



ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE

IQAC COMMITTEE (2019-20)

CIRCULAR FOR MEETING OF IQAC COMMITTEE

Date: 03.09.19

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 2019-20.

The details regarding meeting are as follows:

Venue for Meeting: Conference hall

Date: 06/09/2019, Friday

Time: 4 pm onwards

The meeting has been arranged for below mentioned agenda:

- Action taken report of the previous meeting.
- Planning of parents teachers meet.
- Planning to celebrate pharmacy week with state pharmacy council.
- Arrangement of classes for GPAT.
- Planning of remedial classes for weak students.
- About NBA work execution and planning to prepare COs of each subjects.
- Planning of curricular, co-curricular and extra-curricular activities

Sign of File in-charge

Name & Signature of Members:

1. Dr. Ragin Shah

2. Mr. Adi Jain

3. Dr. Sunita Chaudhary

4. Dr. DivyaKant Patel

5. Dr. Upendra Patel

6. Dr. Mona Kaushal

7. Mr. Hiren Kadikar

8. Mr. Raj Joshi

9. Dr. Dashrath M. Patel

10. Dr. Arpit Patwari



IQAC COMMITTEE
MINUTES OF MEETING

Date: 06.09.19

Meeting of IQAC Committee (2nd meeting of 2019-20) was held on 06.09.19 at 4 pm at Conference hall .

➤ Following Members were present in the meeting:

- 1. Dr. Ragin Shah**
- 2. Mr. Adi Jain**
- 3. Dr. Sunita Chaudhary**
- 4. Dr. Divyakant Patel**
- 5. Dr. Upendra Patel**
- 6. Dr. Mona Kaushal**
- 7. Mr. Hiren Kadikar**
- 8. Mr. Raj Joshi**
- 9. Dr. Dashrath M. Patel**
- 10. 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:

➤ **Action taken report of previous meeting:**

- A national level GUJCOST and DST sponsored seminar on “Chemical markers for quality control herbal medicines” on 31st August 2019.
- Exam schedule and pattern was followed according to academic calendar.
- Admission process was followed according to the policies decided and analysis was done for the complete fulfillment of seats.
- NBA process was thoroughly reviewed and started preparing for that.
- Institute first newsletter preparation was started.
- Various curricular and extra-curricular activities were well organized like:
 - PRARAMBH 2019-orientation programme for semester 1st B.pharm on 2nd August 2019.
 - Gurupurnima celebration on 16th July 2019
 - Ganesh Chutharthi on 2nd September, 2019
 - Teacher’s Day Celebration 5th September 2019
 - Guest lecture on Upcoming huge opportunities as a patient management pharmacist on 13th July 2019 and Stem cell therapy for curing incurable disease on 18th July 2019.

➤ **Agenda for the meeting**

➤ **Planning of parents teachers meet.**

PTM of various semester of B.Pharm should be completed in month of september and should be organized on each Saturday of september.

➤ **Planning to celebrate pharmacy week with state pharmacy council.**

Different activities should be planned and organized between 25th to 27th September 2019, as a part of Pharmacy Week Celebration.

➤ **Arrangement of classes for GPAT:**

- ✓ For encouraging the students for higher studies with stipend should plan GPAT classes on Saturdays of every month.
- ✓ At peak preparation time expert should be arranged for final year students.

➤ **Planning of remedial classes for weak students:**

After completion of both mid semester exam, results were analyzed and for weak students extra remedial classes were planning to organise.

➤ **About NBA work execution and planning to prepare COs of each subjects.**

- ✓ For NBA work Mission and Vision of institute were prepared by meeting with staff and HODs and principal, reviews of various stakeholders were taken on prepared mission and vision and then after analysed and then mission and vision of institute were finalized. And it is was decided to disseminate mission and vision at different location in college for awareness amongst the students.
- ✓ Preparing of Course file of each courses are started. It was decided to match the GTU syllabus for each subject into 6 course outcomes and hence divide the syllabus into 6 Cos.
- ✓ Continuous evaluation of practicals were carried out through different modules like viva, attendance, journal and performance by grading the students.

➤ **Planning of curricular, co-curricular and extra-curricular activities**

- ✓ Navaratri should be organized in the month of October 2019 involving students, their parents, student alumni, faculty alumni and other dignitaries.
- ✓ Nasabandhi day should be celebrate in October by involving different activities related to the day in association with Alcohol Prohibition and excise department, Gandhinagar.

Sign of File in-charge

Sign of Principal



ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE

IQAC COMMITTEE (2019-20)

ATTENDANCE RECORD FOR MEETING OF IQAC COMMITTEE

ON 06.09.19

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. Sunita Chaudhary 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. Upendra Patel Professor, Arihant School of Pharmacy & BRI, Adalaj	Member -2 (Faculty)	
6	Dr. Mona Kaushal Associate Professor, Arihant School of Pharmacy & BRI, Adalaj	Member-3 (Faculty)	
7	Mr. Hiren Kadikar Associate Professor, Arihant School of Pharmacy & BRI, Adalaj	Member-4 (Faculty)	
8	Mr. Raj Joshi Administrative officer, Arihant School of Pharmacy & BRI, Adalaj	Administrative Officer	
9	Dr. Dashrath M. Patel Associate Professor, Graduate School of Pharmacy, GTU, Gandhinagar	Ex –officio member External Expert-1	
10	Dr. Arpit Patwari Director, PharmACE Research Laboratory	Ex- officio member External Expert-2	

Principal

Dr. Ragin R. Shah

