

AL SHIFA COLLEGE OF PHARMACY

Internal Quality Assurance Cell (IQAC)

MINUTES OF MEETING

Date : 16.09.2019
Time : 10 am – 11am
Venue : Conference Hall, Al Shifa College of Pharmacy

The first meeting was convened on 16.09.2019 at 10.00am in the IQAC Conference Hall. Meeting was chaired by Prof. (Dr).T.N.K.Suriyaprakash, Principal, ACP. The members were welcome and the agenda was taken up for discussion.

Agenda:

Constitution of IQAC

The Principal of the college Dr. T.N.K.Suriyaprakash called a meeting regarding the constitution of IQAC to initiate quality practice in the college in connection with NAAC Accreditation in the seminar hall of the college in the presence of all the criterion heads of NAAC committee.

In view of the above facts, it was proposed to create an Internal Quality Assurance Cell (IQAC) to meet the following objectives:

- a) To improve feedback system to provide suitable interface for stakeholders,
- b) To propose quality initiatives and focus on quality enhancement,
- c) To participate in quality assessment by various bodies including NIRF, NAAC etc.
- d) To conduct an academic and administrative audit of college,
- e) To prepare Self Study Report (SSR) and submit to the NAAC

The following persons were included as representatives of IQAC, Al Shifa College of Pharmacy, Perinthalmanna, Kerala.

SI No:	Name	Designation	IQAC
1	Prof. (Dr).T.N.K.Suriyaprakash	Principal	Chairperson
2	Prof.(Dr.) Mohammed Haneefa.K.P.	Vice Principal	Coordinator, IQAC
3	Dr. Arun Rasheed	HOD, Pharmaceutical Chemistry	Member
4	Dr. Prasanth.SS	HOD, Pharmaceutical Analysis	Member
5	Dr. Dilip.C	HOD, Pharmacy Practice	Member
6	Prof. Junise V	HOD, Pharmaceuticals	Member
7	Dr.Azeem.A.K.	HOD, Pharmacognosy	Member
8	Dr.Balasubramanian	HOD, Pharmacology	Member
9	Dr.Abdulla Khaleel	Academic Mentor	Management Representative
10	Mr.Kutteeri Manuppa	Pain & Palliative Clinic/ Social worker	Nominee from local society
11	Mr.Arshid Arif	I Semester M.Pharm (Pharmaceutics)	Nominee from Students
12	Dr.Shinu.C	Asst Professor	Nominee from Alumni
13	Mr.Suhail Hamza	General Manager- SIMS	Nominee from Employers
14	Dr.Damodaran Namboothiri	Chethana Pharmaceuticals	Nominee from Industrialists
15	Mr.Murali.P.M	PTA Executive Committee Member	Nominee from Stakeholders

Prof.(Dr.) Mohammed Haneefa, Coordinator, IQAC made a brief presentation on the functions expected of IQAC, mechanisms and procedures to be adopted and strategies to institutionalize quality initiatives.

In the discussions that followed, the following unanimous decisions were taken:

1. The Coordinator, IQAC, was asked to prepare a draft plan of action to be implemented by the IQAC in the beginning of the year towards quality enhancement and the outcome to be achieved by the end of the year. The draft plan of action covering all the parameters prescribed by NAAC to be placed before the IQAC Committee in its next meeting for its consideration.

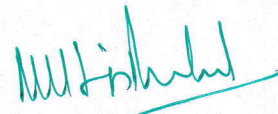
2. The members opined that IQAC shall prepare a self-reviewed progress report illustrating the results achieved based on the action plan for the period October 1, 2018 to September 30, 2019.
3. It was also decided that the committee will work to monitor the quality assurance and quality enhancement in all academic activities.

The meeting was concluded at 11.00 pm with vote of thanks to Honorable Chairman and all the members for their valuable contribution in first meeting of IQAC.



Prof.(Dr.) Mohammed Haneefa
Coordinator , IQAC

Coordinator - IQAC
AL SHIFA COLLEGE OF PHARMACY
POONTHAVANAM (PO)
MALAPPURAM DIST, KERALA-679325
Email: iqacalshifacollegeofpharmacy@gmail.com



Prof. (Dr).T.N.K.Suriyaprakash
Principal

PRINCIPAL
AL SHIFA COLLEGE OF PHARMACY
KIZHATTUR, POONTHAVANAM P.O.
MALAPPURAM DISTRICT, KERALA