



ISF College of Pharmacy (An Autonomous College)  
[NAAC Accredited "A" Grade College]  
GT Road, Ghal-Kalan, MOGA – 142 001 (Punjab) INDIA  
Approve by AICTE, PCI & Govt. of Punjab  
Affiliated to IK Gujral Punjab Technical University, Jalandhar (Pb.)



## Notice

The following committee is constituted to discuss plan new academic session (2022-23). All are hereby informed to attend the IQAC meeting in time.

**Venue:** Mini-Auditorium, ISFCP

**Date:** June 04, 2022 (Saturday)

**Time:** 10:00 a.m.

### **Agenda:**

1. Responsibility of individuals (Academic; Research; Administrative)
2. Hierarchy: Chairman; Director; Vice-Principal; HOD's; Advisors; Faculty; Non-Teaching
3. Academic and research planning of 2022
4. Salutation, Dress code, Attendance, Individual staff room, Types of leave
5. Strong lesson plan, Attendance register
6. Practical list; practical manual; and requirement, New designed practical
7. Classroom lectures: Proper seating arrangement, Chalk/Duster/Pen/Attendance register/Supporting leaflets
8. Board maintenance & Subject register of student, Online feedback of individual subject
9. Practical lab documentation: Display list of practicals, Stock registers for chemical, glassware's
10. Maintenance of daily practical record; Breakage record; List of practicals
11. Demonstration and performance of practical
12. Daily Signature on practical files: Aim, Practical observation note book, final viva-voce and index
13. Sessional examination : Theory and practical, Course distribution, Sessional question papers,
14. Main examination question paper, Display of internal results
15. Student teacher guardian scheme – STGS, Filed visit, Assignments and evaluation
16. Extra classes for slow learners; Personality development Classes
17. Research, Journal club, Assignments, Presentations, Publications, Patents, Govt. projects
18. Placements, MoU, Technology transfer, Clubs, Committees, BoS,
19. Certificate courses, Academic council, Pharmaikon
20. Website, Multimedia: Youtube; Whatsap; Facebook etc.
21. Faculty promotion scheme, Feedback analysis
22. Any other item with the permission of the chairman

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

Director/Principal  
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S.No.	Particular	Responsible Person
	<b>CENTRAL POLICY/Documentations</b> <ul style="list-style-type: none"><li>• Maintenance of Documents</li><li>• All Formats</li><li>• Systematic Approach – Frictionless and Smooth</li><li>• Before-Time/In-time</li></ul>	IQAC
	<b>THUMB RULES</b> <ol style="list-style-type: none"><li>Strictly Follow Office – Submit and collect all information from Office</li><li>Strictly prohibited to stay in Office inter in office (Use service window only)</li><li>If you want to meet to me – Visit our office Only (Director office)- Send message related to office work or any permission.</li><li>If you want to meet other than me – Visit their office except very emergency (Follow protocol) otherwise only meet on their seat of respective person.</li><li>If you want to meet me – Visit our office but wait for your turn.</li><li>ISFCP – Notice and only uploading of any Information by Director.</li><li>Strictly Follow Dress Code and Time</li><li>Submit your proposal and take lead</li><li>Organise any function anywhere or inviting Chairman, Guest, Director, Vice-Principal – Put value of designation.</li><li>House meeting</li><li>Departmental meeting – Give information to Director office</li><li>Any leave taken by you – you are required to give proper responsibility to concern person</li></ol>	
1.	Affiliation and approval of Professional Body Approvals <ul style="list-style-type: none"><li>• AICTE</li><li>• PCI</li><li>• University</li><li>• PSBTE &amp; IT</li></ul>	Dr. G. D. Gupta Dr. R. K. Narang
2.	Awards and Recognition of Institute Awards and Ranking <ul style="list-style-type: none"><li>• Autonomous</li><li>• NIRF</li><li>• AICTE-CII</li><li>• ARIIA</li><li>• USVA</li><li>• Others</li></ul>	

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	<ul style="list-style-type: none"> <li>• Convocation</li> <li>• RAC</li> </ul>	
3.	Accreditation <ul style="list-style-type: none"> <li>• NABL</li> <li>• ISO</li> <li>• AAP</li> <li>• NBA</li> </ul>	
4.	NAAC IQAC AQAR Criteria's	Dr. G.D.Gupta Dr. Sidharth Mehan
5.	Pharmaspire	Dr. Sidharth Mehan
6.	IIC, Women Forum, Sexual Harassment cell	Dr. Pooja Chawla
7.	BI-MSME, RAB, Examination Secrecy Plant Cell Culture Lab	Dr. Alok Sharma
8.	MoU, Industrial Training	Dr. Nitin Kumar
9.	Minutes of Professional Important Committee <ol style="list-style-type: none"> <li>Management Committee</li> <li>Governing Board</li> <li>Academic Council</li> <li>Board of Studies</li> <li>Examination – Policy Matter</li> <li>Finance Committee</li> <li>Grievance - Cell</li> <li>Admission Cell – Policy Matter</li> </ol> <ul style="list-style-type: none"> <li>• MoU (Academia/Research/Industry)</li> <li>• SC/ST, Minority</li> </ul>	Dr. G. D. Gupta
10.	Student Complaint and Counselling Cell	Ms. Avileen Kaur
11.	Anti-ragging and Anti-squad Hostel – Chief Warden Responsibility & Record	Er. Jaspreet Inder Singh
12.	Admission Counselling Cell 2022-23 Complete Process	Dr. R. K. Narang
13.	Main Examination – All courses, IEC	Dr. Amit Sharma
14.	Pharmalkon	Dr. Naresh Rangra
15.	Examination Internal all courses	Mr. Gurmeet Singh
16.	Entrepreneurship and start Up	Dr. Sunil Gupta Dr. Nitin
17.	IPR	Dr. Sant Kumar
18.	Alumni	Ms. Sania Grover Mr. Navjot Kaur Mr. Lav Goyal
19.	Student-Teacher-Guardians Scheme, Parent Cell	Dr. Balak Das
20.	Placement	Dr. Bhupinder
21.	Time-Table, B. Pharm. Projects/Training/Tours, AISHE	Mr. Tanmay
22.	D. Pharm. Projects/Training/Tours	Ms. Karishma Agarwal
23.	Pharm.D. – Projects/Internship/Training/Tour etc.	Dr. Amit Sharma
24.	Website – Hot Spot	Dr. Dilpreet Singh
25.	Library, Zebra Fish Lab	Dr. Arti
26.	Central Store	Ms. Simranpreet Ms. Shalini Jaswal

