Internal Quality Assurance Cell (IQAC) 2022-23 Minutes of first meeting held on 08/10/2022

The first meeting of the Internal Quality Assurance Cell (IQAC) was held on 08/10/2022, Saturday at 11.00 am. under the chairmanship of Principal Dr. Rajashree Chavan.

Venue: IQAC room

The members of the committee are:

Sr. No.	Name of the members	Designation
1	Dr. Rajashree Chavan	Chairman (Principal)
2	Hon. Shri. Sandeep Kadam	Member (Management Representative)
3	Mrs. Jayashri Jagtap	Co-ordinator (Assistant Professor and Academic Incharge)
4	Dr. Smita Pawar	Member ((HoD, Pharm. Chemistry))
5	Mr. Vaibhav Shilimkar	Member (HoD, Pharmacognosy)
6	Mr. Jitendra Shinde	Member (HoD, Pharmaceutics)
7	Mr. Nilesh Bhosale	Member (College Examination Officer)
8	Mr. Ganesh Nigade	Member (Internal Examination In charge)
9	Mrs. Pradnya Jagtap	Member (HoD, Pharmacology))
10	Mrs. Vidya Mhaske	Member (Office In charge)
11	Mr. Palak Agarwal	Member (Industrialist Representative)
12	Mr. Suresh Bhosale	Member (Parent Representative)
13	Mr. Sunil Korde	Member (Alumni & Local Society Representative)
4	Dr. Shama Aaphale	Member (Alumni Representative)
5	Ms. Rutika Bhoite	Member (Student Representative)
6	Mr. Amol Kale	Invitee member

The chairman (Principal Dr. Rajashree Chavan) welcomed the IQAC members to the first meeting of the IQAC cell in the academic year 2022-23.

Subject no. 1:

To constitute Internal Quality Assurance Cell (IQAC) for the academic year 2022-24.

Resolution No. 1:

Internal Quality Assurance Cell (IQAC) for the academic year 2022-24 was constituted as per the guidelines provided by NAAC. IQAC coordinator Mrs. Jayashri Jagtap welcomed all the members of the cell and appealed them to contribute in a positive and constructive way in order to ensure the efficient and effective operation of the academics and administration in the college.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Rajashree Chavan

Subject No.2:

To confirm the minutes of the last meeting held on 04/07/2022.

Resolution No.2:

Minutes of the last meeting of IQAC held on 04/07/2022 were read and confirmed.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Smita Pawar

Subject No.3:

To read and confirm the action taken report of the last meeting held on 04/07/2022.

Resolution No.3:

The action taken report of the last meeting of IQAC held 04/07/2022 was read and confirmed

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Mrs. Vidya Mhaske

Subject no. 4:

To discuss the objectives and responsibilities of the IQAC

Resolution No. 4:

The IOAC Coordinator Mrs. Jayashree Jagtap presented the mission and duties of IQAC as per NAAC norms. The duties of IQAC cell members were discussed in depth. All the members appreciated the Chairman for effectively implementing the IQAC standards in the college.

Proposed by: - Mrs. Jayashri Jagtap Seconded by:- Mr. Vaibhav Shilimkar

Subject no. 5:

To take a review of events conducted and planned in the academic year 2022-23.

Resolution No. 5:

A review of the events and activities conducted in the college for the academic year 2022-23 till date was presented in the meeting. A review of remaining activities to be conducted was taken and thorough discussion was done regarding conduct of activities. Further it was informed that the following activities will be conducted in the college.

1) Environmental Awareness Week- 07/11/2022-12/11/2022.

2) Induction cum parent meet of newly admitted students- 10/11/2022.

3) Fresher's welcome function- 14/11/2022.

4) Staff development program for teaching staff- 15/11/2022.

- 5) Staff development program for non-teaching staff- 08/12/2022.
- 6) Entrepreneurship Awareness Camp- 13/12/2022-14/12/2022.
- 7) Disaster Management: guest Lecture- 17/01/2023.
- 8) NSS camp- 13/01/2023-20/01/2023.
- 9) Annual Prize Distribution Ceremony and Annual Social Gathering- 25/02/2023.
- 10) TPC Activity: In Campus Placements- 03/03/2023.
- 11) Women's day celebration- 08/03/2023
- 12) Guest lecture on gender equality- 23/03/2023.
- 13) Farewell function of Final Year B. Pharm. and S. Y. M. Pharm. students-29/04/2023 etc.

The external member suggested one week induction program for the newly admitted students. Preparations for the upcoming events were discussed.

The members congratulated the Principal and staff for the successful organization of various events.

Proposed by: Mrs. Pradnya Jagtap Seconded by: Mr. Jitendra Shinde

Subject no. 6:

To take review of results of B. Pharm. and M. Pharm. University Examination held in April/May 2022.

Resolution No. 6:

The report of result analysis of B. Pharm and M. Pharm. University Examination for the academic year 2021-22 was presented in the meeting by College Examination Officer Mr. Nilesh Bhosale. The result was thoroughly discussed. The Chairman and all the members congratulated Principal, teaching, non-teaching & supporting staff and students of the college for the excellent result of post COVID offline examination. The teaching staff members were congratulated for 100% result in the respective subjects for the academic year 2021-22.

