



CAYM Education Trusts

Siddhant College of Pharmacy

A/P Sudumbare, Talegaon –Chakan Road, Tal:Maval, Dist: Pune -412109

Phone : 02114-661947, Email: siddhantcollegeofpharmacy@yahoo.in, Website: www.siddhantcop.in

AGENDA OF INTERNAL QUALITY ASSURANCE CELL MEETING

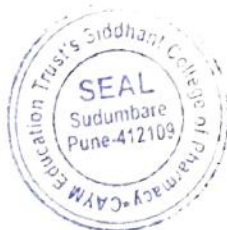
TO BE HELD ON 10th JUNE, 2021

TIME: 11:00 A.M.

1. To take approval on minutes of Internal Quality Assurance Cell Meeting held on 23/04/2021
2. To take an overview of back to offline mode aspects related to academic and examination initiatives.
3. To consider AQAR preparation for the A.Y 2021-22.
4. To identify NAAC criteria wise quality enhancement strategies /initiatives and action plan for the academic year 2021-22
5. To take an overview of various college activities to be conducted like organizing Yoga Day celebrations, Swacchata Pandharwada, Azadi ka Amrut Mahotsav, Health awareness programs, Seminars, value added courses , various Social activities etc.
6. To organize add on certification programs, career development programs, online guest lectures.
7. To take an overview regarding, sponsoring faculty for one FDP/ conference participation per academic year
8. To plan online activities, Training and placement activities., Alumni Interactions, Webinars, online workshops and other activities.
9. Any other point to be discussed with the permission of Chairperson.

Dr. Swati Deshmukh
IQAC Coordinator

Dr. Rahul Dumbre
Principal





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INTERNAL QUALITY ASSURANCE CELL MEETING FOR

SIDDHANT COLLEGE OF PHARMACY

Name of the Institute: - Siddhant College of Pharmacy

1. Meeting: Internal Quality Assurance Cell
2. S. No of Meeting: 01 (2021-22)
3. Date of Meeting: 10th June, 2021
4. Time of Meeting: 03.00 p. m.
5. Place of Meeting: Siddhant College of Pharmacy
6. Chairman of Meeting: Dr. R. K. Dumbre.
7. Following members were present for the meeting-

Sr. No.	Name	Designation
1.	Dr.R.K.Dumbre	Chairperson -Head of Institution
2.	Dr.Swati Deshmukh	Coordinator/Director of the IQAC
3.	Dr.Narendra Govekar	Teachers to represent all levels (Three to eight)
4.	Dr.Pratima Shinde	
5.	Mrs.Swati Jogdand	
6.	Mrs.Vanita Gade	
7.	Ms.Swati Kale	
8.	Mrs.Swapnali Girme	
9.	Ms.Shubhangi Thopte	
10.	Ms.Pooja Jadhav	
11.	Mr.Mihir Yadav	Member from the Management
12.	Mr.Navnath Gade	Few Senior administrative officers
13.	Mr.Amol Devkule	
16.	Mr.Nitin Shirao	One nominee from Local Society
17.	Ms.Akshada Shaiwale	One nominee from Student
18.	Mr.Sagar Kore	One nominee from Alumni
19.	Mr.B.V.Mathdevru	One nominee from Employers
20.	Dr.Yogesh Talekar	One nominee from Industrialists
21.	Mr.Sopan Divekar	One nominee from Stakeholder



MINUTES OF INTERNAL QUALITY ASSURANCE CELL

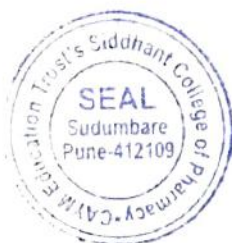
Subject No. 1- To take approval on minutes of Internal Quality Assurance Cell Meeting held on 23/04/2021

Dr. Swati Deshmukh read out the minute's last Internal Quality Assurance Cell Meeting held on 23/04/2022

