



**ARIHANT SCHOOL OF PHARMACY & BIO-RESEARCH INSTITUTE**  
**IQAC COMMITTEE (2020-21)**  
**CIRCULAR FOR MEETING OF IQAC COMMITTEE**

Date: 01.09.20

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 2020-21

The details regarding meeting are as follows

**Venue for Meeting:** Conference Hall

**Date:** 04/09/2020, Friday

**Time:** 11.00 am 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. Renovation and infrastructure development of institute
5. Planning and analysis of admission for the academic year 2020-2021
6. Planning of remedial classes for weak students

**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:** 04.09.20

Meeting of IQAC Committee (2<sup>nd</sup> meeting of 2020-21) was held on 04.09.20 at 11 am 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:
  - Organized in total 04 guest lectures by various industrial person, alumni and academicians.
  - GUJCOST and DST sponsored one Days national e -seminar on “Challenges and Opportunities in Pharma and Biotech Industries: Post Covid Era”, on August 27th, 2020.
  - A virtual State level event for the students - ‘Learning from Legends’ for integrated personality development on August, 15th 2020E-Alumni meet “chai-pe-charcha” was organized on 28<sup>th</sup> April 2020.
  - NSS cell has organized plantation drive on 16<sup>th</sup> June 2020 on the theme of “ Go green Campaign”
  - All the faculty members attended various webinars, e-conferences and e-FDP organized by different organization during this period.
  - Faculty also completed online coursera courses.
  - The weak students are identified on the basis of mid sem exam marks and counsel them for the difficulties encountered in exam.
- Exam pattern was decided:
  - 2 class test
  - 2 assignment
  - 2 mid sem exam
- For NBA, completed one batch CO-PO of criteria 3 admitted in academic year 2017 up to semester 6.

➤ **Agenda for the meeting**

➤ **Academic planner of the institute**

- Discussion was made on the GAP analysis for the academic year 2020-21. As GTU has recently introduced 02 subjects of Personality development in 5th semester B. Pharmacy, 5<sup>th</sup> PO that is leadership skills gets covered.

➤ **NBA preparation and overview**

- Review, status of NBA accreditation.
- Course outcome should be prepared for new subjects.
- Completion of course file should be done for each subject at the end of the semester.

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

Different activities should be organized as follow:

- National e –seminar should be organized
- Guest lectures should be organized for various aspects of pharmacy knowledge

➤ **Renovation and infrastructure development of institute and online attendance system**

- Medicinal garden expansion
- Parking development should be done
- Development of Laboratory
- Collpoll software introduction

➤ **Planning and analysis of admission for the academic year 2019-2020**

After discussions and valuable inputs from management and members of Internal Quality Assurance Cell (IQAC) following points were decided:

- Admission policy for management quota and if any vacant seats and points to informed at the time of counseling were finalized.
- After admission process completed analysis of it should be done.

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

- The extra hours may be allocated for hard subjects
- Extra lectures can also be arranged for revision and exam questions discuss for the all subjects

**Sign of File in-charge**

**Sign of Principal**



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

**IQAC COMMITTEE (2020-21)**

**ATTENDANCE RECORD FOR MEETING OF IQAC COMMITTEE ON 04.09.20**

<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. Sha