Sr. No.	Class	Overall Result (%)
1	First Year B. Pharm. Sem-II	100%
2	Second Year B. Pharm. Sem- IV	100%
3	Third Year B. Pharm. Sem-VI	100%
4	Final Year B. Pharm. Sem-VIII	100%
5	F. Y. M. Pharm.	100%
6	S. Y. M. Pharm.	100%

Jagtap Kishori Sunil in final year M. Pharm. (Sem.IV) and Bobade Shweta Shivling in First year M. Pharm. (Sem.II) obtained first rank by securing CGPA 9.19 and 9.0 respectively. Jagtap Prajkta Bajrang obtained first rank in Final Year B. Pharm. by securing CGPA 8.505; Jadhav Shivani Ramesh, Jagtap Pradnya Navnath and Tekawade Sanika Mahesh topped in T. Y. B. Pharm, S. Y. B. Pharm and First Year B. Pharm. respectively by securing CGPA 8.267, 8.429 and 8.310 respectively. All the toppers were congratulated by the Chairman and members of the committee.

Proposed by: - Mr. Nilesh Bhosale

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Seconded by: - Mr. Suresh Bhosale

Subject no. 7:

To take a review of staff development activities

Resolution No. 7:

Dr. Smita Pawar presented a review of the staff development activities. She informed that staff members are prompted to attend Seminars and Conferences, Quality Improvement Programme and Faculty Development Programmes in other colleges using offline or online platform for upgradation of their knowledge in their respective subjects. It was informed that most of the faculty members attended FDP, seminars/ workshops via online mode. Also it was informed that in-house Faculty Development program is organized on 15th February 2023.

The staff members are also encouraged to prepare research proposals for submission to various funding agencies.

Proposed by: - Dr. Smita Pawar Seconded by: - Dr. Rajashree Chavan

Subject no.8:

To take a review of admission process of B. Pharm. and M. Pharm.

Resolution No. 8:

Mr. Jitendra Shinde explained the B. Pharm. and M. Pharm. admissions process to all the members. He informed that B. Pharm. admission process started on 28th September 2022 and all the necessary arrangement have been done including assigning admission work to all staff members to ensure a smooth admission process.

Proposed by: - Mr. Jitendra Shinde Seconded by: - Mr. Nilesh Bhosale

Subject No.9:

To discuss any matter with the permission of the chair.

Resolution No. 9: There was no other subject for discussion.

Proposed by: - Mrs. Vidya Mhaske Seconded by: Mr. Ganesh Nigade

There being no other subject for discussion the meeting was called to an end by the Chairman, Dr. Rajashree Chavan. Mrs. Jayashri Jagtap, IQAC Coordinator extended vote of thanks to the members for remaining present for the meeting.

Mrs. Jayashri Jagtap

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PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD Tal. Purandar, Dist. Pune. 412301 Dr. Rajashree Chavan

PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD TAL PURANDHAR DIST. PUNE-412 301

Internal Quality Assurance Cell (IQAC) 2022-23

Action Taken Report of the first meeting held on 08/10/2022

As per the suggestions made by the committee members of IQAC following steps have been taken:

Subject	Resolution	Action taken
Subject No. 1: To constitute Internal Quality Assurance Cell (IQAC) for the academic year 2022-24	Internal Quality Assurance Cell (IQAC) for the academic year 2022-24 was constituted as per the guidelines provided by NAAC. IQAC coordinator Mrs. Jayashri Jagtap welcomed all the members of the cell and appealed them to contribute in a positive and constructive way in order to ensure the efficient and effective operation of the academics and administration in the college.	Noted and filed
Subject No.2: To confirm the minutes of the last meeting held on 04/07/2022.	Minutes of the last meeting of IQAC held on 04/07/2022 were read and confirmed.	Noted and filed
Subject No.3: To read and confirm the action taken report of the last meeting held on 04/07/2022.	The action taken report of the last meeting of IQAC held 04/07/2022 was read and confirmed	Noted and filed
Subject no. 4: To discuss the objectives and responsibilities of the IQAC	The IQAC Coordinator Mrs. Jayashri Jagtap presented the mission and duties of IQAC as per NAAC norms. The duties of IQAC cell members were discussed in depth. All the members appreciated the Chairman for effectively implementing the IQAC standards in the college.	
Subject no. 5: To take a review of events conducted and planned in the academic year 2022-23.	A review of the events and activities conducted in the college for the academic year 2022-23 till date was presented in the meeting. A review of remaining activities to be conducted was taken and thorough discussion was done regarding conduct of activities. Further it was informed that the following activities will be conducted in the college. 1)Environmental Awareness Week- 07/11/2022-12/11/2022. 2)Induction cum parent meet of newly admitted students-10/11/2022. 3)Fresher's welcome function- 14/11/2022. 4)Staff development program for teaching staff-	All the remaining have been conducted as per the schedule.

