



NAAC Accredited

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P.S.P Sanstha's  
Indira Institute  
of Pharmacy

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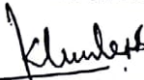
### MEETING NOTICE

A meeting of the Internal Quality Assurance Cell of Prabodhan Shikshan Prasarak Sanstha's Indra Institute of Pharmacy, Sadavali has been convened on Sunday, 1<sup>st</sup> April, 2018 at 10:00 a.m. in the Board room of institute to transact the enclosed agenda.

All the members are requested to make it convenient to attend the meeting and give suitable suggestions for sustaining the growth.

You are requested to reply the acceptance of attending the meeting via email at [abkhade@gmail.com](mailto:abkhade@gmail.com)

Thanking you

  
Amol B. Khade  
IQAC Coordinator, HOD & Asst. Professor  
IIP, Sadavali.

Encl: Agenda

CFWCs:

Dr. B. C. Hatapakki

Mrs. N. R. Mane

Mr. A. S. Prabhudesai

Dr. R. R. Somani

Mr. Y. R. Arte

Mr. S. K. Nagare

Mrs. M. A. Khade

Mr. P. P. Mane

Mr. M. S. Bhopalkar

Mr. A. M. Shinde

Mr. A. A. Deosthali

Ms. N. Mukhri

Dr. S. K. Joshi

Mr. R. A. Deosthali

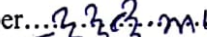
Mr. A. B. Khade

Chairman.....

Member.....

Member..... 28 MAR 2018


Member.....


Member..... 23 MAR 2018

Member.....

Member.....

Member.....

Member.....


Member.....

Member.....

Member.....

Member.....

Member.....

Coordinator.....



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## Internal Quality Assurance Cell

### AGENDA

1. To welcome and introduce the newly constituted IQAC members
2. To review the NAAC Peer Team Report (PTR)
3. To finalize the next five years perspective plan
4. To review the monitoring mechanism followed in the institute
5. To review the feedback mechanism
6. To finalize the organization of workshops, seminars on quality related themes
7. To review the master plan for the academic semester
8. To review the AQAR
9. Any other matter with the permission of chair

Mr. A. B. Khade  
IQAC Coordinator,  
HOD & Asst. Professor, IIP, Sadavali



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The Minutes of meeting of IQAC of Indra Institute of Pharmacy, Sadavali held on Sunday, 1<sup>st</sup> April, 2018 at 10.00 am in the Board room of IIP, Sadavali, Devrukh, Tal-Sangameshwar Dist-Ratnagiri.

The copies of the agenda along with copies of the relevant documents were circulated to the members for information.

### Proceedings

The following members were present for the meeting: (All the IQAC members were present for the meeting)

Dr. B. C. Hatapakki	Principal & Chairperson
Mrs. N. R. Mane	Member
Mr. A.S. Prabhudesai	Member
Dr. R. R. Somani	Member
Mr. Y. R. Arte	Member
Mr. S. K. Nagare	Member
Mrs. M. A. Khade	Member
Mr. P. P. Mane	Member
Mr. M. S. Bhopalkar	Member
Mr. A. M. Shinde	Member
Mr. A. A. Deosthali	Member
Ms. Nida Mukhri	Member
Dr. S. K. Joshi	Member
Mr. R. A. Deosthali	Member
Mr. A.B.Khade	IQAC coordinator

The following subjects were discussed in the IQAC meeting:

**Subject No. 1:** To welcome and introduce the newly constituted IQAC members.

**Resolution:** IQAC coordinator formally welcomed and introduced all the IQAC members.

**Subject No. 2:** To review the NAAC Peer Team Report (PTR).

**Resolution:** The coordinator placed the NAAC Peer Team Report (PTR) in the meeting and it was thoroughly discussed, reviewed and decided to prepare the 5 years perspectives plan.

**Subject No. 3:** To finalize the next five years perspective plan.

**Resolution:** The coordinator placed the tentative plan in the meeting which was discussed and reviewed by all the members. Dr. Somani suggested to merge activities related to research under one head. He has also suggested to seek for approval under sec 2(f) from university after the completion of 10 year of the inception of the college. After thorough discussion the below mentioned perspective plan for next five years was finalized.

First Year (2018-19)	<ul style="list-style-type: none"><li>• To start Diploma in Pharmacy.</li><li>• To apply for 2(f) from University.</li><li>• To make more provision for budgetary allocation for continuous maintenance of campus and facilities.</li><li>• To strengthen research activities among staff and students.</li><li>• To initiate the staff approval process from University.</li><li>• To fill-up vacant post such as Associate &amp; Professor posts.</li></ul>
Second Year (2019-20)	<ul style="list-style-type: none"><li>• To setup individualized computing facility for faculty.</li><li>• To procure required sophisticated instruments.</li><li>• To introduce various value added and certificate courses.</li></ul>
Third Year (2020-21)	<ul style="list-style-type: none"><li>• To establish the linkage with reputed organization.</li><li>• To make the provision for library and office automation.</li></ul>
Fourth Year (2021-22)	<ul style="list-style-type: none"><li>• To enhance the seminar and auditorium facility.</li></ul>
Fifth Year (2022-23)	<ul style="list-style-type: none"><li>• To establish the linkage with reputed organization.</li><li>• To setup the virtual class room.</li></ul>

**Subject No. 4:** To review the monitoring mechanism followed in the institute.

**Resolution:** The coordinator informed the committee that academic progress of the institute is monitored by Academic Monitoring Committee every month, consisting of HOD's and head of the institution. The committee expressed the satisfaction over the existing system and suggested other activities to be monitored by IQAC.

**Subject No. 5:** To review the feedback mechanism.

**Resolution:** The coordinator informed the committee that, the institute follows 1 to 10 for existing feedback mechanism. Dr. Somani suggested to follow up Likert scale for the feedback mechanism.

**Subject No. 6:** To review & finalize the organization of workshops, seminars on quality related themes.

**Resolution:** The coordinator informed the committee that, the institute has organized:

- One day workshop on "Quality initiatives through NAAC" was held on 20th March, 2018 for which Dr. Subhash Deo and Dr. Pratap Naikawade were present as resource speakers.
- The institute has proposal of seminar on ICT and career guidance in the month of August, 2018.

The committee expressed the satisfaction about the organization of the activities.

**Subject No. 7. To review the master plan for the academic semester.**

**Resolution:** The coordinator placed before the committee, the existing master plan for the even semester of the academic year 2017-18.

Enclosed as Annexure I.

The committee expressed the satisfaction about the planning and execution of the master plan.

**Subject No. 8. To review the AQAR**

**Resolution:** The coordinator informed the committee about the progress of drafting and finalization of the AQAR to be emailed to NAAC before the stipulated date. The committee noted it.

**Subject No. 9. Any other matter with the permission of chair.**

Since there were no other subject for discussion, the meeting was concluded with the vote of thanks to the chair by the IQAC coordinator.

  
Coordinator



  
Chairman

**Internal Quality Assurance Cell**