



ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE

IQAC COMMITTEE (2021-22)

ATTENDANCE RECORD FOR MEETING OF IQAC COMMITTEE

ON 25.04.22

Sr. No.	Name & Organisation	Designation in IQAC	Signature
1	Dr. Ragin Shah Principal, Arihant School of Pharmacy & BRI, Adalaj	Chair person	
2	Mr. Adi Jain Vice-Chairman, Arihant Seva Samiti	Management Representative	
3	Dr. Arti Mohan Professor, Arihant School of Pharmacy & BRI, Adalaj	Co-Ordinator	
4	Dr. Divyakant Patel Associate Professor, Arihant School of Pharmacy & BRI, Adalaj	Member -1 (Faculty)	
5	Dr. Vinay Darji Professor, Arihant School of Pharmacy & BRI, Adalaj	Member-2 (Faculty)	
6	Dr. Sunita Chaudhary Professor, Arihant School of Pharmacy & BRI, Adalaj	Member-3 (Faculty)	
7	Dr. Upendra Patel Professor, Arihant School of Pharmacy & BRI, Adalaj	Member -4 (Faculty)	
8	Dr. Mona Kaushal Associate Professor, Arihant School of Pharmacy & BRI, Adalaj	Member-5 (Faculty)	
9	Mr. Hiren Kadikar Associate Professor, Arihant School of Pharmacy & BRI, Adalaj	Member-6 (Faculty)	
10	Mr. Raj Joshi Administrative officer, Arihant School of Pharmacy & BRI, Adalaj	Administrative Officer	
11	Dr. Dashrath M. Patel Associate Professor, Graduate School of Pharmacy, GTU, Gandhinagar	External Expert-1	
12	Dr. Arpit Patwari Director, PharmACE Research Laboratory	External Expert-2	

Principal



ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE

IQAC COMMITTEE (2021-22)

CIRCULAR FOR MEETING OF IQAC COMMITTEE

Date: 23.04.22

It is informed to all members of IQAC committee that the meeting of IQAC committee will be held as a part of Academic activity of 2021-22. The details regarding meeting are as follows:

Venue for Meeting: Conference room

Date: 25/04/2022

Time: 4 pm onwards

The meeting has been arranged for below mentioned agenda:

- Welcome address by Co-Ordinator IQAC
- Action taken report on of the previous IQAC meet conducted on 8/1/22
- Planning Guest lecture and alumni talk
- GPAT preparation and follow up
- Planning of Start up and Entrepreneurial activities.
- Planning for next phase of NBA work

- Infrastructure related work
- Faculty endorsement and recruitment based on the requirement of student –faculty ratio.
- Purchase of Instrument, glassware and chemicals
- Placement and training related work
- Proposed co- curricular and extra- curricular activities.
- Any other agenda from Chair person and members.

Sign of File in-charge

Dr. Arti Mohan

Name & Signature of Members:

1. Dr. Ragin Shah

2. Mr. Adi Jain

3. Dr. Divyakant Patel

4. Dr. Arti Mohan

5. Dr. Vinay Darji

6. Dr. Sunita Chaudhary

7. Dr. Upendra Patel

8. Dr. Mona Kaushal

9. Mr. Hiren Kadikar

10. Mr. Raj Joshi

11. Dr. Dashrath M. Patel

12. Dr. Arpit Patwari



ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE

IQAC COMMITTEE MINUTES OF MEETING

Date: 25.04.22

Offline Meeting of IQAC Committee (4th meeting of 2021-22) was held on 25.04.22 at 4 pm at Conference hall .

➤ Following Members were Present in the meeting:

- | | |
|-------------------------|---------------------------|
| 1. Dr. Ragin Shah | 7. Dr. Upendra Patel |
| 2. Mr. Adi Jain | 8. Dr. Mona Kaushal |
| 3. Dr. DivyaKant Patel | 9. Mr. Hiren Kadikar |
| 4. Dr. Arti Mohan | 10. Mr. Raj Joshi |
| 5. Dr. Vinay Darji | 11. Dr. Dashrath M. Patel |
| 6. Dr. Sunita Chaudhary | 12. Dr. Arpit Patwari |

During meeting following points were discussed:

At the outset, Hon. Principal sir welcomed all members and the agenda of the meeting was taken up as follow:

IQAC coordinator Dr. Arti Mohan welcomed all the official members of the IQAC board.