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27.	Physical Verification, Competitive Examination – GPAT, IELTS, NIPER, Drug Inspector, etc	Dr. Rohit Bhatia
28.	Central Instrumentation (CIL) Complete Institutes Detail – Including all Full means full	Mr. Khadagraj
29.	Animal House CPCSEA – Breeding and Trading – Commercialization IAEC, Biological Committee, Bio-Safety, GLP Publication, Book, Book chapters, etc .	Dr. Shamsheer Singh
30.	Certificate Courses	Dr. Amit Sharma Individual Faculty*
31.	Skill Vigyan Programs	Dr. Vivek Asati
32.	Publicity – Hindi, English and Punjabi and Professional Bodies	Mr. Parneet Kumar
33.	Sports, Social, NSS, STI cell Clean-Green and Polythene Free Campus	Dr. Amandeep Singh
34.	Cultural and Musical Club	Ms. Seema Barar
35.	Scholarship	Mr. Naresh Bansal
36.	Herbal Garden, Overall discipline	Mr. Darshan Singh
37.	Eco Club, Notice Boards & Beautification Herbarium and Museum	Ms. Shilpa Debnath
38.	Planning Forum	All HOD
39.	Mess-Canteen Committee	Mr. Ranjit Ms. Navjot Kaur
40.	SC/ST, OBC Welfare Committee	Ms. Dilpreet Kaur
41.	Microbial Cell Culture Lab	Mr. Abhay Pandey
42.	Nano-technology Lab Information and Notification – Research Projects	Dr. Charan Singh
43.	Animal Cell Culture Lab	
44.	Consultancy and Industrial Link	Dr. Sunil Gupta Dr. Nitin Kumar Dr. Alok
45.	Computer Lab/IT/Camera/Internet and software	Mr. Parneet Kumar
46.	Printing Centrally	Mr. Gurpreet Singh Mr. Mayank Patel
47.	Assignments – D.Pharm, B.Pharm, Pharm.D (As per PCI)	Dr. Teena
48.	Directory Pharm.D. (Students Activities Record (Internal and External) D. Pharm. (Students Activities Record (Internal and External) B. Pharm. (Students Activities Record (Internal and External) M. Pharm. (Students Activities Record (Internal and External)	Dr. Preeti Patel* Dr. Aishmeen Mr. Amit Sharma Ms. Navjot Kaur Ms. Sania Grover
49.	Main Auditorium	Mr. Gurmeet Singh
50.	Mini Auditorium	Mr. Gurwinder Singh
51.	<b>RESPONSIBILITIES OF HEAD</b>	All HoD's

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	<ul style="list-style-type: none"> <li>• Maintenance of Equipment and all Labs</li> <li>• Assignments</li> <li>• Arrangement of Equipment &amp; Glassware's</li> <li>• All Nomenclature, Name Plate etc.</li> <li>• Decorum, Leave, Requirement of etc.</li> <li>• List of Equipment in Define Format</li> <li>• Students Record</li> <li>• Placements Record and arrangement</li> <li>• Industrial visit/Workshop/Seminars etc.</li> <li>• Departmental Meeting Record</li> <li>• All Scientific Training arrangements</li> <li>• Departmental Meetings</li> <li>• Dress Code</li> <li>• Coordinator – Next to head</li> <li>• Scientific <ul style="list-style-type: none"> <li>a. Publication of Faculty</li> <li>b. Ph.D. students/Faculty</li> <li>c. Patents</li> <li>d. Transfer Technology</li> <li>e. Projects</li> <li>f. Individual</li> </ul> </li> </ul>	
52.	<b>CLASS ADVISOR RESPONSIBILITIES</b> <ul style="list-style-type: none"> <li>• Complete Record of Students</li> <li>• Placement</li> <li>• Activity</li> <li>• Attendance</li> <li>• Visit Industrial</li> <li>• Training Record</li> </ul>	
53.	Seminar, Workshop, Conference, Symposium, Guest Lecture, etc. Continue education Program, Short term Training Program, Faculty Development Program, Refresher Course, Certificate Course, Add on, etc	All Heads 2x4 = 08 National – 02 International – 02 State Level – 02 Institute Level – 02

  
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### INTERNAL QUALITY ASSURANCE CELL

#### MINUTES OF THE MEETING

14th

The faculty meeting was conducted by the Internal Quality Assurance Cell on 04-06-2022 in the mini-auditorium of ISF College of Pharmacy, Moga. The meeting was chaired by Prof. (Dr.) G.D. Gupta; Chairman IQAC, Director-cum-Principal of the college.

