



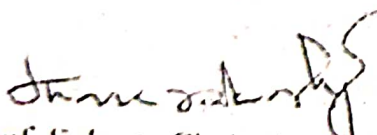
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05-03-2021

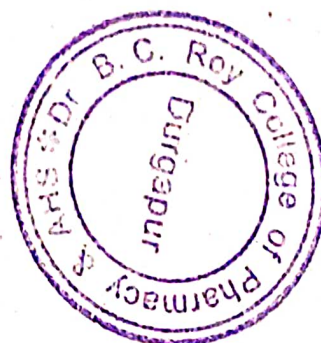
A meeting is being convened on 9th March 2021 at 11:00 am in the Board Room of BCRCP in presence of the following Faculty Members:

1. Prof. Subhabrata Ray, Principal
2. Mr Sagar Sengupta, Registrar
3. All the DICs:
 - a. Prof. Ashoke K Ghosh
 - b. Prof. S S S Manna
 - c. Dr. Santanu Chakraborty, Associate Professor
 - d. Dr. Souvik Basak, Associate Professor
4. Mr. Shovan Bose, Examination-in-charge



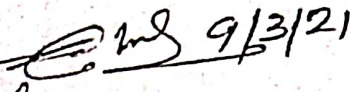
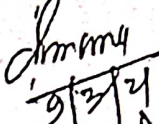

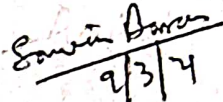


Agenda: 1. NAAC Accreditation.
2. IQAC Formation.


(Prof. Subrata Chakraborty)
Director, BCRCP


Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

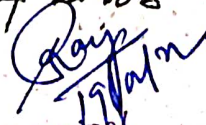


The members present in the meeting held on 9th March '21 are as follows:

1. Prof. Subhabrata Ray —  9/3/21
2. Mr. Sagar Sen Gupta —  9/3/21
3. Prof. Ashoke Kr. Ghosh —  9/3/21
4. Prof. S S S Manna —  9/3/21
5. Dr. Santanu Chakraborty —  9/3/21
6. Dr. Souvik Barak —  9/3/21
7. Mr. Shantanu Bose —  9/3/21
8. Prof. Subanta Chakraborty —  Chairman

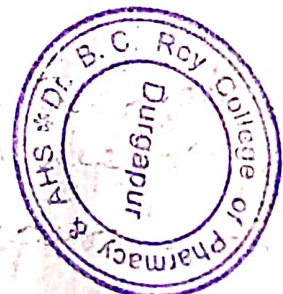
Minutes:

1. Discussion made on accreditation to be taken from NAAC and every member was in favor of the same.
2. An IQAC - Committee along with external exp. and stake holders as well has been framed as per NAAC guidelines. In a separate sheet of paper it is written.
3. It is decided, if management gives the nod on the Committee made this day, the first meeting will be called on 19th Mar (Friday).
4. Meeting ends with vote of thanks to the chair.


Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan





The IQAC Committee:

1. Chairperson — Prof. Subhabrata Ray, Principal
2. Two Senior Admin Officers —
 - a. Prof. Subrata Chakraborty, Director
 - b. Mr. Sagar Sengupta (Asso. Prof.), Registrar
3. Three to Five Teachers —
 - a. Prof. Shyamshree S S Manua, DIC
 - b. Dr. Santanu Chakraborty (Asso. Prof.; DIC
 - c. Dr. Souvik Basak (Asso. Prof.; DIC
 - d. Dr. Arif Si (Asso. Prof.)
 - e. Mr. Shobhan Bose, In-charge, Examinations
4. Member from Management —
Mr. Tarun Bhattacharya, Gen. Sec., BCREC
5. One/Two Nominees from local society —
 - a. Dr. Rajat Kr. Chatterjee (Local Society)
 - b. Ms. Arpita Mishra (Alumni)
 - c. Ms. Usmitta Mukherjee (Student)
6. One/Two Members from Employees / Industrialists / Stakeholders —
 - a. Mr. Sujay Chatterjee, Director Focante Ross Pharmacy (Emp)
 - b. Mr. Sumit Chakraborty, AVP, Sanyamal & Post Ltd. (Industry Representative)
7. One of the Senior Faculty as the coordinator of IQAC —
 Prof. Ashoke Kr. Ghosh
 Principal, B. C. Roy College of Pharmacy, Bidhan Nagar, Durgapur-713206, Burdwan
 M.A.H.S.A.

Will be sent to the Management for approval.

ok
19/12/21



Ray
19/12/21

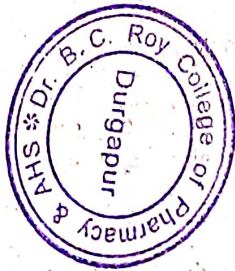
Dr. B. C. Roy College of Pharmacy and Allied Health Sciences will be applying for NAAC Accreditation at the earliest as is decided in a meeting held in the first half of the day.

