

**Bhujbal Knowledge City
MET's Institute of Pharmacy
Adgaon Nasik 422003**

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IQAC Meeting 2020-21

Agenda

1. To review action taken report on the proceeding of previous meeting.
2. To organize seminar, workshop, UG research conference, industrial visit, soft skill session, guest lectures etc as a part of quality improvement programme.
3. To organize training program for staff and students.
4. To plan various co-curricular and extra-curricular activities.
5. To review quality improvement programme attended by staff.
6. To discuss purchase of equipment, instrument, software, advanced teaching tool for improving the quality of research
7. To plan HR meet and industrial summit.
8. To review online webinars and FDP
9. To discuss the plan for academic year 2020-'21.
10. To review and follow up of major research project for grants
11. To review online teaching program
12. To review NAAC inspection status
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/01/2020-2021

Date:05-09-2020

A meeting by IQAC members was held ONLINE at 11.00 am on 05-09-2020 in the conference room of MET's Institute of Pharmacy, Bhujbal Knowledge City, Nashik to review and take necessary decision on the agenda of meeting bearing No. **IQAC/01/2020-21**, dated_05-09-2020 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.1

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

RESOLUTION NO.1

The committee members reviewed the action taken report on the proceeding of last meeting and appreciated the activities conducted under CMC, IAC and IRRC.

SUBJECT NO. 02

To organize seminar, workshop, UG research conference, industrial visit, soft skill session, guest lecturers etc as a part of quality improvement programme.

RESOLUTION NO. 02

It was decided to undertake seminars, workshops, METRxplore a UG research conference, industrial visits, soft skill session guest lecture from academics and industry as part of quality improvement programme

SUBJECT NO. 03

To organize training program for staff and students.

RESOLUTION NO. 03

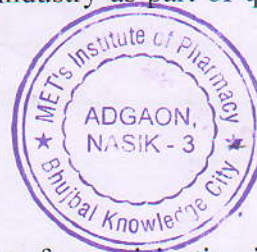
It was decided to ask staff to get enrol for NPTEL course and students for participation in UG research projects

SUBJECT NO. 04

To plan various co-curricular and extra-curricular activities for student sensitization.

RESOLUTION NO. 04

It was decided to plan co-curricular activities and extra cocurricular activities for the students Looking at pandemic it was decided to plan activities on virtual platforms





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SUBJECT NO. 05

To review quality improvement programme attended by staff.

RESOLUTION NO. 05

Review of quality improvement program done by staff was taken. It was decided to direct staff for different webinars happening online

SUBJECT NO. 06

To recommend purchase of equipment, instrument, software, advanced teaching tool for improving the quality of research.

RESOLUTION NO. 06

It was decided to purchase instruments, equipment and software like high pressure homogeniser, Ultrasonicator, and V-Life Molecular Design Suite

SUBJECT NO. 07

To organize HR meet and industrial summit.

RESOLUTION NO. 07

It was decided to undertake HR meet and industrial summit either physically or virtual depending up on COVID pandemic situation

SUBJECT NO. 08

To review online webinars and FDP organized by institute

RESOLUTION NO. 08

Review of online webinars organised by institute was done

SUBJECT NO. 09

To discuss the plan for academic year 2020-'21.

RESOLUTION NO. 09

Plan for academic year 2020-'21 was discussed. Members suggested to conduct most of the activities virtually wherever possible

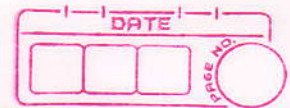
SUBJECT NO. 10

To review and follow up of major research project for grants

RESOLUTION NO.10

Review of proposal submitted to various funding agencies was taken. It was decided to write and submit research proposals for funding by faculties to various schemes like RPS and MODROB





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SUBJECT NO. 11

To review online teaching program

RESOLUTION NO. 11

Review of online teaching method followed by staff was taken. It was decided to continue teaching by flip class room method using platforms like G-suite and moodle

SUBJECT 12.

To review NAAC inspection status

Resolution: 12

Status of NAAC inspection was reviewed by the members. Expected Peer Team Visit is in the month of December. It is rescheduled due to the COVID pandemic lock down. All the necessary preparations for visit is done by the College.

**Chairperson
IQAC
MET's Institute of Pharmacy
(Dr Sanjay J. Kshirsagar)**



**Coordinator
IQAC
MET's Institute of Pharmacy
(Dr Santosh S. Chhajed)**

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Following members were present for **online** meeting

Sr.	Designation	Name of the Person
01	Chairperson	Dr. Sanjay Kshirsagar
02	One member from the Management	Dr. Jitendra Wagh
03	A few senior administrative officers	Mr. Suhas Khairnar Mr. Deepak Pardeshi
04	Three to eight teachers	Dr. Pavan Udavant Dr. Moreswar Patil Dr. Sandeep Sonawane Dr. Dinesh Rishipathak Dr. Nilima Thombre Dr. Gitanjali Deokar
05	Nominees from Students	Ms. Malvi Patel Ms. Prashant Jejurkar
06	Nominee from Alumni	Mr. Umesh Laddha
07	Nominees from Employers /Industrialists	Mr. Sachin Kushare Mr. Rohan Pawar
08	Nominee from Parents	Mr. Ajay Ukhande
09	Coordinator	Dr Santosh Chhajed