Following faculty members were presented during the meeting:

S.No.	Name	Designation
1.	Prof. G. D. Gupta	Director-cum-Principal Professor
2.	Dr. R.K. Narang	Vice-Principal, Professor
3.	Dr. Sidharth Mehan	Professor, IQAC-Coordinator
4.	Dr. Sunil Gupta	Professor
5.	Dr. Pooja Chawla	Professor
6.	Dr. Alok Sharma	Professor
7.	Dr. Shamsher Singh	Professor
8.	Dr. Amit Sharma	Professor
9.	Dr. G. S. Sarma	Professor
10.	Dr. Charan Singh	Associate Professor
11.	Dr. Arti Singh	Associate Professor
12.	Dr. Bhupinder Kumar	Associate Professor
13.	Dr. Sant Kumar Verma	Associate Professor
14.	Dr. Dilpreet Singh	Associate Professor

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15.	Dr. Vivek Asati	Associate Professor
16.	Dr. Balak Das Kurmi	Associate Professor
17.	Dr. Preeti Patel	Associate Professor
18.	Dr. Amrita Singh	Associate Professor
19.	Dr. Naresh K Rangra	Associate Professor
20.	Mr. Tanmay S. Markandeywar	Associate Professor
21.	Mr. Darshan Singh	Associate Professor
22.	Mr. Amrinder Singh	Associate Professor
23.	Mr. Ranjeet Singh	Associate Professor
24.	Dr. Rohit Bhatia	Associate Professor



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Ranking

Admission  
session 20

Following decisions were taken by the committee:

Agenda	Decision
Confirmation of previous minutes of meeting	Previous minutes of the meeting (IQAC meeting was held on 29-01-2022) were read and confirmed.
Academic Calendar 2022-2023	<p>Academic calendar was proposed by Chairman, IQAC, considering all guidelines as per offline teaching-learning process and research. Moreover, considering all guidelines of Professional bodies.</p> <p>It was also decided to increase additional classes of important subject if required for completion of syllabus theory and practical in time.</p> <p>Academic Calendar was approved after thorough discussion.</p> <p><b>Annexure-1</b></p>
Awards and appreciation in the academic session 2021-22.	<p>Management Committee has decided to appreciate and recognized the potential staff of the college.</p> <p>Four member committee was constituted for recommendation of name teaching and non-teaching staff.</p> <p>Constituted committee:</p> <ul style="list-style-type: none"> <li>- Prof. (Dr.) G.D.Gupta</li> <li>- Prof. (Dr.) R.K.Narang</li> <li>- Dr. Pooja Chawla</li> <li>- Dr. Sidharth Mehan</li> </ul> <p>On the basis of regularity, sincerity and dedication in work, following members were honored by Cash Prize, Memento, appreciation Letter and shawl on 26<sup>th</sup> January 2022.</p> <ul style="list-style-type: none"> <li>- Mr. Vishal Kumar - Warden</li> <li>- Mr Nanhe Laal – Gardner</li> <li>- Mr. Amarnath – Gardner</li> </ul> <p>All members appreciated the initiative taken by the management Committee, and approved the same.</p>
Ranking- 2021	<p>In ARIIA-2021: Ranked achieved under Excellent Band by AICTE, Govt. of India.</p> <p>All the members appreciated and congratulated to Management, staff and stake holders for awards received by Institute.</p>
Admission of academic session 2022-2023	For admission in B.Pharm, M.Pharm and PharmD courses, Dr. R.K.Narang, Coordinator of Admission Cell appointed. It was also suggested by the committee to highlight all the achievements of the institute for strengthen of

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	<p>admission in time.</p> <p>All Committee members appreciated for the admission process.</p>
Academic Activities 2022 (Jan-May)	<p>Dr. Sidharth Mehan, Coordinator, IQAC presented detail of activities.</p> <p><b>Annexure-2</b></p> <p>All committee members appreciated and congratulated IQAC team.</p> <p>It was also suggested to present an advance activity calendar separately either quarterly or half yearly.</p>
Schedule of Certificate Programs	<p>It was decided by the committee to conduct all certificate programs under winter and summer sessions (Dec-Jan, and June-Jul) respectively.</p> <p>It was also decided to develop soft and hard copies of complete content and also pass through the BoS committee.</p> <p>All committee members appreciated for running certificate program.</p>
Scientific achievements	<p>Coordinator presented the brief report of innovation/research during this period.</p> <p>Coordinator presented the brief report of innovation/research during this period.</p> <ol style="list-style-type: none"> <li>1. Publications : 132 (121 peer reviewed)</li> <li>2. Impact factor : 348.18</li> <li>3. Patents : 10 Filled (05 Published)</li> <li>4. Designed patents : 10 Filled (10 Granted)</li> <li>5. Books : 20 Book Published</li> <li>6. Books Chapter : 18 (International Publisher)</li> <li>7. MoU : 16 (Industry – 05, Research Centre – 04, Academics-07)</li> <li>8. Technology Transfer : 01</li> </ol> <p>All committee members congratulated and appreciated efforts made by research team of college.</p>
Budget for research and innovations/ start-up	<p>For smooth running of research activities, academic affairs submitted the proposed budget for Postgraduate programs and PhD scholars.</p> <ul style="list-style-type: none"> <li>- Chemicals : 15.00 Lakhs</li> <li>- Glasswares: 5.00 Lakhs</li> <li>- Repairing of Equipments : 10.00 Lakhs</li> <li>- Purchasing of new equipments: 45.00 Lakhs</li> <li>- Patents application : 3.00 Lakhs</li> <li>- Publications : 2.50 Lakhs</li> </ul>

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	<ul style="list-style-type: none"> <li>- Books &amp; Journals : 4.50 Lakhs</li> <li>- Startup &amp; innovation* : 15.00 Lakhs</li> </ul> <p>Following schemes also implemented to faculty for promotion of research.</p> <ul style="list-style-type: none"> <li>• Consultancy</li> <li>• Technology Transfer</li> <li>• Startup</li> <li>• Innovations</li> <li>• Publications in high impact factor journal</li> <li>• Other achievements</li> </ul> <p>Committee members appreciated and approved the proposed budget for the strengthen of research and innovations by faculty. It was also decided to submit the proposal in the meeting Research Advisory Committee.</p>
New product launch (Startup)	<p>Dr. Alok Sharma and Dr. Sunil Gupta developed one energy drink in the name of "ISF One N Done" caffeinated without sugar, preservatives and colorants.</p> <p>Product was launched during the IBRO international conference by President, Pharmacy Council of India.</p> <p>All members appreciated and congratulated to entire team.</p>
Scholarship, prize and medal for faculty and students	<p>Students Scholarships</p> <p>Govt. Scholarships:</p> <ul style="list-style-type: none"> <li>• PMSS Scholarship</li> <li>• GPAT</li> <li>• Minority community scheme (SC/STOBC)</li> <li>• Sikh minority Scholarship</li> <li>• Single Girl Child</li> <li>• Physically challenged</li> <li>• Parents lost during Covid-pandemic</li> <li>• Sports person</li> <li>• JRF/SRF</li> <li>• Economically weaker category</li> </ul> <p>Institutional Scholarship:</p> <ul style="list-style-type: none"> <li>• Single Girl Child on the basis of family income (less than 3 lakh)</li> <li>• Board/Merit Holder</li> <li>• University Toppers</li> <li>• Economically weaker category</li> </ul>