Formation of Quality Assurance Cell (IQAC) is a requirement to enhance the quality of higher education as per the guidelines of NAAC.

Prime task of IQAC will be the development of a system for a consistent and catalytic improvement in overall performance of the college.

A committee with the following members is being constituted as per structure of the NAAC to monitor as well as coordinate the activity of IQAC for a sustained quality development of the college.

- 1. Chairperson : Prof. Subhabrata Ray, Principal
- 2. Few Senior Admin Officers : a. Prof. Subrata Chakraborty, Director
b. Mr. Sagar Sengupta (Associate Professor), Registrar
- 3. Three to Eight Teachers : a. Prof. Shyamshree S S Manna, DIC
b. Dr. Santanu Chakraborty (Associate Professor), DIC
c. Dr. Souvik Basak (Associate Professor), DIC
d. Dr. Avik Si (Associate Professor)
e. Mr. Shobhan Bose, In-charge, Examinations
- 4. Member from Management : Mr. Tarun Bhattacharya, General Secretary, BCREC
- 5. One/Two Nominee From Local Society : a. Dr. Ranjit Kumar Chatterjee (Local Society)
b. Ms. Arpita Mishra (Alumni)
c. Ms. Ushmita Mukherjee (Student)
- 6. One/Two Members from Employers/Industrialists/ Stakeholders : a. Mr. Sabyoj Chatteraj, Director, Frank Ross Pharmacy (Employer) [Sagar]
b. Mr. Sumit Chakraborty, Associate Vice President, Shyamsel & Power Ltd. (Industry Representative)
c. Mr. Dilip Kumar Laha (Parent)
- 7. One of the Senior Teacher as : Prof. Ashoke Kumar Ghosh
The Co-ordinator/Director of Of IQAC



G. S

kindly, *[Signature]*

[Signature]
19/3/21
(Prof. Subrata Chakraborty)
Principal
Dr. B. C. Roy College of Pharmacy & Allied Health Sciences
Bidhannagar, Durgapur-713206, Burdwan

9/3/2021

[Signature]
Approved
[Signature]
10/3/2021

General Secretary
Dr. B. C. Roy College of Pharmacy & Allied Health Sciences
Bidhannagar, Durgapur-713206, Burdwan



Ref. No.: BCRP/IQACC/3/1/2022/1

To
Dr. Ranjit Kumar Chatterjee
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

SUB: 1st IQAC Meeting


Dear Sir,

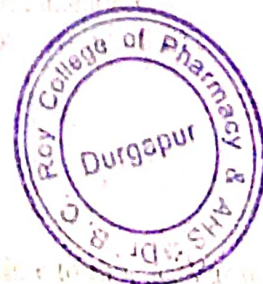
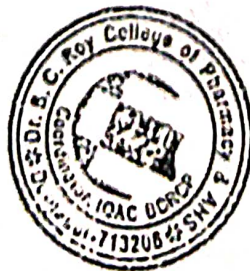
We are glad to inform you that the 1st meeting of IQAC, BCRCP will be held on 19th March 2021 (Friday) at 11:30am in our college premises. You are being invited cordially for attending the meeting.

Following are the agenda:

1. Introduction of IQAC Members,
2. Establishing IQAC,
3. Comming 5 years' Perspective & Strategic planning,
4. NAAC Accreditation.
5. Reaccreditation of participation in NIRF ranking.
6. Academic Audit System,
7. Effective conduction of Induction-Orientation Program for the 1st yr. students.
8. MOOCs and MAR activities,
9. Career Guidance of Students,
10. E-management through ERP software,
11. The participation of academic and administrative staff in Workshops/Seminars/FDPs etc.
12. Research activities among Faculty Members and in-house software activities to be reviewed:
a. Online Examination System, b. Library, and c. In-house communication,
13. Inculcating or converting the research work into publication & patents into the faculty members and students,
14. Industry-Institute relationship,
15. Start-ups, Entrepreneurship and Students,
16. Janausadhi Shop,
17. Social Activities of NSS wing:
a. Organizing Blood Donation Camps, b. Plantation Program time to time, c. Various awareness programs, especially on Covid 19,
18. Environmental Corrections:
a. Utilization of Solar Energy, b. Energy conservation, c. Waste Management, d. Rainwater harvesting, e. Clean-India Campaign (Swachh Bharat).
19. Miscellaneous.

