



RAIGAD COLLEGE OF PHARMACY

Approved by PCI-New Delhi, DTE-Mumbai, Govt. of Maharashtra and Affiliated to Dr. BATU Lonere and MSBTE Mumbai
Mumbai-Goa National Highway (NH66), Mahad (Mohopre), Raigad, Maharashtra 402 305

Email ID : raigadcop@gmail.com, Web site : www.raigadcopmohopre.com

Contact : 9922736147 / 9923855679 / 9552729934 / 9405428887

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting - IQAC - 2022-23

S.NO	ITEMS	DATE
1	Meeting No:1	1/07/2022
3	Meeting No:2	22/11/2022
4	Meeting No:3	27/03/2023

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IQAC COMPOSITION 2022-2023

Sr. No	Nature of Membership	Name(s)
1.	Chairperson	Dr. Basavaraj C. Hatapakki
2.	Convener / Coordinator of the IQAC	Mr. Amol Ramchandra Tangade
3.	Management Representative	Mr. Kokate U. P.
4.	Administrative Officer	Mr. Chimankar V. G.
Members		
5.	Faculty Members	Mrs. Rashmi Chetan Yadav
		Mrs. Aparna Hemant Patil
		Mr. Vipeen Purke
6.	Nominees From Local Society, Students and Alumni	Mr. Subodh Patil
		Mr. Shubham Railkar
7.	Nominees From Employers / Industrialists / Stakeholders	Mr. Arun Deore
		Mr. Kishor Patil
		Dr. Pratapsingh Patil

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Internal Quality Assurance Cell (IQAC)**MINUTES OF THE MEETING****Date: 1.07.2022**

The First IQAC meeting for the academic year 2022-2023 has been held on 1.07.2022 in the Board Room at 2.30 p.m.

The Following members were present:

Sr. No	Nature of Membership	Name(s)	Sign
1.	Chairperson	Dr. Basavaraj C. Hatapakki	
2.	Convener / Coordinator of the IQAC	Mr. Amol Ramchandra Tangade	
3.	Management Representative	Mr. Kokate U. P.	
4.	Administrative Officer	Mr. Chimankar V. G.	
Members			
5.	Faculty Members	Mrs. Rashmi Chetan Yadav	
		Mrs. Aparna Hemant Patil	
		Mr. Vipeen Purke	
6.	Nominees From Local Society, Students and Alumni	Mr. Subodh Patil	
		Mr. Shubham Railkar	
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Agenda:

- i. To improve academic performance.
- ii. To encourage pupils to participate in co-curricular and extra-curricular activities.
- iii. To encourage faculty members to conduct research.
- iv. To discuss the impact of the parents-teachers meeting, which was held for all disciplines.
- v. Report on feedback and actions taken

The Minutes of the meeting are as follows:

The meeting commenced with the opening remark of the principal about the importance of Internal Quality Assurance Cell and its functions.

1. The IQAC coordinator welcomed all the members for the first Internal Quality Assurance Cell meeting.
2. All the IQAC members introduced themselves to others.
3. Discussed about the academic results and the graduation rate of the students and campus placement.
4. It was decided that Research and Development need to be strengthened and all the departments are instructed to establish Centre of Excellence.
5. Result analysis meeting for April/May 2022 Examinations was conducted to discuss about the merits and demerits of the result.
6. The Parents Teacher Meet conducted for all disciplines was analyzed. It was decided to felicitate the toppers of university examination.
7. To conduct administrative and academic audit during every year to ensure the quality functioning of the institution.
8. All the members were requested to accelerate the research, consultancy and publication activities of their respective department.



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9. All the departments conducted the club activities and insisted the Professional body membership to develop the student's individual personality.
10. All the members and respective in charges were requested to provide the relevant data in a complete form as per the format.
11. Heads were advised to visit various colleges having Research Centre to acquire knowledge in order to improve research activities.
12. Placement Officer was advised to accelerate the employability skills by conducting value added courses, implant training and internship to meet the industry needs.
13. NSS Coordinator was instructed to motivate the students to take part in social activities through NSS.
14. It is decided that input from alumni and parents must be added to the University Convocation application form, which must be completed. With regard to industrialist/employer feedback, it is resolved that industrialists/employers be included in statutory bodies such as Boards of Studies, School Boards, and so on. This will make it easier to receive input from them and will aid the University in developing its curricular aspects. Furthermore, the University Placement Unit is tasked with delivering and collecting input from this group of stakeholders.
16. The conference was adjourned when the IQAC coordinator presented a vote of gratitude.