Points	Action Taken
An over view about previous meeting	The IQAC coordinator, presented overview of the previous meeting.
Over view about the academic activities	By referring SPPU academic Calender , Principal, IQAC coordinator, Academic coordinator along with student coordinator finalized Aademic Calender for the institute .For daily monitoring of the academic activities,both UG,,PG academic coordinator, monitored the students and staff and timely feedback given to HODs,IQAC Coordinators and Principal.
Discussion on conduction of online theory, practical with staff wise record.	Due to Covid -19 pandemic various extra letures,has been conducted for students by online mode.
During Covid -19 Pandemic situation ,it was suggested that all the concern committee heads will arrange ,online competitions, webinar, Workshops, guest lectures, with respect to their specified area at State, National, international level, and distribute the E-certificates to the participants and qualified candidates.	During Covid -19 Pandemic situation ,it was discussed ,scheduled and arranged that all the concern committee heads will arrange ,online competitions, webinar, FDP, guest lectures, with respect to their specified area at State, National, international level, and distribute the E-certificates to the participants and qualified candidates. Mrs. Swapnali Girme and her team organised one week E-Competitions including Poster competition, whats app quote, Pharma detailing, competitions for UG, PG,students on the occasion of National Pharmacy Week.This ativity conducted on online mode via Google



	form and distributed E-Certificates to the participants and qualified candidates under the guideline of IQAC
Planning of Semester examination	CEO and Exam Incharge along with her team does the necessary arrangement for the smooth conduction of all types of online and offline examination and shared necessary circular
Review of Examination, Curricular and extracurricular activities	Conducted various necessary reforms, for various Institutional activities pertaining to academics, Examination, curricular and extracurricular activities.
Discussion on GPAT sessions and result	Conducted various GPAT sessions and Mock test by faculties and 3 students were qualified in GPAT. and one student in NIPER
Discussion on online students feedback and satisfactory survey from students of UG/PG.	Timely feedback were taken by Principal Sir and IQAC coordinator for the completion of syllabus for both theory and practicals for UG and PG students.
Overview about the research and social activities	Mrs. Vanita Gade coordinator , scientific committee and her team organized workshop and promoted staff and students for various research activities. Various social activities like, Yoga day, Tree plantation, nirmal wari, Harit wari, NPW Week, NSS day ,Gandhi and Lal Bahadur shastri Jayanti, National Unit day, Consstitution day. Shivaji Jayanti, Women day, Women safety and Women Empowerment webinar ,Save girl child, environment day etc. Has been organized by social activity committee.
Discussion on activities conducted and their documentation for AQAR	Various Activities conducted as per planning from various committees and prepared documents submitted to IQAC .
Overview of value added courses, soft skill ,and innovation and research webinar by Alumni.	Discussed and arranged various value added courses like, Yog sadhana and health, for soft skill,



The points and action initiated as follows-

All present members discussed and approved the same.

"It was resolved that the minutes of last Internal Quality Assurance Cell Meeting held on 23/04/2021 are hereby approved".

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre.



To take an overview regarding the IQAC committee from 2021-22

Dr. Swati Deshmukh informed the members that, as per new NAAC Norms, IQAC composition was unanimously decided. It was also decided that, the same composition will continue for A.Y. 2021-2022 as per norms. The new IQAC Committee is as follows:-

Sr. No.	Name	Designation
1	Dr. R. K. Dumbre	Chairperson -Head of Institution
2	Dr. Swati Deshmukh	Coordinator/Director of the IQAC
3	Dr. Narendra Govekar	Teachers to represent all levels (Three to eight)
4	Dr. Pratima Shinde	
5	Mrs. Swati Jogdand	
6	Mrs. Vanita Gade	
7	Ms. Swati Kale	
8	Mrs. Swapnali Girmé	
9	Ms. Shubhangi Thopte	
10.	Ms. Pooja Jadhav	Member from the Management
11.	Mr. Mihir Yadav	
12.	Mr. Navnath Gade	Few Senior administrative officers
13.	Mr. Amol Devkule	
16.	Mr. Nitin Shrirao	One nominee from Local Society
17	Ms. Akshada Shaiwale	One nominee from Student
18	Mr. Sagar Kore	One nominee from Alumni
19	Mr. B. V. Mathdevru	One nominee from Employers
20	Dr. Yogesh Talekar	One nominee from Industrialists
21	Mr. Sopan Divekar	One nominee from Stakeholder



Dr. Swati Deshmukh further proposed that, this IQAC committee frequency of meeting would be Four times a year (Quarterly).
The composition of IQAC and meeting schedule was approved unanimously.

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre



To take an overview of back to offline mode aspects related to academic and examination initiatives.