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	<p>The proposal for Institutional Scholarship will be forwarded to Management along with supporting documents for the approval.</p> <p>Prize and medal for faculty and students will be given as per the approved in 5<sup>th</sup> academic council meeting.</p>
PhD admission	<p>As per the norms of IKGPTU, slots of approved guide already submitted for summer session in the admission in Ph.D. under the Autonomous college.</p> <p>It was also decided that all students admitted in previous batches in winter and summer and if, their guide and research centre ISF College of Pharmacy, they will work under the Autonomous status of College.</p>
Research Projects	<p>Following Research Projects granted by various professional bodies:</p> <p>Undergoing projects:</p> <ol style="list-style-type: none"> <li>1. ICMR Project – Dr. G.D.Gupta &amp; Dr. Balakdas Kurmi</li> <li>2. Dr. Shamsheer Singh &amp; Dr. Bhupinder Kumar</li> <li>3. Dr. Preeti Patel &amp; Dr. Balakdas</li> <li>4. ICMR JRF - Mr. Lav Goyal and Ms. Dilpreet Kaur</li> </ol> <p>Congratulated and appreciated by all committee members.</p>
Skill Vigyan – DBT	<p>Second Skill Vigyan Centre of STP was given by PSCST, Punjab</p> <p>Chairman: Dr.G.D.Gupta</p> <p>Coordinator: Dr. Vivek Asati</p> <p>Congratulated and appreciated by all committee members.</p>
Faculty Promotion Scheme	<p>It was decided by the Committee to promote staff members as per their eligibility and experience as per the norms of PCI/AICTE/UGC.</p> <p>All promotion will be made as per the guidelines of professional bodies and affiliating university.</p>
Staff Training	<p>It was decided to provide training to faculty members –</p> <ol style="list-style-type: none"> <li>a. Faculty: Orientation and refresher program (4 to 9 July, 2022)</li> <li>b. Non-teaching: Orientation program (11 to 13 July, 2022)</li> </ol> <p>Training to non-Teaching Staff:</p> <p>It was also decided to provide training to non-Teaching Staff.</p> <ol style="list-style-type: none"> <li>1. Computer literacy</li> <li>2. Handling &amp; Maintenance of instruments (basics)</li> <li>3. Fire extinguisher</li> <li>4. Laboratory Hazards</li> <li>5. Handling of Animals</li> </ol>

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	<p>6. Maintenance of Laboratory arrangements.</p> <p>Committee members appreciated and approved initiative taken by the Institute.</p>
Student induction program	<p>As per the guidelines of AICTE and Affiliating university, induction program will be organized as per the schedule:</p> <ul style="list-style-type: none"> <li>- For old students: 11<sup>th</sup> to 16<sup>th</sup> July, 2022</li> <li>- New batches: 1<sup>st</sup> to 20<sup>th</sup> August, 2022</li> </ul> <p>It was also decided that IQAC coordinator and team prepare complete activity chart for induction program and take initiative to organize all activities using internal and external resources.</p>
Inclusion of new members	<p>Member-Secretary of Academic Council, Dr. R.K. Narang informed that following faculty members were resigned and relieved:</p> <ol style="list-style-type: none"> <li>1. Dr. Vineet Rai</li> <li>2. Dr. Prateek Chauhan</li> <li>3. Dr. Sourabh Kosey</li> <li>4. Dr. Vikramdeep Monga</li> </ol> <p>Following new members proposed by the Secretary:</p> <ul style="list-style-type: none"> <li>• Dr. Sant Kumar Verma – Associate Professor, Dept. of P'Chemistry</li> <li>• Dr. Nitin – Professor, Dept. of Pharmaceutics</li> <li>• Dr. Gourav Goyal – Industry</li> <li>• Mr. Rajkumar - Biogenetics</li> <li>• Dr. Vinay Chawla – Baba Farid University of Health Sciences</li> <li>• Dr. Sarvesh Malviya – Oniosomes</li> </ul> <p>Approved.</p>
Final M.Pharm Thesis Presentation	<p>It was decided that all M.Pharm final year viva-voce will be conducted Online/offline/blend mode as per the availability of expert as already approved.</p> <p>Panel for <i>viva-voce</i> of all M.Pharm branches submitted by examination-Approved.</p>
Placement/Employability related activities	<p>Certain modules/activities for enhancing or developing employability would be conducted such as Recruitment/Job fairs, Group discussions, personality development, and soft skills workshops, etc.</p>
Responsibilities for the new academic session for PG	<p>It was observed that the number of instruments/equipment are found under repairing/maintenance etc. All the HOD's are responsible for maintenance for their respective labs including UG, PG and related to</p>