15/11/2022. 5)Staff development program for non-teaching staff-08/12/2022. 13/12/2022-Camp-Awareness 6)Entrepreneurship 14/12/2022. 7)Parent Meet of T. Y. B. Pharm. and Final Yr. B. Pharm.-07/01/2023. 8_Disaster Management: guest Lecture- 17/01/2023. 9)NSS camp- 13/01/2023-20/01/2023. 10) Annual Prize Distribution Ceremony and Annual Social Gathering- 25/02/2023. 11)TPC Activity: In Campus Placements- 03/03/2023. 12) Women's day celebration- 08/03/2023 13) Guest lecture on gender equality- 23/03/2023. 14) Farewell function of Final Year B. Pharm. and S. Y. M. Pharm. students-29/04/2023 etc. The external member suggested one week induction program for the newly admitted students. Preparations for the upcoming events were discussed. The members congratulated the Principal and staff for the successful organization of various events. The report of result analysis of B. Pharm and M. Pharm. Noted and Filed Subject no. 6: University Examination for the academic year 2021-22 was To take review of presented in the meeting by College Examination Officer results of B. Pharm. Mr. Nilesh Bhosale. The result was thoroughly discussed. and M. Pharm. University The Chairman and all the members congratulated Principal, Examination held in teaching, non-teaching & supporting staff and students of April/May 2022. the college for the excellent result of post COVID offline staff members The teaching examination. congratulated for 100% result in the respective subjects for the academic year 2021-22.

Sr. No.	Class	Overall Result (%)
1	First Year B. Pharm. Sem-II	100%
2	Second Year B. Pharm. Sem- IV	100%
3	Third Year B. Pharm. Sem-VI	100%
4	Final Year B. Pharm. Sem-VIII	100%
5	F. Y. M. Pharm.	100%
6	S. Y. M. Pharm.	100%

Jagtap Kishori Sunil in final year M. Pharm. (Sem.IV) and Bobade Shweta Shivling in First year M. Pharm. (Sem.II) obtained first rank by securing CGPA 9.19 and 9.0 respectively. Jagtap Prajkta Bajrang obtained first rank in Final Year B. Pharm. by securing CGPA 8.505; Jadhav

Subject no. 7: To take a review of staff development activities.	Shivani Ramesh, Jagtap Pradnya Navnath and Tekawade Sanika Mahesh topped in T. Y. B. Pharm, S. Y. B. Pharm and First Year B. Pharm. respectively by securing CGPA 8.267, 8.429 and 8.310 respectively. All the toppers were congratulated by the Chairman and members of the committee. Dr. Smita Pawar presented a review of the staff development activities. She informed that staff members are prompted to attend Seminars and Conferences, Quality Improvement Programme and Faculty Development Programmes in other colleges using offline or online platform for upgradation of their knowledge in their respective subjects. It was informed that most of the faculty members attended FDP, seminars/ workshops via online mode. Also it was informed that in-house Faculty Development program is organized on 15th February 2023. The staff members are also encouraged to prepare research proposals for submission to various funding agencies.	All faculty members have attended one day national seminar and 12 faculty members have attended online one week Faculty Development Program. Whereas 8 faculty members have submitted research proposals to BCUD, SPPU under RGSTC
	141. D. Dharm and M. Pharm	scheme. Noted and Filed
Subject no.8: To take a review of admission process of B. Pharm. and M. Pharm.	an 20th September 7077	.10.02 3.10 2 1.12
Subject No.9: To discuss any matter with the permission of the chair.	There was no other subject for discussion.	Noted and Filed

Mrs. Jayashri Jagtap

IQA@i@g-19件Binator

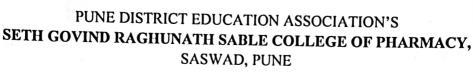
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Tal. Purandar, Dist. Pune. 412301

Dr. Rajashree Chavan

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PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD TAL PURANDHAR DIST. PUNE-41? 301





Internal Quality Assurance Cell (IQAC) 2022-23 Minutes of second meeting held on 31/01/2023

The second meeting of the Internal Quality Assurance Cell (IQAC) was held on 31/01/2023, Tuesday at 11.00 am. under the chairmanship of Principal Dr. Rajashree Chavan.

Venue: IQAC room

The members of the committee are:

Sr. No.	Name of the members	Designation
1	Dr. Rajashree Chavan	Chairman (Principal)
2	Hon. Shri. Sandeep Kadam	Member (Management Representative)
3	Mrs. Jayashri Jagtap	Co-ordinator (Assistant Professor and Academic Incharge)
4	Dr. Smita Pawar	Member ((HoD, Pharm. Chemistry))
5	Mr. Vaibhav Shilimkar	Member (HoD, Pharmacognosy)
6	Mr. Jitendra Shinde	Member (HoD, Pharmaceutics)
7	Mr. Nilesh Bhosale	Member (College Examination Officer)
8	Mr. Ganesh Nigade	Member (Internal Examination In charge)
9	Mrs. Pradnya Jagtap	Member (HoD, Pharmacology))
10 -	Mrs. Vidya Mhaske	Member (Office In charge)
1	Mr. Palak Agarwal	Member (Industrialist Representative)
2	Mr. Suresh Bhosale	Member (Parent Representative)
3	Mr. Sunil Korde	Member (Alumni & Local Society Representative)
4	Dr. Shama Aaphale	Member (Alumni Representative)
5	Ms. Rutika Bhoite	Member (Student Representative)
6	Mr. Amol Kale	Invitee member

The chairman (Principal Dr. Rajashree Chavan) welcomed the IQAC members to the second meeting of the IQAC cell in the academic year 2022-23.

