



SHREE SAINATH COLLEGE OF PHARMACY

(Run By Swargiya Meghrajji Ojha Smruti Shikshan Sanstha)
46, Sai Valley, Dawalamethi, 8th Mile, Amravati Road,
Nagpur- 440023 (MH)

Ph: 8262927415, Email- sscpngp@gmail.com, Website-www.sscpnagpur.com

Ref:-

Date:-28/11/2023

Circular

Subject: 5th IQAC Meeting on 29th November 23 at 3.00 pm at staff room.

Dear Sir/ Madam

With reference to the subject cited above, all faculty members are informed to attend 5th IQAC Meeting to discuss the following agenda.

You are requested kindly to make it convenient to attend the meeting.

Agenda for the First IQAC Meeting: (Fifth meeting)

- 1) Confirmation of minutes of last meeting.
- 2) Academic and Examination
- 3) Industrial Training
- 4) Cultural Activities
- 5) Scientific programs
- 6) Publications
- 7) Other with due permission of the chair

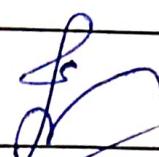
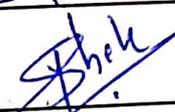
Dr. Lata Potey

IQAC Co-ordinator

Dr. Saleemuddin Farooqui,

Principal
Dr. Saleem Farooqui
Shree Sainath College of Pharmacy
Nagpur

Signature Sheet

SN	NAME	DESIGNATION	Signature
1	Dr. Saleem Farooqui	Chairman	
2	Dr. Ketki Potey	Co-ordinator	
3	Dr. Yogita Chaudh	member	
4	Ms. Tuskar Akhane	member	AB
5	Ms. Snehal Shivastav	member	Shivastav
6	Ms. Pooja Bixade	Co-Teacher member	Bixade
7	Ms. Yogini Shelte	Exam Incharge	
8	Megha Mestkum	Non-teaching	
9	Ms. Dipti Mastam	Cultural In-charge	
10	Ms. Ashwini Armarkar	Academic Incharge	



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Ref:

Date: 30/12/2023

Minutes of Meeting

As per the meeting held on 29/12/2023, the committee discussed the points given below."

Agenda for the meeting was:

- 1) Confirmation of minutes of last meeting.
- 2) Academic and examination
- 3) Industrial Training
- 4) Cultural Activities
- 5) Scientific programs
- 6) Publications
- 7) Other with due permission of the chair

The following agendas were discussed during the Meeting

1. Agenda 1/7: Confirmation of minutes of last meeting.

Due to some technical reason, there was not possible to celebrate Ganesh festival in the college campus. All other minutes of meetings were confirmed. Academic was conducted smoothly and feedback was collected by the academic in-charge. All the national and international days were celebrated as per the calendar under the banner of NSS and IIC. Faculty development program and software training were held for the faculty members.

2. Agenda 2/7: Academics and examinations

Chairman has given instruction about the smooth conduction of academic in the absence of any teacher. He asked to prepare the detention list of student who have their attendance below 75%. Academic in-charge asked to submit the attendance register and teaching plan of their concern subjects. IQAC Co-ordinator asked examination department to prepare all the examination documents related to external/internal examiners. Chairman verified all the academic and examination documents. All faculty members were instructed to fill the marks in the register. Chairman asked academic in-charge to prepare the time table for the even semester.

3. Agenda 3/7: Industrial Training

Training placement officer and other staff coordinators were talked to industries ie, Asylum Remedies, Buttibori, Nagpur, Snehal Pharma, Buttibori, Nagpur, BDN Pharma MIDC Hingna Nagpur, Deepti Pharmaceuticals, MIDC, Hingna, Nagpur for the one month industrial training of B. Pharm IV year students. Letters were communicated to the companies, and meeting related to training is scheduled on 30th November in class room 4. Coordinators asked to display the notice on notice of industrial training on notice board and whatsapp group of students.

4. Agenda 4/7: Cultural Activities

Cultural in-charge was instructed to communicate with academic and examination in-charges for the schedule of annual gathering. Tour in-charge was instructed to prepare the dates of educational tour.

5. Agenda 5/7: Scientific Programs

IQAC Coordinator and chairman asked to conduct the seminar and guest lecture on research and patent. Staff were agreed to prepare the plan for the scientific program. Principal asked to plan the guest lectures in every month of this academic session. HOD of D. Pharm asked to conduct the seminar for the guidance of exit examination in the Month of December.

6. Agenda 6/7: Publications

All the faculty members appreciated IQAC Co-ordinator for patent grant and book chapters published in Elsevier Academic Press in the month of November. Chairman asked faculty members to show their interest in publications. Project work of our B. Pharm final year students also published in this academic session.

7. Agenda 7/7: Other with due permission of the chair

NAAC co-ordinator asked all the criterion coordinator to prepare the NAAC Templates according to revised manual and every Saturday documents will be checked by chairman, NAAC Co-ordinator said. Chairman asked to update the PCI, FRA documents.



IQAC Co-ordinator



Dr. Saleem Farooqui
Principal
Shree Sainath College of Pharmacy
Nagpur