

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



Minutes of the Internal Quality Assurance Cell (IQAC) meeting

No. IQAC/2023-2024/01

Date: 17-10-2023

An meeting by IQAC members was held at 10.30 am on 17-10-2023 to review and take necessary decision on the agenda of meeting bearing No. **IQAC/01/2023-24/01**, dated 17-10-2023. 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

SUBJECT NO. 02

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

RESOLUTION NO.2

It was proposed by the Dr Pavan Udavant to organise workshop seminar guest lecturers of the experts from the industry as well academia. Further Mr Sachin Kushare, member from the industry proposed to organise workshop on artificial intelligence. Dr S.J. Kshirsagar supported it and it was resolved by all the members

SUBJECT NO. 03

To organize, industrial visit and soft skill session on regulatory guidelines.

RESOLUTION NO. 03

Dr Sandeep Sonawane proposed to organise webinar, lectures on regulatory guidelines, and to continue industrial visits for the students. It was supported by the Dr M.P. Patil member IRRC and was resolved by all the members

SUBJECT NO. 04

To organize training program for faculties, support staff and students

RESOLUTION NO. 04

As part of continuous improvement Dr Santosh Chhajed, IQAC, coordinator proposed to undertake training for the support staff and hands on all equipment, instrument, and animal handling for all streams of post graduate students. It was supported by the Dr Dinesh D. Rishipathak and resolved by all members

SUBJECT NO. 05

To plan various co-curricular and extra-curricular activities

RESOLUTION NO. 05

Dr P.B. Udavant proposed to undertake outreach activities for the students under the ages of NSS and SWC of the college as part of holistic development. It was supported by the Dr S.J. Kshirsagar and it was resolved by all the members

SUBJECT NO. 06

To increase student visits in to the library for the referencing

RESOLUTION NO. 06

In the view of increasing visits and therefore habit of students to use reference books Dr M.P. Patil proposed to arrange open book test, assignment in library for the students by respective subject teacher. It was supported by Dr Santosh S. Chhajed, IQAC coordinator and resolved by the all members

SUBJECT NO. 07

To review online webinars and FDP attended by the staff

RESOLUTION NO. 07

Members reviewed the status of online webinar and FDP attended by the staff and decided to continue the same

SUBJECT NO. 08

To review and follow up of major research project for grants

RESOLUTION NO. 08

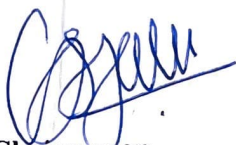
Review of proposal submitted to various funding agencies was taken by the members. It was decided to suggest continuation of proposals for funding by the faculties to various agencies like SERB, AICTE, DST, BIRAC and ICMR. Further it was decided to organise sessions of experts for the staff on *proposal drafting*.

SUBJECT NO. 09

To review plane for the academic year 2023-24

RESOLUTION NO. 09

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