Dr Rahul Dumbre informed the members that, the Government started the Colleges in Offline mode for few days in February, 2021, but due to sudden rise in covid cases the decision was dropped and the college academics was arranged in Online mode again. But the Government is keen on starting the Academics in Offline mode soon. So, we have prepared few guidelines to execute the Offline mode as follows-

1. Vaccination Drives are arranged for Siddhant Employee and students and the civilians. Also, it was ensured eligible students must be vaccinated. The vaccination data was collected for further policy making.
 2. Masks distribution to employees
 3. Sanitization Guidelines are prepared
 4. Social Distancing norms are prepared for Offline mode
 5. Use of mask was highlighted to staff and students.
 6. Academic Planning was done according to new tentative offline schedules
- Offline Examination strategy after Covid Pandemic was discussed.

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre

To conduct AQAR preparation for A.Y 2020-21

Dr. Swati Deshmukh informed the member that, new guideline by NAAC for the submission of AQAR for the A.Y. 2020-21. so the new format for the AQAR to be effective from A.Y 2020-21 has been made available on the website. through the initiative of NAAC for quality excellence in higher education as displayed on site 15th July 2021.

IQAC Coordinator explained the changes in the AQAR format applicable for the A.Y 2020-21 along with the content and the preparedness for the respective criteria as applicable in the said format. After having taken the account of changes in the format and the contents briefed by the coordinator, criteria coordinators shall initiate the process to fill up the proforma and make the enclosures and links ready for uploading and get it approved in the next meeting

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre



4.	To identify quality enhancement strategies/initiatives and action plan for the academic year 2021-22	<p>The various quality initiatives to be taken for A.Y 2021-22 were proposed by the respective criteria Coordinators. Major initiatives are as follows:</p> <ol style="list-style-type: none"> 1.To conduct certificate and value added courses. 2.Improving the quality of teaching learning process by blended teaching modes.. 3.To create lecture capturing system. 4.Improving the fairness in internal examinations. 5.Resource immobilization for research and building innovation system. 6.Provided wifi and increased mbps. <p>Organization of workshops for soft skill and personality development. Drug design and development, Research paper writing, HPLC method development, formulation development, Webinars for career opportunities in abroad, Perspective on fundamental duties and right as per constitution of India.etc.</p> <p>7.Creating awareness and inculcating social responsibilities under Social activity and NSS committee various initiative taken are Awareness program like Dengue, AIDS, COVID-19 awareness, Constitution day, Disaster management, Blood donation camp, Tobacco and Alcohol deaddiction, Seminar on Women health and hygiene, Mental health of the Employees, Manage your emotions, World environment day etc.</p> <p>8.Organisation of Cultural and Sports events.Unity day, NSS camp etc.</p> <p>Proposed By : Dr. Swati Deshmukh</p> <p>Seconded By : Dr. Rahul Dumbre</p>
5.	To take an overview of various college activities to be conducted like organizing Yoga	<p>While discussing the Annual World Yoga Day celebrations held in the college on 21st June, Ms.Swati Kale suggested that to promote the yoga, and promote healthy atmosphere amongst the faculty and staff, some sports and cultural events may be conducted annually. It will benefit the workplace in positive manner.</p> <p>Dr. Rahul Dumbre seconded the suggestion, and it was decided after discussion, that various sports tournaments can be conducted for Faculty and staff to promote healthy atmosphere. Various International days,Camps, awareness programs were</p>



Day celebrations & health awareness Programs. Covid Vaccination camp. Swatchata Pandharwada. Azadi ka Amrut Mahotsav etc.	conducted to create awareness towards the activities.
	Proposed By : Mrs. Swati Kale
	Seconded By : Dr. Rahul Dumbre.



6.	To organize add on certification programs, career development programs, value added course and online guest lectures.	<p>Mrs.Pooja Jadhav informed the members that, almost a year we are working in Online mode. The faculty students have attended guest lectures, FDP's. seminars through Online mode only. Now as we are slowly coming out of the Covid Pandemic influence, normalization of activities is most important. She further suggested that, we can organize add on certification programs, Value added courses, career development programs, guest lectures this academic year.</p> <p>All members appreciated it.</p> <p>Proposed By: Mrs. Pooja Jadhav</p> <p>Seconded By: Dr. Rahul Dumbre</p>
7.	To take an over view regarding the R&D policy, sponsoring faculty for one FDP/ conference participation per academic year	<p>Mrs. Vanita Gade informed the members that, to promote the research culture amongst the faculty, management has introduced R & D Policy at Group level. Which includes various benefits i.e. Cash incentives for faculty whose research papers are published in standard National and International Journals etc. and attended National and International Conferences and Seminars.</p> <p>The initiative was appreciated, and the terms were thoroughly discussed.</p> <p>Proposed By: Mrs. Vanita Gade</p> <p>Seconded By: Dr. Rahul Dumbre</p>
8.	To plan various Training and Placement, Alumni interactions, Webinars, Online and offline workshops and other activities.	<p>The Training and placement faculty in charge explained the various planned activities for the Soft skill development, Professional skill development, along with various value added courses, modules ,to increase the employability of the students. It was discussed at length and suggestions given were accepted .Major suggestion were the Alumni connect, mentoring the students from the senior professionals,, taking innitiatives for the internship of the students, along with the inhouse skill development.</p>



