



INNOVATIVE COLLEGE OF PHARMACY

Affiliated To Dr. A.P.J. Abdul Kalam Technical University, Lucknow, U.P. & Approved By PCI

CIRCULAR

Dated- 20th Sep, 2021

This is to inform all the members of IQAC cell that the 5th meeting of IQAC for the academic year 2021-22 is scheduled on **23rd Sep, 2021** at 3.00 p.m. in Principal Room. All are requested to attend the meeting.

Agenda of the Meeting

1. To confirm the minutes of previous meeting.
2. Analysis of the performance of students in add-on and value added courses.
3. Planning of online classes through google meet and zoom.
- 4.. All department heads should take feedback from students regarding syllabus coverage.
5. Planning and execution of pending outreach and execution activities.
6. Execution of faculty development program for teaching and non-teaching staff.

Strictly follow the Covid guidelines.

IQAC Coordinator



Copy to:

1. Chairman
2. All IQAC Members





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5th Meeting, Minutes of Meetings of IQAC

The agenda and outcome of the IQAC Committee meeting was held on 23rd Sep, 2021. The meeting commenced at 03:00 pm with all the committee members. Chairperson welcomed all the committee members.

Date: 23rd Sep, 2021

Time: 3:00 pm

Venue: Principal Room

S. No.	Agenda	Discussion
1	To confirm the minutes of previous meeting.	The minutes from the IQAC meeting held on 9th April, 2021, were reviewed and approved without any objections.
2	Analysis of the performance of students in add-on and value added courses.	Dr. J. Joanofarc reviewed feedback from faculty concerning possible updates to the curriculum. Committee members identified areas for improvement and enhancement, taking into account emerging legal trends.
3	Planning of online classes through google meet and zoom	Dr. J. Joanofarc examined opportunities for extracurricular activities, such as establishing research club and organizing student-led events.
4	All department heads should take feedback from students regarding syllabus coverage.	The committee members discussed various activities aimed at benefiting society. First Aid Camps are organized periodically on the college campus, and an annual plantation drive involves



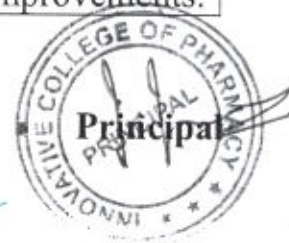


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		participation from both teaching and non-teaching staff. Currently, priority is given to Covid control programs and the Annapoorna Yojna. Additionally, activities such as Save Soil Day, Blood Donation Camps, and Traffic Awareness Camps will be organized as circumstances allow.
5	Planning and execution of pending outreach and execution activities.	Two dustbins are to be installed on the college campus for the separate disposal of dry and wet waste, in line with the Swachh Bharat Mission. Efforts are underway to establish collaborations with appropriate pharmacy colleges in the Delhi-NCR region to coordinate academic and cultural activities for students.
6	Execution of faculty development program for teaching and non-teaching staff.	Mr. Devashish Gaur (management nominee) examined ways to improve the overall quality of teaching and student support services. Dr. J. Joanofarc discussed methods for gathering student feedback and implementing necessary improvements.


IQAC Coordinator





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Attendance

S.No.	Name	Designation	Signature
1.	Dr. J. Joanofarc	Chairperson	
2.	Dr. Amarjeet Singh	IQAC Coordinator	
2.	Dr. K.R. Sharma	Management Nominee	
3.	Mr. Devashish Gaur	Management Nominee	
4.	Ms. Chanda ray	Teacher Representatives	
5.	Mr. Akash Johri	Teacher Representatives	
6.	Ms. Nida Hafiz	Teacher Representatives	
7.	Mr. Anjani Jha	Non Teaching Representative	
8.	Mr. Ramesh	Non Teaching Representative	Ramesh
9.	Mr. K. Balwinder	Legal Representative	
10.	Mr. G. D Kaushik	Social Worker Representative	G.D. Kaushik
11.	Mr. Arun Antony	Educationist	
12.	Harsh Adhikari	Student Representative	
13.	Saloni Manglik	Alumni Representative	
14.	Mr. Satendra	Local Society	
15.	Mr. H. Sahani	Employers Representatives	
16.	Ms. Vibha Thakur	Industrialists	Vibha
17.	Mr. Mukesh Sharma	Stakeholders Representatives	


IQAC Coordinator





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Action taken report of IQAC committee meeting held on 23rd Sep, 2021

S. No.	Agenda	Action Taken
1	To confirm the minutes of previous meeting.	The minutes from the IQAC meeting on 9th April, 2021, were reviewed and approved with no objections.
2	Analysis of the performance of students in add-on and value added courses.	The analysis of student performance in add-on and value-added courses was conducted to assess their effectiveness and impact. Based on this analysis, targeted actions were implemented to enhance the courses. This included revising course content to better meet students' needs, improving teaching methods, and providing additional resources and support. Feedback from students and faculty was utilized to make these adjustments, ensuring that the courses offer maximum benefit and contribute effectively to students' overall learning experience.
3	Planning of online classes through google meet and zoom	The college will involve students in various committees, such as the Representatives' Committee and the Volunteers' Committee.





