



# KASHI INSTITUTE OF PHARMACY

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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/2021-22/IQAC/01

Date: 19.07.2021

## OFFICE ORDER

It is pleased to constitute Internal Quality Assurance Committee (IQAC) for the session 2021-22 as under:

S.N.	NAME	DESIGNATION	STATUS
1	Prof. (Dr.) Ashutosh Mishra	Director	Chairperson
2	Shri Vipul Jain	Vice Chairman	Member
3	Dr. Vivek Keshri	IQAC Coordinator	Member Secretary
4	Mr. Manoj Kumar Prajapati	Associate Professor	Member
5	Dr. Priti Padma Panda	Associate Professor	Member
6	Mr. Kumar Alok	Associate Professor	Member
7	Mrs. Sweta Rai	Assistant Professor	Member
8	Mr. Surya Prakash Chaturvedi	Assistant Professor	Member
9	Ms. Sneha Bharti	Assistant Professor	Member
10	Mr. Brijesh Kumar Singh	Assistant Professor	Member
11	Mr. Antariksh Katara	Member from Industry (Multani Food Testing Laboratories)	Member
12	Ms. Divya Tiwari	B.Pharm 4th year student representative	Member
13	Ms. Pragati	B.Pharm 2nd year student representative	Member
14	Mr. Raunak Kumar Singh	B.Pharm 1st year student representative	Member
15	Mr. Manoj Kumar Patel	Parent representative	Member
16	Mr. Avanindra Kumar	Student Alumni	Member

  
**Director**  
Kashi Institute of Pharmacy

### Copy to:

1. All the members of the committee

(Dr. Vivek Keshri, 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 2021 at 3:00 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 of Academic calendar.	The preparation of new academic calendar for 2021-22 has been approved.
3	Preparation of Activity calendar.	The preparation of Major/ Minor activity for 2021-22 has been approved.
4	Commencement of the classes for B. Pharm. Odd Semester for the Academic Year 2021-22.	Dr. Ashutosh Mishra, Chairperson, has proposed the dates for the commencement of Academic classes are as follows. ➤ B. Pharm. III Semester will begin on 13 <sup>th</sup> September, 2021. ➤ B. Pharm. V Semester will begin on 10 <sup>th</sup> September, 2021 ➤ B. Pharm. VII Semester will begin on 01 <sup>st</sup> September, 2021.
5	Discussion of Orientation Program/pharmacist day.	➤ Discussion on orientation programme for newly admitted students. ➤ Pharmacist Day will be celebrated on 25 <sup>th</sup> September, 2021.
6	Planning of add on program, social awareness program, various event list for academic session 2021-22	➤ Various value added programs has been approved by Chairperson Dr. Ashutosh Mishra for academic session 2021-22. ➤ Social awareness programmes has been planned and list of various events has been prepared for academic session 2021-22.



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7	Discussion About requirement of books and chemicals for new session	The meeting decided to buy new chemicals and books.
8	Discussion was held for CO, PO, PSO of even semester of last session and for upcoming odd semester	CO, PO, PSO of even semester of last session and for upcoming odd semester were discussed and approved.
9	Discussion on Various committees	Discussion held on Selection process of Heads and members for different committees
10	Discussion about students feedback	Students demand about GPAT preparation was discussed
11	Date confirmation for the next Meeting.	The next meeting is scheduled for 8 <sup>th</sup> November, 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 27/07/2021

S. No.	Role in IQAC	Name	Signature
1	Chairperson	Prof. (Dr.) Ashutosh Mishra	
2	Management Representative	Shri Vipul Jain (Vice Chairman)	
3	IQAC Coordinator	Dr. Vivek Keshri	
4	Member	Mr. Manoj Kumar Prajapati	
5	Member	Dr. Priti Padma Panda	
6	Member	Mr. Kumar Alok	
7	Member	Mrs. Sweta Rai	
8	Member	Mr. Surya Prakash Chaturvedi	
9	Member	Ms. Sneha Bharti	
10	Member	Mr. Brijesh Kumar Singh	
11	Industry Representative	Mr. Antariksh Katara	
12	Student representative	Ms. Divya Tiwari	
13	Student representative	Ms. Pragati	
14	Student representative	Mr. Raunak Kumar Singh	
15	Member	Mr. Avanindra Kumar	
16	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 2021

S. No.	Agenda	Resolution
1	The minutes of the previous meeting.	Members observed.
2	Academic calendar preparation and approval.	Academic calendar was prepared and informed all faculties to follow the same
3	Commencement of Academic Year 2021-2022 (odd semester).	Planning implemented
4	Preparation of Activity calendar.	Planning implemented
5	Discussion About requirement of books and chemicals for new session	Requirement of books and chemicals for new session were prepared and order was placed.
6	Planning of value added program, social awareness program, various event list for academic session 2021-22	Value added programs were introduced in odd semester and also awareness program.
7	Discussion of pharmacist day celebration.	Pharmacist Day was celebrated on 25 <sup>th</sup> September, 2021.
8	Discussion was held for CO, PSO, PO of even semester of last session and for upcoming odd semester	CO, PSO, PO of even semester of last session and for upcoming odd semester was approved.
9	Discussion on Various committees	Various committees have been prepared
10	Discussion about students feedback	GPAT classes assigned and started.