Coordinator / IQAC

PRINCIPAL
Raigad College of Pharmacy
Mohopre, Tal. Mahad, Dist. Raigad

Chairperson / IQAC

Copy to:

Chairman

Director

Principal

IQAC Cell and All HODs

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Internal Quality Assurance Cell (IQAC)**MINUTES OF THE MEETING****Date: 22.11.2022**

The minutes of meeting for the academic year 2022-2023 held on 22.11.2022 in the Board Room at 11.00 a.m.

The Following members were present:

Sr. No	Nature of Membership	Name(s)	Sign
1.	Chairperson	Dr. Basavaraj C. Hatapakki	
2.	Convener / Coordinator of the IQAC	Mrs. Desai M.T.	
3.	Management Representative	Mr. Kokate U. P.	
4.	Administrative Officer	Mr. Chimankar V. G.	
Members			
5.	Faculty Members	Mrs. Rashmi Chetan Yadav	
		Mrs. Aparna Hemant Patil	
		Mr. Vipeen Purke	
6.	Nominees From Local Society, Students and Alumni	Mr. Subodh Pati	
		Mr. Shubham Railkar	
7.	Nominees From Employers / Industrialists / Stakeholders	Mr. Arun Deore	
		Mr. Kishor Patil	
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Agenda:

- To Monitor the mentoring system
- Remedial classes
- To conduct alumni and parents meet
- To conduct college technical fest
- Discussion on Feedback analysis

The Minutes of the meeting are as follows:

The meeting commenced with the opening remark of the principal about the importance of Internal Quality Assurance Cell and its functions.


1. The IQAC coordinator welcomed all the members for the third Internal Quality Assurance Cell meeting.
2. A Committee is constituted to review the effectiveness of the counselling. Many students' attitude and performance is being improved.
3. The team suggested with the permission of chair to conduct the alumni meets and parents meet with in a couple of months.
4. Planned to organize the first international conference on advanced machine learning and soft computing in June 2023.
5. Heads are instructed to prepare the arrangements for the technical fest for the students.
6. The IQAC with the help of members has provided the feedback of the students to all the members of faculty. The teacher appraisal has been labeled as Faculty Achievements.
7. The Online Feedback from all the students was sought by placing the feedback. Further, it was thought that let the students provide feedback voluntarily first, later, it will be made compulsorily for all.
8. IQAC coordinator proposed the vote of thanks and the meeting came to an end.


Coordinator / IQAC
Copy to:

Chairman

Director

Principal, IQAC Cell and All HODs


PRINCIPAL
Raigad College of Pharmacy
Mohopre, Tal. Mahad, Dist. Raigad
Chairperson / IQAC

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Internal Quality Assurance Cell (IQAC)**MINUTES OF THE MEETING****Date: 27.03.2023**

The minutes of meeting for the academic year 2022-2023 held on 27.03.2023 in the Board Room at 02.30 p.m.

The Following members were present:

Sr. No	Nature of Membership	Name(s)	Sign
1.	Chairperson	Dr. Manojkumar Munde	
2.	Convener / Coordinator of the IQAC	Mrs. Desai M.T.	
3.	Management Representative	Mr. Kokate U. P.	
4.	Administrative Officer	Mr. Chimankar V. G.	
Members			
5.	Faculty Members	Mrs. Rashmi Chetan Yadav	
		Mrs. Aparna Hemant Patil	
		Mr. Vipeen Purke	
6.	Nominees From Local Society, Students and Alumni	Mr. Subodh Patil	
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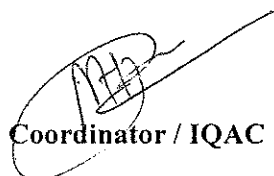
Agenda:

- A review of the quality improvement efforts is on the agenda.
- Examining academic performance


The Minutes of the meeting are as follows:

The meeting began with the principal making an introductory statement regarding the importance of the Internal Quality Assurance Cell and its functions.

1. The IQAC coordinator welcomed all members to the fourth Internal Quality Assurance Cell meeting.
2. The minutes of the previous meeting were examined.
3. Examined the Workshops, Seminars, and Guest Lectures that were held by all departments
4. Academic classes and related activities must be completed in accordance with the schedule.
5. It is planned to undertake R&D activities for students during the first hour of the next semester.
6. Discussed the subject allocation for the odd semester 2023-2024.
7. Reviewed the outcomes of the students' and faculty members' visits to industry, as well as the students' internships.
8. Told that Professional Body activities, Department Association activities, and Club activities will be carried out in accordance with the strategic plan.
9. It was determined to focus on students who were behind and to establish plans to help them catch up by closely mentoring them.
10. The results of these audits will be addressed at the next IQAC meeting to determine the appropriate corrective actions and remedial steps.
11. The meeting was adjourned when the IQAC coordinator moved a vote of thanks.



Coordinator / IQAC



PRINCIPAL
Raigad College of Pharmacy
Mohopre, Tal. Mahad, Dist. Raigad
Chairperson / IQAC

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Principal
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