

ORIENTAL EDUCATION SOCIETY'S
ORIENTAL COLLEGE OF PHARMACY
(Approved by AICTE, PCI, D.T.E, Affiliated to University of Mumbai & Certified by ISO 9001:2008)



14th July 2023

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 15th July 2023 at 2.00 pm in Principal's Cabin.

All are required to be present.

Principal

Dr. (Mrs.) Sudha Rathod

Principal

Oriental College of Pharmacy

Plot No. 3, 4 & 5 Sector -2

Sanpada, Navi Mumbai

2. University circular regarding NAAC

3. NAAC Fee related matter

4. IIQA Submission

NAAC Coordinator



Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

Tel: 27758715/ 27752213 / 27751116 Fax 022-2775759

E-Mail : admin.ocp@oes.ac.in Website : www.ocp.edu.in

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Notice: IQAC Meet: 14th July 2023

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	SL
2.	Dr.Mohib Khan	Co-ordinator, NAAC	mpa
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	Patil
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	H
5.	Dr. Vandana Jain	Member, Faculty Representative	gao
6.	Dr.Amjad Ali	Member, Faculty Representative	A
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	Moin
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	MBholkar
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
17.	Ms.Sakshi More	Member, Student	

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17th July 2023

Minutes of the meeting

A meeting of IQAC was held on 15th July 2023 at 2.00 pm in Principal's Cabin. The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen. It is told that this was an urgent meet and informed regarding urgency of the meeting.

2. University circular regarding NAAC:

It is said that college has received a circular dated 3rd July 2023 regarding NAAC accreditation. It is mentioned in the circular that college has to submit IIQA before 31st March 2023. (Circular attached)


3. NAAC Fee related matter:

It is told that a letter, regarding Fee of IIQA which to be submitted to NAAC, for approval is submitted to the Management on 14th July 2023. (Letter attached) It is said that a mail was also sent to Chief Accountant, Mr. Pritam Kamble, for reimbursement of Rs 29500 against IIQA Fee (Email attached)

4. IIQA Submission:

All the members then informed about IIQA and its details. (Papers attached). It is said the IIQA would be submitted at the earliest convenience but before 31st July 2023.

The meeting ended at 3.00 pm with thanks to chair and all.


Principal (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.




NAAC Coordinator

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.
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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 15th July 2023

Sr No	Particulars	Action Taken
1	University circular regarding NAAC:	The Management has taken the Circular seriously and given permission to apply for NAAC and go for the first step, that is, permission of IIQA.
2	NAAC Fee related matter	The chief accountant Mr. Pritam Kamble submitted the IIQA Fee immediate after the letter given to him, dated 17 th July 2023.
3	IIQA Submission	The college has submitted IIQA on 24 th July 2023

Principal

NAAC Coordinator

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11th August 2023

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 12th August, 2023 at 2.00 pm in Principal's Cabin.

All are required to be present.

Principal

Dr. (Mrs.) Sudha Rathod

Principal

Review of previous meeting

Information of letter to AISHE

3. IQA Approval

4. Electrical and Water Audit

5. Criterion Evaluation Schedule

6. Invitation to Principal, Dr. Supriya Shidhaye

7. Any point with permission to chair



NAAC Coordinator

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Notice: IQAC Meet: 11th August 2023

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, NAAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
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14th August 2023

Minutes of the meeting

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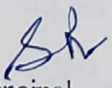
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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

- 1. Review of previous meeting:**
The points under previous meeting are seen. It is told that this was an urgent meet and informed regarding urgency of the meeting.
- 2. Information of letter to AISHE:**
It is informed to the member that a letter is submitted to the Deputy Director General, AISHE, New Delhi, regarding correction in the college name, dated 25th July 2023. (Letter attached).
- 3. IIQA Approval:**
It is informed to the members that IIQA was approved on 9th August 2023 after clarification in the name by AISHE.
- 4. Electrical and Water Audit:**
It was informed that a quotation was asked Electrical and Water Audit from AARCS, Kurla Mumbai. A quotation was received signed by Mr Shripad Tadpade, Chief Technical Officer. (Quotation attached)
- 5. Criterion Evaluation Schedule:**
It was said that on 11th August 2023, a notice was given to Criteria Incharges for evaluation of Criteria wef 12th August, for a week. (Evaluation schedule attached).
- 6. Invitation to Principal, Dr. Supriya Shidhaye**
It was decided to call Dr. Supriya Shidhaye, Principal, VESCOP, Chembur to guide the Faculty members of the Oriental College of Pharmacy, at her earliest convenience. (Letter of invitation attached).
- 7. Any point with permission to chair**
It was asked by Faculty member regarding Theory First Sessional exam date Third Year and Final Year B.Pharm students

The meeting ended at 3.00 pm with thanks to chair and all.


Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.




NAAC Coordinator

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Date: 11th August 2023

NAAC CRITERION EVALUATION SCHEDULE (W.E.F 12TH August 2023)

Criterion	Day	Date of Evaluation	Time	Date of Revision	Time
I	Saturday	12 th August 2023	11.30 am	17 th August 2023	2.30 pm
II	Monday	14 th August 2023	11.30 am	18 th August 2023	2.30 pm
III	Thursday	17 th August 2023	11.30 am	19 th August 2023	2.30 pm
IV	Friday	18 th August 2023	11.30 am	22 nd August 2023	2.30 pm
V	Saturday	19 th August 2023	11.30 am	23 rd August 2023	2.30 pm
VI	Monday	22 nd August 2023	11.30 am	24 th August 2023	2.30 pm
VII	Tuesday	23 rd August 2023	11.30 am	25 th August 2023	2.30 pm

Note: The teaching and non-teaching staff are hereby informed to abide by the proposed timeline in order to successfully complete the NAAC data submission within the stipulated time period. All the criteria incharges and criteria members are required to adjust their regular schedule well in advance and present for the evaluation.

**** Dr. Supriya S. Shidhaye (Principal VES College of Pharmacy) has agreed to come on Tuesday, 24th August 2023. All are informed to go through respective criteria and if you have any queries keep ready for this session.**

S. Rathod
Dr. (Mrs.) Sudha Rathod
Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai



Mohib Khan
Dr. Mohib Khan
NAAC Coordinator

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Date: 11th August 2023

NAAC SSR SUBMISSION PLAN

Particulars	Date
Additional Information Verification	9 th August 2023 to 11 th August 2023 ✓
Primary Evaluation	12 th August 2023 to 24 th August 2023
External Visit (Dr. Supriya Shidaye)	24 th August 2023
Finalization Data	25 th August 2023 to 28 th August 2023
Printing and Scanning of Finalized Data	28 th August 2023 to 2 nd September 2023
Uploading Data (NAAC Database)	7 th September 2023 to 15 th September 2023
NAAC Mock Presentation	16 th September 2023
Final Submission (NAAC Database)	18 th September 2023 to 23 rd September 2023

S. Rathod
Dr. (Mrs.) Sudha Rathod
Principal

Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
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Mohib Khan
Dr. Mohib Khan
NAAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 12th August 2023

Sr No	Particulars	Action Taken
1	Electrical and Water Audit	Mr Shripad Tadpade, Chief Technical Officer was called to discuss the issue but due to high amount demand, it was decided to go for audit by other firm.
2	Criterion Evaluation Schedule	The teachers were called from 17 th August 2023 to 25 th August 2023 in IQAC Cabin and discussed / guided/completed the task
3	Invitation to Dr. Supriya Shidhaye	The college has permitted Rs 5000 to pay to Dr Supriya Shidhaye as honorarium with a letter dated 23 rd August 2023. Dr. Shidhaye came to college and guided on 24 th August 2023.


Principal (Mrs.) **Sudha Rathod**
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
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NAAC Coordinator

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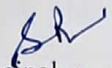


30th August 2023

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 31st August, 2023 at 2.00 pm in Principal's Cabin.

All are required to be present.


Principal
Dr. (Mrs.) Sudha Rathod

Principal
Agenda:
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.

1. Review of previous meeting
2. Exam Audit
3. Sessional Exam
4. Teacher's Day Celebration
5. Criteria Data submission PDF Format/ SSR Submission Information
6. Any point with permission to chair




NAAC Coordinator

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Notice: IQAC Meet: 31st August 2023

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1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, NAAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
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2nd September 2023

Minutes of the meeting

A meeting of IQAC was held on 31st August 2023 at 2.00 pm in Principal's Cabin. The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen.