Subject no. 1:

To confirm the minutes of the last meeting held on 08/10/2022.

Resolution No. 1:

Minutes of the last meeting of IQAC held on 08/10/2022 were read and confirmed.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Rajashree Chavan

Subject No.2:

To confirm the action taken report of the meeting held on 08/10/2022.

Resolution No.2:

The action taken report of the last meeting of IQAC held on 08/10/2022 was read and confirmed

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Shama Aaphale

Subject No.3:

To take a review of Academic calendar 2022-23.

Resolution No.3:

The academic calendar for the year 2022-23 was presented in detail in the meeting by the Academic Incharge Mrs. Jayashri Jagtap. It was thoroughly discussed and approved.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Mrs. Vidya Mhaske

Subject no. 4:

To discuss and finalize goal, vision and mission of the institute.

Resolution No. 4:

The chairman Principal Dr. Rajashree Chavan informed that Goal, Vision and Mission of the institute needs to be revised every 5 years. The process of revising Goal, Vision and Mission was discussed thoroughly and it was informed that the most of the suggestions have been received from all the satkeholders. The new Goals, Vision and Mission have been presented in the meeting. After through discussion Goals, Vision and Mission have been finalized and now it will be approved in CDC.

Proposed by: - Dr. Smita Pawar

Seconded by:- Mr. Vaibhav Shilimkar

Subject no. 5:

To discuss and revise formats of internal examinations.

Resolution No. 5:

The Internal Examination In charge, Mr. Ganesh Nigade presented the various evaluation formats of Internal examinations. After a detailed discussion, the format of the internal marks statement has been updated and it was informed that the new format will be implemented for the coming internal examinations.

Proposed by: Mr. Ganesh Nigade Seconded by: Mrs. Pradnya Jagtap Subject no. 6:

To take a review of new proposals for receiving grants from UGC/AICTE/SPPU etc.

Resolution No. 6:

The R and D cell coordinator Dr. Smita Pawar informed that all the regular faculty members have submitted their research proposals to SPPU under the Rajiv Gandhi Science and Technology Commission Scheme (RGSTC). She further informed that all the faculty members have presented their proposals in front of R and D cell and then final updated proposals submitted online to SPPU. The faculty members are also encouraged to prepare research proposals to various other funding agencies.

Proposed by: - Dr. Smita Pawar Seconded by: - Mr. Suresh Bhosale

Subject no. 7:

To take a review of Green and energy audit.

Resolution No. 7:

The IQAC coordinator Mrs. Jayashri Jagtap presented the process of Green, Energy and Environment audit to all the members. She informed that the institute has submitted all the related data online to the Green Building Professional Consultant, Grenvio Solutions and then Audit team visited to the college on 21st December 2022. She highlighted that the process of Green, Energy and Environment audit has been completed and the result will be declared shortly. Further, she discussed that the institute has made MOU with the Greenvio Solutions for healthy and sustainable institute. The activities related the environment protection and conservation will be conducted by Mr. Jitendra Shinde, NSS coordinator.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Rajashree Chavan

Subject no.8:

To take a review of Learning Management system vmedulife.

Resolution No. 8:

It was informed that the institute has procured Learning Management system(LMS), vmedulife software. All the staff and students will access LMS through college website using the credentials sent to their registered mail id. Dr. Smita Pawar informed that a list of module coordinators will be prepared and accordingly all the coordinators will be updated in vmedulife software by the coordinator Mrs. Jayashri Jagtap, IQAC Coordinator. The respective coordinators will be trained by vmedulife team regarding usage of the software for documentation and tracking the performance of the students. All the modules of vmedulife has been discussed in detail in the meeting and it was decided that all the information should be produced during AAA at the end of academic year.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Mr. Palak Agarwal BUSINE HEAD WHO WA

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Subject no.9:

To take review of IIC activities.

Resolution No. 9:

Mr. Ganesh Nigade, IIC Coordinator presented the activities of Institute Innovation Cell (IIC) in the meeting. The details of the activities conducted are as below:

- 1)Motivational session by Successful Innovators- 10/10/2022
- 2) Technology Readiness Level- 12/12/2022
- 3)Innovation Competition- 12/12/2022
- 4) Workshop on IPRs- 16/01/2023

Further, he informed that a few activities *viz*. achieving problem-solution fit and product-market fit, how to plan for start-up and legal and ethical steps, business model canvas etc. will be conducted shortly in the second term.

Proposed by: - Mr. Ganesh Nigade Seconded by: - Mr. Nilesh Bhosale

Subject no. 10:

To take a review of PBL activity conducted in the college.

Resolution No. 10:

Mrs. Jayashri Jagtap, PBL Coordinator presented a report of Problem Based Learning (PBL) conducted in odd semester in the college. Further schedule of PBL to be conducted in the even semester was discussed and finalized in the meeting.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Mr. Jitendra Shinde

Subject No.11:

To discuss any matter with the permission of the chair.

