



LAUREATE INSTITUTE OF PHARMACY

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(Approved by PCI & AICTE, New Delhi and H.P. Govt., Under Section 2(f) of UGC Act 1956)

Affiliated to Himachal Pradesh Technical University, Hamirpur
V.P.O Kathog, Tehsil Jawalamukhi, Distt. Kangra, H.P.(176031)

Ref. No.

Date:.....

Minutes of the Meeting of First IQAC Meeting

The first meeting of IQAC was conducted on 03/06/2019 in the board room of the institute at 3.30 pm. The meeting commenced with the formal address by the Director cum Principal Dr. M. S. Ashawat about the need and importance of formation of an Internal Quality Assurance Cell (IQAC) at the institute and its functions. He welcomed the members of the newly constituted IQAC. IQAC coordinator briefly explained the agenda of the first meeting and made a detailed presentation of the IQAC composition and its objectives and functions.

As per the guidelines of NAAC, constitution of an IQAC was made and the composition of the IQAC is as follows:

Goals: To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies: IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programmes.
- Equitable access to and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services.
- Sharing of research findings and networking with other institutions in India and abroad.

Composition of IQAC

S.no	Designation	Person/s
1	Chairperson (Head of the institution)	Dr. M.S Ashawat
2	Senior Administrative Officer	Dr. C.P. S Verma

3	Teachers	Dr. Amardeep, Mr. Shiv Kumar Khushwaha, Mr. Pravin, Mr. Nikhil, Ms. Rinu Rana, Ms. Arti Rana
4	Member from Management	Dr. Uday Ran Singh, Member Laureate Education Society, Shimla
5	Nominee* from Local Society/ Students/Alumni	Mr. Manner Mohan, Business, Ms Sanchi, B.Pharm, Student Mr. Ankaj Kaundal (Govt. Pharmacist,)
6	Nominee* from Employers/ Industrialists/ Stakeholders	Mr. Baldev Thakur (HR Manager, Macloaeds) Mr. Uday Sharma (GM, Pinnacle Pharmaceuticals, Baddi) Dr. Sanjeev (Parent Stakeholder)
7	Co-ordinator IQAC	Dr. Vinay Pandit, Vice Principal

The term for nominated members is 3 years


Points discussed in the meeting are as follows:

1. The committee decided to meet once in every semester to assess the quality of teaching and best practices to be adopted for improving the quality of academics, administration and research activities of the institute.
2. The IQAC coordinator suggested to start numbering of IQAC meetings henceforth including the current one starting with 1.
3. In the meeting it was decided to follow the academic calendar issued by the University and further it was decided to prepare and arrange the documents as per the requirement of NAAC.

4. The committee has decided to apply for IQA after fulfilling all the requirements of SSR. Further, it was decided that by March 2020, institute will apply for the accreditation on the NAAC web site.
5. In the meeting it was decided to improve the quality of the teaching and learning, the feedback system including stake holders will be taken and analysed.

IQAC coordinator requested cooperation from all the IQAC members to make IQAC at the institute to succeed in achieving its aim and objectives.

The meeting concluded with vote of thanks by Dr. Vinay Pandit, IQAC Coordinator.


Director cum Principal
DIRECTOR CUM PRINCIPAL
LAUREATE INSTITUTE OF
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