➤ **Action taken report on of the previous IQAC meet conducted on 8/1/22**

➤ **Parent- teacher meet** -Online Parents-Teachers meet was conducted for D.Pharm & M.

Pharm. students for the academic year 2021-22 on 9th January, 2022 from 4-5 pm

- Total participants: 35 D. Pharm 1st and 2nd year-Parents/Students and Faculty
- Total participants: 37 M. Pharm 1st and 2nd Year-Parents/Students and Faculty
- Total participants: 90 B. Pharm Parents/Students and Faculty

➤ **Guest lectures and alumni talks**

1	22 nd February 2022	Dr. Bhavesh Patel, Professor, KBIPER	Drug approval process for herbal formulation	6 th and 8 th sem B.Pharm
2	8 th March 2022	Stephen Kerr, PhD Interim Assistant Provost for International Affairs, Professor of Medicinal Chemistry School of Pharmacy, University of Massachusetts	Principles of Medicinal Chemistry	6 th and 8 th sem B.Pharm
3	8 th April 2022	Dr Devendra M Parikh Adjunct Professor, ED II	Entrepreneurship as Career	8 th and 6 th sem B.pharm
4	12 th April 2022	Mr. Rajesh Jha, Managing Director, Renaissance Educare Pvt. Ltd.	Chase your dreams of Master Abroad	8 th , 6 th , and 4 th sem B.pharm

➤ **Project allocation of B.Pharm Sem 8 students**

- For B.Pharm project allocation all the sem 8 students were made to fill up a google form mentioning their area of interest for research and accordingly their guides were allotted.

Total 12 projects were conducted in Pharmaceutics, 8 in Pharmacognosy, 4 in Pharmacology and 3 in Pharmaceutical Chemistry

➤ **Refresher Course**

A letter was dispatched to GSPC for conducting the Refresher course however due to unavailability of dates from GSPC Refresher course could not be conducted this year.

➤ **Sports week**

- Out Door Games: Cricket, Volleyball, Badminton, Kabaddi, Kho-Kho, Satoliyu, 100m Race, Lemon & Spoon
- Indoor Games: Table Tennis, Carrom, Chess
- Date: 2nd to 5th March 2022
- Faculty Coordinators: Mr.Anil Raval & Ms Drashti Patel
- Student Coordinators: Hiren Patel & Isha Patel
- Time: 9:00 to 5:00 pm
- Total participants: 340 students of D. Pharm, B.Pharm and M.Pharm 180 Boys & 160 girl

➤ **GPAT preparation and follow up**

GPAT Preparation classes 2021-2022			
List of students enrolled for GPAT preparation classes			
Sr. No.	Enrollment Number	Name of Student	Semester
1	192080290034	Lakshmi Redima	6
2	192080290064	Chaudhary ekta	6
3	192080290026	Sneha Narayan	6
4	192080290063	Nisarg Patel	6
5	192080290084	Prajapati Deep Kambhai	6
6	192080290091	Rajpara Smit M.	6
7	192080290117	Verna Hitendra	6
8	192080290118	Vora Jenis	6

GPAT PREPARATION CLASSES SCHEDULE

Date	Branch	Topic	Faculty
26-02-2022	Pharmaceutics (10:00 to 11:00)	Physical Pharmacy	Dr. Sumita Chaudhary
	Pharmacognosy (11:00 to 12:00)	1. Introductory Pharmacognosy 2. Classification of crude drugs 3. Principles of plant classification	Dr. Sourabh Jain
02-04-2022	Pharmacology (10:00 to 11:00)	Drugs acting on Respiratory and GIT	Dr. Jalpa Soni
	Inorganic Chemistry (11:00 to 12:00)	Inorganic Chemistry	Ms. Ruchi Khatri
23-04-2022	Pharmaceutics (10:00 to 11:00)	Pharmaceutical Aerosols Ophthalmic preparations. Preformulation Stability of formulated products Prolonged Action Pharmaceuticals Novel Drug delivery system GMP and Validation Packaging Materials Cosmetics Pilot plant scale-up techniques	Mr. Anil Raval
	Pharmacognosy (11:00 to 12:00)	Quality control and Standardization of herbal drugs	Dr. Vrunda Shah
30-04-2022	Organic Chemistry (10:00 to 11:00)	Stereochemistry	Mr. Nadim Chhipa
	Human Anatomy and Physiology (11:00 to 12:00)	Human Anatomy and Physiology Part I	Dr. Aditi Baria
07-05-2022	Pharmaceutics (10:00 to 11:00)	MICROBIOLOGY Introduction to Microbiology Microscopy and staining technique Biology of Microorganisms Fungi and Viruses Aseptic Technique	Ms. Drashti Patel
	Pharmacognosy (11:00 to 12:00)	Factors influencing quality of crude drugs	Dr. Sourabh Jain

➤ Planning of Start up and Entrepreneurial activities.