		Proposed By :Mrs.Pooja Jadhav
		Seconded By : Dr. Rahul Dumbre
	Any other point to be discussed with the permission of Chairperson	Hence, all the subjects on the agenda were read out and no more points were raised by the honorable committee members, the meeting were adjourned till the next
		Proposed By :Dr.Swati Deshmukh
		Seconded By : Dr. Rahul Dumbre



Dr. Swati Deshmukh
IQAC Coordinator



Dr. Rahul Dumbre
Principal





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AGENDA OF INTERNAL QUALITY ASSURANCE CELL
MEETING

TO BE HELD ON 30th SEPTEMBER,

2021 TIME: 11:00 A.M.

1. To take approval on minutes of Internal Quality Assurance Cell Meeting held on 10th June, 2021
2. To discuss regarding placement activity for the current academic year and organize preplacement sessions.
3. To prepare Academic calendar & organize events.
4. To take an overview of the National 'Pharmacists Week celebration' & 'Pharmacist Day'.
5. To discuss Research project allocation for Final year UG students as per SPPU.
6. To send students for industrial training & initiate more tie-ups & MOUs with community.
7. To prepare and submit AQAR 2020-21
8. Any other point to be discussed with the permission of Chairperson.

Dr. Swati Deshmukh
IQAC Coordinator

Dr. Rahul Dumbre
Principal





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INTERNAL QUALITY ASSURANCE CELL MEETING FOR SIDDHANT COLLEGE OF PHARMACY

Name of the Institute :- Siddhant College Of Pharmacy

1. Meeting : Internal Quality Assurance Cell	2. S. No of Meeting : 02 (2021-22)
3. Date of Meeting : 30 th September, 2021	4. Time of Meeting : 11.00 a. m.
5. Place of Meeting : CAYMETs Siddhant College of Pharmacy	
6. Chairman of Meeting: Dr. Swati Deshmukh	
7. Following members were present <i>for the</i> meeting-	
1. Dr. Rahul Dumbre	Chairman
2. Dr. Mahesh Burande	External Expert
3. Dr. Swati Deshmukh	IQAC - Coordinator
4. Mr. Mihir R. Yadav	Member- Management
5. Mr. Navnath Gade	Member —Administrative staff
6. Mr. Nitin Shirao	Member- Local Society
7. Mrs. Swati Jogdand	Member —Teaching staff
8. Mrs. Vanita Gade	Member — Teaching staff
9. Mrs. Swapnali Girme	Member — Teaching staff
10. Mrs. Pooja Jadhav	Member —Teaching staff
11. Ms. Swati Kale	Member —Teaching staff
12. Mrs Shubhangi Thopte.	Member — Teaching staff
13. Mr. Sagar Kore	Member —Teaching staff
14. Mr. Amol Devkule	Member —Administrative staff
15. Ms. Akshada Shevale	Member- Student

Following points were discussed in the Meeting:



MINUTES OF INTERNAL QUALITY ASSURANCE CELL

Subject No. 1- To take approval on minutes of Internal Quality Assurance Cell Meeting held on 10th June, 2021

Dr. Swati Deshmukh read out the minute's of last Internal Quality Assurance Cell Meeting held on 10th June, 2021.

