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**Kasegaon Education Society's
RAJARAMBAPU COLLEGE OF PHARMACY, KASEGAON
IQAC Committee**

Date – 26th April 2023

The meeting of the internal quality assurance cell is scheduled to be held on **04th May 2023** at the Anti-chamber, Rajarambapu College of Pharmacy, Kasegaon. (Time: 10:00 a.m.)

Agenda for the meeting

1. To confirm the MoM and to inform about ATR of the same.
2. To inform about recent NBA committee visit.
3. To inform about preparation of NAAC SSR.
4. To brief about Strategic plan of the College.
5. To update on institutional R & D achievements.
6. To discuss about Research Policy.
7. To brief about RCP's ongoing academic schedule and planning
8. To update on institutional students achievements.
9. Any other topics with prior permission of chairman

Sr. No.	Name	Category	Designation	Signature
1.	Dr. Shrinivas K. Mohite	Chairperson	Principal, RCP, Kasegaon & HOD Department of Pharma Chemistry	
2.	Hon. R. D. Sawant	Management Representative	Secretary KES, Kasegaon	
3.	Dr. Vijay R. Salunkhe	Faculty Member	Exam In-charge and HOD Department of Pharmacognosy, RCP, Kasegaon	
4.	Dr. Atul Ramchandra Chopade	Faculty Member	HOD Department of Pharmacology, RCP, Kasegaon	
5.	Dr. Manojkumar M.	Faculty Member	Training & Placement officer and	

	Nitalikar		HOD, M. Pharmacy Course	
6.	Dr. Sandeep R. Kane	Faculty Member	HOD Department of Pharmaceutical Analysis, RCP, Kasegaon	
7.	Dr. Ganesh H. Wadkar	Academic In-charge	Associate Professor, Department of Pharmacognosy, RCP, Kasegaon	
8.	Smt. Dr. Indrayani D. Raut	NSS Co-ordinator	Assistant Professor Pharmaceutics, RCP, Kasegaon, Women Representative	
9.	Smt. Prajakta P. Deshpande	Industrialist	QA/QC Manager, S.G. Phytopharma Pvt. Ltd., Kolhapur	
10.	Shri. Anil M. Varute	Parent Representative	Parent of Smt. Divya Anil Varute, S. Y. B. Pharmacy	
11.	Shri. Rajeshwar Chavan	Alumni Representative	QA Head, Varuneshwar Organic, Tasavade	- Absent.
12.	Shri. B. T. Patil	Senior administrative officer	Office Superintendent, RCP, Kasegaon	
13.	Shri. Sandeep G. Kamble	Librarian	Librarian, RCP, Kasegaon	
14.	Dr. Mangesh A. Bhutkar	Additional coordinator	HOD Department of Pharmaceutics, RCP, Kasegaon	
15.	Dr. Somnath D. Bhinge	Coordinator	Associate Professor, RCP, Kasegaon	

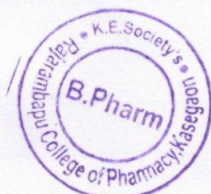



PRINCIPAL
 Rajarambapu College of Pharmacy
 Kasegaon

The following members were present for meeting of internal quality assurance cell held on 04/05/2023 at principles cabin at 10.45 am.

Sr. No.	Name	Category	Designation	Signature
1.	Dr. Shrinivas K. Mohite	Chairperson	Principal, RCP, Kasegaon & HOD Department of Pharma Chemistry	
2.	Hon. R. D. Sawant	Management Representative	Secretary KES, Kasegaon	
3.	Dr. Vijay R. Salunkhe	Faculty Member	Exam In-charge and HOD Department of Pharmacognosy, RCP, Kasegaon	
4.	Dr. Atul Ramchandra Chopade	Faculty Member	HOD Department of Pharmacology, RCP, Kasegaon	
5.	Dr. Manojkumar M. Nitalikar	Faculty Member	Training & Placement officer and HOD, M. Pharmacy Course	
6.	Dr. Sandeep R. Kane	Faculty Member	HOD Department of Pharmaceutical Analysis, RCP, Kasegaon	
7.	Dr. Ganesh H. Wadkar	Academic In-charge	Associate Professor, Department of Pharmacognosy, RCP, Kasegaon	 4/5/23
8.	Smt. Dr. Indrayani D. Raut	NSS Co-ordinator	Assistant Professor Pharmaceutics, RCP, Kasegaon, Women Representative	
9.	Smt. Prajakta P. Deshpande	Industrialist	QA/QC Manager, S.G. Phytopharma Pvt. Ltd., Kolhapur	
10.	Shri. Anil M. Varute	Parent Representative	Parent of Smt. Divya Anil Varute, S. Y. B. Pharmacy	
11.	Shri. Rajeshwar Chavan	Alumni Representative	QA Head, Varuneshwar Organic, Tasavade	 Absent
12.	Shri. B. T. Patil	Senior administrative officer	Office Superintendent, RCP, Kasegaon	
13.	Shri. Sandeep G. Kamble	Librarian	Librarian, RCP, Kasegaon	
14.	Dr. Mangesh A. Bhutkar	Additional coordinator	HOD Department of Pharmaceutics, RCP, Kasegaon	
15.	Dr. Somnath D. Bhinge	Coordinator	Associate Professor, RCP, Kasegaon	

Points discussed for the meeting, resolution and initiation for further actions.



1. To confirm the MoM and to inform about ATR of the same.

The minutes of previous meeting and ATR report was read by Dr. Somnath D. Bhinge

Resolution: - The minutes of meeting were found to be correct and hence confirmed and passed by all committee members. The detailed ATR was thoroughly discussed and their implementation was noted and appreciated by all committee members.