Thanking you,
Hope to see you in the meeting.
Sincerely,


(Prof. Ashoke K Ghosh)
Coordinator/IQAC/BCRCP



Copy to:-

1. Mr. T Bhattacharya, GS, BCREC Society,
2. Guard File.


Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

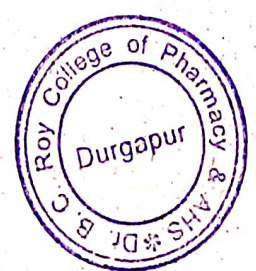
Dr. B. C. Roy College of Pharmacy and Allied Health Sciences will be applying for NAAC Accreditation as earliest as is decided in a meeting held in the first half of the day

Formation of Quality Assurance Cell (IQAC) is a requirement to enhance the quality of education as per the guidelines of NAAC

Prime task of IQAC will be the development of a system for a consistent and scientific improvement of overall performance of the college

A committee with the following members is being constituted as per structure of the NAAC to monitor as well as coordinate the activity of IQAC for a sustained quality development of the college

- 1. Chairperson : Prof. Subhabrata Ray, Principal
- 2. Two Senior Admin Officers : a. Prof. Subrata Chakraborty, Director
b. Mr. Sagar Sengupta (Associate Professor), Registrar
- 3. Three to Eight Teachers : a. Prof. Shyamshree S S (Manna, DIC
b. Dr. Santanu Chakraborty (Associate Professor), DIC
c. Dr. Souvik Basak (Associate Professor), DIC
d. Dr. Avik Si (Associate Professor)
e. Mr. Shobhan Bose, In-charge, Examinations
- 4. Member from Management : Mr. Tarun Bhattacharya, General Secretary BCREC
- 5. One To two Nominee From Local Society : a. Dr. Ranjit Kumar Chatterjee (Local Society)
b. Ms. Arpita Mishra (Alumni)
c. Ms. Ushmita Mukherjee (Student)
- 6. One Two Members from Employers/Industrialists/State Bodies : a. Mr. Sanjoy Chatteraj, Director, Frank Ross Pharmacy (Employer) [Signature]
b. Mr. Sumit Chakraborty, Associate Vice President, Shyamsel & Power Ltd. (Industry Representative)
c. Mr. Dilip Kumar Laha (Parent)
- 7. One of the Senior Teacher as The Co-ordinator/Director of IQAC : Prof. Ashoke Kumar Ghosh [Signature]

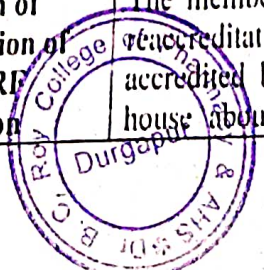


(Prof. Subrata Chakraborty)
Director
Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan
9/12/2021

Minutes of the proceedings of 1st IQAC Meeting in the Board Room of BCRCP on 19th March '21
 Following members were present in the Meeting:

1. Mr. T Bhattacharya, GS of BCREC Society,
2. Prof. S Chakraborty, Director, BCRCP
3. Prof. Subhabrata Ray, Principal, BCRCP
4. Mr. Sagar Sengupta, Registrar, BCRCP
5. Dr. Santanu Chakraborty, DIC, Pharmaceutics, BCRCP
6. Prof. (Ms.) SSS Manna, DIC, Pharmacology, BCRCP
7. Dr. Souvik Basak, DIC, Pharm-Chemistry, BCRCP
8. Mr. Shobhan Bose, Examination -in Charge, BCRCP
9. Dr. Abhik Si, Associate Professor, BCRCP
10. Dr. Ranjit Chatterjee, Local Society, Durgapur
11. Mr. Sumit Chakraborty, Associate Vice-President, Shyamsel & Power Ltd.
12. Mr. Dilip Kumar Laha, Parent,
13. Ms. Arpita Mishra, an Alumnus,
14. Ms. Ushmita Mukherji, Student
15. Prof. Ashoke K Ghosh, Coordinator, IQAC, BCRCP

Agenda Item & No.	Minutes of the proceedings
1/1, Introduction of IQAC (Internal Quality Assurance Cell) Members	The members were welcomed by the Principal, Prof. Subhabrata Ray, Chairperson, IQAC and introduced all the members invited in the meeting.
1/2, Establishing IQAC	Director, BCRCP, Prof. Subrata Chakraborty briefed the importance of formation of IQAC. In pursuance of it's Action Plan for performance evaluation, assessment and accreditation by National Assessment and Accreditation Council (NAAC) and quality up-gradation of institution of higher education, NAAC proposes always to establish an Internal Quality Assurance Cell (IQAC) by the Institute as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards achieving the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, IQAC from now onwards, will channelize all efforts and measures towards promoting its holistic academic excellence of the Institute.
1/3, Next 5 years' Perspective & Strategic planning of BCRCP	The IQAC members proposed to have the Perspective Plan of the Institute for the next five (5) years i.e. of 2021-2026. As well as members felt the Institute should have a strategic plan side by side to fulfil the perspective goals.
1/4, Focus on NAAC Accreditation	Prof. Ashoke K Ghosh, Coordinator, IQAC stressed on uplifting the present system and quality more to a sustained outcome based learning and proposed to go for NAAC accreditation to judge ourselves by the parameters set by NAAC. This assessment would facilitate to improve the quality of education in the Institute as a whole. All the members accepted the proposal and nodded for exerting their efforts.
1/5, Reaccreditation of NBA and continuation of participation in NIRF ranking up-gradation	The members raised the voice for maintaining the process to go for reaccreditation by NBA. The B. Pharm program of the Institute is accredited by NBA till the session 2022-23. Prof. Ray informed the house about the NIRF ranking we have got in the last two years



