

Vishnu Waman Thakur Charitable Trust's
VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Date: 07-01-2026

Minutes of meeting VIP/IQAC- 03/25-26

1. The Internal Quality Assurance Cell (IQAC) committee meeting was held on 07-01-2026

At 11.00 am.

Following members were present and notified for the meeting.

SR.NO.	NAME OF THE MEMBER
1.	Dr. Sunita Ogale
2.	Dr. Archana Bele
3.	Ms.Aparna Thakur
4.	Shri Sanjeev Patil
5.	Shri Bharat Sharma
6.	Mrs. Mugdha Phatak
7.	Shri Sanjay Pingulkar
8.	Dr.Vaishali Kundalia
9.	Mrs.Neha Laxane
10.	Mrs. Shraddha Dhamapurkar
11.	Mrs. Pallavi Duse
12.	Ms. Vishakha Mithari
13.	Ms. Nimisha Raut
14.	Mr.Aditya Wable
15.	Ms.Nikita Mewada
16.	Mrs.Sujata Wable
17.	Mr.Mishrilal Mewada

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Leave of absence was granted to absent members.

2. Dr. Archana Bele, IQAC Coordinator welcome all members of the IQAC committee.
3. **Confirmation of minutes of the meeting** held on 19th November 2025. IQAC coordinator explained the action taken report of the minutes of the previous IQAC meeting held.

Action taken on Previous Meeting Agenda:

1. **Agenda 1: Industrial visit planning**
Action taken: 38 students registered for Industrial visit to Kerela. The tour included visits to homeopathic and allopathic industrial visits.
 2. **Agenda 2: Hitaishi annual day event planning**
Action taken: Hitaishi annual day to be planned in third week of January from 19th January to 23rd January 2026.
 3. **Agenda 3: Examination conduction (A.Y. 25-26).**
Action taken: Examination of first year first sessional got conducted from 22.12.2025-24.12.25 for theory and Practical 15.12.2025-19.12. 2025. M.Pharm first sessional got conducted from 23.12.2025 to 24.12.2025.
 4. **Agenda 4: Orientation day planning for first year B.Pharm and M.Pharm**
Action taken: Orientation got conducted on 29th November 2025.
 5. **Agenda 5: Avishkar planning and meeting**
Action taken: Avishkar presentations got conducted and three groups were sent for Avishkar presentation out of which one group got selected for second round.
 6. **Agenda 6: National seminar**
Action taken: It was decided that Pharmacognosy and Pharmacology department to organize national seminar for AY 2025-26.
4. IQAC coordinator outlined the agenda for the IQAC meeting held on 07.01.2026 and the **action plan** for each point was identified. The meeting held discussion regarding upcoming activities.
- 1) **Agenda 1: Composition Reframing**
Action plan: Composition of IQAC Committee was reframed. Mrs. Shradha Dhamapurkar to be appointed as a new member of the committee in place of Dr. Tanvi Pingale.

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2) **Agenda 2:** Industrial visit planning

Action plan: It was decided that, along with 38 students, two faculty members will accompany them for the industrial visit to Kerala. It was also discussed that the faculty in charge will collect consent forms from parents and medical fitness certificates from the students.

3) **Agenda 3:** Hitaishi annual day event planning.

Action plan: It was decided that the Hitaishi event will be conducted from 19th January to 23rd January 2026. It was discussed that the registration forms should be duly submitted by the students.

4) **Agenda 4:** NSS Planning

Action plan: It was decided to conduct NSS activities from 31.01.2026- 06.01.2026.

5) **Agenda 5:** Examination dates of first year B.Pharm and M.Pharm, Second year Third year and final year.

Action plan: Tentatively following dates were decided for conducting the first sessional examinations from First year B.Pharm to Final Year B.Pharm and first year M.Pharm

Year/Semester	Theory	Practical
First year B.Pharm Sem I	09.02.2026-11.02.2026 (2 nd sess)	02.02.2026- 06.02.2026(2 nd sess)
Second year B.Pharm Sem IV	17.02.2026-20.02.2026 (1st sess)	23.02.2026- 26.02.2026(1st sess)
Third year B.Pharm Sem VI	25.02.2026-28.02.2026 (1st sess)	10.02.2026- 14.02.2026(1st sess)
Final Year B.Pharm Sem VII	23.02.2026-25.02.2026 (1st sess)	-
First year M.Pharm Sem I	09.02.2026-11.02.2026 (2 nd sess)	09.02.2026 (2 nd sess)

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6) **Agenda 6: Planning of Academics**

Action Plan: It was decided that First year B.Pharm -SemII and M.Pharm-Sem II will tentatively begin from 30th March 2026.

7) Members have agreed to convene next meeting for upcoming sector.

8) Meeting ended with a vote of thanks to the chair.



Committee Coordinator


Chairperson