The points and action initiated as follows-

Point	Action Initiated
To take an overview regarding the IQAC committee from 2021-22	IQAC composition as per new norms was unanimously decided for A.Y. 2021-2022.
To take an overview of back to offline mode aspects related to academic and examination initiatives	Offline working environment strategies and policies after covid pandemic was planned and executed.
To consider AQAR preparation for the A.Y 2021-22	IQAC coordinator initiated the process, shared new guidelines and ,Criteria Coordinators, IQAC members opted the same for the preparation of AQAR for A.Y 2021-22
To identify NAAC Criteria wise quality enhancement strategies/initiatives and action plan for the academic year 2021-22	IQAC identify NAAC Criteria wise quality enhancement strategies/initiatives were taken f and action plan for the academic year 2021-22 were proposed by respective Criteria coordinators.
To take an overview of various college activities to be conducted like organizing Yoga Day celebrations, Swacchata Pandharwada, Azadi ka Amrut Mahotsav, Health awareness programs, Seminars, value added courses ,Hasya day,Sath Chal Wari,Ek Pustak Deshasathi, Sakal Vidya Education expo.various Social activities etc.	Online yoga day were celebrated ,various social activities like , Swacchata Pandharwada, Azadi ka Amrut Mahotsav, Health awareness programs,value added courses Hasya day,Sath Chal Wari,Ek Pustak Deshasathi, Sakal Vidya Education expo.various Social activities etc. were also conducted .
To organize add on certification programs, career development programs,	Add on certification programs, career development programs, online guest lectures were conducted.



on line guest lectures.	
To take an overview regarding, sponsoring faculty for one FDP/ conference participation per academic year	Research policy is being drafted to promote research activities taking into consideration sponsorships and other research aspects.

To plan online activities, Training and placement activities., Alumni Interactions, Webinars, online workshops and other activities.	SCOP planned and conducted various training and placement ,Alumni interactions ,webinars ,workshops for smooth running of Curriculum.
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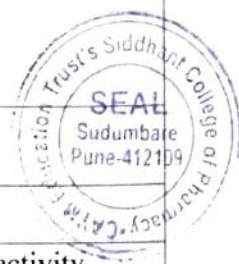
All present members discussed and approved the same.

“It was resolved that the minutes of last Internal Quality Assurance Cell Meeting held on 10th June, 2021 are hereby approved”.

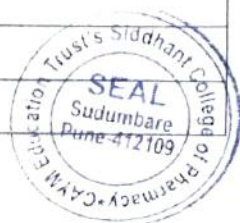
Proposed By :Dr. Swati Deshmukh

Seconded By: Dr. Rahul Dumbre

2	To discuss regarding placement activity for the current academic year and organize preplacement sessions.	Dr. Swati Deshmukh presented a report of Placement Cell for last academic year. Everyone appreciated and accepted the report unanimously. He suggested that the placement activity has delayed this year due to Covid -19 Pandemic situation. It should be started now, also pre- placement training sessions should be arranged to groom the students for soft skills and interview.
		Proposed By : Dr. Swati Deshmukh
		Seconded By : Dr. Rahul Dumbre
3	To prepare Academic calendar & organize events.	Dr. Swati Deshmukh informed about the appointments, activity schedule/ calendar of SCOP is prepared according to the norms. All members discussed the same and asked Working committee coordinators to present its performance report after regular intervals.
		Proposed By : Dr. Swati Deshmukh



		Seconded By : Dr. Rahul Dumbre
4	To take an overview of the National' Pharmacists Week celebration' & 'Pharmacist Day' celebration by conducted Webinar with Pharmacist. And took selfie with Pharmacist.	<p>Mrs. Swapnali Girme informed the members that, National Pharmacy week was celebrated by the students and faculty following the social distancing norms. Various activities like webinars of pharmacist were conducted and took Selfie with pharmacist. She presented a detailed report of the Pharmacists Week & Pharmacist Day activities. Everyone appreciated and accepted the report unanimously.</p> <p>Proposed By : Mrs .Swapnali Girme</p> <p>Seconded By : Dr. Swati Deshmukh</p>
5	To discuss Research project allocation for Final year UG students as per SPPU.	<p>Mrs.Swati Jogdand suggested that, as per SPPU syllabus we need to allot research projects to the final year students to promote the research culture among the students. The records of the same should be maintained and performances of students also should be monitored by the faculty coordinator. This initiative was appreciated and the suggestion was unanimously accepted.</p> <p>Proposed By : Mrs.Swati Jogdand</p> <p>Seconded By : Mrs.Vanita Gade</p>
6	To send students for industrial training & initiate more tie-ups & MOUs with community.	<p>Dr. Yogesh Tadekar suggested that, Phannacy students needs industrial training to gain Practical knowledge. So we should encourage more students to take up Industrial Trainings & internships. We need to have more tie-ups & MOUs with community. Also we should arrange more Industrial visits to create Industry awareness in students.</p> <p>Proposad By : Dr. Yogesh Tadekar</p> <p>Seconded By : Dr. Rahul Dumbre</p>
7.	To prepare and submit AQAR 2020-21	<p>Dr. Swati Deshmukh updated members about NAAC Annual Quality Assurance Report (AQAR) procedure. She further informed that we have prepared the AQAR for the year 2020-2021 and we are in process to submit the same. She also presented some highlights of our AQAR. The members discussed and approved the same and asked to submit the AQAR.</p> <p>Proposed By : Dr. Swati Deshmukh</p> <p>Seconded By : Dr. Rahul Dumbre</p>



