



PUNE DISTRICT EDUCATION ASSOCIATION'S

SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY

SASWAD, TAL. : PURANDAR, DIST. : PUNE - 412 301. MAHARASHTRA, INDIA.

Approved by : All India Council for Technical Education and Pharmacy Council of India, New Delhi.

Government of Maharashtra and Directorate of Technical Education, Mumbai. (DTE Code No. 6372)

Affiliated to : Savitribai Phule Pune University, Pune. (Id. No.: PU / PN / PHARMA / 095 / [1993] and Code No. - 521)

Phone : (02115) 222212 E-mail : sgrs_contact@yahoo.co.in Website : www.pdeasgrsbpharm.edu.in

Accredited by NAAC at 'A' grade



Outward No. : COPS /

Date :

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Ajit Pawar

Vice President
Rajendra Ghadge

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Adv. Sandeep Kadam
Senate Member
Savitribai Phule Pune University, Pune

Treasurer
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Dy. Secretary
L. M. Pawar

Principal
Dr. R.S. Chavan

Internal Quality Assurance Cell (IQAC) 2023-24

Minutes of Third meeting held on 30/05/2024

The third meeting of the Internal Quality Assurance Cell (IQAC) was held on **30/05/2024 Thursday at 11.30 am.** under the chairmanship of Principal Dr. Rajashree Chavan.

Venue: IQAC room

The following members of the committee attended the meeting

Sr. No.	Name of the members	Designation	Sign.
1	Dr. Rajashree Chavan	Chairman (Principal)	
2	Hon. Shri. Sandeep Kadam	Member (Management Representative)	
3	Mrs. Jayashri Jagtap	Co-ordinator (Assistant Professor and Academic Incharge)	
4	Dr. Smita Pawar	Member ((HoD, Pharm. Chemistry))	
5	Dr. Vaibhav Shilimkar	Member (HoD, Pharmacognosy)	
6	Mr. Jitendra Shinde	Member (HoD, Pharmaceutics)	
7	Mr. Nilesh Bhosale	Member (College Examination Officer)	
8	Dr. Ganesh Nigade	Member (Internal Examination In charge),	
9	Dr. Pradnya Jagtap	Member (HoD, Pharmacology))	
10	Mrs. Vidya Mhaske	Member (Office In charge)	
11	Mr. Palak Agarwal	Member (Industrialist Representative)	
12	Mr. Suresh Bhosale	Member (Parent Representative)	
13	Mr. Sunil Korde	Member (Alumni & Local Society Representative)	
14	Dr. Shama Aaphale	Member (Alumni Representative)	
15	Ms. Rutika Bhoite	Member (Student Representative)	
16	Dr. Amol Kale	Invitee member	

The chairman (Principal Dr. Rajashree Chavan) welcomed the IQAC members to the third meeting of the IQAC cell in the academic year 2023-24.

Leave of absence is granted to Mr. Sunil Korade, who conveyed his inability to attend the meeting owing to his busy schedule

Subject no. 1:

To confirm the minutes of the last meeting held on 25/01/2024.

Resolution No. 1:

Minutes of the last meeting of IQAC held on 25/01/2024 were read and confirmed.

Proposed by: - Mrs. Jayashri Jagtap

Seconded by: - Dr. S. J. Pawar

Subject No.2:

To confirm the action taken report of the meeting held on 25/01/2024.

Resolution No.2:

The action taken report of the last meeting of IQAC held on 25/01/2024 was read and confirmed.

Proposed by: - Mrs. Jayashri Jagtap

Seconded by: - Dr. Rajashree Chavan

Subject No.3:

To take review of results of B. Pharm. and M. Pharm. University Examination held in Oct/Nov-2023.

Resolution No.3:

Mr. Nilesh Bhosale College Examination Officer presented the report of result analysis of B. Pharm. and M. Pharm. University Examination held in Oct/Nov-2023 along with University level rankers. The result was thoroughly discussed. The external members congratulated Principal, teaching, supporting staff and students of the college for the excellent result. The faculty members were congratulated for 100% result in the respective subjects.