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	their respective branch.
<b>Arrangement of laboratories, classrooms, faculty cabins, and surroundings</b>	<p>It was also discussed in length for maintenance of lab and equipment. All HODs and lab in-charges are responsible for:-</p> <ul style="list-style-type: none"> <li>• Maintenance,</li> <li>• Cleanliness,</li> <li>• Beautification and proper functioning of laboratories,</li> <li>• Cleaning of classrooms, individual faculty cabins, and surrounding area.</li> </ul> <p>All the areas in the academics block should be noise-free.</p>
<b>Teaching-learning methodology for slow learners</b>	<p>All faculty members were instructed to counsel the slow learner students and also provide notes, special classes, and personal care to the students. Promote advanced learner students towards scientific as well as technical development such as participation in debate, assay competition, poster making, and attending of conferences.</p>
<b>Documentation- Laboratory manuals, SOP, Stock register, List of experiments, Lecture plan, etc.</b>	<p>It was also decided to submit a quarterly report to the IQAC coordinator. All HODs and lab in-charges are informed to maintain their respective departments such as maintenance, cleanliness, beautification, and proper functioning of laboratories, cleaning of classrooms, individual faculty cabins, and surrounding area. All the areas in the academics block should be noise-free.</p> <p>It was decided to maintain and arrange all the necessary documents as well as equipment/glassware in all labs. All HODs and laboratory incharges will be directed to manage the things accordingly and supervise lab attendants to arrange all the required glassware, logbooks, stock register, etc.</p>
<b>Any other</b>	<p>- AQAR (July 2021 to June 2022)</p> <p>AQAR report was prepared by IQAC and discussed – Approved.</p>

The meeting was ended by a vote of thanks by the Coordinator of IQAC.

Prof. (Dr.) G. D. Gupta  
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**Activities January to December - 2022**

Month	Day	Activities
January	10 <sup>th</sup>	World Hindi Day - Guest Lecture (01)
	14 <sup>th</sup>	World Kite Day & Lohri
	22 <sup>nd</sup>	IIC – Expert talk on process innovation development and tech.
	24 <sup>th</sup>	National Girl Day
	26 <sup>th</sup>	Republic Day Celebration
	29 <sup>th</sup>	World Leprosy Eradication Day
February	4 <sup>th</sup>	World Cancer Day – Guest Lecture (02)
	8 <sup>th</sup>	International Women Day
	11 <sup>th</sup>	International Day of Women & Girl in Science
	16 <sup>th</sup>	National Vaccination Day
	19 <sup>th</sup>	IIC – Workshop on Entrepreneurship, Skill, Attitude & Behavioral Development
	26 <sup>th</sup>	IIC – Workshop on Ideathon “Design Thinking, Critical Thinking & Innovation Design
March	1 <sup>st</sup>	Zero Discrimination Day
	21 <sup>st</sup>	International Day for Elimination of Racial Discrimination
	22 <sup>nd</sup>	World Water Day
	24 <sup>th</sup>	World Tuberculosis Day – Guest Lecture (03)
April	7 <sup>th</sup>	World Health Day – Rally
	25 <sup>th</sup>	World Malaria Day – Guest Lecture (04)
	26 <sup>th</sup>	IPR
May	4 <sup>th</sup>	World Asthma Day – Guest Lecture (05)
	11 <sup>th</sup>	National Technology Day
	31 <sup>st</sup>	World Tobacco Day
June	3 <sup>rd</sup>	World Bicycle Day
	5 <sup>th</sup>	World Environment Day
	14 <sup>th</sup>	World Blood Donor Day (Blood Donation Camp)
July	1 <sup>st</sup>	National Doctor's Day (India)
	28 <sup>th</sup>	World Hepatitis Day
August	12 <sup>th</sup>	International Youth Day
	15 <sup>th</sup>	India's Independence Day
September	5 <sup>th</sup>	Teachers Day (India)
	14 <sup>th</sup>	Hindi Day (India)
	21 <sup>st</sup>	World Alzheimer's Day
	25 <sup>th</sup>	World Pharmacist Day
	29 <sup>th</sup>	World Heart Day
October	1 <sup>st</sup>	World Vegetarian Day
	2 <sup>nd</sup>	National Anti Drug Addiction Day

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	11 <sup>th</sup>	International Day of the Girl Child
	16 <sup>th</sup>	World Food Day
	12 <sup>th</sup>	World Arthritis Day
	31 <sup>st</sup>	National Unity Day
<b>November</b>	10 <sup>th</sup>	World Immunization Day
	14 <sup>th</sup>	World Diabetes Day
	17 <sup>th</sup>	National Epilepsy Day
	26 <sup>th</sup>	Constitution Day
<b>December</b>	1 <sup>st</sup>	World AIDS Day
	9 <sup>th</sup>	World Patient Safety Day
	10 <sup>th</sup>	Human Rights Day
	23 <sup>rd</sup>	Farmers Day (India)
		ISFCON – 2022 (01 International Conference)
		Conference (02)
		FDP (02)
		Fresher party (01)
		Farewell party (01)
		Convocation (01)
		Industrial Visit (02)
		Camps/Month/Village (05)
		Debate Competition (01)
		Cultural Event (01)
		Sports (01)
		Plantation (02)

**Note:** In-Charge need to finalize, prepare and submit the event notices, completion reports, news, snaps, and Audio/Video's related to their particular events.

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## ISF College of Pharmacy (An Autonomous College)

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Name of Club	Coordinator	Designation
Sports	Mr. Amandeep Singh	Assistant Professor
Cultural	Ms. Seema Brar	Assistant Professor
Scientific	Dr. Vivek Asati	Associate Professor
Social & NSS	Mr. Gurmeet Singh	Assistant Professor
Yoga, Meditation, Heartfulness, Art of Living, SoS, & Universal Human Values	Ms. Sakshi Gupta	Assistant Professor
Eco & Beautification of Campus	Ms. Shilpa Debnath	Assistant Professor
Multimedia	Mr. Parneet Kumar	Associate Professor
Mess & Canteen	Mr. Ranjit	Associate Professor
	Ms. Navjot Kaur	Assistant Professor
Medical & First-Aid	Dr. Tanpreet	Assistant Professor

### Responsibilities:

1. Maintenance of file and proper documentation of meeting and activity
2. Conduct at least 2 to 3 activity in a year
3. Documentation:
  - i. List of coordinator with all committee members
  - ii. Notice for activity
  - iii. Budget of activity/sponsored by
  - iv. List of participants
  - v. Program schedule
  - vi. Event coverage includes newspaper, magazines and online including website
  - vii. Complete report of event

Note: All responsibilities and job role will be discussed in the meeting. Any difficulty and problem contact to concern person for strengthen of the cell day to day work.