8.	Any other point to be discussed with the permission of Chairperson.	Hence, all the subjects on the agenda were read out and no more points were raised by the honorable committee members, the meeting were adjourned till the next.
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Dr. Swati Deshmukh
IQAC Coordinator



Dr. Rahul Dumbre
Principal





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AGENDA OF INTERNAL QUALITY ASSURANCE CELL MEETING

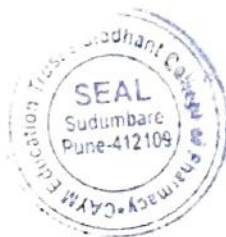
TO BE HELD ON 22nd DECEMBER,

2021 TIME: 11:00 A.M.

1. To take approval on minutes of Internal Quality Assurance Cell Meeting field on 30" September.2021
2. To conduct expert lecture ser
3. To make arrangements for extra lectures for the students to breach the gap between online & offline mode.
4. To organize soft skills & interview techniques training programs for final year students.
5. To take overview of new research policy.
6. Any other point to be discussed with the permission of Chairperson.

Dr.Swati Deshmukh
IQAC Coordinator

Dr. Rahul Dumbre
Principal





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INTERNAL QUALITY ASSURANCE CELL MEETING FOR SIDDHANT COLLEGE OF PHARMACY

Name of the Institute :- Siddhant College Of Pharmacy

1. Meeting : Internal Quality Assurance Cell

2. S. No of Meeting : 03 (21-22)

3. Date of Meeting : 22nd December, 2021

4. Time of Meeting : 11.00 a. m.

5. Place of Meeting :CAYMETs Siddhant College of Pharmacy

6. Chairman of Meeting: Dr. Rahul Dumbre

7. Following members were present for the meeting-

- | | | |
|-----|-----------------------|------------------------------|
| 1. | Dr. Rahul Dumbre | Chairman |
| 2. | Dr. Mahesh Burande | External Expert |
| 3. | Dr. Swati Deshmukh | IQAC - Coordinator |
| 4. | Mr. Mihir R. Yadav | Member- Management |
| 5. | Mr. Navnath Gade | Member —Administrative staff |
| 6. | Mr. Nitin Shirirao | Member- Local Society |
| 7. | Mrs. Swati Jogdand | Member — Teaching staff |
| 8. | Mrs. Vanita Gade | Member — Teaching staff |
| 9. | Mrs. Swapnali Girmé | Member — Teaching staff |
| 10. | Mrs. Pooja Jadhav | Member — Teaching staff |
| 11. | Ms. Swati Kale | Member — Teaching staff |
| 12. | Mrs Shubhangi Thopte. | Member — Teaching staff |
| 13. | Mr. Sagar Kore | Member — Teaching staff |
| 14. | Mr. Amol Devkule | Member —Administrative staff |
| 15. | Ms. Akshada Shevale | Member- Student |



Following points were discussed in the Meeting:

MINUTES OF INTERNAL QUALITY ASSURANCE CELL

Subject No. 1- To take approval on minutes of Internal Quality Assurance Cell Meeting held on 30th September, 2021

Dr. Swati Deshmukh read out the minute's last Internal Quality Assurance Cell Meeting held on 30th September, 2021. The points and action initiated as follows-

Point	Action Initiated
To discuss regarding placement activity for the current academic year and organize preplacement sessions	The Pre placement activities were scheduled and executed.
To prepare Academi calendar & organize events	The HC Annual activity schedule/calendar was prepared and the meetings were organized
To take an overview of the National 'Phannacists Week celebration' & 'Pharmacist Day'	National Pharmacy Week and Pharmacist day was celebrated organizing various activities.
To discuss Research project allocation for Final year UG students as per SPPU	The students were allocated Research project as per SPPU syllabus
To send students for industrial training & initiate more tie-ups & MOUs with community	Students were motivated to take up more industrial trainings and MOU 's are in process with industries.
To prepare and submit AQAR 19-20	The AQAR was prepared and submitted

All present members discussed and approved the same.

"It was resolved that the minutes of last Internal Quality Assurance Cell Meeting held on 30th September, 2021 are hereby approved".