2. Exam Audit and Store Audit

This is suggested by IQAC to go for Exam Audit. It is informed that IQAC submitted a letter to sanction Rs 3000 to Management dated 29th August 2023 and amount was sanctioned. (Letter attached)


It is also suggested to go for Store Audit. A letter was written to Principal SCCT for the same, dated 28th August 2023. (Letter attached)

3. Sessional Exam: It was said in meeting that First Sessional Theory Exams for various years were going on.

4. Teacher's Day Celebration: It is decided to celebrate Teacher's Day enthusiastically.

5. Criteria Data submission PDF Format/ SSR Submission Information: It was said to All Criteria Heads to submit Criterion Data in PDF format. It was also informed that within 45 day college has to submit SSR.

The meeting ended at 3.00 pm with thanks to chair and all.


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
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Sanpada, Navi Mumbai.




NAAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 31st August 2023

Sr No	Particulars	Action Taken
1	Exam Audit and Store Audit	Exam Audit Exam Audit was done by Dr Mohammad Wais, Associate Professor, HKCP, Jogeshwari and Mrs Aasha Suryawanshi, DDVCP, Panvel, on 29 th August 2023. Store Audit Store Audit was done on 31 st August, 2023, by two Laboratory Assistants of SCCT, Navi Mumbai.
2	Criteria Data submission in PDF Format	It schedule was given on 6 th September to submit Criteria Data in PDF format
3	Teacher's Day Celebration	Teacher's Day was celebrated enthusiastically. There was a QUIZ Competition kept by students for Teachers.


Dr. (Mrs.) Sudha Rathore
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.


NAAC Coordinator



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27th September 2023

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 28th September 2023 at 2.00 pm in Principal's Cabin.

All are required to be present.


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai

1. Review of previous meeting
2. SSR Submission
3. Research projects to B.Pharm
4. Admissions
5. Any other matter with permission to chair




IQAC Coordinator

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Notice: IQAC Meet: 28th September 2023

Sr.No	Name of the Members	Designation	Signature
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2.	Dr.Mohib Khan	Co-ordinator, NAAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
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14.	Mrs. Shamim Menghrani	Member, Parent	
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16.	Ms.Rucha Mahadik	Member, Student	
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ORIENTAL EDUCATION SOCIETY'S
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(Approved by AICTE, PCI, D.T.E, Affiliated to University of Mumbai & Certified by ISO 9001:2008)



30th September 2023

Minutes of the meeting

A meeting of IQAC was held on 28th September 2023 at 2.00 pm in Principal's Cabin. The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs. Shamim Menghrani	Member, Parent	
11.	Mr. Amit Shukla	Member, Alumni	
12.	Ms.Rucha Mahadik	Member, Student	
13.	Ms.Sakshi More	Member, Student	

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen.

2. SSR Submission:

This was informed to all the stakeholders that the college was applying for NAAC Accreditation and its second step, submission of SSR would be done by next week.

3. Research projects to B.Pharm and M.Pharm


It was informed to all Research guide to provide Research topics to M.Pharm students and all Mentor teachers to provide Research topics to their Mentee students.

4. Admissions: It is said that the admissions of B.Pharm First year were completed, while the last date for M.Pharm admission is 30th September 2023.

5. Any other matter with permission to chair:

There was no matter to discuss.

The meeting ended at 3.00 pm with thanks to chair and all.


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5 Sector -2,
Sanpada, Navi Mumbai.




IQAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 28th September 2023

Sr No	Particulars	Action Taken
1	SSR Submission	The SSR was submitted on 7 th October 2023 at 4.00 pm
2	Research projects to B.Pharm and M.Pharm	Research projects to B.Pharm and M.Pharm were given to students after thorough discussion
3	Admissions	The admission were completed by 30 th September 2023. It was said that admission were full in M.Pharm as well as B.Pharm


Principal (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
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NAAC Coordinator

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27th October 2023

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 28th October 2023 at 2.00 pm in Principal's Cabin.

All are required to be present.

