



**ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE**  
**IQAC COMMITTEE (2019-20)**  
**CIRCULAR FOR MEETING OF IQAC COMMITTEE**

Date: 16.03.20

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:** 17/03/2020, Tuesday

**Time:** 4 pm onwards

**The meeting has been arranged for below mentioned agenda:**

1. Action taken report of the previous meeting
2. NBA preparation and overview
3. Planning of curricular, co-curricular and extra-curricular activities
4. Activity related to placement should be planned.
5. Remedial classes for weak students
6. Analysis of internal results
7. Planning of completion by online mode

**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**



**ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE**

**IQAC COMMITTEE**  
**MINUTES OF MEETING**

**Date:** 17.03.20

Meeting of IQAC Committee (4<sup>th</sup> meeting of 2019-20) was held on 17.03.20 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 the previous meeting:**

Different curricular, co-curricular and extra-curricular activities were organized as follow:

- Industrial visit for semester 1<sup>st</sup> B.Pharm was organized on 5<sup>th</sup> December 2019 at SG health Care Pvt. Ltd., Sanand.
- Industrial visit for semester 4<sup>th</sup> B.Pharm was organized on 4<sup>th</sup> January December 2020 at Nikol formulations and Nikol health care Pvt. Ltd., Talod
- Botanical garden visit for 4<sup>th</sup> Semester B. Pharm on 25<sup>th</sup> January 2020 at Indroda Park, Gandhinagar
- Collection drive as a social activity under NSS cell was organized on 31<sup>st</sup> January 2020 at Uvarsad village
- Sports week celebration from 29<sup>th</sup> January 2020 to 1<sup>st</sup> February 2020
- Annual function Chromosome 2k20- a cultural fest was conducted on 7<sup>th</sup> February 2020.
- Alumni meet was organized on 7<sup>th</sup> February 2020.
- Days celebration was organized form 3<sup>rd</sup> February 2020 to 5<sup>th</sup> February 2020.
- Women awareness session was organized on 8<sup>th</sup> March 2020.
- E-journal of “Nobel infotech” was subscribed on 18<sup>th</sup> February 2020.
- 272 books were purchased on 11<sup>th</sup> December 2019.
- As a part of promotion of innovation first PITCH 2020 was organized on 4<sup>th</sup> and 5<sup>th</sup> February 2020.
- A national level GUJCOST and DST sponsored seminar on “Modernization of traditional medicines in INDIA” on 28<sup>th</sup> January 2020.
- Expert lectures for NBA criteria understanding was conducted on 31<sup>st</sup> January 2020 by Dr. Tejal Mehta, and 1<sup>st</sup> February 2020 by Dr. Priti Mehta from Institute of Pharmacy, Nirma University, Ahmedabad.
- Exam pattern consist of following modules for even semester of 2019-2020:
  - 2 class test of 10 marks each consisting of MCQ questions
  - 2 Assignment of 10 marks each, where one topic distributed between two students.
  - 2 mid semester examination consisting of two questions one of 8 marks which will be compulsory and second question of 12 marks with options.

➤ **Agenda for the meeting**

➤ **NBA preparation and overview**

- NBA process status was overviewed and plan different activities required for each criteria.
- Completion of course file should be done for each subject at the end of the semester.
- Faculty feedback should be taken for academic year 2019-2020.

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

Due to corona pandemic, mid sem 2 is not completed, so further exam should be planned open book exam of 80 marks for sem4,6 and 8 and consider it as mid sem 2. Fin

Different activities should be organized as follow:

- Due to huge response in previous pitch, it is required to organise again.
- Guest lecture related to carrier guidance should be planned.
- Alumni meet should be planned to maintain learning atmosphere and relationship with passout students.
- Parents teachers meet required to plan to make parents aware about performance of their wards.

➤ **Activity related to placement should be planned.**

Placement cell required to contact various companies for placement and pre-placement workshop.

➤ **Analysis of internal results and arrangement of remedial classes for weak students**

Result analysis has to carry out for internal marks and the if required then arrange extra classes for weak students.

➤ **Planning of completion by online mode:**

Due to Pandemic of COVID-19 the syllabus completion should be planned by online mode using suitable online platform.

➤ **Orientation and Onboarding session for the new joiners**

It was decided to conduct the Train the Trainer Program for those who will be joining the institute subsequently. The time-table for the program will be as follows :

New employee

Day 1:



**ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE**

**IQAC COMMITTEE (2019-20)**

**ATTENDANCE RECORD FOR MEETING OF IQAC COMMITTEE ON 17.03.20**

<b>Sr. No.</b>	<b>Name &amp; Organisation</b>	<b>Designation in IQAC</b>	<b>Signature</b>
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