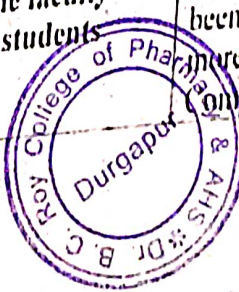
Principal
 Dr. B. C. Roy College of Pharmacy, Bidhannagar, Durgapur, 713205



22/3/21

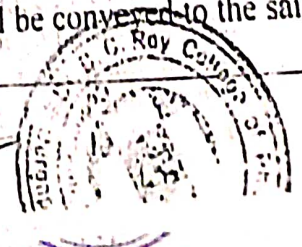


	consecutively and stressed for the continuation of the same with an effort for getting in an upper tier in NIRF ranking.
1/6, Implementation and strengthening the Academic Audit System.	Though different arrangements are present for monitoring the overall academic performance in the Institute. it was emphasised to adapt an Academic Audit System that will be monitored independently by IQAC in future days and report to be submitted to the Head of the Institution. It will be once after each Semester Examination i.e. the first one will be conducted after the ensuing Even Semester Examination of 2020-21.
1/7, Discussion on an effective conduction of Induction-Orientation Programme for the first year students	The IQAC members emphasised on more effective and impactful Induction-Orientation Program for the newly going to be admitted students of 2021-22. It is already conducted every year after the admission process is over when they join with the Institute. Stressed on conducting the same with more organised way as per the requirement of AICTE and affiliating University, MAKAUT.
1/8, Discussion on MOOCs and MAR activities	MOOCs and MAR activities reviewed and to be continued with more impetus to make these programs highly successful.
1/9, Career Guidance of Students	Mr.Sagar Sengupta, Registrar, BCRCP expressed for a need to make the students aware about the career options available. After discussing among the members it was suggested to review the activities of Training Placement Committee that takes care in planning how to guide the students to build up their career time to time.
1/10, Initiative for e-management through ERP software	The Members suggested for effective implementation of E-management in different working areas as Fee Collection, Accounts and Finance, HR, Stores and Purchase. In academic sector like Class Time Table, Assessment, etc may be included for the betterment of the system.
1/11, The participation of academic and administrative staff in Workshops/Seminars/FDPs etc.	Feedbacks from various stake holders were discussed in the meeting and it has been proposed that more and more faculty members should participate in various Workshops and Seminars. Proposed further that they must undergo the FDPs, at least 25% faculty in a semester. Not only faculty members, the administrative and technical staff also would participate in FDP like programs.
1/12, Research activities among Faculty Members and in-house software activities to be reviewed: a. Online Examination System, b. Library. c. In-house communication.	The members appreciated the research activities already have been conducted by the faculty members, independently in this Institute as well as some collaborative works. It was felt that in Consultancy part lacuna is present, though Management has kept some incentive system over it. IQAC has proposed to gear up the momentum in research activities along with publications, attending and conducting more research conferences, workshops, seminars etc and consultancy activity also. a. Online Examination System is working well. b. Library is working totally on Automation. c. In-house communication system is to be developed i.e. should be tagged to ERP system.
1/13, Inculcating the habit of converting the research work into publication & patents into the faculty members and students	In a separate agenda IQAC has tried to uphold the necessities of research publications from faculty members and students in UGC listed and indexed peer reviewed journals. A separate committee is looking after the research activity, the members appreciated the matter. It has been observed that the greater part is Patent part. The members felt more attention to be given in this part and it will be conveyed to the said committee.



Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Bardwan

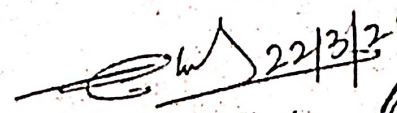
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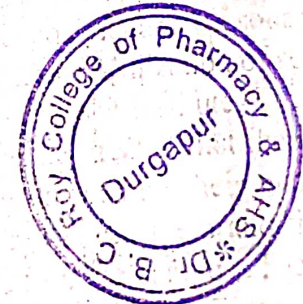
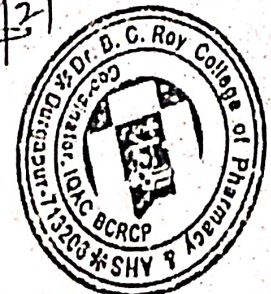




