



NCP - A

2954

Internal Quality Assurance cell

Minutes of 5th IQAC Meeting held on 12/06/2023

Venue: Conference Room

Time 10.00 Am - 12.30 Am

Agenda:

1. Review and confirmation of the previous meeting
2. NAAC assessment status
3. Green Audit and energy audit , clean audit
4. Assessment of NIRF result
5. Inclusion of new members to IQAC,
6. Preparation of draft plan for Next academic year
7. Interview for freshers and add on course for communicative English

Attendance:

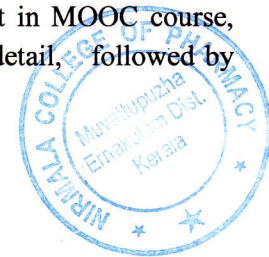
1. Prof. Dr. Badmanaban. R, *Principal- Chairperson*
2. Rev. Fr. Jose Pulloppillil , *Administrator - Senior administrative officer*
3. Dr. Dhanish Joseph, *Associate Professor, Department of Pharmaceutics- IQAC coordinator*
4. Dr. Deepa Jose, *Professor, Department of Pharmaceutical Chemistry*
5. Dr. Manju maria Mathews, *Professor, Department of Pharmaceutics*
6. Mrs. Lins Mary Joy, *Associate Professor, Department of Pharmacognosy*
7. Dr. Suja Abraham, *Professor, Department of Pharmacy practice*
8. Dr. Fels Saju, *Associate Professor, Department of Pharmaceutics*
9. Mr. Manu Jose, *Assistant professor Department of Pharmaceutical Chemistry*

The meeting started at 10.00Am with prayer. The IQAC coordinator welcomed all IQAC members for the meeting and presented the agenda.

Discussions and Decisions

1. Review and confirmation of the previous meeting

The minutes of the previous meetings along with the action taken also presented in the meeting by the IQAC coordinator. The status of student enrolment in MOOC course, installation of OBE software, NILA Conference etc were discussed in detail, followed by The minutes of the meeting was confirmed by all the members.





NCP - A

2955 2. NAAC assessment status

The meeting discussed the current status in preparation for the NAAC assessment. The coordinators has presented the difficulties in the SSR preparation. The forum recommended suitable solutions. The coordinators expressed their expectation to finish the SSR preparation by September 2023.

3. Green Audit and energy audit , clean audit

The cell reviewed the importance of different types of audits, such as Green Audit, energy audit and clean audit, to ensure the environmental sustainability and safety of the institution's students and staff. The coordinator suggested an ISO certified company that could conduct all these audits. The cell agreed to schedule the audit as soon as possible.

4. Assessment of NIRF result

The National Institutional Ranking Framework (NIRF) is a methodology adopted by the Ministry of Education to rank institutions of higher education in India. Based on the latest NIRF results 2023, the forum analyze the performance of our institution and discuss the factors that contributed to our lower rank. The outcomes of the meeting decided to take some measures to improve our research quality, infrastructure, and perception among stakeholders.

5. Inclusion of new members to IQAC,

Due to the exit of Dr. Prasanth B. Pillai and Dr. Karthikeyan from the institute, two new faculty members are required to take charge of IQAC. The faculty has recommended Dr. Gifty M Jojo, Assistant professor, Department of pharmaceutics and Mr. Jithin K. Mathew Assistant Professor, Department of pharmaceutics for this role. The cell has endorsed their names unanimously.

6. Preparation of action plan for Next academic year

The IQAC advises the IQAC sub committees and other statutory cells to draft the plan for various activities under each committee as the new academic year starts by September 2023. The proposal should be presented and approved in the next meeting.





NIRMALA COLLEGE OF PHARMACY

Nirmala Hills, Muvattupuzha P.O,
Ernakulam district, Kerala, India - 686 661

7. Entry-level test for freshers and add on course for communicative English

NCP - A

2956

The forum of the IQAC noticed that the students who enrolled in the latest academic year have poor language and communication skills. To address this issue at the earliest, the forum decided to conduct an entry-level test for the students for the upcoming academic year onwards and to evaluate their English language proficiency. Based on the test results, the students who need improvement will have to take an add-on course on communication skill.

The meeting was concluded by 12.30Pm with a concluding message by the administrator and vote of thanks by the IQAC coordinator.

Dr. Dhanish Joseph
IQAC coordinator

Coordinator
Internal Quality Assurance Cell
Nirmala College of Pharmacy
Muvattupuzha, Kerala 686661

Prof. Dr. Badmanaban. R.
Principal & chairperson

PRINCIPAL
Nirmala College of Pharmacy
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Kerala-686 661

Rev. Fr. Jose Pulloppillil
Administrator - Senior administrative officer





NCP - A **2953**

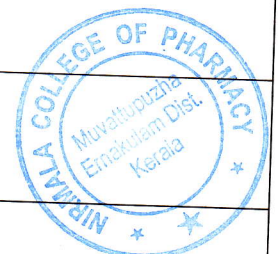
5th - Internal Quality Assurance cell Meeting

Date: 12/06/2023

Venue: Conference Room

Time 10.00 Am - 12.30 Am

Sl.No	Name	Signature
1	Prof.Dr. Badmanaban. R, <i>Principal- Chairperson</i>	
2	Rev. Fr. Jose Pulloppillil , <i>Administrator - Senior administrative officer</i>	
3	Dr. Dhanish Joseph, <i>Associate Professor, Department of Pharmaceutics- IQAC coordinator</i>	
4	Dr. Deepa Jose, <i>Professor, Department of Pharmaceutical Chemistry</i>	
5	Dr.Manju maria Mathews, <i>Professor, Department of Pharmaceutics</i>	
6	Mrs. Lins Mary Joy, <i>Associate Professor, Department of Pharmacognosy</i>	
7	Dr. Suja Abraham, <i>Professor, Department of Pharmacy practice</i>	
8	Dr. Prasanth B. Pillai, <i>Associate Professor, Department of Pharmacognosy</i>	Absent
9	Dr. Karthikeyan, <i>Associate Professor, Department of Pharmacology</i>	Absent.
10	Dr. Fels Saju, <i>Associate Professor, Department of Pharmaceutics</i>	
11	Mr. Manu Jose, <i>Assistant professor Department of Pharmaceutical Chemistry</i>	



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