- Start up and entrepreneurial activities have been a strong point of ASPBRI always. In the year 2018-19 we had 3 start up projects with a total grant of 30,000 rs from SSIU whereas in 2021-22 we have a total of 19 start up projects with a total grant of 1,72,103 rs from SSIU.
- There are 7 Start up projects which are in provisional grant status for which provisional patent has already been granted.

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➤ **Review of NBA work completed**

Criteria	Work completed	Work Pending
1	Mission, Vision and PEO finalization and Dissemination	Establish consistency of PEOs with the mission of the Institute
2	Continuous evaluation system in teaching learning. Gap identification in curriculum. Communicate to university for gap.	Initiatives related to Hospital/industry interaction Course file collection and evaluation
3	Cos of all semesters syllabus. CO-PO matrix of passout batches .	CO-PO matrix of remaining pass out batches
4	Newsletter publication.	Result analysis of the 2019-20 Batch Participation in the inter institute events by the students
5	Faculty list finalization for the year 2019-20	Innovation by faculty in Teaching and Learning Faculty participation in faculty development Program/ Training activities Faculty Research and Development & Consultancy Faculty Appraisal Visiting Faculty
6	Faculty room, Classroom and Laboratory development. Medicinal garden developed	Drug Museum
7	Improvement in Placement and higher studies	Improvement in success Index of students Improvement in API of Final year students Improvement in the quality of students admitted in the program
8	Mentoring System. Established for the year 2019-20, 20 – 21 and 21-22.	Feedback analysis of faculty, facilities, self-learning by online course
9	Committee Formation Policy, rules and process of transparency should be on website Audit statement on website	

➤ **Infrastructure related work**

Infrastructure related works have been completed in the fields of Plumbing, carpenter, electrical etc.

- Plumbing: Water pipeline has been cleaned with chemicals and water has been made available in the laboratories.
- Carpenter: Aluminium sealing work in Boy's common room, Boy's and Girl's toilets and a few staff cabins and classroom, door lamination done, measurement taken for cupboards etc.
- Electrical: Completed in the faculty cabins, 10-15 fans installed in the staff cabins and classroom.
- Ramp work completed for the disabled
- Name of College banner with framework installed at the gate

➤ **Purchase of Instrument, glassware and chemicals**

- **Instruments purchased for a total of 1,51,556 rupees**

Sr.No.	Company name	Item name	Purchase date	Qty	Amount	Total Amount
1	Janki Impex Pvt.Ltd.	(1) Combined Electrodes	02-02-2022	3pcs	3600	41548
		(2) Colorimeter Cuvette glass	02-02-2022	2pcs	120	
		(3) Fluorimeter Cuvette	02-02-2022	1ps	75	
		(4)Neploturbidimeter cuvette	02-02-2022	1pcs	600	
		(5)UV Chamber	02-02-2022	1pcs	4500	
		(6)Ultra Sonicator 5lit M-5	02-02-2022	1pcs	26315	
		(3168+3168) 18% GST				
2	Janki Impex Pvt.Ltd.	(1)Remi Mini Centrifuge RM-02	02-12-2022	1pcs	8100	9558
		(729+729) 18% GST				
3	Gurukrupa Enterprise	(1)Haemocytometer German HBG	25/02/2022	20pcs	36000	36000
4	Gurukrupa Enterprise	(1)High Speed Homogenizer Remi RQ-127AD	25/02/2022	1pcs	16000	16000
5	Gurukrupa Enterprise	(1)Conductivity Cell K=1.0	25/02/2022	1pcs	2000	48450
		(2) Quartz Cuvette for U.V.Spectro	25/02/2022	1pcs	1800	
		(3) Heating Mantle 500ml	25/02/2022	1pcs	1450	
		(4) Magnetic Bids 10mm	25/02/2022	5pcs	500	
		(5) Magnetic Bids 25mm	25/02/2022	5pcs	700	
		(6)Plethysmograph	25/02/2022	1pcs	1500	
		(7)Metabolic cage for Rat	25/02/2022	1pcs	9000	
		(8)Haemometer Toptech Sahil Squire	25/02/2022	20pcs	17000	
		(9)Digital Colorimeter Systronics 112	25/02/2022	1pcs	14500	