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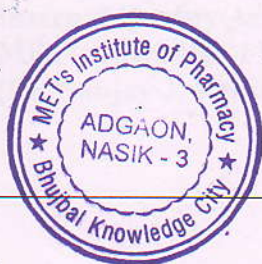
Screenshot of Online IQAC meeting

The image displays three sequential screenshots from an online meeting. The top screenshot shows a presentation slide with the following text: "INTERNAL QUALITY ASSURANCE CELL", "MET's Institute of Pharmacy", "Bhujbal Knowledge City", and "Adgaon Nashik". A red circular logo is visible on the right side of the slide. The middle screenshot shows a meeting interface with a "You're presenting to everyone" message and a list of participants including Sanjay Kohirsagar, Jajurkar Prashant, Maki Patel, Nilima thombre, Pawan Lalwani, Rohan Pawar, and sachin kushare. The bottom screenshot shows a PowerPoint presentation of the same slide, with a "You're presenting to everyone" message overlaid on the bottom right corner.


ACTION TAKEN REPORT ON THE MINUTES OF IQAC

Academic Year 2020-2021

Sr. No.	Proceeding	Action taken
1	To review action taken report on the proceeding of previous meeting.	The committee reviewed the report for action taken on the suggestions given.
2	To organize seminar, workshop, UG research conference, industrial visit, soft skill session, guest lectures etc as a part of quality improvement programmes.	<p>A National Level One Day Seminar on Recent Development in Drug Engineering Date: 06/08/2021</p> <p>Webinar on Herbal Drug Industry: Mind to Product on 28th Sept 2021</p> <p>National level Seminar on Patenting Innovations of Academicians on 22/05/2021</p> <p>Staff visit to Reve Pharma on 27/09/2021</p> <p>Webinar on new carrier opportunities in pharmacovigilance 19-07-2020</p> <p>Mock Interview and guidance session on 10/04/2021 by alumni association</p> <p>Introduction to The Current Trends in Experimental Pharmacology 16/07/2021</p> <p>MPC Online Employability and Soft Skills Training Program from 5th October to 9th October 2020</p> <p>National level Seminar on Patenting Innovations of Academicians on 22/05/2021</p> <p>Guest lecture Introduction to pharmaceutical industry: 06-03-2021</p> <p>Webinar on how to become successful entrepreneur 09-sep-2020</p> <p>Orientation program carrier path finder : 09-03-2021</p> <p>Webinar on research avenue in pharmacogenosy and phytochemistry :07-06-2020</p> <p>Webinar on quality assurance aspects in pharmaceutical industry 20-07-2020</p> <p>National level undergraduate research conference : 6th METRXPLORE -Ideathone 2021 25 and 26 march 2021</p>



Sr.	Proceeding	Action taken
3	To organize training program for staff and students.	Two days Industrial training organized at Core Analytical Ltd. Nashik on 05/01/2021- 06/01/2021, METs Institute of Pharmacy, Nashik. Details of NPTEL Courses completed by staff Basics of optimization and use of different DoE techniques in pharmaceutical research on 25/11/2021 Institute has organized two days training for three students at Chaitanya Pharmaceuticals , Pvt Ltd Nashik, for three students dated 07.03.2021 to 08.03.2021 Students has done industrial training at different industries Institute has undertaken certificate course in Pharmacovigilance in association with Elite institute of pharma. Skills Pune, India : Aug. 2020 to Jan 21
4	To plan various co-curricular and extra-curricular activities.	Resume Writing Workshop by Neha Vij (on 17/10/2020) Institute has organized various competition in online mode MET REEDEM 20-21,dated on 07 th July 2021. Competitions such as elocution, debate competition, dance competition , drawing and singing competition
5	To review quality improvement programme attended by staff.	Members has reviewed various quality improvement program attended by staff
6	To discuss purchase of equipment, instrument, software, advanced teaching tool for improving the quality of research	High Pressure Homogenizer Vlife MDS Software package for drug discovery
7	To plan HR meet and industrial summit	Due to COVID-19 pandemic situation HR meet could not able to organize
8	To review online webinars and FDP attended by staff	Members has reviewed Faculty development programs and webinars attended by the staff
9	To discuss the plan for academic year 2020-'21.	Plan of academic year 2020-2021 was discussed with members
10	To review and follow up of major research project for grants	Members reviewed status of major research project submitted for grants
11	To review online teaching program	Members reviewed online teaching programs of the institute
12	To review NAAC inspection status	Members reviewed the status of NAAC Inspection


Chairperson
Internal Quality Assurance Cell
MET's Institute of Pharmacy
(Dr. Sanjay J. Kshirsagar)