1/14, Building Industry-Institute relationship	IQAC members expressed concern over building a wide scale relationship in between the Institute and Industries of various types of Pharmacy related. Efforts from the Institute side required to organize programs and take measures with the industry people to get industry ready students. It is also required to strengthen the Industry-Institute Cell that has been proposed.
1/15, Start-ups, Entrepreneurship and Students	IQAC is in view to ask the E-cell of BCRCP for taking initiative to conduct seminars on Entrepreneurship to encourage the students to start-up their own businesses.
1/16, Operation of Janausadhi Shop, a noble drive by the Institute	The Institute has opened its own Pradhanmantri Janausadhi Shop in its campus area that is accessible by the general people of surrounding area. All the members appreciated the initiative taken by BCRCP with a huge applaud.
1/17, Social Activities of NSS wing: a. Organizing Blood Donation Camps. b. Plantation Programme time to time. c. Various awareness programs, especially on Covid 19.	The IQAC team has noted that the NSS wing of the college has conducted various social activity programs in efficient manners round the year and those are a) Blood donation camps; b) Plantation programs time to time; c) Awareness programs on Covid 19, etc. The pace at which these programs were operating has lost its speed during the lockdown period unfortunately.
1/18, Environmental corrections: a. Utilization of Solar Energy. b. Energy conservation. c. Waste Management. d. Rainwater harvesting. e. Clean-India Campaign (Swachh Bharat).	It is noted by IQAC that the Institute has taken certain good steps for keeping the Ecological balance in good form, in turn those will not produce negative impact on natural resource and environmental pollutions. Those are as follows: Utilization of solar energy by installing solar panels on the roof top of the Institute. The liquid and solid waste including the e-waste are either treated first then drain edged or handed over to the agency for treatment into their plants outside the campus after a MOU agreement in between them and the Institute. Rain water harvesting system is present in the campus. The campus is declared as Plastic Free Campus. All stake holders wish to participate in the Clean-India Campaign (Swachh Bharat) round the year through time to time with their small efforts.
1/19, Miscellaneous.	It was asked by the Chair, if there was any further item that could be discussed. No item was raised.

The meeting ended thereafter with vote of thanks to the Chair.


(Prof. Ashoke K Ghosh)
Coordinator/IQAC/BCRCP

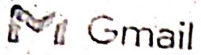



Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

- Copy to:
1. Mr. T Bhattacharya, GS of BCREC Society.
 2. Guard File.

1:22:41 PM

 Gmail

Gmail - 2nd IQAC Meeting Invitation

IQAC BCRCP <iqacbcrcp@gmail.com>

2nd IQAC Meeting Invitation

1 message

IQAC BCRCP <iqacbcrcp@gmail.com>

To: ray.subha@yahoo.com, schakraborty111@yahoo.co.in, 74.sagar@gmail.com, sss.manna@hotmail.com, sanlanu_nil@rediffmail.com, sourikb9@gmail.com, abh.ksi22@gmail.com, shobhanmono@gmail.com

Fri, Jan 7, 2022 at 4:17 PM

Dear Member,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting. Following are the agenda

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IQA.
3. Preparation of Summary of SSR.
4. Miscellaneous.

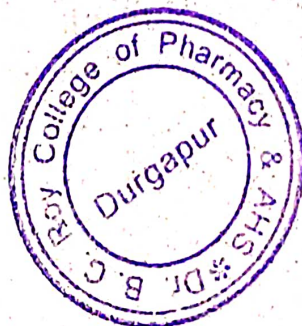
The meeting ID and Password will be shared in due course over e-mail/WhatsApp.

Thanking you in advance.

Yours sincerely,

Prof. Ashoke K Ghosh

(Coordinator IQAC, BCRCP)




Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

**Dr. B.C. Roy College of
Pharmacy and Allied
Health Sciences**



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Mob. : +91 7477788556
Telefax : (0343) 253 2679
e-mail : bcrp_dgp@yahoo.co.in
contact@bcrp.org
www.bcrp.ac.in

Approved by PCI & AICTE and Affiliated to MAKAUT, W.B., WBSCT&VE&SD
Dr. Meghnad Saha Sarani, Bidhannagar, Durgapur - 713206, West Bengal

Ref. No.: BCRCP/IQACC/5/1/2022/7

Friday, 7th January 2022

To
Mr. T Bhattacharya, GS, BCREC Society
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

Sub: 2nd IQAC Meeting

Dear Sir,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting.

Following are the agenda:

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IIQA.
3. Preparation of Summary of SSR
4. Miscellaneous.

The meeting ID & Password will be shared in due course over e-mail/ WhatsApp.

Thanking you in advance.