Co-ordinator, IQAC



Chairperson, IQAC



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## INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of IQAC Meeting held on 8<sup>th</sup> November, 2021 at 3 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	Organization of National conference	The committee members decided to organize a national seminar in March, 2022, and the responsibilities related to organizing the seminar were distributed among the authorised members.
3	Proposal of Academic and Administration audit.	The committee members planned to conduct an academic and administrative audit after the completion of the odd semester.
4	Industrial training/Hospital training	Discussion held on industrial/hospital training of students as prescribed in the course curriculum for 2021-22 sessions.
5	Discussion related to fresher's party/ pharmacy week celebration.	<ul style="list-style-type: none"><li>➤ Committee members agreed that pharmacy week would be held from November 20 to 26 November, 2021.</li><li>➤ To conduct the fresher's party celebration for 1<sup>st</sup> year was decided in the meeting.</li></ul>
6	Exam cell	<ul style="list-style-type: none"><li>➤ Instruction given for conduction of PUT exam.</li><li>➤ Discussion was held on makeup test of the students.<ul style="list-style-type: none"><li>➤ Discussion on external exams.</li></ul></li></ul>
7	Date confirmation for the next Meeting	The next meeting is scheduled for 2 <sup>nd</sup> February, 2022.

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 08/11/2021

S. No.	Role in IQAC	Name	Signature
1	Chairperson	Prof. (Dr.) Ashutosh Mishra	
2	Management Representative	Shri Vipul Jain (Vice Chairman)	
3	IQAC Coordinator	Dr. Vivek Keshri	
4	Member	Mr. Manoj Kumar Prajapati	
5	Member	Dr. Priti Padma Panda	
6	Member	Mr. Kumar Alok	
7	Member	Mrs. Sweta Rai	
8	Member	Mr. Surya Prakash Chaturvedi	
9	Member	Ms. Sneha Bharti	
10	Member	Mr. Brijesh Kumar Singh	
11	Industry Representative	Mr. Antariksh Katara	
12	Student representative	Ms. Divya Tiwari	
13	Student representative	Ms. Pragati	
14	Student representative	Mr. Raunak Kumar Singh	
15	Member	Mr. Avanindra Kumar	
16	Parent representative	Mr. Manoj Kumar Patel	





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## INTERNAL QUALITY ASSURANCE CELL

### MEETING – II

Action Taken Report of IQAC Meeting held on 8<sup>th</sup> November, 2021

S. No.	Agenda	Resolution
1	The minutes of the previous meeting.	Members observed.
2	Organization of National conference	National conference (Virtual mode) was conducted.
3	Proposal of Academic and Administration audit.	Implemented
5	Celebration of pharmacy week Fresher's party	Pharmacy week and Fresher's party was celebrated.
6	Exam cell	<ul style="list-style-type: none"><li>➤ PUT exam was conducted.</li><li>➤ Makeup test was conducted.</li><li>➤ Students were informed about their final semester exams.</li></ul>
7	Industrial training/Hospital training	Students instructed to follow the university guideline for industrial/hospital training as prescribed in the course curriculum for 2021-22 sessions.

Co-ordinator, IQAC



Chairperson, IQAC





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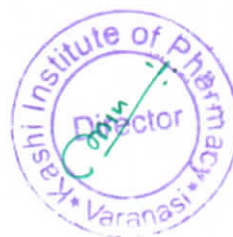
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**Minutes of IQAC Meeting held on 2<sup>nd</sup> February, 2022 at 3 pm**  
**MEETING – III**

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.	Discussion related to practice school of final year students	It was decided to organize presentations to make the final year students aware about research and innovation.
3.	Discussion about Guest lecture	Members were decided to organise Guest lecture for students.
4.	Discussion on Medical college visit for students	Discussion was held on visit of nearby medical college.
5.	Discussion was held for CO, PO, PSO of last odd semester and for upcoming even semester	CO, PO, PSO of last odd semester and for upcoming even semester were discussed and approved.
6.	Celebration of International Women's Day	International Women's Day celebrations are being planned.
7.	Discussion on convocation	Committees have been formed to organize the convocation ceremony and tasks related to the ceremony have been distributed among the members.
8.	Date confirmation for the next Meeting	The next meeting is scheduled for 09 <sup>th</sup> May, 2022.

