



St. Joseph's College of Pharmacy

Approved by Pharmacy Council of India and affiliated to Kerala University of Health Sciences
Approved by Govt. of Kerala

Dharmagiri College Campus, Naipunnya Road, Cherthala-688524, Kerala, India
Tel : +91 478 2821546, +91 478 2821547, E-mail : principal@sjpharmacycollege.org



SJCP/IQAC/CIR/2022-23/2

05/01/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

The second Internal Quality Assurance Cell meeting for the academic year 2022-2023 odd semesters will be convened on 12/01/2023 at 11:00 AM in the IQAC Office. All IQAC members are hereby informed to attend the meeting with out fail.

Agenda

1. Progress of NAAC accreditation
2. Review of academic calendars for odd semester
3. Industrial training for sixth semester
4. Practice school for seventh semester
5. Certificate courses for students
6. Faculty and student participation in conferences
7. Faculty Development programs
8. Class committee meetings and student's feedback

IQAC CORDINATOR

PRINCIPAL

Copy to:

1. Chairperson
2. All IQAC members
3. File



Dr. Sr. Daisy. P.A, M. Pharm, PhD
Principal
St. Joseph's College of Pharmacy
Dharmagiri College Campus
Cherthala-688 524



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SJCP/IQAC/MOM/2022-23/2

16/01/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC) MINUTES OF THE MEETING

The meeting started at 10:30 am on 12/01/2023. The IQAC coordinator formally welcomed the gathering and briefed the meeting agenda. The following points were discussed during the meeting.

- The Progress of NAAC accreditation process was presented by Dr. Bobby Johns G, IQAC Coordinator.
- The presentation detailed NAAC accreditation process so far done with respect to seven criteria.
- Review of academic calendars for odd semesters were discussed in detail and Mr. Vipin Xavier, Asst. Professor was entrusted with the same.
- The industrial training for sixth semester students as part of their curriculum were finalized at pharmaceutical firms in Kerala, Karnataka and Tamil Nadu.
- The practice school protocols for students also were discussed in detail by the Principal.
- The concerned HODs were entrusted with participation of students in conferences and seminars. Senior faculty members were also entrusted to conduct more certificate courses for students.
- IQAC insisted the need of participation in more Faculty Development Programs especially by the new faculty members.
- The Principal and IQAC coordinator urged all the HODs to conduct the Class committee meetings regularly to help the students with their studies.
- The Principal insisted on students feedback.
- The meeting ended at 12:30 pm with the Principal's concluding remarks and vote of thanks.

IQAC CORDINATOR

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PRINCIPAL
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12/01/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

S.No.	NAME	NAAC DESIGNATION	OFFICIAL DESIGNATION	SIGNATURE
1	Dr. Sr. Daisy PA	Chairperson	Principal	
2	Dr. Sr. Betty Carla	Member-Management representative	Director	
3	Dr. Bobby Johns G	IQAC Coordinator	Professor & HOD-Pharmaceutics	
4	Dr. Vinod B	Member-Teachers	Professor & Head-Ph. Chemistry	
	Mr. Thahimon PA		Professor & Head-Pharmacology	
	Mr. R Praveenraj		Assoc. Professor	
	Dr. Raju A		Professor	
	Dr. Jeny Samuel		Assoc. Professor	
	Ms. Neena Rajan		Asst. Professor	
5	Mr. Shanoj VV	Member-Senior Administrative Officer	Personnel Relation Officer	
6	Ms. Neha Joshi	Member-Student	Student	
	Mr. Unnikrishnan TT	Member-Alumni	Alumni	
7	Mr. Jackson	Member-Local Society	Councilor, Cherthala Municipality	
8	Sr. Miriam	Member-Employer	Provincial Superior	
9	Ms. Arathi T	Member-Industrialist	Head- R & D and Technical Division, Bipa Drug Laboratories Pvt. Limited, Kottayam	

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SJCP/IQAC/ATR/2022-23/1

17/01/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC FEEDBACK AND ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 12/01/2023 in the IQAC Office.

Points Discussed	Action Taken
Progress of NAAC Accreditation Process	IQAC coordinator Dr. Bobby Johns G made a presentation explaining the progress of the work and areas needed immediate attention.
Review of academic calendars for even semester	Entrusted the task to Mr. Vipin Xavier for completion within 10 days.
Industrial training for sixth semester students	Taken necessary measures with Pharma firms to conduct the same.
Practice school for seventh semester students	Seventh semester faculty members were given the task and convened a programme committee meeting for this.
FDPs and conferences	New Faculty members were given assistance to join FDPs. Also, students' participation in conferences assured.
Class Committee meetings	Conducted two class committee meetings of available semester students and collected the feedback from students.

IQAC CORDINATOR



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