- Glassware purchased for a total of 38,739 rupees

Sr.No.	Company name	Purchase date	Total Amount
1	Janki Impex Pvt.Ltd.	13/01/2022	4602
	Added 18% with GST		
2	Umiya Sales Corporation	30/03/2022	34137
	Added 18% with GST		

- Chemicals purchased for a total of 31,896 rupees

Sr.No.	Company Name	Purchase date	Total Amount
1	ILAJ Medical & general Store	13/01/2022	7349
	Add 18%GST		
2	Ureca Consumer's Co-op.Store Ltd.	02-10-2022	8873
	Add 18%GST		
3	Chemdyes Coerporation	29/03/2022	756
	Add 18%GST		
4	Chemdyes Coerporation	29/03/2022	3974
	Add 18%GST		
5	Umiya Sales Corporation	30/03/2022	3585
	Add 18%GST		
6	Umiya Sales Corporation	04-08-2022	3002
	Add 18%GST		
7	Shreenath Diagnostics & Services	04-11-2022	4357
	Add 18%GST		

➤ **Feedback analysis of facilities and teaching learning process**

- For feedback analysis of facilities 20 questions related to various facilities in the college were prepared in a google form and sent to the students to fill up and their responses recorded. Most of the students were found to be satisfied with the facilities the only drawback being the washrooms and the lockers for the students.
- For feedback analysis of teaching learning methodology a google form pertaining to teaching methods, assessment of record book, regular viva voce in the labs, assignments etc. was circulated amongst the students and their responses recorded. Most of the records were found to be positive and satisfactory.

➤ **Training and Placement**

- Training & Placement cell of Arihant School of Pharmacy and Bio research Institute organized the Pre-Placement workshop on dated 30th March 2022 for final year B. Pharm, D.Pharm & M. pharm students. Pre-Placement workshop was conducted in conference hall in which 93 final year students participated.
- Workshop began with prayer and Dr. Sourabh Jain, Placement Coordinator and Professor, Arihant School of Pharmacy and BRI addressed the gathering and welcomed the speakers and participants. Mr. Kushal Patel, Placement Trainer and Motivator present as speaker and trainer of the event explained about how to crack interview with various key factors which are necessary for Interview preparation of walk-In Interview and precautions to be taken while interview e.g. body language, eye contact, personalities, resume building, communication and behavior.
- Two round of demo interview was conducted by him during workshop and difficulties of each student very well explained after evaluation.

➤ **Internal Committee meetings**

File no.	Name of Committee	Name of File in charge	Date of Meetings conducted		
			2019-20	2020-21	2021-22
1	Board of Governance	Dr. Vrunda Shah	7/15/2019	10/27/2020	10/8/2021
			1/11/2020	4/30/2021	
2	Finance committee	Mr. Ghanshyam Patel	25/06/2019	26/06/2020	24/07/2021
3	Website updation	Dr. Aarti Mohan	26/07/19	14/07/20	20/07/21
			17/01/20	18/01/21	24/01/22
4	Academic Planning and Monitoring Committee	Dr. Aditi Bariya	3/6/19	8/6/2020	4/6/2021
			28/11/19	15/10/20	14/7/2021
				02/12/20	18/9/2021
				3/3/2021	18/10/2021
				7/4/21	30/10/2021
				7/5/21	21/01/2022
5	Library & Internet Committee	Ms.Ruchi Khatri	8/7/19	20/7/20	18/8/21
			7/1/20	4/1/20	
6	IQAC Committee	Dr. Arti Mohan	25-06-2019	02-06--2020	24-07-2021
			06-09-2019	04-09-2020	06-09-2021

