



KASHI INSTITUTE OF PHARMACY

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23 km Milestone, Varanasi-Prayagraj Road, Mirzamurad, Varanasi - 221 307 (U.P.)

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Ref. No.: Kashi IP/Office Order/2023-24/IQAC/01

Date: 19.06.2023

OFFICE ORDER

It is pleased to constitute Internal Quality Assurance Committee (IQAC) for the session 2023-24 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	Dr. Richa Srivastava	Professor	Member
5	Mr. Manoj Kumar Prajapati	Associate Professor	Member
6	Mr. Kumar Alok	Associate Professor	Member
7	Mr. Om Prakash Verma	Associate Professor	Member
8	Mr. Sachidanand Pathak	Associate Professor	Member
9	Mrs. Priyanka Singh	Assistant Professor	Member
10	Mr. Surya Prakash Chaturvedi	Assistant Professor	Member
11	Dr. Arun Mishra	Member from Industry (Torrent Pharma)	Member
12	Ms. Prakriti Chandan	B.Pharm 4th year student representative	Member
13	Mr. Shivam Singh	B.Pharm 3rd year student representative	Member
14	Mr. Priyanshu Rajesh Dubey	Student Alumni	Member
15	Mr. Avanindra Kumar	Student Alumni	Member
16	Mr. Manoj Kumar Patel	Parent representative	Member



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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Ref. No.: Kashi IP/ 2023-24/IQAC/02

Date :- 29/06/2023

Notice of IQAC Meeting

MEETING – I

All the members of IQAC are hereby informed that the IQAC meeting no. 01 of 2023-24 is scheduled on 08th July 2023 (Saturday) at 02:30 PM in Board room.

Agenda are as follows:

1. To confirm the minutes of meeting held on 11th May 2023 and Action Taken Report (ATR).
2. To discuss preparedness of NAAC.
3. To discuss the quality initiative with respect to academics, training and placement plan, seminar, workshops, expert lectures, extension activities, value added courses, Audits etc.
4. Any other points with the permission of chairperson.


IQAC Coordinator



Copy to:

1. Vice-Chairman
2. Director
3. Registrar
4. IQAC members
5. HOD
6. All Concerned

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INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of IQAC Meeting held on 08th July 2023 at 2:30 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.	Academic calendar/ time table preparation and approval.	Planning for preparation of new academic calendar/ time table are approved
3.	Commencement of Academic Year 2023-2024 (odd semester).	Dr. Ashutosh Mishra, Chairperson, has chosen to begin Academic classes as follows. ➤ B.Pharm III rd sem on 23 rd August 2023, V th Sem on 01 st September 2023, and VII th Semester will begin on 16 th August, 2023. ➤ B.Pharm I Semester will begin on 1 st October, 2023.
4.	Discussion of Orientation Program/ fresher's party and pharmacist day.	➤ The orientation programme is proposed in November. ➤ Fresher's Party is proposed in December ➤ Pharmacist Day will be celebrated on 25 th September, 2023.
5.	Discussion About requirement of books and chemicals for new session	The meeting decided to buy new chemicals and books.
6.	Discussion on Reconstitution of various committees and cells	Dr. Ashutosh Mishra, Chairperson, has permitted to Reconstitute of various committees and cells.
7.	Discussion on various audits	Academic and Administration audit has been planned by the committee members after the end of odd semester.
8.	Planning of value added program, social awareness program, various event list for academic session 2023-24	➤ Various value added programs has been approved by Chairperson Dr. Ashutosh Mishra for academic session 2023-24. ➤ Social awareness programmes has been planned and list of various events has been prepared for academic session 2023-24.

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9.	Discussion on NAAC preparation and application.	<ul style="list-style-type: none">➤ Criteria wise update was taken by Chairperson Dr. Ashutosh Mishra.➤ Documentation update was taken by Chairperson Dr. Ashutosh Mishra.➤ Application of NAAC was confirmed by Chairperson Dr. Ashutosh Mishra
10.	Discussion on quality initiative with respect to academics, training and placement plan, seminar, workshops, expert lectures, extension activities.	Faculties should publish Research articles in Scopus indexed journal. Faculties should attend seminar conferences. Training and placement cell instructed to propose their plan Planning of seminar, workshops, expert lectures, extension activities should be done for students. Students must be motivated for effective training and research activities.
11.	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.
12.	Date confirmation for the next Meeting	The next meeting is scheduled for 4 th November, 2023.