Resolution No. 11: There was no other subject for discussion.

Proposed by: - Mrs. Vidya Mhaske Seconded by: Dr. Rajashree Chavan

There being no other subject for discussion the meeting was called to an end by the Chairman, Dr. Rajashree Chavan. Mrs. Jayashri Jagtap, IQAC Coordinator extended vote of thanks to the members for being present for the meeting.

Mrs. Jayashri Jagtap

IQA@i@o.l9rdinator

PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD

Tal. Purandar, Dist. Pune. 412301

Dr. Rajashree Chavan Principal &Chairman, IQAC

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PRINCIPAL
BUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE
COLLEGE OF PHARMACY, SASWAD
TAL PURANDHAR DIST. PUNE-412 301

Internal Quality Assurance Cell (IQAC) 2022-23

Action Taken Report of the second meeting held on 31/01/2023

As per the suggestions made by the committee members of IQAC following steps have been taken:

Subject	Resolution	A 41 4 1
Subject No. 1:		Action taken
To confirm the minutes of the last	Minutes of the last meeting of IQAC held on 08/10/2022 were read and confirmed.	Noted and filed
meeting held on 08/10/2022.		
Subject No.2: To confirm the action taken report of the meeting held on 08/10/2022.	The action taken report of the last meeting of IQAC held 08/10/2022 was read and confirmed	Noted and filed
Subject No.3: To take a review of Academic calendar 2022-23.	The academic calendar for the year 2022-23 was presented in detail in the meeting by the Academic Incharge Mrs. Jayashri Jagtap. It was thoroughly discussed and approved.	Noted and filed
Subject no. 4: To discuss and finalize goal, vision and mission of the institute.	The chairman Principal Dr. Rajashree Chavan informed that Goal, Vision and Mission of the institute needs to be revised every 5 years. The process of revising Goal, Vision and Mission was discussed thoroughly and it was informed that the most of the suggestions have been received from all the satkeholders. The new Goals, Vision and Mission have been presented in the meeting. After through discussion Goals, Vision and Mission have been finalized and now it will be approved in CDC.	The goal, vision and mission of the institute has been approved in CDC
examinations.	The Internal Examination In charge, Mr. Ganesh Nigade presented the various evaluation formats of Internal examinations. After a detailed discussion, the format of the internal marks statement has been updated and it was informed that the new format will be implemented for the coming internal examinations.	A new evaluation format of internal examinations has been implemented
	The R and D cell coordinator Dr. Smita Pawar informed that all the regular faculty members have submitted their	Noted and filed

new proposals for receiving grant from UGC/AICTE/SPPU etc. Subject no. 7: To take a review o	and Technology Commission Scheme (RGSTC). She further informed that all the faculty members have presented their proposals in front of R and D cell and then final updated proposals submitted online to SPPU. The faculty members are also encouraged to prepare research proposals to various other funding agencies. The IQAC coordinator Mrs. Jayashri Jagtan, presented the	The few activities
Green and energy audit.	Drocess of Green Energy and Environment 11.	related the environment protection and conservation viz. tree plantation, plastic waste management etc conducted through NSS.
Subject no.8: To take a review of Learning Management system vmedulife.	It was informed that the institute has procured Learning Management system(LMS), vmedulife software. All the staff and students will access LMS through college website using the credentials sent to their registered mail id. Dr. Smita Pawar informed that a list of module coordinators will be prepared and accordingly all the coordinators will be updated in vmedulife software by the coordinator Mrs. Jayashri Jagtap, IQAC Coordinator. The respective coordinators will be trained by vmedulife team regarding usage of the software for documentation and tracking the performance of the students. All the modules of vmedulife has been discussed in detail in the meeting and it was decided that all the information should be produced during AAA at the end of academic year.	Training of all module coordinators has been completed via online and offline mode. The student details updated in the vmedulife LMS and the updation of academic planning details for 2022-23 is in progress and will be completed till 10th July 2022.
Subject no.9: To take review of IIC activities.	Mr. Ganesh Nigade, IIC Coordinator presented the activities of Institute Innovation Cell (IIC) in the meeting. The details of the activities conducted are as below: 1)Motivational session by Successful Innovators- 10/10/2022 2)Technology Readiness Level- 12/12/2022 3)Innovation Competition- 12/12/2022 4) Workshop on IPRs- 16/01/2023	The remaining activities have been conducted in the second term.

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	Further, he informed that a few activities viz. achieving problem-solution fit and product- market fit, how to plan for start-up and legal and ethical steps, business model canvas etc. will be conducted shortly in the second term.	
Subject No.10: To take a review of PBL activity conducted in the college.	Mrs. Jayashri Jagtap, PBL Coordinator presented a report of Problem Based Learning (PBL) conducted in odd semester in the college. Further schedule of PBL to be conducted in the even semester was discussed and finalized in the meeting.	PBL conducted as per the schedule
Subject No.11: To discuss any matter with the permission of the chair.	There was no other subject for discussion.	Noted and Filed

Mrs. Jayashri Jagtap

PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD Tal. Purandar, Dist. Pune. 412301

Dr. Rajashree Chavan

Chairman, IQAC
PRINCIPAL

PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD TAL PURANDHAR DIST. PUNE-412 301

Internal Quality Assurance Cell (IQAC) 2022-23

Minutes of third meeting held on 27/06/2023

The third meeting of the Internal Quality Assurance Cell (IQAC) was held on 27/06/2023, Tuesday at 11.00 am. under the chairmanship of Principal Dr. Rajashree Chavan.

