

# ISF COLLEGE OF PHARMACY, MOGA

## Minutes of the Meeting

Internal Quality Assurance Cell

The Meeting of the committee for Internal Quality Assurance Cell was held on 12.01.2019 in the conference room of ISF College of Pharmacy, Moga. The meeting was chaired by Prof. (Dr.) G.D. Gupta; Chairman IQAC, Director/Principal of the college. The meeting was attended by the following:

S. No.	Name	Designation
1.	Dr. G.D. Gupta	Director-cum-Principal
2.	Dr. Muskan Garg	Director (ISFAL)
3.	Dr. R.K. Narang	Vice Principal
4.	Dr. Goutam Rath	Professor
5.	Dr. Rahul Kumar Maurya	Associate Professor
6.	Dr. Pooja Chawla	Professor
7.	Mr. Amit Sharma	Associate Professor
8.	Mr. Bharat Khurana	Associate Professor
9.	Dr. Sidharth Mehan	Associate Professor
10.	Mr. Saurav Bhandari	Assistant Professor
11.	Mrs. Daisy Arora	Associate Professor

All agenda of the meeting were presented by the coordinator to the committee. After thorough discussion following decision were taken in the meeting.

Agenda	Decision
Status of application submitted for Autonomous	Dr. G D Gupta is authorized to follow autonomous related all work in UGC and also in university. It was also decided to take autonomous status before the commencement of new session (2019- 2020).
Strengthen quality of teaching learning process	Coordinator of IQAC presented brief report of odd semester on the basis of feedback and academic audit. It was decided to take following initiations for strengthening of the teaching learning process and research: a. 80 % attendance in both theory and practical classes separately is compulsory for all the students. b. No. of theory & practical classes should be conducted as per the curriculum prescribed by PCI.

	<p>c. 80% individual subject result required.</p> <p>d. Those teachers whose result will be more than 95% will be felicitated by appreciation letter.</p> <p>e. Incentive will be given for high impact factor paper research papers/patent/transfer technology.</p> <p>f. Annual increment will be based on the annual performance of individual.</p>
<p>Verification of Documentation- Laboratory manuals, SOP, Stock register, List of experiments, lecture plan etc.</p>	<p>A Committee was constituted for smooth running of day to day practical's and maintenance of equipments:</p> <p><b>Constituted committee:</b>  Dr. R K Narang (Coordinator)  Dr. Sidharth Mehan  Dr. Pooja Chawla  Dr. Vineet Rai  Mr. Sudhir  Mr. Amit Sharma</p> <p>Lab incharges are required to complete documentation required (<b>Laboratory manuals, SOP, Stock register, List of experiments, etc.</b>) for maintenance and smooth functioning of laboratories in all aspects.</p>
<p>New ideas/ innovations executed in classroom and laboratories</p>	<p>It was decided to execute some innovative ideas in daily classroom teaching such as webinars, e-poster presentations, topic presentations by models, charts etc. to improve the understanding of the subject.</p>
<p>Research projects and publications</p>	<p>Publications in each department should be focused effectively to fulfill the requirements of NIRF Ranking and other. Incentives to the faculty would be given on the basis of Publications, research projects and awards.</p>
<p>Patent and technology transfer</p>	<p>It was decided to motivate research students and faculty members to apply for patent and technology transfers to upgrade the research facilities in individual department.</p>

Meeting was ended by vote of thanks by Coordinator of IQAC.



**Prof. (Dr.) G. D. Gupta Director-cum-Principal**

**Director/Principal**  
ISF College of Pharmacy, Moga  
(An Autonomous College)