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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INTERNAL QUALITY ASSURANCE CELL

MEETING – I

Action Taken Report of IQAC Meeting held on 08th July 2023

S. No.	Agenda	Resolution
1.	The minutes of the previous meeting.	Members observed.
2.	Academic calendar/ time table preparation and approval.	Academic calendar/ time table were prepared and informed all faculties to follow the same
3.	Commencement of Academic Year 2023-2024 (odd semester).	Planning implemented.
4.	Discussion of Orientation program/ pharmacist day celebration.	Orientation program conducted. Pharmacist Day was celebrated.
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.	Reconstitution of various committees and cells	Various committees and cells constituted for the session 2023-24.
7.	Various audits	Planning of various audit are assigned to faculties.
8.	Planning of value added program, social awareness program, various event list for academic session 2023-24	Planning implemented.
9.	NAAC	Documentation work updated.
10.	Quality initiative with respect to academics, training and placement plan, seminar, workshops, expert lectures, extension activities.	Planning shared among the faculty and instructed for the same. Other planning implemented.
11.	Discussion was held for CO, PSO, PO of even semester of last session and for upcoming odd semester	Planning implemented.


Co-ordinator, IQAC



Chairperson, IQAC

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Ref. No.: Kashi IP/ 2023-24/IQAC/03

Date :- 30/10/2023

Notice of IQAC Meeting

MEETING – II

All the members of IQAC are hereby informed that the IQAC meeting no. 02 of 2023-24 is scheduled on 4th November 2023 (Saturday) at 03:00 PM in Board room.

Agenda are as follows:

1. To confirm the minutes of meeting held on 08th July 2023 and Action Taken Report (ATR).
2. To discuss preparedness of NAAC.
3. To discuss the updation of details on PCI portal for approval.
4. To discuss the updation of AISHE portal.
5. To discuss the Training and Placement activities.
6. To discuss the quality initiative with respect to academics, training and placement plan, seminar, workshops, expert lectures, extension activities, value added courses, Audits etc.
7. Any other points with the permission of chairperson.


IQAC coordinator


Director

Copy to:

1. Vice-Chairman
2. Director
3. Registrar
4. IQAC members
5. HOD
6. All Concerned

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INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of IQAC Meeting held on 4th November, 2023 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.	Planning for the celebration of Pharmacy week/ Fresher's party/ Social/ Sports activities for future months.	Chairperson Dr. Ashutosh Mishra proposed the following activities: ➤ It was decided to celebrate pharmacy week from 20 th to 26 th November, 2023. ➤ Fresher's party is decided to organise in December, 2023 ➤ Udaan and Aavahan (Sports activities)
3.	Industrial training/Hospital training	It is mandatory for the Students to complete their industrial/hospital training as prescribed in the course curriculum for 2023-24 sessions.
4.	Discussion about feedback.	➤ Chairperson Dr. Ashutosh Mishra proposed to conduct and submit the report of various stakeholders as planned.
5.	Slow Learners Remedial Classes	It was determined to offer remedial classes to slow learner students.
6.	Discussion on NAAC	➤ Criteriawise updates were taken. ➤ Instruction given to submit IIQA at earliest. ➤ Instruction given for Documentation of SSR submission
7.	Discussion on PCI Portal updation.	➤ Chairperson Dr. Ashutosh Mishra given instructions for the updation of PCI portal for approval.
8.	Discussion on AISHE portal updation	Chairperson Dr. Ashutosh Mishra given instructions for the updation of AISHE portal.

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9.	Discussion on Academic Bank of credit ID for students.	<ul style="list-style-type: none">➤ Instruction was given to get our students registered for ABC ID.➤ Step by step registration process manual must be shared among the students at earliest.➤ Faculty class coordinators should take regular updates and same should be shared with HOD.
10.	Discussion on scholarship of students	<ul style="list-style-type: none">➤ Updates of scholarship was taken by the chairperson.
11.	Discussion on Placement of Students	<ul style="list-style-type: none">➤ Updates was taken by the chair Chairperson Dr. Ashutosh Mishra.➤ Instruction given to plan for more placements related activities.
12.	Exam cell	<ul style="list-style-type: none">➤ Instruction given to COE for Exam form filling.➤ Instruction given for conduction of PUT exam.➤ Discussion was held on makeup test of the students.➤ Discussion on external exams.
13.	Date confirmation for the next Meeting	The next meeting is scheduled for 3 rd February, 2024.

