

Vision : To be a leader in Pharmacy Education, Pharmacy Training and Research in Pharmaceutical Sciences

Mission : To educate and train students in the knowledge and practice of pharmaceutical sciences

To contribute to improvement of health of the society through education programs

To contribute to improvement of health of the society through research programs

Minutes of the IQAC Working Committee meeting of Bombay College of Pharmacy vide No. IM/005/2020 held on Monday, 14th December, 2020 online on ZOOM platform.

Following were present for the meeting:

Name of the IQAC Member	Designation
Dr. Sivaprasad	President, IPA-MSB
Dr Krishnapriya Mohanraj	I/c Principal and Chairperson, IQAC
Dr Ujwala Shinde	IQAC coordinator & HOD Pharmaceutics
Dr. Premlata Ambre	HOD- Pharmaceutical Chemistry
Dr Vaishali Shirsat	HOD- Pharmaceutical Analysis
Dr Alka Mukne	HOD- Pharmacognosy
Dr Vaishali Dixit	HOD- Pharmacology
Dr. Clara Fernandes	Associate Professor of Pharmaceutics
Dr. Dipti Gatne	Associate Professor of Pharmaceutical Analysis
Dr. Shalaka Dhat	Executive Assistant to Principal

Agenda Points	Recommendations/Action taken
The Meeting was started with a warm welcome to all the members.	
Confirmation of minutes of the meeting held on 26 th October, 2020.	The minutes of the previous IQAC (IM/004/2020) held on Monday 26 th Oct 2020, were circulated to all the members by mail prior to the meeting. Dr. Ujwala Shinde requested all the members to share their suggestions if any and confirm the minutes of the said meeting. Since there were no changes requested by any of the members, on the behest of Dr. Vaishali Shirsat, the minutes of the meeting were formally approved and confirmed.
Summary of students feedback analysis as per DTE 360-degree feedback	Dr. Premlata Ambre mentioned that the performance of students in Sem I and Sem II subjects under the Pharmaceutical Chemistry department, was extremely good and an excellent feedback was received from students for the faculty members of Pharmaceutical Chemistry department. Prof. Krishnapriya mentioned that with respect to the Pharmaceutics department there was a discrepancy in the feedback form. She mentioned that in order to improve the feedback analysis there was a need for proper clarity of the process. She added that rectification was required to be made in the feedback process.

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Approved by AICTE, PCI, UGC, DTE, Permanent affiliation to University of Mumbai and Recognized by DSIR as SIRO (Govt. of India)

Accredited by National Board of Accreditation for UG Program for the Academic Years 2017-18 to 2021-22 i.e. up to 30.06.2022

National Institutional Ranking Framework India Ranking 6th in 2016, 15th in 2017, 8th in 2018, 24th in 2019

Best Industry Linked Pharmacy Institution (Established Degree) 1st in 2013 & 2014, Mentor in 2015 & 2nd in 2019

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	<p>Dr. Ujwala Shinde and Dr Alka Mukne raised concern regarding observed discrepancy between the students enrolled for the course and the feedback received from them.</p> <p>Prof. Krishnapriya suggested to abide by the following points to overcome such discrepancy.</p> <ol style="list-style-type: none"> 1. Feed-back should be collected from Ph D and M Pharm students for the faculty who have given them their project and are guiding them. 2. Feedback forms must be sent only to those students who have opted for that particular course i.e., elective subjects in case UG and PG. <p>Dr. Vaishali Shirsat mentioned that the HODs should have access to the source file that is generated after the feedback rather than having access only to the feedback analysis in the form of pie charts.</p> <p>Dr Mukne expressed her concern about the time allotted for filling the feedback form which according to her was very long resulting in possibility of editing the responses. Dr Mukne suggested that the feedback form should be kept active only for two hours and within that time the student should give their feedback after which it should be locked immediately. She further recommended that the feedback should be taken just after the completion of the examination. Dr Alka Mukne volunteered to help in systematically rolling the feedback forms among students and its access control on Microsoft teams. Dr Krishnapriya emphasized that,</p> <ul style="list-style-type: none"> • There should be a SOP for feed-back process • All responses in feedback form should be marked as required. • Feed-back data analysis should be the responsibility of HODs. • Minimum 80% of students should give the feed-back.
Normalization of feedback calculation for 360-degree feedback	<p>Dr. Ujwala Shinde shared the calculation sheet for normalization of feedback scores.</p> <p>Prof. Krishnapriya mentioned that in the Self-Appraisal form, maximum 25 marks are allotted for the students feedback. She also added that all faculty members should give their requirement for their pending office orders/appointment letters to Dr Shalaka. The same are required to be submitted along with self-appraisal form.</p>
Any other matter with permission of Chairperson	<p>All the sections in 360-degree feed-back form were discussed and clarified by Dr Krishnapriya, Dr Vaishali Shirsat and Dr Alka Mukne</p>
The meeting was concluded with Vote of thanks to the Chair and all the members of IQAC.	

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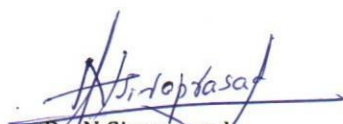



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President IPA-MSB



Dr. Krishnapirya Mohanraj
I/c Principal



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IQAC Co-ordinator


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