Yours sincerely,



[Signature]
Principal

Dr. B. C. Roy College of Pharmacy & AHS
Bidhannagar, Durgapur-713206, Burdwan

[Signature]

(Prof. Ashoke Kumar Ghosh)
Coordinator, IQAC

Dr. B. C. Roy College of Pharmacy & AHS

**Dr. B.C. Roy College of
Pharmacy and Allied
Health Sciences**



Ph : (0343) 253 2678/79
Mob. : +91 7477788558
Telefax : (0343) 253 2679
e-mail : bcrp_dgp@yahoo.co.in
contact@bcrp.org
www.bcrp.ac.in

Approved by PCI & AICTE and Affiliated to MAKAUT, W.B., WBSCT&VE&S
Dr. Meghnad Saha Sarani, Bidhannagar, Durgapur - 713206, West Beng

Ref. No.: BCRCP/IQACC/5/1/2022/1

Friday, 7th January 2022

To
Dr. Ranjit Kumar Chatterjee
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur – 713206

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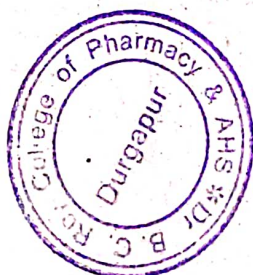
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4. Miscellaneous.

The meeting ID & Password will be shared in due course over e-mail/ WhatsApp.

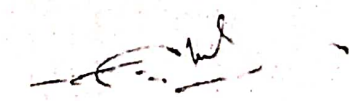
Thanking you in advance.

Yours sincerely,




Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206



(Prof. Ashoke Kumar Ghosh)
Coordinator, IQAC
Dr. B. C. Roy College of Pharmacy & AHS

**Dr. B.C. Roy College of
Pharmacy and Allied
Health Sciences**



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Approved by PCI & AICTE and Affiliated to MAKAUT, W.B., WBSCT&VE&SI
Dr. Meghnad Saha Sarani, Bidhannagar, Durgapur - 713206, West Bengal

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Friday, 7th January 2022

Ref. No.: BCRCP/IQACC/5/1/2022/4

To
Mr. Sujoy Chattaraj
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

Sub: 2nd IQAC Meeting

Dear Sir,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting.

Following are the agenda:

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IQA.
3. Preparation of Summary of SSR
4. Miscellaneous.

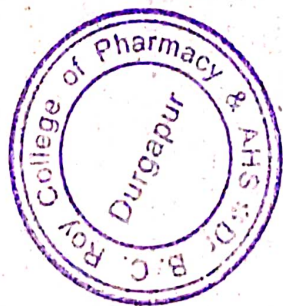
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Thanking you in advance.

Yours sincerely,

Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan



(Prof. Ashoke Kumar Ghosh)
Coordinator, IQAC

Dr. B C Roy College of Pharmacy & AHS

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Dr. Meghnad Saha Sarani, Bidhannagar, Durgapur - 713206, West Bengal

Ref. No.: BCRCP/IQACC/5/1/2022/6

Friday, 7th January 2022

To
Mr. Dilip Kumar Laha,
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

Sub: 2nd IQAC Meeting

Dear Sir,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting.

Following are the agenda:

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IIQA.
3. Preparation of Summary of SSR
4. Miscellaneous.

The meeting ID & Password will be shared in due course over e-mail/ WhatsApp.

Thanking you in advance.

Yours sincerely,



[Signature]
19/1/22

Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

[Signature]
(Prof. Ashoke Kumar Ghosh)
Coordinator, IQAC
Dr. B C Roy College of Pharmacy & AHS

Ref. No.: BCRCP/IQACC/5/1/2022/5

Friday, 7th January 2022

To
Mr. Sumit Chakraborty
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

Sub: 2nd IQAC Meeting

Dear Sir,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting.

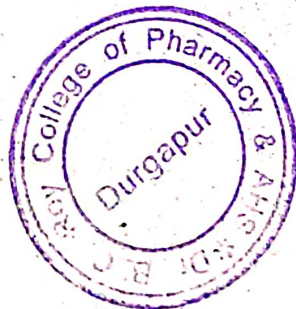
Following are the agenda:

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IIQA.
3. Preparation of Summary of SSR
4. Miscellaneous.

The meeting ID & Password will be shared in due course over e-mail/ WhatsApp.

Thanking you in advance.

Yours sincerely,



Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

(Prof. Ashoke Kumar Ghosh)
Coordinator, IQAC
Dr. B C Roy College of Pharmacy & AHS



Ref. No.: BCRCP/IQACC/5/1/2022/3

Friday, 7th January 2022

To
Ms. Ushmita Mukherjee,
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

Sub: 2nd IQAC Meeting

Dear Madam,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting.

Following are the agenda:

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IIQA.
3. Preparation of Summary of SSR
4. Miscellaneous.

The meeting ID & Password will be shared in due course over e-mail/ WhatsApp.

Thanking you in advance.

Yours sincerely,




Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan


(Prof. Ashoke Kumar Ghosh)

Coordinator, IQAC

Dr. B C Roy College of Pharmacy & AHS

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Dr. Meghnad Saha Sarani, Bidhannagar, Durgapur - 713206, West Bengal

Ref. No.: BCRCP/IQACC/5/1/2022/2

Friday, 7th January 2022

To
Ms. Arpita Mishra,
Member, IQAC Committee
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur-713206

Sub: 2nd IQAC Meeting

Dear Madam,

The 2nd meeting of the IQAC will be held on 15th January 2022, Saturday (12 noon onwards) over Zoom Virtual Platform. You are cordially invited to attend the meeting.