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**Meetings Schedule:** At least 2 meetings in a year.

**Record Maintained by:** Coordinator of the Club

### CLUBS FOR MULTIFACETED DEVELOPMENT OF STUDENTS

Clubs	Activity
Cultural	<ul style="list-style-type: none"><li>- Folk songs and dances (solo &amp; group)</li><li>- Western dances and songs (solo &amp; group)</li><li>- Plays and skits (groups)</li><li>- Mono acting's</li><li>- Mimes</li></ul>
Eco	<ul style="list-style-type: none"><li>- Plantation</li><li>- Social awareness camps</li><li>- Cleanliness and hygiene's awareness</li></ul>
Entertainment	<ul style="list-style-type: none"><li>- Weekly educational and some popular movies show</li><li>- Science related documentaries</li><li>- Mono acting</li><li>- Writing (views, ideas, free hand drawing)</li></ul>
Fitness	<ul style="list-style-type: none"><li>- Gymnasium</li><li>- fitness</li></ul>
ISPOR	<ul style="list-style-type: none"><li>- Student counseling</li><li>- awareness camps (diabetes, cancer, diet &amp; nutrition, CPR, malarial &amp; dengue prevention, BMI)</li><li>- conferences and workshops</li><li>- poster presentations</li><li>- school and village camps</li></ul>
Medical First-Aid	<ul style="list-style-type: none"><li>- blood donation camp</li><li>- health awareness camps</li><li>- 108 Ambulance awareness and handling of patients and availability of first-aid in-side the ambulance</li><li>- basic dose &amp; ADR's awareness</li><li>- drug storage conditions</li></ul>
Mess/Canteen	<ul style="list-style-type: none"><li>- regular checking of water, food and raw material</li><li>- quarterly menu decide by the committee as constituted</li><li>- visits weekly by any one or two committee members</li><li>- all rates of food and ready items displayed on the canteen notice board</li></ul>
News letter	<ul style="list-style-type: none"><li>- PHARMAIKON</li><li>- Bimonthly</li><li>- Published by institute through editorial board including students</li></ul>
Photography	<ul style="list-style-type: none"><li>- All functions and events photographs maintain and display on the notice board</li></ul>

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	- Organize photography competition and Collection of rare photographs
Scientific	<ul style="list-style-type: none"> <li>- Conferences</li> <li>- FDP</li> <li>- STTP</li> <li>- Workshops</li> <li>- Guest lectures</li> <li>- Hand's on training</li> <li>- Tour</li> </ul>
Social	<ul style="list-style-type: none"> <li>- Swachh bharat abhiyaan</li> <li>- Beti bachao beti padhao</li> <li>- Awareness of voter card</li> <li>- Awareness of road safety and measures</li> <li>- Awareness of sanitation</li> </ul>
Sports	<ul style="list-style-type: none"> <li>- Sports day</li> <li>- Athletics (Long jump, high jump, javelin throw, shotput, disk throw, tug-of-war)</li> <li>- Cricket</li> <li>- Volleyball</li> <li>- Basket ball</li> <li>- Badminton</li> <li>- Kabaddi</li> </ul>
Yoga and Meditation	<ul style="list-style-type: none"> <li>- Pranayam</li> <li>- Suryanamaskar</li> <li>- Art of living</li> <li>- Yes+ course</li> <li>- Anulom-vilom</li> <li>- Kapalbhaati</li> <li>- Bhstrika</li> </ul>

#### Rules:

- ✓ Each club have one teacher coordinator, two teacher members and five students
- ✓ Each club are required to organize one national, one state and one institutional level competitive activity (if possible at least one activity at international level)
- ✓ All activity must be sponsored by industry, regulatory bodies, private resources, societies and institutes.
- ✓ Need to submit annual activity calendar during house meeting.