Sr. No.	Class	Overall Result (%)
1	First Year B. Pharm.	100%
2	Second Year B. Pharm.	100%
3	Third Year B. Pharm.	100%
4	Final Year B. Pharm.	100%
5	F. Y. M. Pharm.	100%

Patil Payal grabbed first rank in final year B. Pharm. by securing CGPA 8.67; Sayyed Summaya topped in T. Y. B. Pharm. by securing CGPA 8.31; Zurange Ankita obtained first rank in S. Y. B. Pharm. by securing CGPA 8.83; Modak Shravani obtained first rank in S. Y. B. Pharm. by securing CGPA 8.52 and Gavali Akanksha obtained first rank in F. Y. M. Pharm. by securing CGPA 8.46. All the toppers were congratulated by the Chairman and members of the committee. The Chairman and all the members congratulated Ms. Shweta Bobade, S. Y. M. Pharm. student in the Department of Pharmacology for being 10th ranker in Savitribai Phule Pune University examination in April/May-2023.

Proposed by: - Mr. Nilesh Bhosale

Seconded by: - Mr. Suresh Bhosale

Subject no. 4:

To take a review of suggestions/feedback given by various stakeholders.

Resolution No. 4:

The IQAC Coordinator and Academic Incharge, Mrs. Jayashri Jagtap presented the feedback analysis report given by the students' feedback on the institution, faculty, and curriculum for the even semester of academic year 2023-24. The feedback of the students' on faculty, curriculum and institution as well as suggestions received, was discussed thoroughly. On the basis of the analysis of feedback, the students are found to be satisfied with both the quality of teaching in the college, content of the curriculum and the facilities provided in the college. A few suggestions viz. provide placements, improve laboratory equipments, provide training and internship facility, updation of books as per syllabus were given by the students. It was suggested by the members to work on the suggestions given by the students.

Proposed by: - Mrs. Jayashri Jagtap

Seconded by:- Mr. Palak Agarwal

Subject no. 5:

To take a review of Industrial/ field visits.

Resolution No. 5:

The report of Industrial/field visits of B. Pharm. and M. Pharm. have been presented in the meeting. The chairman and external members congratulated all the coordinators for successful conduct of Industrial and field visits.

Proposed by: Mr. Jitendra Shinde

Seconded by: Dr. Shama Aaphale

Subject no. 6:

To take a review of the internal and University examinations April/May-2024.

Resolution No. 6:

Mr. Ganesh Nigade, Internal Examination Incharge, presented the detailed schedule of internal examinations of B. Pharm. and M. Pharm. conducted for term-II. Further he conveyed that all faculty members have entered the marks of the internal examination in the mother register and the average signing of students is also taken and the same internal marks have been sent to the university by all the faculty members via university login on the due date. He further presented the schedule of university theory and practical examinations April/May-2024. The chairman and all IQAC members congratulated the examination team for the successful completion of all the examinations throughout the academic year. Further it was instructed that examination Incharge should ensure the submission of assessed answer papers along with proper mark entry in the mother register.

Proposed by: - Mr. Gandesh Nigade

Seconded by: - Dr. Pradnya Jagtap

Subject no. 7:

To take a review of responsibilities assigned and completed.

Resolution No. 7:

A review of responsibilities assigned to each faculty member and their completion status was discussed thoroughly in the meeting. It was observed that all the faculty members have

completed their assigned responsibilities in time except few responsibilities viz. publication of college magazine and Horizon 2023-24 by Dr. Vaibhav Shilimkar. Principal instructed to complete the task publication at the earliest. The chairman and external members appreciated all the faculty members for the completion of their task successfully in time.

Proposed by: - Dr. Smita Pawar
Seconded by: - Dr. Rajashree Chavan

Subject no.8 :

To discuss various activities being conducted at the institute for academic & professional development and consider suggestions from IQAC members.