Following are the agenda:

1. Ratification of the Minutes & ATR of 1st Meeting.
2. Report on Submission of Application of IIQA.
3. Preparation of Summary of SSR
4. Miscellaneous.

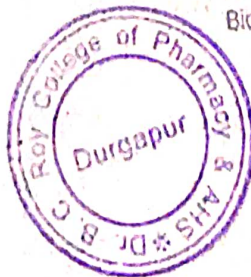
The meeting ID & Password will be shared in due course over e-mail/ WhatsApp.

Thanking you in advance.

Yours sincerely,

Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan



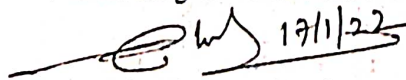
(Prof. Ashoke Kumar Ghosh)
Coordinator, IQAC
Dr. B C Roy College of Pharmacy & AHS

Minutes of the proceedings of 2nd IQAC Meeting conducted on Zoom online on 15th Jan, 2022
The on-line meeting was held in presence of the following members:

1. Mr. T Bhattacharya, GS of BCREC Society.
2. Prof. S Chakraborty, Director, BCRCP
3. Prof. Subhabrata Ray, Principal, BCRCP
4. Mr. Sagar Sengupta, Registrar, BCRCP
5. Prof. (Ms.) SSS Manna, DIC, Pharmacology, BCRCP
6. Dr. Santanu Chakraborty, DIC, Pharmaceutics, BCRCP
7. Dr. Souvik Basak, DIC, Pharm-Chemistry, BCRCP
8. Dr. Abhik Si, Associate Professor, BCRCP
9. Mr. Shobhan Bose, Examination -in Charge, BCRCP
10. Ms. Arpita Mishra, an Alumnus,
11. Ms. Ushmita Mukherji, Student
12. Mr. Sumit Chakraborty, Associate Vice-President, Shyamsel & Power Ltd.
13. Mr. Dilip Kumar Laha, Parent, and
14. Prof. Ashoke K Ghosh, Coordinator, IQAC, BCRCP

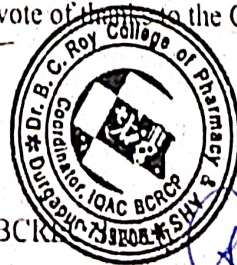
Agenda Item & No.	Minutes of the proceedings
1/1, Ratification of the Minutes & ATR of 1 st IQAC meeting	Prof. Ghosh read out the minutes of the proceedings of 1 st IQAC meeting held on 19 th March 2021. It was unanimously accepted by the members. Mr. T Bhattacharya, GS, BCREC Society expressed his satisfaction by mentioning the number 17 Agenda of the 1 st meeting. And asked to conduct such type of activities more in future where the students of BCRCP take their participation. The ATR also is read and unanimously accepted.
1/2, Report on Submission of Application of IIQA	It is informed by the Coordinator, IQAC that the Application of IIQA (Internal Information for Quality Assurance) has been submitted to NAAC and they have approved our IIQA. Now we are eligible to submit the SSR to NAAC. That too by 23 rd of February 2022.
1/3, Preparation of Summary of SSR.	In SSR, we are to produce to NAAC an Executive Summary on each Criterion of 350 words. In our case each criterion is prepared by concerned Group Head and his or her team of faculty members. They have prepared and submitted for concerned future purpose.
1/6, Implementation and strengthening the Academic Audit System.	A policy in form of Format on Academic Auditing has been prepared (Annexure-I) and accepted by the members unanimously.
1/4, Miscellaneous	No further question was raised.

The meeting ended thereafter with vote of thanks to the Chair.


(Prof. Ashoke K Ghosh)
Coordinator/IQAC/BCRCP

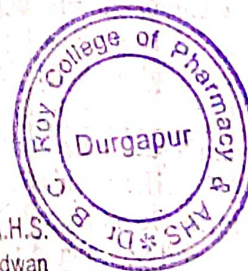
Copy to:

1. Mr. T Bhattacharya, GS of BCRCP
2. Guard File.




Principal

Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

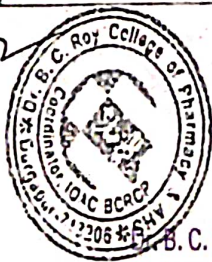




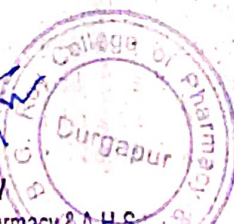
Action Taken Report of 1st IQAC Meeting, Venue: Board Room of BCRCP on 19th March '21
Placed in front of the members during 2nd Meeting of IQAC on 15th January 2022

