



PUSHPAGIRI

**COLLEGE
OF
PHARMACY**

We care God cures

NAAC Accredited With Grade "A"

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of meeting

Date -23/06/17

The internal quality assurance cell meeting was conducted on 23/06/17 at 10.00am in the conference hall.

Agenda

- NAAC annual quality assurance report
- Updation of NAAC documents
- Website updation
- Academic year plan

The following was discussed during the meeting

- Committee members were instructed to collect the documents from all the departments necessary for preparation of NAAC annual quality assurance report.
- Instruction to committee members for updating the academic and nonacademic activities in all the departments which is required are per NAAC quality assurance updation.
- The college website updation with all the necessary documents and events organized of the previous academic year in the institution was discussed.

- An IQAC window should be opened in the college website and all updation regarding internal quality assurance cell should be included in this IQAC window
- Committee members were instructed to prepare future plans and requirements needed to be implemented for the next academic year

The following members were present

Committee Members:

No.	Designation	Name
Employer		
1.	CEO	Rev. Dr. Shaji Mathews Vazhayil
Management Representatives		
2.	Medicity Director	Fr. AbyVadakkumthala
Members		
3.	IQAC Chairperson	Prof. Dr. Mathew George
4.	IQAC Co-ordinator	Prof. Dr. Lincy Joseph
5.	Member	Dr. Sujith K
6.	Member	Mrs. Leena P N
7.	Member	Mrs. Christy K Jose
8.	Member	Mrs. Bincy K Chacko
9.	Member	Mrs. Mincy Mathew
Administrative/Technical Staff		
10.	Member	Mrs. ShijiJibu
11.	Member	Mr. SangeethSadanandan
12.	Member	Mrs. SollyBabu
Students		
13.	Student nominee	Ms. Sneha Ann George
Alumni		
14.	Alumni nominee	Mr. GladystonNetto
Stakeholder & Community Representatives		
15.	Member	Mr. Biju K Jacob
External Expert		
16.	Member	Adv. RohitChethikadu
17.	Member	Mr. Shibu Itty Mathew



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of meeting

Date -11/01/18

The internal quality assurance cell meeting was conducted on 11/01/18 at 10.00am in the conference hall.

Agenda

- Updation of NAAC documents
- International seminar
- Placement drive
- Medical camps
- Participation in conference and PhD enrolment of faculty
- Research activities

The following was discussed during the meeting

- The overall academic plan for the present academic year was discussed and academic progress of students of each class was reviewed during the meeting.

- Committee decided to conduct various awareness programme on world heart day and also to organize international seminar on cardiovascular disease.
- The need to conduct campus placement drive in the institution was discussed during the meeting.
- Committee also decided to organize free medical camp and requirements needed was discussed.
- Faculty should enroll in Ph D programme and the need to conduct research and improve the facilities for conducting research was discussed in the meeting.
- The members opined to encourage faculty members to actively participate in faculty development programs, seminars, symposia and conferences for effective development of the institution .
- Suggestion for promoting faculty to do minor projects & financial support from institution for the project were also discussed

The following members were present

Committee Members:

No.	Designation	Name
Employer		
1.	CEO	Rev. Dr. Shaji Mathews Vazhayil
Management Representatives		
2.	Medicity Director	Fr. AbyVadakkumthala
Members		
3.	IQAC Chairperson	Prof. Dr. Mathew George
4.	IQAC Co-ordinator	Prof. Dr. Lincy Joseph
5.	Member	Dr. Sujith K
6.	Member	Mrs. Leena P N
7.	Member	Mrs. Christy K Jose
8.	Member	Mrs. Bincy K Chacko
9.	Member	Mrs. Mincy Mathew
Administrative/Technical Staff		
10.	Member	Mrs. ShijiJibu
11.	Member	Mr. SangeethSadanandan
12.	Member	Mrs. SollyBabu
Students		
13.	Student nominee	Ms. Sneha Ann George
Alumni		
14.	Alumni nominee	Mr. GladystonNetto
Stakeholder & Community Representatives		
15.	Member	Mr. Biju K Jacob
External Expert		
16.	Member	Adv. RohitChethikadu
17.	Member	Mr. Shibu Itty Mathew