Resolution No. 8:

A review of activities conducted for academic and professional development, January 2024 onward was presented in the meeting. The activities, viz. one-week NSS camp, environmental awareness week, science exhibition and idea innovation competition, personality development skills, guest lectures on community-oriented diseases and career opportunities in market research awareness, impact lecture series on entrepreneurship, etc. were conducted. The chairman and external IQAC members congratulated the Principal and all staff members for conducting various activities successfully in a view of academic and professional development of students and staff.

Proposed by: - Dr. Pradnya Jagtap
Seconded by: - Dr. Amol Kale

Subject No. 9:

To discuss any other matter with the permission of the chairman.
To plan Academic Administrative Audit (AAA) for A. Y. 2023-24.

Resolution No. 9:

A format of AAA was presented to all the members and discussed thoroughly in the meeting. It was decided to conduct the AAA in the first week of July 2024.

Proposed by: - Dr. Pradnya Jagtap
Seconded by: Dr. Rajashree Chavan

There being no other subject for discussion the meeting was called to an end by the Chairman, Dr. Rajashree Chavan. Dr. Pradnya Jagtap, IQAC member extended vote of thanks to the members for being present for the meeting.


Mrs. Jayashri Jagtap
Coordinator, IQAC
IQAC Co-ordinator
PUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE
COLLEGE OF PHARMACY, SASWAD
Tal. Purandar, Dist. Pune. 412301


Dr. Rajashree Chavan
Principal & Chairman, IQAC
PRINCIPAL
PUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE
COLLEGE OF PHARMACY, SASWAD
TAL. PURANDHAR DIST. PUNE-412 301

PUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY,
SASWAD, PUNE

Internal Quality Assurance Cell (IQAC) 2023-24

Action Taken Report of the third meeting held on 30/05/2024

As per the suggestions made by the committee members of IQAC following steps have been taken:

Subject	Resolution	Action taken																		
Subject no. 1: To confirm the minutes of the last meeting held on 25/01/2024.	Minutes of the last meeting of IQAC held on 25/01/2024 were read and confirmed.	Noted and filed																		
Subject No.2: To confirm the action taken report of the meeting held on 25/01/2024.	The action taken report of the last meeting of IQAC held on 25/01/2024 was read and confirmed.	Noted and filed																		
Subject No.3: To take review of results of B. Pharm. and M. Pharm. University Examination held in Oct/Nov-2023.	Mr. Nilesh Bhosale College Examination Officer presented the report of result analysis of B. Pharm. and M. Pharm. University Examination held in Oct/Nov-2023 along with University level rankers. The result was thoroughly discussed. The external members congratulated Principal, teaching, supporting staff and students of the college for the excellent result. The faculty members were congratulated for 100% result in the respective subjects. <table><tr><th>Sr. No.</th><th>Class</th><th>Overall Result (%)</th></tr><tr><td>1</td><td>First Year B. Pharm.</td><td>100%</td></tr><tr><td>2</td><td>Second Year B. Pharm.</td><td>100%</td></tr><tr><td>3</td><td>Third Year B. Pharm.</td><td>100%</td></tr><tr><td>4</td><td>Final Year B. Pharm.</td><td>100%</td></tr><tr><td>5</td><td>F. Y. M. Pharm.</td><td>100%</td></tr></table> Patil Payal grabbed first rank in final year B. Pharm. by securing CGPA 8.67; Sayyed Summaya topped in T. Y. B. Pharm. by securing CGPA 8.31; Zurange Ankita obtained first rank in S. Y. B. Pharm. by securing CGPA 8.83; Modak Shravani obtained first rank in S. Y. B. Pharm. by securing CGPA 8.52 and Gavali Akanksha obtained first rank in F. Y. M. Pharm. by securing CGPA 8.46 . All the toppers were congratulated by the Chairman and members of the committee. The	Sr. No.	Class	Overall Result (%)	1	First Year B. Pharm.	100%	2	Second Year B. Pharm.	100%	3	Third Year B. Pharm.	100%	4	Final Year B. Pharm.	100%	5	F. Y. M. Pharm.	100%	Noted and filed
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	Chairman and all the members congratulated Ms. Shweta Bobade, S. Y. M. Pharm. student in the Department of Pharmacology for being 10 th ranker in Savitribai Phule Pune University examination in April/May-2023.	
Subject no. 4: To take a review of suggestions/feedback given by various stakeholders.	The IQAC Coordinator and Academic Incharge, Mrs. Jayashri Jagtap presented the feedback analysis report given by the students' feedback on the institution, faculty, and curriculum for the even semester of academic year 2023-24. The feedback of the students' on faculty, curriculum and institution as well as suggestions received, was discussed thoroughly. On the basis of the analysis of feedback, the students are found to be satisfied with both the quality of teaching in the college, content of the curriculum and the facilities provided in the college. A few suggestions viz. provide placements, improve laboratory equipments, provide training and internship facility, updation of books as per syllabus were given by the students. It was suggested by the members to work on the suggestions given by the students.	Feedback analysis report has been prepared and action has been taken on the suggestions given by the stakeholders as well as Feedback analysis and action taken report has been displayed on the website.
Subject no. 5: To take a review of Industrial/ field visits.	The report of Industrial/field visits of B. Pharm. and M. Pharm. have been presented in the meeting. The chairman and external members congratulated all the coordinators for successful conduct of Industrial and field visits.	Noted and filed.
Subject no. 6: To take a review of the internal and University examinations April/May-2024.	Mr. Ganesh Nigade, Internal Examination Incharge, presented the detailed schedule of internal examinations of B. Pharm. and M. Pharm. conducted for term-II. Further he conveyed that all faculty members have entered the marks of the internal examination in the mother register and the average signing of students is also taken and the same internal marks have been sent to the university by all the faculty members via university login on the due date. He further presented the schedule of university theory and practical examinations April/May-2024. The chairman and all IQAC members congratulated the examination team for the successful completion of all the examinations throughout the academic year. Further it was instructed that examination Incharge should ensure the submission of assessed answer papers along with proper mark entry in the mother register.	Examination Incharge ensured the marks entry of all subjects in the mother register.
Subject no. 7: To take a review of responsibilities assigned and completed.	A review of responsibilities assigned to each faculty member and their completion status was discussed thoroughly in the meeting. It was observed that all the faculty members have completed their assigned responsibilities in time except few responsibilities viz.	Publication of College magazine and Horizon 2023-24 is in process.

	publication of college magazine and Horizon 2023-24 by Dr. Vaibhav Shilimkar. Principal instructed to complete the task publication at the earliest. The chairman and external members appreciated all the faculty members for the completion of their task successfully in time.	
Subject no.8 : To discuss various activities being conducted at the institute for academic & professional development and consider suggestions from IQAC members.	A review of activities conducted for academic and professional development, January 2024 onward was presented in the meeting. The activities, viz. one-week NSS camp, environmental awareness week, science exhibition and idea innovation competition, personality development skills, guest lectures on community-oriented diseases and career opportunities in market research awareness, impact lecture series on entrepreneurship, etc. were conducted. The chairman and external IQAC members congratulated the Principal and all staff members for conducting various activities successfully in a view of academic and professional development of students and staff.	Noted and filed
Subject No.9: To discuss any matter with the permission of the chair.	To plan Academic Administrative Audit (AAA) for A. Y. 2023-24. A format of AAA was presented to all the members and discussed thoroughly in the meeting. It was decided to conduct the AAA in the first week of July 2024.	AAA has been conducted as per schedule.


 Mrs. Jayashri Jagtap
IQAC Coordinator
 PUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE
COLLEGE OF PHARMACY, SASWAD
Tal. Purandar, Dist. Pune. 412301


 Dr. Rajashree Chavan
 Chairman, IQAC
PRINCIPAL
 PUNE DISTRICT EDUCATION ASSOCIATION'S
SETH GOVIND RAGHUNATH SABLE
COLLEGE OF PHARMACY, SASWAD
TAL. PURANDHAR DIST. PUNE-412 301