Principal

Dr. (Mrs.) Sudha Rathod

Agenda

Oriental College of Pharmacy

Plot No. 3, 4 & 5 Sector-2, Sanpada, Navi Mumbai.

1. Review of previous meeting
2. DVV uploading
3. Deewali Vacation
4. Appointment of Librarian
5. Any other matter with permission to chair



IQAC Coordinator

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

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Notice: IQAC Meet: 28th October 2023

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	<i>[Signature]</i>
2.	Dr.Mohib Khan	Co-ordinator, NAAC	<i>[Signature]</i>
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	<i>[Signature]</i>
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	<i>[Signature]</i>
5.	Dr. Vandana Jain	Member, Faculty Representative	<i>[Signature]</i>
6.	Dr.Amjad Ali	Member, Faculty Representative	<i>[Signature]</i>
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	<i>[Signature]</i>
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	<i>[Signature]</i>
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
17.	Ms.Sakshi More	Member, Student	

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31st October 2023

Minutes of the meeting

A meeting of IQAC was held on 28th October 2023 at 2.00 pm in Principal's Cabin.
The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs. Shamim Menghrani	Member, Parent	
11.	Mr. Amit Shukla	Member, Alumni	
12.	Ms.Rucha Mahadik	Member, Student	
13.	Ms.Sakshi More	Member, Student	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen. Also observed the Action Taken Report.

2. DVV uploading

It is said that college has to upload the DVV by 11.59 pm on 28th October 2023.


3. Deewali Vacation:

It is told that the vacation would be only for a week, as vacation for Ganapati Festival were also given for three days.

4. Appointment of Librarian

The Library committee was advised to interview applicants who applied for the post of Librarian. Mrs Deepali Patil was thought to be called for interview.

The meeting ended at 3.00 pm with thanks to chair and all.


Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.




IQAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 28th October 2023

Sr No	Particulars	Action Taken
1	DVV uploading	The DVV was uploade on 28 th October 2023 by 8.00 pm
2	Deewali Vacation	Deewali vacation were given from 6 th November to 10 th November 2023.
3	Appointment of Librarian	The applicant, Mrs Deepali Patil for interview but did not turn up due to personal issues.


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
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IQAC Coordinator

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29th December 2023

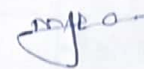
NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 30th December 2023 at 2.00 pm in Principal's Cabin.

All are required to be present.


Principal
Dr. (Mrs.) Sudhe Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.




IQAC Coordinator

- Agenda:
1. Review of previous meeting
 2. DVV Resubmission
 3. Holiday on 1st January 2024
 4. Second Semester Starting
 5. Gravity
 6. Seminar
 7. Any other matter with permission to chair

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Notice: IQAC Meet: 30th December 2023

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, NAAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
17.	Ms.Sakshi More	Member, Student	

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4th January 2024

Minutes of the meeting

A meeting of IQAC was held on 30th December 2023 at 2.00 pm in Principal's Cabin.
The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Mr Abhijit Kanawaje	NAAC Core team member	
9.	Mr Melvin Melroy	NAAC Core team member	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen.

2. DVV Resubmission:

This was informed to all the members that the college has to resubmit DVV.

3. Holiday on 1st January 2024

It was informed to all that 1st January would be Holiday.

4. Second Semester Starting

It is said that the Second Semester will be starting from first week of January for B.Pharm First year and Second Year

5. Gravity:

It was decided to arrange Gravity with Annual Day in the month of February.

6. Seminar:

It was said that the Department of Pharmacognosy would be arranging a seminar in the month of March, 2024.

7. Any other matter with permission to chair:

The meeting ended at 3.00 pm with thanks to chair and all.


Principal

Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5 Sector -2,
Sanpada, Navi Mumbai.




IQAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 28th September 2023

Sr No	Particulars	Action Taken
1	DVV Resubmission	The DVV was resubmitted on 30 th January 2024.
2	Restart of Second Sem	Second Semester for B.Pharm and M.Pharm started in the first week of January.
3	Gravity	The tentative dates finalized were third week of February 2024
4	Seminar	The tentative date for Semianr finalized was 16 th March 2024


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
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IQAC Coordinator

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2nd February 2024

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 3rd February 2024 at 2.00 pm in Principal's Cabin.