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 04/11/2023

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 Keshari	
4	Member	Dr. Richa Srivastava	
5	Member	Mr. Manoj Kumar Prajapati	
6	Member	Mr. Kumar Alok	
7	Member	Mr. Om Prakash Verma	
8	Member	Mr. Sacchidanand Pathak	
9	Member	Mrs. Priyanka Singh	
10	Member	Dr. Surya Prakash Chaturvedi	
11	Industry Representative	Dr. Arun Mishra	
12	student representative	Ms. Prakriti Chandan	
13	student representative	Mr. Shivam Singh	
14	Member	Mr. Avanindra Kumar	
15	Member	Mr. Priyanshu Rajesh Dubey	
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 4th November, 2023

S. No.	Agenda	Resolution
1.	The minutes of the previous meeting.	Members observed.
2.	Planning for the celebration of Pharmacy week/ Fresher's party/ Social/ Sports activities for future months.	Planning Implemented.
3.	Industrial training/Hospital training	Implemented
4.	Discussion about feedback.	Implemented
5.	Slow Learners Remedial Classes	Implemented
6.	NAAC	IIQA, SSR submitted
7.	PCI Portal updation.	Updated
8.	AISHE portal updation	Updated
9.	Academic Bank of credit ID for students.	Created
10.	scholarship of students	Updation given to students on regular basis.
11.	Placement of Students	Planning Implemented by the T and P cell
12.	Exam cell	Implemented


Co-ordinator, IQAC


Chairperson, IQAC

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Ref. No.: Kashi IP/ 2023-24/IQAC/04

Date :- 27/01/2024

Notice of IQAC Meeting MEETING – III

All the members of IQAC are hereby informed that the IQAC meeting no. 03 of 2023-24 is scheduled on 3rd February 2024 (Saturday) at 03:00 PM in Board room.

Agenda are as follows:

1. To confirm the minutes of meeting held on 4th November 2023 and Action Taken Report (ATR).
2. To discuss about NAAC.
3. To discuss the updation of students Placement.
4. To discuss the updation of industrial visit, industrial and hospital training.
5. To discuss the celebration of International Women's Day.
6. To discuss the quality initiative with respect to academics, training and placement plan, seminar, workshops, expert lectures, extension activities, value added courses, Audits etc.
7. Any other points with the permission of chairperson.


IQAC coordinator



Copy to:

1. Vice-Chairman
2. Director
3. Registrar
4. IQAC members
5. HOD
6. All Concerned

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of IQAC Meeting held on 3rd February, 2024 at 3:00 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	Placement Updates (Batch 2024)	<ul style="list-style-type: none">➤ Head CRC discussed the placement situation and read out the overall placement details for B.Pharm. students.➤ Interaction with non-placed students in seminar hall; the challenges they faced have been found and will be fixed as soon as possible.➤ Instruction was given by the Chairperson Dr. Ashutosh Mishra to place maximum students.
3	Discussion on the convocation/Alumni meets.	Convocation/Alumni meet is proposed to be held in the month of April/ May.
4	Discussion on NAAC submission	SSR submission was confirmed Instruction for DVV was given by the Chairperson Dr. Ashutosh Mishra.
5	Hospital/Industrial training.	Instruction for Hospital/Industrial training was given by the Chairperson Dr. Ashutosh Mishra.
6	Celebration of International Women's Day	International Women's Day celebrations are being planned.
7	Planning of Seminar, webinar, workshops, extension activities.	Instruction for Seminar, webinar, workshops, extension activities was given by the Chairperson Dr. Ashutosh Mishra.
8	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.
9	Industrial tour	Responsibility of industrial tour is assigned to the faculties and it will be scheduled in April 2024.

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10	Discussion about Life skill, ICT/Computing skill for students.	<ul style="list-style-type: none">➤ It was decided in the meeting to conduct life skill through yoga.➤ The ICT/Computing skill programme will teach students how to prepare and design effective PPTs and uses of software related to pharmacy.
11	Exam cell	<ul style="list-style-type: none">➤ Instruction given for conduction of PUT exam.➤ Discussion was held on makeup test of the students.➤ Discussion on external exams.
12	Date confirmation for the next Meeting	The next meeting is scheduled for 25 th May, 2024.

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 03/02/2024

S. No.	Role in IQAC	Name	Signature
1	Chairperson	Prof. (Dr.) Ashutosh Mishra	<i>Ashutosh</i>
2	Management Representative	Shri Vipul Jain (Vice Chairman)	<i>Vipul</i>
3	IQAC Coordinator	Dr. Vivek Keshari	<i>Vivek</i>
4	Member	Dr. Richa Srivastava	<i>Richa</i>
5	Member	Mr. Manoj Kumar Prajapati	<i>Manoj</i>
6	Member	Mr. Kumar Alok	<i>Alok</i>
7	Member	Mr. Om Prakash Verma	<i>Om</i>
8	Member	Mr. Sacchidanand Pathak	<i>SP</i>
9	Member	Mrs. Priyanka Singh	<i>Priyanka Singh</i>
10	Member	Dr. Surya Prakash Chaturvedi	<i>Surya Prakash</i>
11	Industry Representative	Dr. Arun Mishra	<i>Arun</i>
12	student representative	Ms. Prakriti Chandan	<i>Prakriti</i>
13	student representative	Mr. Shivam Singh	<i>Shivam</i>
14	Member	Mr. Avanindra Kumar	<i>Avanindra</i>
15	Member	Mr. Priyanshu Rajesh Dubey	<i>Priyanshu</i>
16	Parent representative	Mr. Manoj kumar Patel	<i>Manoj</i>





