



# KASHI INSTITUTE OF PHARMACY

Managed by: JAIN EDUCATION SOCIETY

E-mail: [info@kashiit.ac.in](mailto:info@kashiit.ac.in) Website: <https://kashiip.ac.in> 1800-123-321-123

Ref. No.: Kashi IP/Office Order/2020-21/IQAC/01

Date: 13.07.2020

## OFFICE ORDER

It is pleased to constitute internal Quality Assurance Committee (IQAC) for the session 2020-21 as under:

S.N.	NAME	DESIGNATION	STATUS
1	Prof. (Dr.) Ashutosh Mishra	Director	Chairperson
2	Shri Vipul Jain	Vice Chairman	Member
3	Mr. Vivek Keshari	IQAC Coordinator	Member Secretary
4	Mr. Manoj Kumar Prajapati	Associate Professor	Member
5	Ms. Priti Padma Panda	Associate Professor	Member
6	Mr. Kumar Alok	Associate Professor	Member
7	Mr. Ravindra Pratap Saroj	Assistant Professor	Member
8	Mr. Surya Prakash Chaturvedi	Assistant Professor	Member
9	Mr. Manish Kumar Singh	Assistant Professor	Member
10	Mr. Manoj Kumar Singh	Assistant Professor	Member
11	Mr. Antariksh Katara	Member from Industry (Multani Food Testing Laboratories)	Member
12	Mr. Akhilesh Kumar	B.Pharm 4th year student representative	Member
13	Ms. Divya Tiwari	B.Pharm 3rd year student representative	Member
14	Mr. Ayush Ranjan	B.Pharm 1st year student representative	Member
15	Mr. Manoj Kumar Patel	Parent representative	Member



Director  
Kashi Institute of Pharmacy

### Copy to:

- All the members of the committee  
(Mr. Vivek Keshari, Member secretary is requested to inform all external committee members)



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**Minutes of IQAC Meeting held on 27<sup>th</sup> July 2020 at 3 pm**  
**MEETING – I**

S. No.	Agenda	Resolution
1	Confirm the previous meeting's minutes.	The Minutes of the last meeting were read by the Coordinator and approved by the Members.
2	Preparation and approval of academic and activity calendar for session 2020-21.	Academic and activity calendar will prepare as per University guideline.
3	Covid 19 guidelines	Discussion held on to follow the covid 19 guidelines during the academic session 2020-21 strictly.
4	Commencement of online classes for Academic Year 2020–21	Dr. Ashutosh Mishra, Chairperson, has decided to start online classes for the 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> year students from 4 <sup>th</sup> August and for 1 <sup>st</sup> year on 24 <sup>th</sup> November, 2020.
5	Instruction for online classes	Discussion held on ➤ Online platform for classes as per university guideline ➤ Time slots for classes ➤ Connectivity with the students.
6	Planning of social and sports activities for upcoming month.	➤ Pharmacist Day Celebration. ➤ Committee members agreed to renovate the sports grounds for better sports activities. ➤ Alumni meet was decided to conduct.
7	Date confirmation for the next Meeting	The next meeting is scheduled for 2 <sup>nd</sup> January, 2021.

There being no additional matters to discuss, the meeting was adjourned at 4:30pm with the IQAC Coordinator voting to thank the Chair and other members present.





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## Attendance of Meeting held on 27/07/2020

S. No.	Role in IQAC	Name	Signature
1	Director	Prof. (Dr.) Ashutosh Mishra	
2	Vice Chairman	Shri Vipul Jain	
3	IQAC Coordinator	Mr. Vivek Keshari	
4	Associate Professor	Mr. Manoj Kumar Prajapati	
5	Associate Professor	Ms. Priti Padma Panda	
6	Associate Professor	Mr. Kumar Alok	
7	Assistant Professor	Mr. Ravindra Pratap Saroj	
8	Assistant Professor	Mr. Surya Prakash Chaturvedi	
9	Assistant Professor	Mr. Manish Kumar Singh	
10	Assistant Professor	Mr. Manoj Kumar Singh	
11	Member from Industry (Multani Food Testing Laboratories)	Mr. Antariksh Katara	
12	B.Pharm 4th year student representative	Mr. Akhilesh Kumar	
13	B.Pharm 3rd year student representative	Ms. Divya Tiwari	
14	B.Pharm 1st year student representative	Mr. Ayush Ranjan	
15	Parent representative	Mr. Manoj Kumar Patel	





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## INTERNAL QUALITY ASSURANCE CELL