Venue: IQAC room

The members of the committee are:

Sr. No.	Name of the members	Designation
1	Dr. Rajashree Chavan	Chairman (Principal)
2	Hon. Shri. Sandeep Kadam	Member (Management Representative)
3	Mrs. Jayashri Jagtap	Co-ordinator (Assistant Professor and Academic Incharge)
4	Dr. Smita Pawar	Member ((HoD, Pharm. Chemistry))
5	Mr. Vaibhav Shilimkar	Member (HoD, Pharmacognosy)
6	Mr. Jitendra Shinde	Member (HoD, Pharmaceutics)
7	Mr. Nilesh Bhosale	Member (College Examination Officer)
8	Mr. Ganesh Nigade	Member (Internal Examination In charge)
)	Mrs. Pradnya Jagtap	Member (HoD, Pharmacology))
0	Mrs. Vidya Mhaske	Member (Office In charge)
1	Mr. Palak Agarwal	Member (Industrialist Representative)
2	Mr. Suresh Bhosale	Member (Parent Representative)
3	Mr. Sunil Korde	Member (Alumni & Local Society Representative)
4	Dr. Shama Aaphale	Member (Alumni Representative)
5	Ms. Rutika Bhoite	Member (Student Representative)
6	Mr. Amol Kale	Invitee member

The chairman (Principal Dr. Rajashree Chavan) welcomed the IQAC members to the second meeting of the IQAC cell in the academic year 2022-23.

The homage is paid to the various personalities from social, cultural and political arena and also from academic field for their sad demise in this academic year.

1) Late Ganesh Eknath Shinde, Lab Attendant, PDEA's Seth Govind Raghunath Sable College of Pharmacy, Saswad for his sad demise on 07/03/2023.

- 2) Late Vijay Shrirang Shinde, father of Mr. Jitendra Shinde, Assistant Professor PDEA's Seth Govind Raghunath Sable College of Pharmacy, Saswad for his sad demise on 03/05/2023.
- 3) Late Shankarrao Bagde, Ex-Treasurer, Pune District Education Association, Pune for his sad demise.
- 4) Late M M Pirjade, Life member, Pune District Education Association, Pune for his sad demise on 14/02/2023.
- 5) All the brave Indian soldiers who laid their lives while serving our Nation.

Subject no. 1:

To confirm the minutes of the last meeting held on 31/01/2023.

Resolution No. 1:

Minutes of the last meeting of IQAC held on 31/01/2023 were read and confirmed.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Shama Aaphale

Subject No.2:

To confirm the action taken report of the meeting held on 31/01/2023.

Resolution No.2:

The action taken report of the last meeting of IQAC held on 31/01/2023 was read and confirmed

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Rajashree Chavan

Subject No.3:

To take a review of events conducted and planned in the academic year 2022-23.

Resolution No.3:

The details of events conducted and planned in the academic year 2022-23 was presented in the meeting. The external IQAC members congratulated the Principal and all staff members for successfully conducting various co-curricular and extracurricular events.

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Smita Pawar

Subject no. 4:

To take a review of results of B. Pharm. and M. Pharm. University Examination held in Oct/Nov.2022

Resolution No. 4:

The result analysis of B. Pharm. and M. Pharm. University Examination for the academic Oct/Nov. 2022-23 was presented in the meeting by Mr. Nilesh Bhosale, CEO. The result was thoroughly discussed. The Chairman and all the members congratulated the Principal, teaching, supporting staff and students of the college for the excellent result. The teaching staff members were congratulated for 100% result in the respective subjects for the academic year 2022-23.

Sr. No.	Class	Overall Result (%)
1	First Year B. Pharm. Sem-I	100%
2	Second Year B. Pharm. Sem- III	100%
3	Third Year B. Pharm. Sem-V	100%
4	Final Year B. Pharm. Sem-VII	100%
5	F. Y. M. Pharm. (Sem-I)	100%
6	S. Y. M. Pharm. (Sem-III)	100%

All the successful students were congratulated by the Chairman and members of the committee.

Proposed by: - Mrs. Vidya Mhaske Seconded by:- Dr. Smita Pawar

Subject no. 5:

To take a review of feedback received from various stakeholders.

Resolution No. 5:

The Academic Incharge Mrs. Jayashri Jagtap informed that the students' feedback on institution, curriculum as well as on teaching faculty is taken at the end of every semester in order to assess the quality of teaching and students' satisfaction with the facilities provided by the college and various activities conducted in the college. She discussed thoroughly the feedback of the students' received for the odd and even semesters for 2022-23. She also highlighted the suggestions given by the students regarding curriculum and other matters. It was informed that on the basis of analysis of feedback, the students are found satisfied with both the quality of teaching in the college and the facilities provided and activities conducted in the college. Few suggestions were given by the students. It was suggested by the members to work on the suggestions by them.

