by Dr N. A. Thombare, coordinator Industrial Advisory committee to organise industrial visit for the students as well as staff. Dr Sachin Kushare member from the industry proposed to organise visit to nearby sugar industry as well to observe various respective equipments while functioning It was resolved by all the members

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**SUBJECT NO. 04**

To purchase new equipment for research

**RESOLUTION NO. 04**

It was proposed by Dr Dinesh Rishipathak to purchase equipment and instruments like Particle size analyzer, Milli Q Water purification system for HPLC, ELISA Reader, Advanced compact immuno-analyser, Rodent Metabolic cage, and vacuum desiccators. Dr Sanjay Kshirsagar also supported it.

**SUBJECT NO. 05**

To continue training program of for the staff on teaching methodologies.

**RESOLUTION NO. 05**

It was proposed by Dr Santosh Chhajed, IQAC coordinator to continue training of staff (train the trainer) by organising seminar, webinar, workshop on teaching pedagogies, Neuro-linguistic programming. Dr Dinesh Rishipathak also supported it.

**SUBJECT NO. 06**

To plan various co-curricular and extra-curricular activities.

**RESOLUTION NO. 06**

It was proposed by Dr Pavan B. Udavant to organise various co-curricular and extra curricular activities for the students like Arpan Vyakhanmala, Ganesh Idol Collection, various important days celebration, women's day celebration sports events, cultural events etc.

**SUBJECT NO. 07**

To continue Library Texture : student referencing visits in to the library

**RESOLUTION NO. 07**

In order to increase use of reference book by the students Dr Pavan Udavant propose to continue "Library Texture" an that it is to arrange open book test, and assign some task in library by the staff. It was resolved by all the members

**SUBJECT NO. 08**

To start new certificate courses

**RESOLUTION NO. 08**

It was proposed by Dr Sandeep Sonawane , member research and development cell to continue certificate course "basics of python" . Further Mr Parag Supe member from parent and Mr Rohan Pawar member from industry proposed certificate courses like Ayurvedic formulation, Cosmetic



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development, Drug delivery devices, Oral solid dosage forms, Meditation, Regulatory affairs, Design thinking, Advanced excel, Soft skill, Packaging technology, and IPQA. Dr Sanjay J. Kshirsagar supported it.

**SUBJECT NO. 09**

To review annual academic report of the institute

**RESOLUTION 09**

The academic reports and results were reviewed by all the members and members appreciated results and academic activities carried out by the institute

**SUBJECT NO. 10**

To implement SOP for the activities carried out in IOP

**RESOLUTION NO. 10.**

In order to ensure uniformity in teaching learning, extra-curricular and co-curricular activities across different teachers it was proposed by Dr Dinesh Rishipathak and Mr Mayur Sawant to form Standard operating procedures for the same. This leads to a standardized delivery of the curriculum, ensuring that all students receive the same quality of education regardless of the teacher.

**SUBJECT NO. 11**

To review and follow up of major research project for grants

**RESOLUTION NO. 11.**

It was reviewed by the all members and it was decided by all the members to continue submission of proposal for funding to the agencies like ICMR, DST, RGSTC DBT and BIRAC.

**SUBJECT NO. 12**

To discuss the plan for academic year 2024-'25.

**RESOLUTION NO. 12**

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Members reviewed planed activities like organization of seminars, conferences, training sessions for the staff and students, purchase of equipments and instruments, and to organise certificate courses, co-curricular and extracurricular activities



**Chairperson**

**IQAC**

**MET's Institute of Pharmacy**