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre

To take approval on minutes of Internal Quality Assurance Cell Meeting field on 30th September.2021



To conduct expert lecture series Mrs. Pooja Jadhav suggested that, to make students more competitive and confident with thorough knowledge of the subjects, we need to conduct an Expert Lecture series on different topics. Such series will provide students with deep knowledge, alternative perspectives experiences that can reinforce their aptitude. The members appreciated the thought and Dr. Dumbre seconded it saying we will organize such guest lecture series soon

Proposed By : Mrs. Pooja Jadhav

Seconded By : Dr. Rahul Dumbre

4 To take overview regarding extra lectures for the students to bridge the gap between online & offline mode. Dr. Deshmukh informed the members that, Government has started recently the offline lectures after big gap of one and half year. But to regularize the routine, complete the syllabus and bridge the gap between online & offline mode, we need to organized extra lectures. Also to get the students used to offline mode, extra lectures are needed. All members discussed the same and ask team SCOP to arrange the extra lectures in such a way that it should not hamper students much accessible time and health

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre

5 To organize soft skills & interview techniques training program for final year students. Dr. Rahul Dumbre informed that, the placement activity should be started now for this academic year as we have B. Pharm, and M. Pharm. Batch passing out. Also pre-placement training sessions should be arranged to groom the students for soft skills and interview. He further added that, one dedicated faculty placement coordinator to be appointed from next Academic Year to continuously monitor the Placement Process and coordination with Companies. This initiative was appreciated and unanimously accepted.

Proposed By : Dr. Rahul Dumbre

Seconded By : Mr. Mihir Yadav



	To take overview of new research policy.	<p>Dr.Rahul Dumbre informed the members that, management of SGI has upgraded the Research policy with a motto to motivate the faculty members of our Institution to undertake quality research. The highlight of this policy is Cash incentives based on publications in Scopus/ Web of Science/ Pubmed / Thomson Reuter Impact Factor Journals, UGC Care Listed journals . Faculty will be sponsored Full Registration Fees for one conference per Year. This policy was thoroughly discussed, appreciated and unanimously accepted.</p>
		Proposed By : Dr. Rahul Dumbre
		Seconded By : Mr.Mihir Yadav
8	Any other point to be discussed with the permission of Chairperson.	Hence, all the subjects on the agenda were read out and no more points were raised by the honorable committee members, the meeting were adjourned till the next.



Dr. Swati Deshmukh
IQAC Coordinator



Dr. Rahul Dumbre
Principal





**CAYM Education Trusts
Siddhant College of Pharmacy**

A/P Sudumbare, Talegaon –Chakan Road, Tal:Maval, Dist: Pune -412109
Phone : 02114-661947, Email: siddhantcollegeofpharmacy@yahoo.in, Website:
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AGENDA OF INTERNAL QUALITY ASSURANCE CELL

MEETING TO BE HELD ON 25th MARCH, 2022

TIME: 11:00 A.M.

1. To take approval on minutes of Internal Quality Assurance Cell Meeting held on 22nd December 2021
2. To take a review of regular academics, exams.
3. To take a review of Conference, Guest Lectures and add on programs delivered.
4. To take an overview of social outreach programs (Blood donation & Health checkup, Covid Vaccination drive, Swachata Pandrawda.
5. To take an overview of the prepared AQAR 2020-21.
6. To discuss regarding the NAAC -AQAR preparation for A.Y 2021-22.
7. Any other point to be discussed with the permission of Chairperson.

Dr. Swati Deshmukh
IQAC Coordinator

Dr. Rahul Dumbre
Principal





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**INTERNAL QUALITY ASSURANCE CELL MEETING FOR SIDDHANT COLLEGE OF
PHARMACY**

Name of the Institute :- CAYMETs Siddhant College Of Pharmacy

1. Meeting : Internal Quality Assurance Cell

2. S. No of Meeting : 04 (21-22)

3. Date of Meeting : 25th March, 2022

4. Time of Meeting : 01.00 p.m.

5. Place of Meeting : CAYMETs Siddhant College Of Pharmacy

6. Chairman of Meeting: Dr.Rahul Dumbre

7. Following members were present for the meeting-

1. Dr. Rahul Dumbre

Chairman

2. Dr. Mahesh Burande

External Expert

3. Dr. Swati Deshmukh

IQAC - Coordinator

4. Mr. Mihir R. Yadav

Member- Management

5. Mr. Navnath Gade

Member —Administrative staff

6. Mr. Nitin Shrirao

Member- Local Society

7. Mrs. Swati Jogdand

Member —Teaching staff

8. Mrs. Vanita Gade

Member — Teaching staff

9. Mrs. Swapnali Girme

Member — Teaching staff

10. Mrs. Pooja Jadhav

Member — Teaching staff

11. Ms. Swati Kale

Member — Teaching staff

12. Mrs Shubhangi Thopte.

Member — Teaching staff

13. Mr. Sagar Kore

Member —Teaching staff

14. Mr. Amol Devkule

Member —Administrative staff

15. Ms. Akshada Shevale

Member- Student

Following points were discussed in the Meeting:



MINUTES OF INTERNAL QUALITY ASSURANCE CELL

**Subject No. 1- To take approval on minutes of Internal Quality Assurance Cell Meeting held
on 22nd December, 2021**

Dr. Swati Deshmukh read out the minute's last Internal Quality Assurance Cell Meeting held on 22nd December, 2021.

The points and action initiated as follows-

Point	Action Initiated
To conduct expert lecture series	The expert lecture series was conducted
To make arrangements for extra lectures for the students to bridge the gap between online & offline mode	Numerous number of Extra Lectures were conducted for the students.
To organize soft skills & interview	Numerous number of soft skills & interview techniques training programs were arranged for the students.
To take overview of new research policy	A new research policy was introduced and executed.

All present members discussed and approved the same.

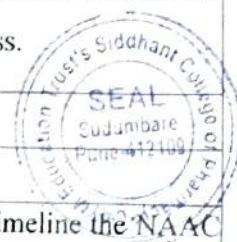
"It was resolved that the minutes of last Internal Quality Assurance Cell Meeting held on 22nd December, 2021 are hereby approved".

Proposed By : Dr. Swati Deshmukh

Seconded By : Dr. Rahul Dumbre



	To take a review of regular academics, exams.	Dr.Swati Deshmukh informed the members that ,now we have started the Aacdemics in offline mode smoothly.she presented a report of offline activities examinations, Members discussed the same and ask team to prepare for upcoming offline examinations. Proposed by: Dr.Swati Deshmukh Seconded by:Dr.Rahul Dumbre
3	To take a review of Conference, Guest Lectures and add on and value added programs delivered.	Dr.Swati Deshmukh presented a report of Conference, guest lectures and addon and value added courses delivered to the students.She further added that various eminent speakers from industries and Academics were invited to deliver the guest lectures for the students. Various Alumni were also invited as speaker to address the students.. The report was thoroughly discussed., appreciated, and unanimously accepted. Proposed by: Dr.Swati Deshmukh Seconded by:Dr.Rahul Dumbre
5	To take an overview of social outreach programs (Blood donation & Health checkup, Covid Vaccination drive, Covid testing)	Dr. Rahul Dumbre suggested that,to imbibe the social belongingness amongst the students,its importantto involve them to various socialdrives which would benefit the students as well as society.So we at SCOP always arrange social outreach and extension ativitiesas a part of ocial responsibility.Dr.Dumbre informed that Womens day ,blood donation drive, Covid vaccination drive,was organized at SCOP campus.for faculties, staff of SCOP, students in the year. Proposed by:Dr.R.Dumbre Seconded by:Mr.Mihir Yadav.
6	To take an overview of the prepared AQAR 2020-21.	Dr.Swati Deshmukh informed that as per the NAAC timeline AQAR for the AY 2020-21 was being prepared. The points pertaining to AQAR preparation were discussed in detail. Dr. Rahul Dumbre asked to distribute the criterions to senior faculty members to facilitate and expedite the process. Proposed By : Dr. Swati Deshmukh Seconded By : Dr. Rahul Dumbre
7	To discuss regarding the NAAC AQAR preparation for A.Y 2021-	Dr. Swati Deshmukh informed that as per the NAAC timeline the NAAC AQAR was to be filled and submitted before 30 th Dec 2022. The steering committee composition was discussed and formed. Dr. Rahul Dumbre suggested to organize few orientation sessions by senior academicians and



	22	experts for the same.
		Proposed By : Dr. Swati Deshmukh
		Seconded By : Dr. Rahul Dumbre
8	Any other point to be discussed with the permission of Chairperson.	Hence, all the subjects on the agenda were read out and no more points were raised by the honorable committee members, the meeting were adjourned till the next.



Dr. Swati Deshmukh
IQAC Coordinator



Dr. Rahul Dumbre
Principal