### MEETING – I

#### Action Taken Report of IQAC Meeting held on 27<sup>th</sup> July 2020

S. No.	Agenda	Resolution
1	Confirm the previous meeting's minutes.	Member observed.
2	Preparation and approval of academic and activity calendar for session 2020-21.	Academic and Activity calendar prepared as per university guideline.
3	Covid 19 guidelines	Implemented effectively.
4	Commencement of online classes for Academic Year 2020–21	Implemented.
5	Instruction for online classes	Google meet and Zoom platform were used. Time Table prepared accordingly.
6	Planning of social and sports activities for upcoming month.	<ul style="list-style-type: none"><li>➤ Pharmacist Day Celebrated in online mode.</li><li>➤ Renovate initiated in sports grounds for better sports activities.</li><li>➤ Alumni association and committee taken the responsibility.</li></ul>

  
Co-ordinator, IQAC



  
Chairperson, IQAC



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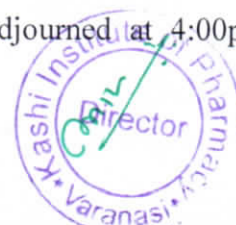
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**Minutes of IQAC Meeting held on 2<sup>nd</sup> January, 2021 at 2:30 pm**  
**MEETING – II**

S. No.	Agenda	Resolution
1	Confirm the previous meeting's minutes.	The Minutes of the last meeting were read by the Coordinator and approved by the Members.
2	Planning of Social activities	<ul style="list-style-type: none"><li>➤ Covid 19 awareness</li><li>➤ International yoga day on 21<sup>st</sup> June, 2021</li><li>➤ Women welfare related activity.</li></ul>
3	Organizing webinar and workshops	Instruction given to organize webinar and workshops
4	Exam cell	<ul style="list-style-type: none"><li>➤ Follow the covid 19 guidelines</li><li>➤ Regular updation of university guidelines regarding students exams.</li><li>➤ Updation about leftover exams</li><li>➤ Sharing of related information among the students on regular basis</li></ul>
5	Commencement of offline classes for all year students of B. Pharm. for session 2020-21.	Dr. Ashutosh Mishra, Chairperson, has decided to start offline classes for all year B. Pharm. students as follows- <ul style="list-style-type: none"><li>➤ B. Pharm student's offline classes will start on 4<sup>th</sup> January, 2021.</li><li>➤ Instructed to follow the covid 19 guidelines strictly.</li></ul>
6	Introduction of value added program	Committee members were agreed to introduce various value added program to aware the students.
7	Confirmation about next meeting date.	Next meeting is scheduled on 27th July 2021.

There being no additional matters to discuss, the meeting was adjourned at 4:00pm with the IQAC Coordinator voting to thank the Chair and other members present.





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## Attendance of Meeting held on 02/01/2021

S. No.	Role in IQAC	Name	Signature
1	Director	Prof. (Dr.) Ashutosh Mishra	
2	Vice Chairman	Shri Vipul Jain	
3	IQAC Coordinator	Mr. Vivek Keshari	
4	Associate Professor	Mr. Manoj Kumar Prajapati	
5	Associate Professor	Ms. Priti Padma Panda	
6	Associate Professor	Mr. Kumar Alok	
7	Assistant Professor	Mr. Ravindra Pratap Saroj	
8	Assistant Professor	Mr. Surya Prakash Chaturvedi	
9	Assistant Professor	Mr. Manish Kumar Singh	
10	Assistant Professor	Mr. Manoj Kumar Singh	
11	Member from Industry (Multani Food Testing Laboratories)	Mr. Antariksh Katara	
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14	B.Pharm 1st year student representative	Mr. Ayush Ranjan	
15	Parent representative	Mr. Manoj Kumar Patel	





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## INTERNAL QUALITY ASSURANCE CELL

### MEETING – II

Action Taken Report of IQAC Meeting held on 2<sup>nd</sup> January, 2021

S. No.	Agenda	Resolution
1	Confirm the previous meeting's minutes.	Member observed.
2	Planning of Social activities	Awareness spread among the students to protect themselves and their family from the pandemic. International Yoga day celebrated Mission Shakti was organized.
3	Organizing webinar and workshops	Implemented.
4	Exam cell	Implemented the instructions.
5	Commencement of offline classes for all year students of B. Pharm. for session 2020-21.	Implemented.
6	Introduction of value added program	Implemented.

Co-ordinator, IQAC



Chairperson, IQAC