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 02/02/2022

S. No.	Role in IQAC	Name	Signature
1	Chairperson	Prof. (Dr.) Ashutosh Mishra	
2	Management Representative	Shri Vipul Jain (Vice Chairman)	
3	IQAC Coordinator	Dr. Vivek Keshri	
4	Member	Mr. Manoj Kumar Prajapati	
5	Member	Dr. Priti Padma Panda	
6	Member	Mr. Kumar Alok	
7	Member	Mrs. Sweta Rai	
8	Member	Mr. Surya Prakash Chaturvedi	
9	Member	Ms. Sneha Bharti	
10	Member	Mr. Brijesh Kumar Singh	
11	Industry Representative	Mr. Antariksh Katara	
12	Student representative	Ms. Divya Tiwari	
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## INTERNAL QUALITY ASSURANCE CELL

### MEETING – III

Action Taken Report of IQAC Meeting held on 2<sup>nd</sup> February, 2022

S. No.	Agenda	Resolution
1	The minutes of the previous meeting.	Members observed.
2	Discussion related to practice school of final year students.	PPT presentation scheduled and presented by students.
3	Discussion about Guest lecture.	Guest lecturers conducted.
4	Discussion on Medical college visit for students.	HIMS was visited.
5	Discussion was held for CO, PO, PSO of last odd semester and for upcoming even semester	CO, PO, PSO of last odd semester and for upcoming even semester was approved.
6	Celebration of International Women's Day	International Women's Day was celebrated.
7	Discussion on convocation	Convocation was organized successfully.

  
Co-ordinator, IQAC



Chairperson, IQAC



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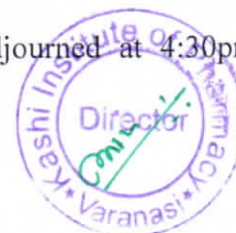
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**Minutes of IQAC Meeting held on 9<sup>th</sup> May, 2022 at 3 pm**  
**MEETING – IV**

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	Farewell Organization	Committee decided to organise Farewell programme for final year students
3	Planning of placement drive.	Head TSDC was instructed to schedule Placement drive for final year students.
4	Academic and Administration audit	Academic and Administration audit has been planned by the committee members after the end of even semester.
5	Discussion on Outdoor activity	Planning for outdoor activity was instructed and responsibility was assigned.
6	Discussion on Blood donation camp	Planning for Blood donation camp was discussed
7	International Yoga Day	Discussion held for celebration of International Yoga Day.
8	Discussion on FDP/webinar/ Research/ Appraisal form	Faculty Instructed to attend FDP. enhance research profile and fill the appraisal form
9	Discussion on GPAT	GPAT exam preparation for students was discussed.
10	Exam cell	<ul style="list-style-type: none"><li>➤ Instruction given for conduction of PUT exam.</li><li>➤ Discussion was held on makeup test of the students.</li><li>➤ Discussion on external exams.</li></ul>
11	Date confirmation for the next Meeting	The next meeting is scheduled for 19 <sup>th</sup> July, 2022.

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 09/05/2022

S. No.	Role in IQAC	Name	Signature
1	Chairperson	Prof. (Dr.) Ashutosh Mishra	
2	Management Representative	Shri Vipul Jain (Vice Chairman)	
3	IQAC Coordinator	Dr. Vivek Keshri	
4	Member	Mr. Manoj Kumar Prajapati	
5	Member	Dr. Priti Padma Panda	
6	Member	Mr. Kumar Alok	
7	Member	Mrs. Sweta Rai	
8	Member	Mr. Surya Prakash Chaturvedi	
9	Member	Ms. Sneha Bharti	
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## INTERNAL QUALITY ASSURANCE CELL

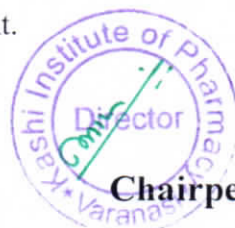
### MEETING – IV

Action Taken Report of IQAC Meeting held on 9<sup>th</sup> May, 2022

S. No.	Agenda	Resolution
1	The minutes of the previous meeting.	Members observed.
2	Farewell Organization	Farewell was organised.
3	Planning of placement drive.	Placement Drives were scheduled and conducted.
4	Academic and Administration audit	Implemented.
5	Discussion on Outdoor activity	Food and Stationary Item disturbed to school students in nearby Village (Benipur).
6	Discussion on Blood donation camp	Blood donation camp was organized.
7	International Yoga Day	International Yoga Day was celebrated.
8	Discussion on FDP/webinar/ Research/ Appraisal form	Implemented.
9	Discussion on GPAT	Students qualified GPAT Exam.
10	Exam cell	<ul style="list-style-type: none"><li>➤ PUT exam was conducted.</li><li>➤ Makeup test was conducted.</li></ul> Students were informed about their final semester exams.

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.

Co-ordinator, IQAC



Chairperson, IQAC