## **PROCEEDINGS**

The minutes of the IQAC meeting of PSPS's Indira Institute of Pharmacy, Sadavali held in the board room of the institute on Saturday, 11<sup>th</sup>May 2019 at 11:00 am to transact the following subjects of the agenda.

## **Draft Minutes**:

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

The following members of the IQAC meeting were present for the meeting:

Dr. B. C. Hatapakki
Mrs. N. R. Mane
Mr. A. S. Prabhudesai
Dr. R. R. Somani Mr. Y.R. Arte
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. R. A. Deosthali
Ms. N. A.Mukhri
Mr. A. B. Khade Klulett

The following members have expressed their inability to attend the meeting.

- 1. Dr. S. K. Joshi
- 2. Mr. A. A. Deosthali

Subject No. 1: To read and confirm the minutes of the last IQAC meeting. Resolution: IQAC coordinator read the minutes of the last IQAC meeting held on Saturday, 05/01/2019at 11:00 a.m. in the board room of the institute and were confirmed by all the members of IQAC.

Subject No. 2:To review the covered master plan for the even semester of AY 2018-19.

Resolution: The coordinator placed before the committee covered the master plan. The committee went through the adherence of the schedule in the master plan and expressed their satisfaction for the same. The same has been approved by all the members of the committee.

Subject No. 3: To review the monitoring mechanism of AMC.

Resolution: The coordinator placed before the committee, the existing monitoring mechanism of AMC. It was felt the need to change the monitoring mechanism of AMC because of some lacunae in it. Hence, it was unanimously resolved to modify the existing monitoring mechanism of AMC in the form of physical verification of the covered syllabus with the proposed lesson plan in consultation with at least three representative students of the respective classes.

Subject No. 4: To review the activities of UBA of the institute during the even semester.

Resolution: The coordinator placed before the committee the present status and problems encountered during the household and village survey in the five adopted villages during the even semester. The committee directed the coordinator to contact the gram panchayat through local representatives for smooth communication. The committee expressed their satisfaction with the progress of the activities.

Subject No. 5: To review the status of AQAR preparation.

Resolution: The coordinator placed before the committee the present status of AQAR for the AY 2018-19. The committee reviewed it with their inputs and expressed their satisfaction for the same. The committee unanimously resolved to authorize the coordinator to follow the due procedure before uploading the AQAR on the NAAC website.

Subject No. 6: Any other matter with the permission of the chair.

**Resolution:** Since there were no other matters for discussions, and the meeting concluded with a vote of thanks to the Chair by the coordinator.

Coordinator

Internal Quality Assurance Cell, IIP, Sadavali