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4.	<p>Planning and execution of pending outreach and execution activities.</p>	<p>Two large concrete dustbins have been installed in the shaded area next to the canteen. One is designated for dry waste, and the other for wet waste. These dustbins have been labeled for easy identification before disposal. The Greater Noida authority's contractor is responsible for emptying these dustbins. Additionally, meetings are being held regularly with several pharmacy colleges, including IIMT and Ishaan college of pharmacy, to coordinate academic and cultural activities for students.</p>
5.	<p>Execution of faculty development program for teaching and non-teaching staff.</p>	<p>The faculty development program for both teaching and non-teaching staff was successfully executed, focusing on enhancing their skills and knowledge. The program included a series of workshops, training sessions, and seminars designed to address various aspects of professional growth. For teaching staff, the sessions covered advanced teaching methodologies, curriculum development, and student engagement strategies. Non-teaching staff participated in training aimed at improving administrative skills, technology use, and communication. Feedback from participants was collected to evaluate the program's effectiveness and identify areas for</p>





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		further improvement, ensuring that the development needs of all staff members were met comprehensively.
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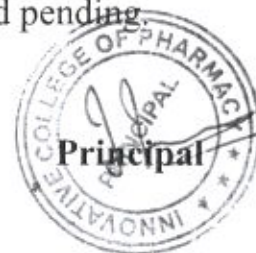
Dated- 5th March, 2022

This is to inform all the members of IQAC cell that 6th the meeting of IQAC for the academic year 2021-22 is scheduled on **9th March 2022** at 3:00 pm in the Principal office. All are requested to attend the meeting.

Agenda of the Meeting

1. To confirm the minutes of the previous meeting.
2. Strictly follow the Covid-19 guidelines in the college campus.
3. Online teaching practices, teaching material and video. (ERP)
4. Use of teaching tools.
5. Discussion on project work.
6. Discussion on annual gender sensitization plan.
7. Focus on outreach activities which are already scheduled and pending.

IQAC Coordinator



Copy to:

1. Chairman
2. All IQAC Members





6th Meeting, Minutes of Meetings of IQAC

The agenda and outcome of the IQAC Committee meeting held on 9th March 2022. The meeting commenced at 03:00 pm with all the committee members. Chairperson welcomed all the committee members.

S. No.	Agenda	Discussion
1	To confirm the minutes of the previous meeting.	The minutes from the IQAC meeting held on 23 rd Sep, 2021, were reviewed and approved with no objections.
2	Strictly follow the Covid-19 guidelines in the college campus	The Covid guidelines are being strictly adhered to both on and off the college campus. These practices will continue with the same level of care for the coming months until the situation improves.
3.	Online teaching practices.	Responsibilities were assigned to the members as follows: <ul style="list-style-type: none">• Mrs. Chand Ray: Coordination with IT team.• Mr Akash Johri: Provide ID & Password to everyone.
4	Use of teaching tools.	Each faculty should follow the proper teaching rules by using the zoom app and their link should be provided to them by IT Department.
5	Discussion on project work.	No additional issues were raised by the committee members.





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6.	Discussion on annual gender sensitization planner.	The discussion on the annual gender sensitization planner focused on creating a comprehensive strategy to address gender issues and promote awareness throughout the year. The planner includes a series of workshops, seminars, and awareness campaigns designed to educate students and staff on gender equality, prevent discrimination, and support a respectful and inclusive environment. Key topics covered in the planner involve understanding gender stereotypes, addressing sexual harassment, and fostering gender-sensitive communication. The committee emphasized the importance of regular evaluations and feedback to ensure the effectiveness of the program and to make necessary adjustments based on the needs of the community.
7.	Focus on outreach activities	The discussion on outreach activities emphasized the importance of engaging with the wider community to extend the institute's impact beyond its immediate environment. The focus was on developing initiatives that connect students and faculty with external organizations, such as local NGOs, community centers, and professional networks. Key outreach activities discussed included organizing community service projects, hosting public lectures and workshops, and establishing partnerships with industry leaders for collaborative events. The goal is to



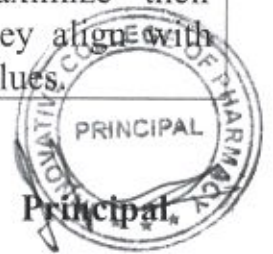


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		enhance the practical experience of students, foster mutual learning, and contribute to societal development. The committee also highlighted the need for strategic planning and regular assessment of these activities to maximize their effectiveness and ensure they align with the institute's mission and values.
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IQAC Coordinator



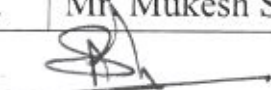


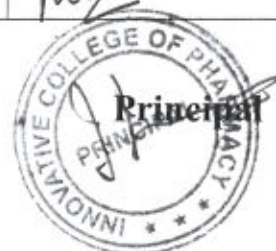
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Action taken report of IQAC committee meeting held on 9th March 2022

S. No.	Agenda	Action Taken
1	Online teaching practices, teaching material and video. (ERP)	ID & Password has been provided to everyone and every faculty uploaded the study material on their ID.
2	Use of teaching tools.	Responsibilities and tasks were delegated to the faculty members.
3	Focus on outreach activities	Various activities has been decided and co-ordinator has made the contact with the organization.


IQAC Coordinator