			04-12-2019	02-12-2020	08-01
			07-03-2020	05-03-2021	25-04-2022
7	Grievance Redressal Cell	Dr. Vrunda Shah	6/18/2019	7/10/2020	10/16/2021
			1/8/2020	2/3/2020	2/18/2022
8	Women Development Committee	Ms. Mansi Doshi	01/07/2019	21/09/2020	08/07/2021
			04/02/2020	19/01/2021	25/02/2022
9	Anti-ragging Committee	Dr. Hiral Shah	09/07/2019	11/08/2020	10/08/2021
10	Start up and Entrepreneurship Committee	Dr. Nishith Patel	1/6/2019	1/6/2020	
			1/11/2019	2/12/2020	
11	IAEC Committee	Dr. Vinay Darji	No meeting in 2019-20	20/03/2021	02/03/2022
12	Examination Committee	Dr. Mona A. Kaushal	08/07/2019	16/06/2020	21/06/2021
			09/09/2019	18/09/2020	14/09/2021
			06/12/2019	16/12/2020	13/12/2021
			18/03/2020	19/02/2021	20/01/2022
					06/04/2022
13	Placement and Training Cell	Dr. Sourabh Jain	02/03/2020	08/03/2021	07/03/2022
			26/08/2019	09/11/2020	10/11/2021
14	Sports Committee	Mr. Anil Raval			02/07/22
					02/28/2022
15	Cultural Committee	Ms Drashti Patel	27/06/2019	09/07/2020	06/04/2021
16	NSS Committee	Dr. Jalpa Soni	25/06/2019	18/06/2020	07/06/2021
			19/12/2019	17/12/2020	07/12/2021
17	News Letter Committee	Dr. Sunita Chaudhary	1/5/2019	08/05/2020	10/05/2021
			11/11/2019	11/11/2020	15/11/2021

18	College Anti-discrimination cell (SC-ST Cell)	Mr. Nadim Chippa	15/06/2019	18/06/2020	05/06/2021
			11/12/2019	12/12/2020	07/01/2022
19	College Gender Sensitization Cell	Mr. Nadim Chippa	22/06/2019	23/06/2020	12/06/2021
			11/11/2019	18/12/2020	07/01/2022
20	Composition of Alumni Cell	Ms. Hiral Kikani	01/05/2019	08/05/2020	10/05/2021
			11/11/2019	11/11/2020	21/06/2021
					16/04/2022
21	Mentorship committee	Dr. Jignasha Derasari	10/06/2019	12/06/2020	04/06/2021
			07/02/2020	22/01/2021	07/01/2022
22	Staff development Committee	Dr. Sunita Chaudhary	08/07/2019	17/07/2020	16/07/2021
23	Research & Development committee	Dr. Ishan Panchal	26-07-2019	24-07-2020	16-07-2021
			24-01-2020	27-01-2021	
			28-01-2020		

Agenda for the meeting

➤ **Planning Guest lecture and alumni talk**

Name of identified teachers for the guest lectures in order to fill up the gaps identified in the GTU syllabus.

➤ **GPAT preparation and follow up**

It was proposed to start International language cell and Immigration cell to look after the needs of the students desirous of pursuing higher education abroad, to help them prepare for their future. It was also proposed by Mr. Arpit that a few alumni students who have cleared GPAT could be invited to speak and interact with the students and apprise them about their method of preparation, pattern of preparing for GPAT etc and to involve students of 5th and 7th semester for this.

➤ **Planning of Start up and Entrepreneurial activities.**

It was proposed by Dr. Ragin Shah to organise a pitching activity for the students in which the students can put up their innovative ideas out of which a few can be selected as start ups for future studies. Before that a session to be organised for the students in which the students to be given information about patent search, process for pitching etc.

➤ **Planning for next phase of NBA work**

To be carried out as planned

➤ **Infrastructure related work**

To be carried out as planned

➤ **Faculty endorsement and recruitment based on the requirement of student –faculty ratio.**

It was proposed to appoint a few more faculty members as per the requirements of student faculty ratio

➤ **Purchase of Instrument, glassware and chemicals**

To be carried out as planned

➤ **Placement and training related work**

It was decided to carry out placement and training related works more aggressively.

➤ **Proposed co- curricular and extra- curricular activities.**

To be carried out as planned

➤ **Any other agenda from Chairperson and members.**

For teaching learning process a 360 degree teaching learning Performa as given in AICTE website can be followed for the betterment of the institute.

Sign of File in-charge

Sign of Principal