2. To inform about recent NBA committee visit.

Chairman Dr. S. K. Mohite presented the current status about the earlier NBA team visit to all committee members. He informed the committee members that our college has been accredited by NBA for three years. Additionally, he congratulated the RCP team for their initiatives and efforts taken during the NBA process.

Resolution: - The above resolution was passed by all committee members.

3. To inform about preparation of NAAC SSR.

During the meeting, Dr. S. D. Bhinge provided an update on the status of the Self Study Report (SSR) submission. He emphasized that the deadline for submission of the SSR is approaching, and May 5th, 2023 is the last date for submission.

Resolution: - Good luck was wished to the RCP team for their further submission by all committee members, and the above resolution was passed unanimously.

4. To brief about Strategic plan of the College.

The detailed strategic plan was discussed, and the actions were verified by all committee members. In addition, Prin. Hon. R. D. Sawant instructed the IQA cell to prepare a short-term institutional development plan for three years, along with a year-wise implementation chart.

Resolution: - The above resolution, regarding the making of a year-wise strategic plan, was passed unanimously.

5. To update on institutional R & D achievements.

The head of the R&D cell presented the data with the five-year statistics regarding research work published and patents by the faculty members in indexed journals. While the committee expressed appreciation for the work done so far, the IQAC member emphasized the crucial role of publishing research in high-quality indexed journals to maintain and improve the institution's standards.

Resolution: - The above resolution, regarding the publishing of articles in SCOPUS/WOS, was passed unanimously.

6. To discuss about Research Policy.



The Chairperson initiated the discussion by outlining the need for a comprehensive R & D Policy listed below.

1. Honorarium against External Grant
2. Policy for Awarding Best Researcher Award
3. Policy for Seed Money Scheme (SMS)
4. Policy for organizing Workshops/Seminars/ Conferences
5. Updating old Research Policy
6. Updating old Code of Ethics for Research

The members of the committee discussed the importance of research in the overall development of the institution. The committee examined the proposed R & D Policy and suggested various modifications to ensure its effectiveness. The members highlighted the need for a clear framework for research activities, funding, and collaboration. The members agreed that the policy should incorporate measures to promote interdisciplinary research and to encourage research collaborations with other institutions. It was also suggested that the policy should include guidelines for the dissemination of research findings and for intellectual property rights. After a detailed discussion, the committee unanimously agreed to draft a new Research Policy incorporating the suggested modifications. The details are as follows.

Sr. No.	Name of Policy	Suggestion(s)	Remark
1.	Honorarium against External Grant	Suggestion – The instrumental consultancy should be divided into a 60:40 ratio between the college and the respective staff member(s), with Honorarium being given accordingly.	Finalize after incorporate the suggestion. and W.r.f academic year 2023-24
2.	Policy for Awarding Best Researcher Award	Accepted as it is	Finalized and w.r.f academic year 2023-24
3.	Policy for Seed Money Scheme (SMS)	Accepted as it is	Finalized and w.r.f academic year 2023-24
4.	Policy for organizing Workshops/Seminars/ Conferences	Accepted as it is (Each Department shall apply at least 2 proposal for a year)	Finalized and w.r.f academic year 2023-24

Furthermore, Prin. Hon. R. D. Sawant has directed that specific departments be given targets for consultancy.

Resolution: - The above resolution, was passed unanimously

7. To brief about RCP's ongoing academic schedule and planning.

The Dr. G. H. Wadkar initiated the discussion by asking the members of the Internal Quality Assurance Cell (IQAC) to brief the committee on the ongoing academic schedule



and planning at RCP. The IQAC members presented an overview of the acad schedule and planning at RCP, highlighting various initiatives taken to improve quality of education. The members discussed the implementation of the Choice E Credit System (CBCS) and the Semester System in various courses offered by institution. The IQAC members also highlighted various measures taken to ensure effective teaching and learning, including the use of modern teaching methods, faculty training programs, and the use of technology in education. The committee discussed the importance of student feedback in improving the quality of education and suggested various measures to obtain regular feedback from students. The IQAC members presented the academic calendar for the upcoming academic year and the proposed schedule for various academic activities such as examinations, assignments, internships. The committee examined the proposed schedule and suggested various modifications to ensure its effectiveness and smooth implementation. After a detailed discussion, the committee expressed satisfaction with the ongoing academic scheduling and planning at RCP.

Resolution: - The above resolution, was passed unanimously

8. To update on institutional students achievements.

The Head of Training and Placement Cell shared the placement statistics of the students from various departments for the past academic year. The report highlighted the number of students placed in different companies and their salary packages. The faculty members appreciated the efforts of the Training and Placement Cell and suggested organizing training sessions for the students to improve their employability skills. The committee appreciated the efforts of the Training and Placement Cell and emphasized the importance of maintaining and improving the placement statistics in the coming year. Moreover, the Head of Department shared the academic and extracurricular achievements of the students from their department. The achievements include participation in various state and national level competitions, securing university ranks, and organizing successful events. The faculty members shared the achievements of their respective departments and emphasized the importance of recognizing and encouraging the students to participate in such events. The Principal appreciated the efforts of the students and faculty members and emphasized the importance of recognizing and encouraging the students for their achievements.

Resolution: - The above resolution, was passed unanimously

9. Any other topics with prior permission of chairman

1. Adoption of New designed RCP logo

During the meeting, Prin. Dr. S. K. Mohite initiated the discussion on the implementation of the new RCP logo design. Dr. Nitalikar, Dr. Salunkhe, Dr. B




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and Dr. Chopade expressed their agreement with the proposal and emphasized the importance of having a well-designed and professional logo for the institution. Hon. Prin. R. D. Sawant suggested consulting a designer expert to get their opinion on the new logo and to ensure it is implemented effectively.

Resolution - After a brief discussion, the committee members unanimously agreed on the final design of the new RCP logo.




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