  
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### List of Lab In-Charges

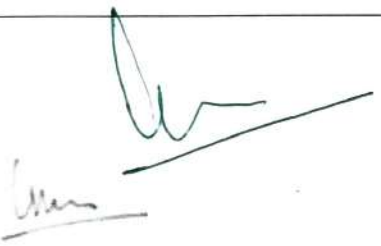
Name of Labs & Duties	Floor	Lab No.	Lab In charge
P'Ceutical Chemistry PG Lab-II	Ground Floor	125	Dr. Sant Kumar Verma
P'Ceutical Chemistry PG Lab-I	Ground Floor	126	Dr. Pooja Chawla
Ph'ceutics PG Lab-I	Ground Floor	130	Dr. Nitin Kumar Sharma
Ph'ceutics PG Lab-II	Ground Floor	123	Dr. Amrinder Singh
P'Ceutics Instrument Lab	Ground Floor	-----	
Control samples & Document room	Ground Floor	138	Mr. Abhay Pandey
Pharmaceutical Analysis (ISFAL)	Ground Floor	139	
HPTLC Lab	Ground Floor	144	
Information technology centre (Computer lab)	Ground Floor	145	Mr. Parneet Kumar
P'Ceutical Industrial Lab-I (Parenteral )	Ground Floor	146	Mr. Amit Sharma
P'Ceutical Industrial Lab-II (Non-Parenteral)	Ground Floor	147	Mr. Tanmay
DFD Lab	Ground Floor	149	Ms. Sakshi Gupta
Biopharmaceutics Lab	Ground Floor	149	Ms. Kiranpreet Kaur
Store	Ground Floor	---	Ms. Simranpreet Kaur Ms. Shalini Jaswal
Q.A. Research Lab-II (PG Lab: Pharmacy practice)	Ground Floor	152	Dr. Vivek Asati
IIPC Research Lab (PG Lab: Regulatory affairs)	Ground Floor	153	Dr. Sunil Gupta
DBT Lab (PG Lab: Industrial pharmacy)	Ground Floor	154	Dr. Charan Singh
QA Lab-I	Ground Floor	156	Dr. Balakdas
Pharmacology HPLC-ECD	First Floor	206a	Dr. Shamsher Singh
Sir Ramnath Chopra Cardiovascular Lab	First Floor	206b	Mr. Anupam Avasthi
CADD Lab	First Floor	206c	Dr. Rohit Bhatia
CIL Instrumentation Lab	First Floor	207	Dr. Amrita Singh
Pharmacology PG Lab-II	First Floor	212	Dr. Sidharth Mehan
Pharmacology PG Lab-I	First Floor	213	Dr. Shamsher Singh
Biochemistry Lab (P'Chemistry Lab-I)	First Floor	219	Ms. Simranpreet Kaur
Analysis/Inorganic Chem. (P'Chemistry Lab-II)	First Floor	220	Mr. Gurpreet
Organic Chemistry (P'Chemistry Lab-III)	First Floor	221	Mr. Ram Kumar
Medicinal Chemistry (P'Chemistry Lab-IV)	First Floor	222	Ms. Kumari Kajal
Polymer chemistry Lab	First Floor	224	Dr. Sant Kumar Verma
Medicinal Chemistry (P'Chemistry Lab-V)	First Floor	225	Dr. Rohit Bhatia
Microbial Cell Culture Lab	First Floor	228	Mr. Abhay Pandey
Microbiology & Hospital Pharmacy Lab	First Floor	229	Mr. Gurmeet Singh
Dispensing & Physical Pharmacy Lab	First Floor	230	Ms. Pallavi Sandal
Pharmacology & APHE Lab	First Floor	231	Mr. Pranshul Sethi
Printing Cell/ Strong Room	First Floor	239	Mr. Gurmeet Singh
Operation Lab	First Floor	240	Mr. Gurwinder Singh
Animal Cell Culture Lab	First Floor	241	

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Pharmacognosy UG Lab	Second Floor	302	Ms. Seema Brar
APHE UG Lab	Second Floor	308	Ms. Avileen Kaur
Pharmacognosy PG Lab-I	Second Floor	309	Dr. Alok Sharma
Plant Tissue Culture Lab	Second Floor	310	
Pharmacognosy PG Lab-II	Second Floor	311	
P'Ceutics (Diploma) Lab	Second Floor	312	Ms. Karishma Aggarwal
APHE (Diploma) Lab	Second Floor	313	Ms. Ayansh Kaushik
Animal House	Ground Floor	-----	Dr. Shamsher Singh Mr. Khadga Raj
Herbal Garden & Herbarium	Ground Floor	-----	Mr. Darshan Singh
Drug Information & Center (PharmD)	Second Floor	301D	Mr. Ranjit
Model Pharmacy (PharmD)	Second Floor	302D	Dr. Mandeep Kaur
Patient Counseling (PharmD)	Second Floor	303D	Dr. Chahat Garg
ADR Monitoring Centre	Second Floor	-----	Dr. Rojin Raj