All are required to be present.

Principal

Dr. (Mrs.) Sudha Rathod

Principal

Oriental College of Pharmacy

Plot No. 3, 4 & 5 Sector-2,

Sanpada, Navi Mumbai.

Academic Leadership Conclave at DYPU

3. Request letter for extension DVV submission deadline due to technical issues
4. Major reforms in Accreditation of HEI
5. Any other matter with permission to chair



IQAC Coordinator

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Notice: IQAC Meet: 3rd February 2024

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	<i>Sh</i>
2.	Dr.Mohib Khan	Co-ordinator, NAAC	<i>Mohib Khan</i>
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	<i>Kranti D. Patil</i>
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	<i>Pradnya</i>
5.	Dr. Vandana Jain	Member, Faculty Representative	<i>Vandana Jain</i>
6.	Dr.Amjad Ali	Member, Faculty Representative	<i>Amjad Ali</i>
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	<i>Sayyed Mateen Moin</i>
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	<i>Manasi Gholkar</i>
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
17.	Ms.Sakshi More	Member, Student	

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5th February 2024

Minutes of the meeting

A meeting of IQAC was held on 3rd February 2024 at 2.00 pm in Principal's Cabin.
The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen.

2. Academic Leadership Conclave at DYPU

This was informed that few Head of Departments attended Academic Leadership Conclave at DYPU in the last week of December

3. Request letter for extension DVV submission deadline due to technical issues:


It was informed to all the members that a letter dated 26th January 2024 was submitted to NAAC Bangalore as a request for extension DVV submission deadline due to technical issues (Letter attached)

4. Major reforms in Accreditation of HEI


It was informed to all that a Press Release was there on NAAC website regarding Major reforms in Accreditation of HEI (Letter attached)

5. Any other matter with permission to chair: No points were there to discuss.

The meeting ended at 3.00 pm with thanks to chair and all.


Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpada, Navi Mumbai.




IQAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 3rd February 2024

Sr No	Particulars	Action Taken
1	Academic Leadership Conclave at DYPU	Three Faculty members attended the meet at DYPU Certificate and Report attached


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
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IQAC Coordinator

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1st March 2024

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 2nd March 2024 at 2.00 pm in Principal's Cabin.

All are required to be present.


Principal


IQAC Coordinator

Agenda:

1. Review of previous meeting
2. Seminar by Pharmacognosy Department
3. Assessment Date Suggestion and Fee Submission
4. Any other matter with permission to chair

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Notice: IQAC Meet: 2nd March 2024

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1.	Dr.Sudha Rathod	Chairperson, IQAC	<i>Sh</i>
2.	Dr.Mohib Khan	Co-ordinator, NAAC	<i>mgk</i>
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	<i>Kranti D. Patil</i>
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	<i>Palekar</i>
5.	Dr. Vandana Jain	Member, Faculty Representative	<i>V Jain</i>
6.	Dr.Amjad Ali	Member, Faculty Representative	<i>A Ali</i>
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	<i>Sayyed Mateen Moin</i>
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	<i>Manasi Gholkar</i>
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
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11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
17.	Ms.Sakshi More	Member, Student	

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5th March 2024

Minutes of the meeting

A meeting of IQAC was held on 2nd March 2024 at 2.00 pm in Principal's Cabin. The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen.

2. Seminar by Pharmacognosy Department


This was informed that Department of Pharmacognosy would be organizing a seminar entitled, Advances, Challenges and Opportunities in Herbal Drug Development, on 16th March 2024.

3. Assessment Date Suggestion and Fee Submission

It was informed to all the members that Assessment dates were suggested to NAAC with Hotel details and others.

4. Any other matter with permission to chair: No points were there to discuss.

The meeting ended at 2.30 pm with thanks to chair and all.


Principal
Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5 Sector -2,
Sanpada, Navi Mumbai.




IQAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 2nd March 2024

Sr No	Particulars	Action Taken
1	Seminar by Pharmacognosy Department	Seminar was organized on 16 th March 2024 (Report attached)
2	Assessment Date Suggestion and Fee Submission	Assessment dates suggested to NAAC (Details attached)


Principal
Dr. (Mrs.) Sudha Rathod
Principal
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IQAC Coordinator

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29th March 2024

NOTICE

All the IQAC Members are hereby informed that there is a meeting scheduled on Saturday, 30th March 2024 at 2.00 pm in Principal's Cabin.

All are required to be present.

Principal

IQAC Coordinator

Agenda:

1. Review of previous meeting
2. Visit HKCP
3. Letters from NAAC for inspection
4. Visit of experts as Mock Inspectors
5. Any other matter with permission to chair



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Notice: IQAC Meet: 30th March 2024

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	<i>SR</i>
2.	Dr.Mohib Khan	Co-ordinator, NAAC	<i>M Khan</i>
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	<i>Patil</i>
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	<i>[Signature]</i>
5.	Dr. Vandana Jain	Member, Faculty Representative	<i>[Signature]</i>
6.	Dr.Amjad Ali	Member, Faculty Representative	<i>[Signature]</i>
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	<i>[Signature]</i>
8.	Dr.Manasi Gholkar	Member, Faculty and Research & Publication Committee Representative	<i>M Gholkar</i>
9.	Mrs.Varsha Patil	Member, Faculty and Examination Committee Representative	
10.	Mrs.Sonali Waval	Member, Library Representative	
11.	Mrs. Sheela Warbhuvan	Member, Social Worker -Lawyer nominated by Society	
12.	Mr.Sufi Ayaz	Member, Industrialist	
13.	Mr.Unnikrishnan C.	Member, Parent	
14.	Mrs. Shamim Menghrani	Member, Parent	
15.	Mr. Amit Shukla	Member, Alumni	
16.	Ms.Rucha Mahadik	Member, Student	
17.	Ms.Sakshi More	Member, Student	

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1st April 2024

Minutes of the meeting

A meeting of IQAC was held on 30th March 2024 at 2.00 pm in Principal's Cabin.
The following members were present for the same.

Sr.No	Name of the Members	Designation	Signature
1.	Dr.Sudha Rathod	Chairperson, IQAC	
2.	Dr.Mohib Khan	Co-ordinator, IQAC	
3.	Mrs.Kranti D.Patil	Co-coordinator, IQAC	
4.	Dr.Pradnya Palekar-Shanbhag	Member, Faculty Representative	
5.	Dr. Vandana Jain	Member, Faculty Representative	
6.	Dr.Amjad Ali	Member, Faculty Representative	
7.	Dr.Sayyed Mateen Moin	Member, Faculty and Sports Committee Representative	
8.	Mr Abhijit Kanawaje	NAAC Core Committee Member	
9.	Mr Melvin Melroy	NAAC Core Committee Member	

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With permission to the chairperson, Dr Sudha Rathod, the meeting was initiated by Dr. Mohib Khan, Vice Principal, and Coordinator IQAC. He welcomed all the members of IQAC and informed about the agenda of meeting. The points of the agenda were then discussed.

1. Review of previous meeting:

The points under previous meeting are seen.

2. Visit HKCP

This was informed that IQAC Coordinator has visited HKCP ON 20th March 2024

3. Letters from NAAC for inspection

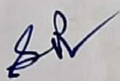
It was informed to all the details of NAAC Pear team visit and schedule was received on 25th March 2024

4. Visit of experts as Mock Inspectors

It was informed to the members that there would be visit of experts for Mock inspection in the morning on 30th March 2024

5. Any other matter with permission to chair: No points were there to discuss.

The meeting ended at 2.30 pm with thanks to chair and all.


Principal
Dr. (Mrs.) Sudha Rathod
Principal
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IQAC Coordinator

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Action Taken Report

The following is the Action Taken Report the IQAC Meet held on 30th March 2024

Sr No	Particulars	Action Taken
1	Visit HKCP	IQAC Coordinator visited HKCP on 20 th March 2024 Report attached
2	Letters from NAAC for inspection	Letters from NAAC for inspection (Details attached)
3	Visit of experts as Mock Inspectors	Dr Tushar Lokhande and Dr Anagha Raut visited college as Mock Inspectors on 30 th March 2024


Principal
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IQAC Coordinator

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