

MINUTES OF IQAC OF
GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE & TECHNOLOGY
HELD ON 28th OF MAY 2015

Members Present:

1. Mr. Taranjit Singh, Managing Trustee-Guru Nanak Educational Trust
2. Mr. Aritra Chatterjee, Alumni member
3. Dr. Lopamudra Datta, Faculty
4. Dr. Sumana Chatterjee, Faculty
5. Mr. Jaydip Ray, Faculty
6. Dr. Prerona Saha, Faculty
7. Dr. Asis Bala, Faculty
8. Dr. Sriparna Kundu Sen, Faculty
9. Ms. Puja Adhikary, Student
10. Mr. Sakshar Saha, Student
11. Mr. Anup Pal, Quality Assurance Manager-Dey's Medical Stores Pvt. Ltd. (Nominee from Industry)
12. Dr. Abhijit Sengupta, Chairman-IQAC

Leave of Absence Granted:

1. Chairman, Panihati Municipality

After granting leave of absence to members as mentioned above, the meeting started.

Welcome by the Chairman

The chairperson extended welcome to all the invitees present in the meeting of IQAC

AGENDA 1: To confirm and approve the minutes of the last IQAC meeting held on 20th February, 2015.

The IQAC discussed and considered the minutes of the last meeting held on 20th February, 2015, a copy of which was circulated to the members. No Comments were received in writing.

Resolution : The draft minutes of the meeting held on 20th February, 2015 was confirmed

AGENDA 2: To note and ratify the action taken report (ATR) of the last IQAC meeting

The action taken report was presented before IQAC members.



Resolution: Action taken report of the last meeting was discussed in detail by the members present and was approved

ITEM	RESOLUTION	ACTION TAKEN
AGENDA 1 Confirmation of the minutes of the last IQAC meeting	The draft minutes of the meeting held on 5 th December, 2014 was confirmed	Noted
AGENDA 2: To note and ratify the action taken report (ATR) of the last IQAC meeting	Action taken report of the last meeting was discussed in detail by the members present and was approved	Noted
AGENDA 3: To report on the NAAC – SSR preparation	It is resolved that training of the faculty members and staff to be organized for NAAC visit It is resolved that a mock audit to be organized as a preparatory measure for the forthcoming NAAC visit It was decided that the assigned staff will prepare the SSR for NAAC by March 2015	Training for NAAC visit was organized on 8 th & 9 th May'2015 Mock audit is scheduled to be organized on 19 th & 20 th June 2015 Draft SSR for NAAC was prepared by NAAC Coordinators
AGENDA 4: Formation of Alumni Association	It was resolved to form an Alumni Association	The Alumni Association was formed and registered on 18 th May 2015

Agenda 3: To report on the NAAC – SSR submission

Resolution : The IQAC members noted with satisfaction that the NAAC-SSR has already been submitted on 18 May, 2015

Agenda 4: To invite suggestions for improvement of placement of students



Resolution : The members of the IQAC observed and appreciated that the institute organizes Finishing School for the final year students and suggested that more such training programs and workshops may be organized to improve the placement of students.

Committee recommended increasing the frequency of Industrial visits, Expert lectures, Industrial exposure training from Industry persons, Membership & MoU's to explore the various practical aspects of industrial development to the students.

Agenda 5: To review on the continuous evaluation system of the students

Resolution : It was reported to IQAC that the institute has already started a methodology for continuous evaluation of students through weekly online tests of students. The IQAC members suggested to include more number of questions in the online tests and that the questions are of different difficulty levels.


Agenda 6: Application of innovative experimental learning

Resolution : The IQAC members observed with satisfaction that the institute includes every semester some innovative experiments in the respective laboratory manuals.

Appreciating the existing efforts the IQAC also suggested that the students may be directly involved in designing innovative experiments based on the university curriculum and recent developments in a particular subject.

The Chairman of IQAC requested all members to send their timely suggestions as and when they deem it necessary for the overall quality enhancement on the campus

The meeting ended with vote of thanks to the chair.


Coordinator