Proposed by: Mrs. Jayashri Jagtap Seconded by: Mrs. Pradnya Jagtap

Subject no. 6:

To take a review of activities conducted by Training and Placement Cell of the college for the academic year 2022-23.

Resolution No. 6:

The review of various activities conducted by Training and Placement cell in academic year 2022-23 was presented in the meeting.

The details are as follows

- 1) Communication skill & Personality development- 02/05/2023
- 2) Interview skill tech. & Aptitude Test- 03/05/2023
- 3) Group discussions and MOCK Interviews- 04/05/2023
- 4) Lectures by experts- i) Study Abrod and career opportunities in foreign countries-21/09/2022
- ii) Career opportunities in Medical Devices Industry and Hopital management requirement-24/09/2022
- iii) Career opportunities in Pharma industry & Health managment-25/01/2023
- iv) Career opportunities in Pharmaceutical industry- 12/04/2023
- v) Current trends in Pharmacovigilance, Clinical Research & Medical coding-12/04/2023. The details of activities to be conducted:
- 1) In campus placements
- 2) Printing and distribution of Horizon 2022-23

It was also informed that the placement brochure 'Horizon' is published every year and distributed amongst the prospective employers. The printing of Horizon and conduct of In campus placements is in process.

Proposed by: - Dr. Smita Pawar Seconded by: - Mr. Suresh Bhosale

Subject no. 7:

To take a review of preparation and submission of AQAR for Academic Year2022-23. Resolution No. 7:

A review of AQAR preparation was taken by the members. Dr. Smita Pawar informed that the responsibility of each criterion have been assigned to each faculty.

Further, she informed that the document preparation is ongoing and will be completed by the end of September 2023. It was decided that the final AQAR should be submitted in October

Proposed by: - Mrs. Jayashri Jagtap Seconded by: - Dr. Rajashree Chavan

Subject no.8:

To take a review of Add on courses conducted in the academic year 2022-23. Resolution No. 8:

A review of Add on courses conducted in the academic year 2022-23 was presented in the meeting. The details are as follows:

- 1) Intellectual Property Rights and Regulatory Affairs- Admitted total 19 students of S. Y. M.
- 2) Advance Diploma in Pharmacovigilance and Clinical Research-Admitted total 05 students of Final Yr. B. Pharm.

Proposed by: - Mrs. Pradnya Jagtap Seconded by: - Mr. Ganesh Nigade

Subject no.9:

To take a review of NEP preparedness for next academic year.

Resolution No. 9:

A review of NEP preparedness for next academic year was presented in the meeting. A Detailed Structure/Issues as per Govt. and Savitribai Phule Pune University Rules for Implementation of New Education Policy 2020 in the college has been discussed thoroughly. Further steps to be taken by the college and the institution to implement the New Education Policy 2020 in the college has been discussed exhaustively and finalized. The details are as follows.

- 1. To introduce vocational courses.
- 2. To implement NPTEL, SWAYAM/MOOCS courses for online learning and consider it for credits
- 3. To start and implement ability enhancement courses like personality development, communication skill development courses for holistic development of students
- 4. To focus on inclusion of good practices and innovations in teachinglearning methods including use of ICT tools.

- 5. To collaborate with industries for imparting practical skills and hands-on experience and to strengthen research element.
- 6. To initiate process of digilocker for ABC

Proposed by: - Dr. Smita Pawar Seconded by: - Mr. Nilesh Bhosale

Subject No.10:

To discuss any matter with the permission of the chair.

Resolution No. 10: There was no other subject for discussion.

Proposed by: - Mrs. Vidya Mhaske Seconded by: Dr. Rajashree Chavan

There being no other subject for discussion the meeting was called to an end by the Chairman, Dr. Rajashree Chavan. Mrs. Jayashri Jagtap, IQAC Coordinator extended vote of thanks to the members for being present for the meeting.

Mrs. Jayashri Jagtap
Coordinator, IQAC

IQAC Co-ordinator
PUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE
COLLEGE OF PHARMACY, SASWAD

Tal. Purandar, Dist. Pune. 412301

Dr. Rajashree Chavan

Principal & Chairman IQAC
PRINCIPAL

PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD TAL PIJRANDHAR. DIST. PUNE-41? 301

Internal Quality Assurance Cell (IQAC) 2022-23
Action Taken Report of the third meeting held on 27/06/2023
As per the suggestions made by the committee members of IQAC following steps have been taken:

Subject	Resolution	Action taken
Subject No. 1: To confirm the minutes of the last meeting held on 31/01/2023.	onfirm the were read and confirmed. s of the last g held on	
Subject No.2: To confirm the action taken report of the meeting held on 31/01/2023.	The action taken report of the last meeting of IQAC held 31/01/2023 was read and confirmed	Noted and filed
Subject No.3: To take a review of events conducted academic year 2022-23 was presented in the meeting external IQAC members congratulated the Principal staff members for successfully conducting various curricular and extracurricular events.		Noted and filed
Subject no. 4: To take a review of results of B. Pharm. and M. Pharm. University Examination for the academic Oct/Nov. 2022-23 was presented in the meeting by Mr. Nilesh Bhosale, CEO. The result was thoroughly discussed. The Chairman and all the members congratulated the Principal, teaching, supporting staff and students of the college for the excellent result. The teaching staff members were congratulated for 100% result in the respective subjects for the academic year 2022-23. Sr. No. Class Overall Result (%) 1 First Year B. Pharm. Sem-I 100% 2 Second Year B. Pharm. Sem-U 100% 3 Third Year B. Pharm. Sem-V 100% 4 Final Year B. Pharm. Sem-V 100% 5 F. Y. M. Pharm. (Sem-II) 100% 5 F. Y. M. Pharm. (Sem-III) 100% All the successful students were congratulated by the Chairman and members of the committee.		Noted and filed

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61	Subject no. 5:	The Academic Incharge Mrs. Journal Land Co.	
9	To take a review of	The Academic Incharge Mrs. Jayashri Jagtap informed that	The Feedback
-3	feedback receive	1 TO SOLUTION CHIEF CHIEF THE RESERVE TO THE TREE TREE TREE TREE TREE TREE TREE	analysis has been
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	stakeholders.	described the quality of the and chidanta,	prepared an action
		satisfaction with the facilities provided by the college and	
		various activities conducted in the college. She discussed	taken report
		thoroughly the feedback of the students' received for the	
		odd and even semesters for 2022-23. She also highlighted	
		the suggestions given by the students regarding curriculum	
		and other matters. It was informed that on the basis of	
		analysis of feedback, the students are found satisfied with	
		both the quality of teaching in the college and the facilities	
		Provided and activities conducted in the11	
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ſ	Subject no. 6:	The review of various and itsi	
	To take a review of	The review of various activities conducted by Training and Flacement cell in academic and Placement cell in academic and Pla	Printing and
- 1	activities conducted	Placement cell in academic year 2022-23 was presented in difference the meeting.	listribution of
	by Training and	The details are as follows	Iorizon 2022-23 i
- 1	Placement Cell of	1) Communication altitue B	process.
- 1	the college for the	1) Communication skill & Personality development-	1 1 2 2 2 2 2 2
	academic year		
- 1	2022-23.	2) Interview skill tech. & Aptitude Test- 03/05/2023 3) Group discussions and MOCK I	
		3) Group discussions and MOCK Interviews- 04/05/2023 4) Lectures by experts i) St. discussions and MOCK Interviews- 04/05/2023	
		4) Lectures by experts- i) Study Abrod and career opportunities in foreign countries-21/09/2022	
1		ii) Career opportunities in Medical D	
		Hopital management requirement-24/09/2022	
		in pharma in the control of the cont	
		managment-25/01/2023 Health	
		IV) Career opportunities in Diagram	
		12/04/2023 Pharmaceutical industry-	1
	A	v) Current trends in Pharmacovigilance, Clinical Research & Medical coding-12/04/2023	
		& Medical coding-12/04/2023.	
1		The details of activities to be conducted:	
1	3.0	1) III Callipus placements	1
1	- 7	2) Printing and distribution of Horizon 2022-23 It was also informed that the	
		The wide initial that the place of the state	
1		is published every year and distributed amongst the	
L		prospective employers. The printing of Horizon and	1
S	ubject no. 7:	conduct of In campus placements is in process. A review of AOAP process.	1
1	'o folia	TOOK Dreparation was 4-1	AR 2022-23
P			paration is in
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	YAIL for	arther, she informed that the dame	C35.
	ear2022-23.	ongoing and will be completed by the end of September	
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_		submitted in October 2023.	

Subject No.10: To discuss any matter with the permission of the chair.	I have more than cubiect ton discussion	Noted and Filed
	 To introduce vocational courses. To implement NPTEL, SWAYAM/MOOCS courses for online learning and consider it for credits To start and implement ability enhancement courses like personality development, communication skill development courses for holistic development of students To focus on inclusion of good practices and innovations in teaching-learning methods including use of ICT tools. To collaborate with industries for imparting practical skills and hands-on experience and to 	
Subject no.9: To take a review of NEP preparedness for next academic year.	2) Advance Diploma in Pharmacovigilance and Clinical Research- Admitted total 05 students of Final Yr. B. Pharm. A review of NEP preparedness for next academic year was presented in the meeting. A Detailed Structure/Issues as per Govt. and Savitribai Phule Pune University Rules for Implementation of New Education Policy 2020 in the college has been discussed thoroughly. Further steps to be taken by the college and the institution to implement the New Education Policy 2020 in the college has been discussed exhaustively and finalized. The details are as follows.	The college has registered for Digilocker
Subject no.8: To take a review of Add on courses conducted in the academic year	A review of Add on courses conducted in the academic year 2022-23 was presented in the meeting. The details are as follows: 1) Intellectual Property Rights and Regulatory Affairs-Admitted total 19 students of S. Y. M. Pharm.	Completed 02 add- on courses

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Mrs. Jayashri Jagtap

PUNE DISTRICT EDUCATION ASSOCIATION'S SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD Tal. Purandar, Dist. Pune. 412301

Dr. Rajashree Chavan

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PUNE DISTRICT EDUCATION ASSOCIATION'S
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