

# INSTITUTE OF PHARMACY & RESEARCH

Anjangaon Bari Road, Badnera-Amravati

## INTERNAL QUALITY ASSURANCE CELL

Ref. No.: IOPR/IQAC/2021/02

Date: 12/11/2021

### NOTICE

All the members of the IQAC are hereby informed that the first meeting of "Internal Quality Assurance Cell" is convened on 13/11/2021 at 12.00 pm in the Board Room of the Institute. The agenda of the meeting is appended below.

1. To Introduce IQAC Members.
2. To discuss objectives of the IQAC Cell
3. To discuss functions of the IQAC Cell
4. To Prepare IQAC logo/formats
5. To Prepare IQAC letter head
6. Any other subject with permission of chair.



Ms. N. S. Gallani  
Co-ordinator, IQAC



Dr. S. J. Dighade  
Principal  
Institute of Pharmacy & Research  
Badnera, Amravati

# Minutes of first meeting of Internal Quality Assurance cell

The first meeting of internal quality assurance cell was conducted on 13/11/2021 at 12.00 pm in the board room of the institute. The meeting commenced with the formal address by the chairman about the need and importance of IQAC.

**Agenda 1:** Introduction to IQAC Members.

**Resolution:** Hon'ble Chairman welcomed the committee members and introduced all the newly formed member of IQAC Cell.

**Agenda 2:** Objectives of the IQAC Cell

**Resolution:** IQAC coordinator explained the objectives of IQAC in improving overall academic and administrative performance of the institution. All members unanimously passed the resolution

**Agenda 3:** Functions of the IQAC Cell

**Resolution:** IQAC coordinator made a detailed presentation and briefly explained the functions of IQAC in overall quality development of the institute. IQAC coordinator requested cooperation from all IQAC members to make IQAC at the institute to succeed in achieving its aims and objectives. All members unanimously passed the resolution

**Agenda 4:** Preparation of IQAC logo/formats

**Resolution:** It was decided to design the IQAC logo of the Institute and various forms needed to prepare Annual Quality Audit Report. IQAC Coordinator shared various forms such as Alumni Registration Form, Alumni Feedback Forms, Faculty PBAS, student satisfaction survey, student feedback analysis etc. All members unanimously passed the resolution.

**Agenda 5:** Preparation of IQAC letter head

**Resolution:** It was decided to prepare IQAC letter head for further communications. All members unanimously passed the resolution.

**Agenda 6:** Any other subject with the permission of chair

**Resolution:** The committee decided to conduct quarterly meeting of IQAC Cell and meeting every semester to discuss the quality of teaching and best practices to be adopted for improving the quality of academics, administrative, and research activities of the institute. All members unanimously passed the resolution. Meeting ended with vote of thanks.

  
Ms. N. S. Gallani  
Co-ordinator, IQAC

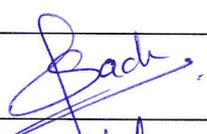
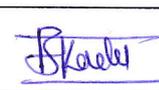
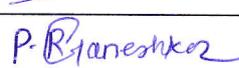
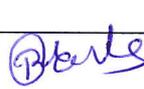
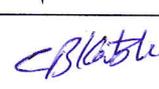
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## INTERNAL QUALITY ASSURANCE CELL

Date: 13/11/21

### IQAC MEETING ATTENDANCE

Sr. No.	Name	Designation	Signature
1.	Dr. S. J. Dighade Principal	Chairperson	
2.	Shri Nitin B. Hiwase Executive Member, VYWS, Amravati	Member (Nominee from Management)	
3.	Mr. U. V. Barabde, Director & Operations Head, Piramal Pharma Ltd., Ahemdabad	Member (Nominee from Industry)	
4.	Shri Ramesh Kale Associate advisor, Y. C. M. O. U, Nashik, Regional Office, Amravati	Member (Nominee from Local Society)	
5.	Ms. T. B. Kadu Assistant Prof.	Member	
6.	Mr. T. A. Dhote Assistant Prof.	Member	
7.	Ms. P. G. Patil Assistant Prof.	Member	
8.	Ms. P. R. Ganeshkar Assistant Prof.	Member	
9.	Mr. B. A. Borade Assistant Prof.	Member	
10.	Mr. P. N. Dongare Assistant Prof.	Member	
11.	Mr. C. B. Katole Officer Incharge	Member	
12.	Ms. Reema Mangwani Student	Member	
13.	Mr. Prathmesh Nale Student	Member	
14.	Ms. N. S. Gallani Lecturer	IQAC Coordinator	