



### **Internal Quality Assurance Cell Meeting - A report**

The Internal Quality Assurance Cell (IQAC) meeting was held on December 14, 2019 at 11.30 am - 1.30 pm. The primary aim of the IQAC is:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

The meeting was convened to critically review the college activities for the academic year 2018-19, garner inputs from our stakeholders to evolve mechanisms and procedures for:

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) Equitable access to and affordability of academic programmes for various sections of society
- c) The relevance and quality of academic and research programmes;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

The meeting began with the introduction of the IQAC members by Dr. Munira Momin, Principal and Chairperson of IQAC followed by presentation of college report and activities of the AY 2018-19 by Dr. Tabassum Khan, IQAC coordinator. This presentation was highly interactive with dialogue and deliberation between all the members. The committee reviewed the strengths, weaknesses, opportunities and challenges of the college and gave suggestions on ways to improve and transform weaknesses into strengths. The following suggestions and comments were given by the members:

#### **Institute**

- Research projects of M. Pharm and PhD students to be conceptualized based on industry demands, unmet needs and market dynamics. Industry candidates be encouraged to register for PhD programs which will lead to better research and science with translational potential.
- Sensitization of students in the fourth semester to help prepare a robust and effective add-on certificate course bouquet by conducting awareness seminars/workshops. This is foreseen to help the students identify their prospective career choices (research, management etc.) and select a suitable value-added course to fulfil them. Credits to be given for the short term certificate course and can be mentioned on the certificate (02 credits for 60 hours coursework). The feasibility of new courses like data analytics, supply chain management, design thinking, research methodology, e-commerce, IPR etc. to be explored for the upcoming year.



- A comprehensive database of alumni to be generated, tracking the facebook followers of the institute and alumni be invited from versatile fields to deliver a series of lectures and promote interaction with the current students. Best alumni award can be constituted and promoted on the college website and a faculty member be assigned for strengthening the alumni connect of the college.
- A BNCP incubation centre/ think tank be established as an off-shoot of the Entrepreneurship Development Cell to promote students setting up their online trading ventures and related activities.
- Organization of instrument handling and trouble-shooting workshop for students and teachers conducted with industry support (Indoco-Remedies).

### **Students**

- Detailed description and exposure to alternate careers (job profiles, job responsibilities and industry expectations) to be conducted as a part of the Career guidance cell activity of the college.
- Mentorship system of students to be reviewed and roles and responsibilities of mentor-mentee to be clearly defined and outcomes of this interaction be clearly indicated. Provision of focus group for advanced /fast learners to be defined with learning outcomes.
- The current communication and skill development modules to be revised to include topics like creative thinking, design thinking and innovation, influencing and negotiation, presentation skills, sustainability in professional life, handling depression and professional pressure, handling conflict and failure. These can be organized via guest lectures and seminars.
- Student satisfaction survey to be conducted for all years before the semester examination and critically analysed by the IQAC.

### **Faculty**

- The faculty to promote industry collaboration to augment the utility of the college infrastructure and generate revenue.
- Promoting sensitization and nurturing the undergraduate students for SCINTELLECT- a platform to conduct small research projects upfront in the first year and second year B. Pharm orientation program.
- Faculty industry training and FDPs to be renamed as faculty continued education program.
- Inter-institute collaborations with national and international institutes/organizations to be strengthened and encouraged for collaborative research projects and publications.
- The faculty to be motivated to visit national and international Universities (new MOUs to be explored and old MOUs to be nurtured and strengthened).



Shri Vile Parle Kelavani Mandal's  
**Dr. Bhanuben Nanavati College of Pharmacy**

Gate No. 1, Mithibai College Campus, First Floor, V.M. Road, Vile Parle (W), Mumbai- 400 056

Tel. 022-42332052/26134557, Fax. 022-26132905, E-mail: dr.bnep@gmail.com, Web: www.bnep.ac.in



### Miscellaneous

- Minutes of meeting, approval and action taken report to be prepared and shared with IQAC.
- Internal IQAC meetings to have formal minutes of meeting documented.
- IQAC presentation can be organized as per NAAC criteria.

The members appreciated the fact the BNCP has proactively constituted the IQAC before the first cycle NAAC application and also applauded the continuous growth of the college in diverse student activities- both academic and extra-academic achievements, faculty - research projects, industry consultancy and publications.

The meeting ended with a vote of thanks to all the members of the IQAC.

Prepared by

Dr. Tabassum Khan

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