

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

Date: 21-01-2025

Minutes of meeting VIP/IQAC- 03/24-25

1. The Internal Quality Assurance Cell (IQAC) committee meeting was held on 21-01-2025

At 11.30 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.	Ms.Tanvi Pingale
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

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 11th November 2024.** 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: Commencement dates (A.Y.24-25).**

Action taken: First year B.Pharm and M.Pharm SH 24-25 will commence from 21.11.2024.

2. **Agenda 2: Industrial Visit planning**

Action taken: Industrial visit was planned from 21.01.25 - 28.01.25.

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

Action taken: Hitaishi annual day got conducted from 13.1.25-17.1.25

4. **Agenda 4: Examination conduction (A.Y. 24-25).**

Action taken: Examination of semester and ATKT SH 24-25 got conducted from 18.11.24-8.12.24

5. **Agenda 5: Orientation day planning for first year B.Pharm and M.Pharm**

Action taken: Orientation got conducted on 18.1.2025

6. **Agenda 7: National seminar**

Action taken: Pharmaceutics department planned a national seminar on "Optimizing the Pharmaceutical Research: Leveraging the Design of Experiment for Enhanced Quality"

7. **Agenda 8: Avishkar planning and meeting**

Action taken: Avishkar presentations got conducted and three groups were sent for Avishkar presentation.

4. IQAC coordinator outlined the agenda for the IQAC meeting held on 21.1.2025 and the **action plan** for each point was identified. The meeting held discussion regarding upcoming activities.

1) **Agenda 1: Examination dates of first year B.Pharm and M.Pharm, Second year Third year and final year.**

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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	11.02.2025-13.02.2025	03.02.2025-07.02.2025
Second year B.Pharm Sem IV	25.02.2025-28.02.2025	10.02.2025-13.02.2025
Third year B.Pharm Sem VI	25.02.2025-28.02.2025	10.02.2025-14.02.2025
Final Year B.Pharm Sem VII	11.02.2025-12.02.2025	-
First year M.Pharm Sem I	12.02.2025-13.02.2025	11.02.2025

- 2) **Agenda 2:** Industrial visit planning
Action plan: It was decided that industrial visit for third year to be planned on 3rd week of January.
- 3) **Agenda 3:** Hitaishi annual day event planning.
Action plan: It was decided that Hitaishi event to be planned from 6th-10th January 2025.
- 4) **Agenda 4:** National seminar
Action plan: Pharmaceutics department decided to organize national seminar on "Optimizing the Pharmaceutical Research: Leveraging the Design of Experiment for Enhanced Quality" on 8th February 2025.
- 5) **Agenda 5:** NSS Planning:
Action plan: It was decided to conduct NSS activities from 15.02.2025- 21.02.2025
- 6) **Agenda 6:** Avishkar planning and meeting
Action plan: It was decided that research topic to be given to Third year students so that they can present it at Avishkar by respective faculty.
- 7) It was informed that a surprise visit by police officers from the Virar police station is tentatively scheduled for February. They will interact with the staff and students.
- 8) Members have agreed to convene next meeting for upcoming sector.
- 9) Meeting ended with a vote of thanks to the chair.

Abela

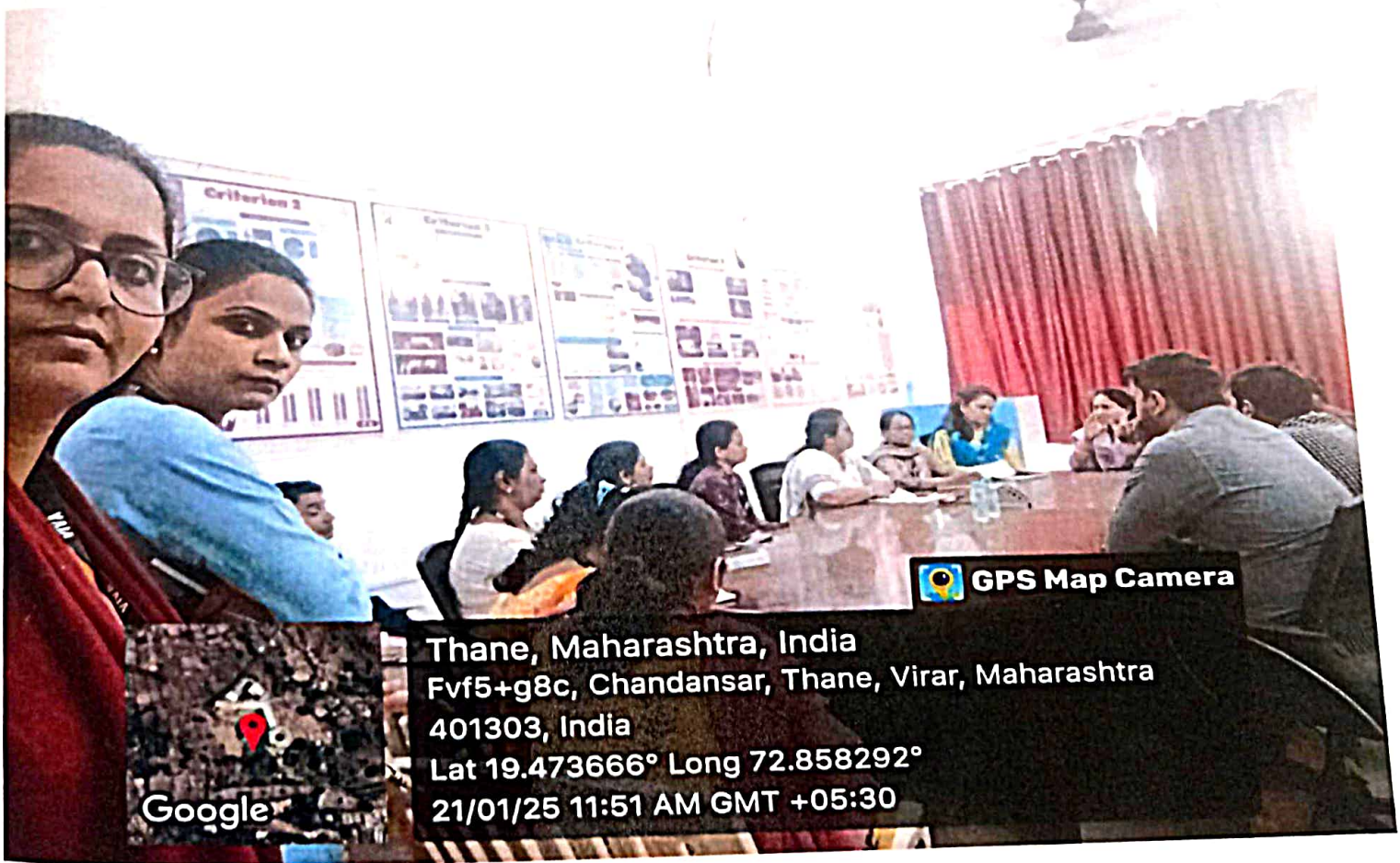
Committee Coordinator



[Signature]
Chairperson



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