  
Prof. (Dr.) G. D. Gupta

Director-cum-Principal

Director-cum-Principal

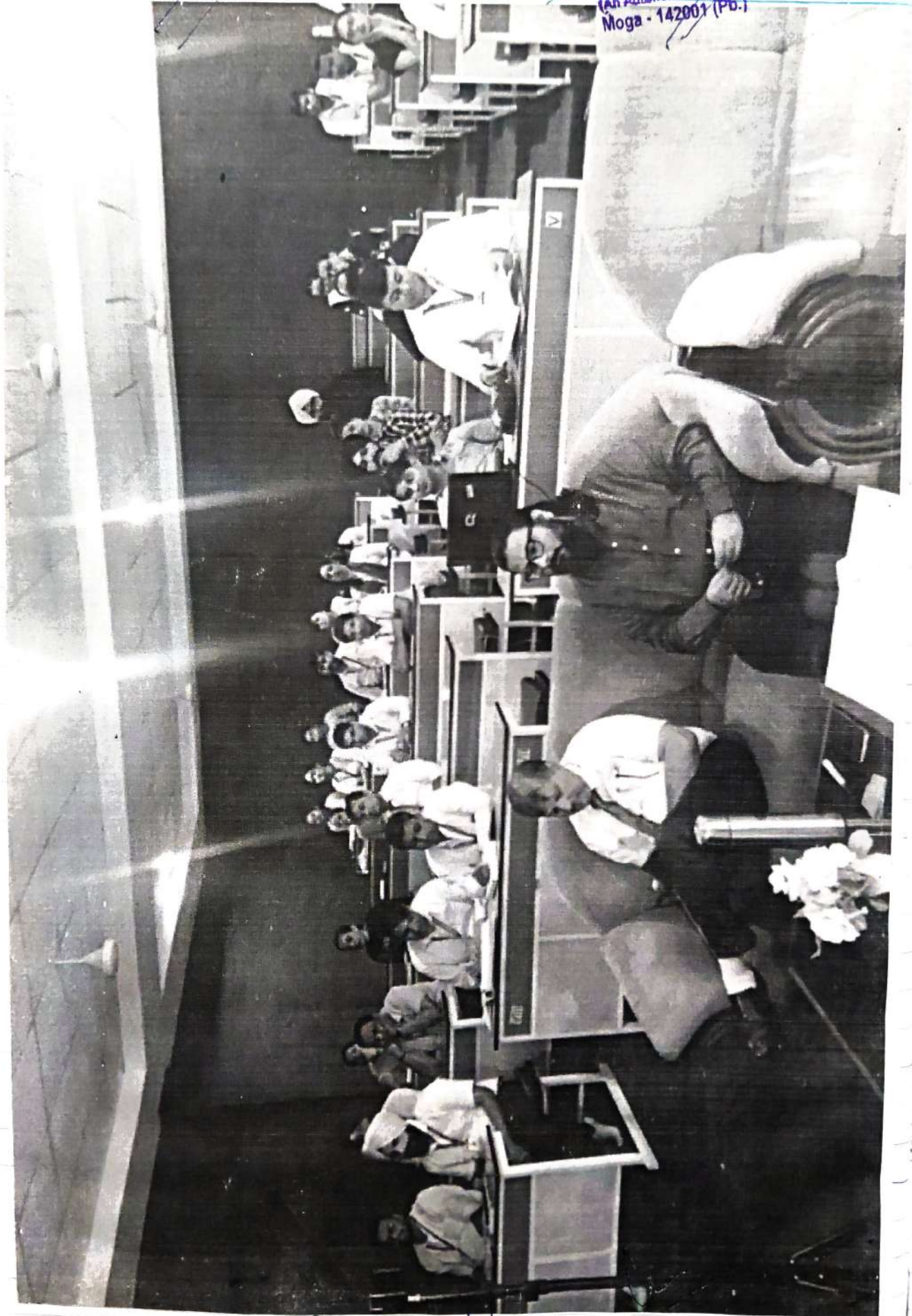
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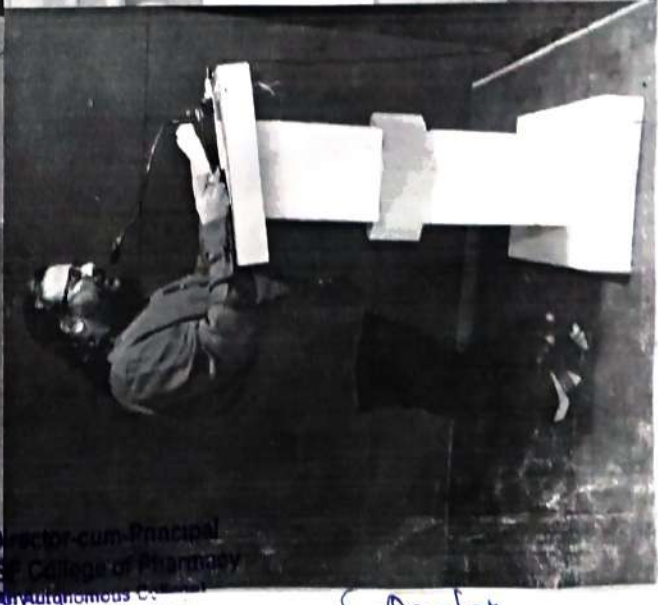
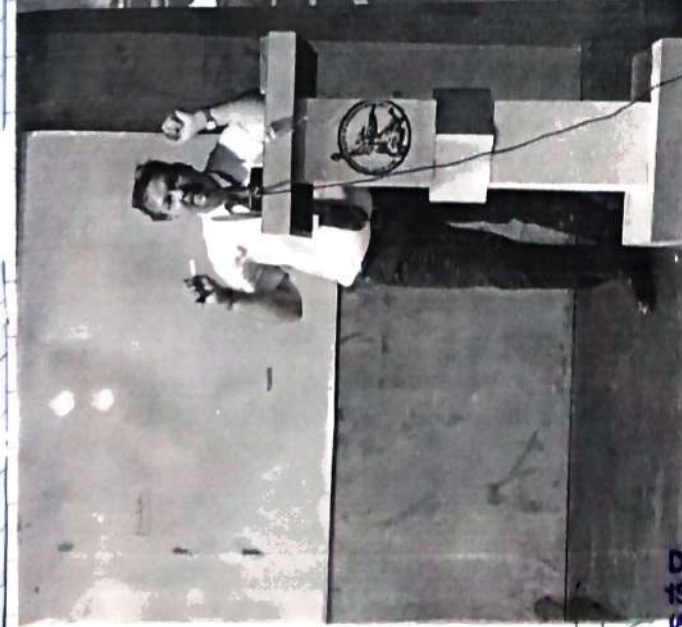
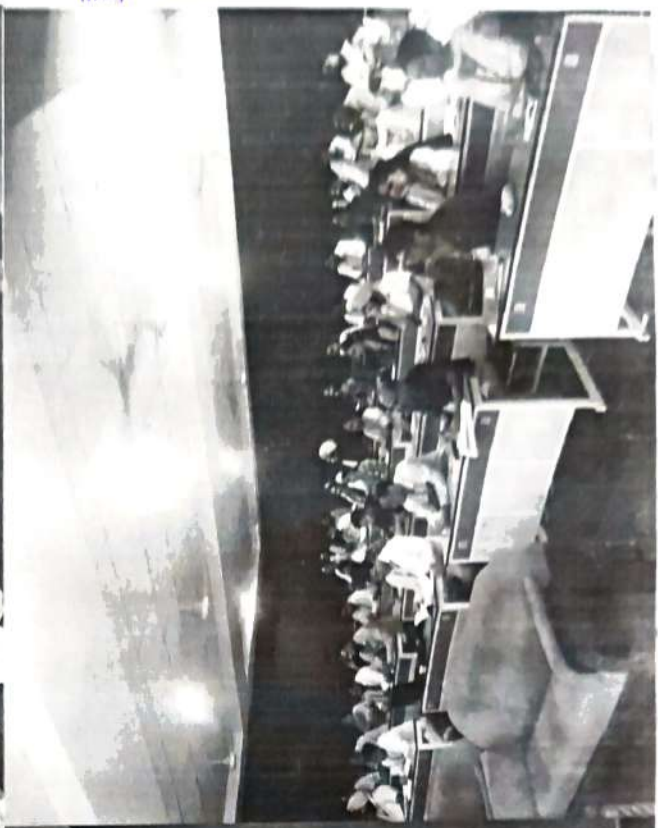
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*C. Mahesh*

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*C. Mahesh*