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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report of IQAC Meeting held on 3rd February, 2024 at 3:00 pm MEETING – III

S. No.	Agenda	Resolution
1.	Confirm the previous meeting's minutes.	Member Over-viewed
2.	Placement Updates (Batch 2024)	Planning Implemented
3.	Discussion on the convocation/Alumni meets.	Convocation/Alumni meet Organized
4.	Discussion on NAAC submission	NAAC Status was Updated
5.	Hospital/Industrial training.	Implemented
6.	Celebration of International Women's Day	Celebrated
7.	Planning of Seminar, webinar, workshops, extension activities.	Organized
8.	Discussion was held for CO, PO, PSO of last odd semester and for upcoming even semester	Implemented
9.	Industrial tour	Organized
10	Discussion about Life skill, ICT/Computing skill for students.	Planning Implemented
11	Exam cell	Planning Implemented


Co-ordinator, IQAC



Chairperson, IQAC

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Ref. No.: Kashi IP/ 2023-24/IQAC/05

Date :- 17/05/2024

Notice of IQAC Meeting

MEETING – IV

All the members of IQAC are hereby informed that the IQAC meeting no. 04 of 2023-24 is scheduled on 25th May 2024 (Saturday) at 03:00 PM in Board room.

Agenda are as follows:

1. To confirm the minutes of meeting held on 3rd February 2024 and Action Taken Report (ATR).
2. To discuss about update of NAAC accreditation and further planning.
3. To discuss about the upcoming Placement and related training activity.
4. To discuss about the status of industrial visit, industrial and hospital training.
5. To discuss the quality initiative with respect to academics, seminar, workshops, expert lectures, extension activities, value added courses etc.
6. To discuss about the Voting awareness activity, International yoga day celebration.
7. Organization of National seminar.
8. GPAT/ NIPER exam preparation.
9. To discuss the preparation of upcoming Examination and status of students result analysis.
10. Any other points with the permission of chairperson.

IQAC coordinator



Copy to:

1. Vice-Chairman
2. Director
3. Registrar
4. IQAC members
5. HOD
6. All Concerned

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INTERNAL QUALITY ASSURANCE CELL (IQAC)
Minutes of IQAC Meeting held on 25th May, 2024 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. ATR was considered by the chairperson.
2	NAAC accreditation and further planning	<ul style="list-style-type: none">➤ KIP got B++ accreditation by the NAAC.➤ Analysis of NAAC score➤ Finding of area's where less marks scored.➤ Target for Minimum A grade.➤ Preparation for the Autonomy of the institution.
3	Placement and related training activity	<ul style="list-style-type: none">➤ Head CRC updated placement report.➤ Update about the upcoming drives.➤ Updated about upcoming and ongoing training.
4	Industrial visit, industrial and hospital training.	<ul style="list-style-type: none">➤ Report presented before the committee.➤ All students successfully participated.➤ MOU's were presented before the committee.
5	Feedback of stakeholders.	Committee instructed to conduct feedback of stakeholders and present the report.
6	Quality initiative in academics, seminar, workshops, expert lectures, extension activities, value added courses.	<ul style="list-style-type: none">➤ Application of ICT to improve quality of education.➤ Update of upcoming National seminar was taken.➤ Update about the value added was taken➤ Planning of Voting awareness campaign
7	International yoga day	<ul style="list-style-type: none">➤ Discussion held for the celebration of International yoga day.➤ Faculty assigned.
8	GPAT/ NIPER exam	<ul style="list-style-type: none">➤ Faculty Assigned➤ Regular sharing of quality study materials.➤ Slot assigned

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9	Exam Cell	<ul style="list-style-type: none">➤ Result analysis of last semester➤ Preparation of upcoming exams.➤ Follow of Academic calendar to conduct class tests on time.➤ Regular assessment of students through class test and assignments and maintenance of record.
10	Awareness of Blood donation day	Decided to organize an awareness session on Blood donation day
11	Next Meeting Date confirmation	12/07/2024 is scheduled for next IQAC meeting.

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 25/05/2024

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 Keshari	
4	Member	Dr. Richa Srivastava	
5	Member	Mr. Manoj Kumar Prajapati	
6	Member	Mr. Kumar Alok	
7	Member	Mr. Om Prakash Verma	
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16	Parent representative	Mr. Manoj kumar Patel	