Agenda Item & No.	Minutes of the proceedings
1/3, Next 5 years' Perspective & Strategic planning of BCRCP	A committee has been framed consisting of GS, BCREC Society, Director, Principal, Registrar of BCRCP. They will prepare and produce the Perspective and Strategic Plan within six months.
1/6, Implementation and strengthening the Academic Audit System.	The guidelines prepared and already one Academic Audit has been done on the basis of this guideline. Done after completion of Even Semester examination. Every semester after, this academic audit will be conducted under monitoring of the Principal. For the perusal of the members a copy of the guideline is attached herewith. Annexure-I
1/7, Discussion on an effective conduction of Induction-Orientation Programme for the first year students	The IQAC members emphasised on more effective and impactful Induction-Orientation Program for the newly going to be admitted students of 2021-22. It is already conducted every year after the admission process is over when they join with the Institute. Stressed on conducting the same with more organised way as per the requirement of AICTE and affiliating University, MAKAUT.
1/10, Initiative for e-management through ERP software	Work is going on to improve the matter as discussed.
1/11, The participation of academic and administrative staff in Workshops/Seminars/FDPs etc.	Steps have been taken to improve the awareness amongst the concerned categories.
1/12, Research activities among Faculty Members and in-house software activities to be reviewed: a. Online Examination System, b. Library, c. In-house communication.	IQAC felt that the faculty members must take care to do the Consultancy work with other parties. It may be alleviated by attending the seminars, workshops and conferences with research work by the faculty members. The management already has kept reserve fund for this purpose. Only thing the faculty members must take the initiative in this regard. The message is sent to the faculties and several meetings have been done in this regard. In-house communication system has been strengthen.
1/13, Inculcating the habit of converting the research work into publication & patents into the faculty members and students.	The Research & Project Monitoring Committee has been intimated with the findings of the IQAC. The Committee is striving to get upper hand over the findings and a solution on Patents.
1/15, Start-ups, Entrepreneurship and Students	E-cell in-charge has been intimated to improve the situation. because E-cell of the Institute is looking after the Star-ups and Entrepreneurship.

(Prof. Ashoke K Ghosh)
Coordinator/IQAC/BCRCP



(Signature)
Principal



B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Bardwan

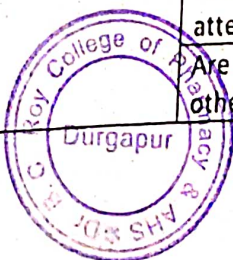
Dr. B C Roy College of Pharmacy and AHS
Six monthly Academic Audit, Session- 2020-21

Audit Framework & Findings

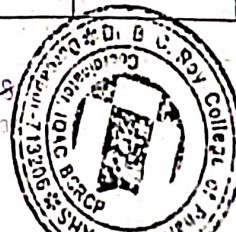
1. Date of Audit:

2. Period for which the Audit conducted:

Criteria	Parameters	Verification Report	Suggestions, if any
A. Academic Process Compliance			
1. Curriculum Design.	Whether necessary approvals from BoS/BoF/Academic Council/University are taken for curriculum design.		
	Whether Cos & PSOs defined & Curriculum drawn from PSOs.		
	Credits allotted/distribution is logically done (regulatory & PSOs requirement)		
	No. of courses (subjects) having employability, entrepreneurship & skill development activities.		
	Contents drawn from course outcomes (Cos).		
	Course outcomes attainment and measured.		
	Curriculum matches regulatory framework.		
	College academic calendar developed & aligned to University calendar.		
	Induction for new students planned & conducted.		
	Feedback on syllabus obtained, from students, industry, alumni, faculty, parents and analysed, action taken and uploaded.		
	Induction for faculty & staff planned & conducted.		
	Teaching load & other responsibilities assigned at least 04 weeks (one month) before to start a new semester.		
	Academic review committee meetings held & ATR prepared.		
	Number of notice boards with lock & key for information dissemination to the students.		
Presentation of work by faculty who have attended workshop/seminar & conferences.			
Are the faculty members citing the work of other colleges under the same university?			



Principal
Dr. B. C. Roy College of Pharmacy & AHS
Bidhanagar, Durgapur - 713206, Burdwan

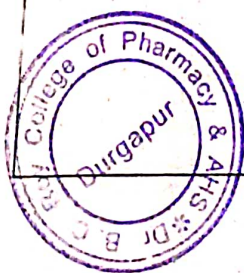


II. Curriculum Transaction

Soft & hard copies of publications of faculty members are available with the Principal's office/Library?		
Number of new programs added or not.		
Total number of credits to be taught in the semester is prepared & shared with students by the individual teacher?		
Internal Assessment components followed as prescribed and feedback shared with students.		
Are model answers for each CT prepared and displayed on notice boards after the CT is conducted.		
Student Support: Remedial classes for slow learners		
Percentage of classes conducted as per the scheduled time table		
Actual number of days when teaching learning happened		
Average deviation in total contact hours/course between planned and actuals		
Parents' Meeting: Evaluation of students' progress		
Feedback from students, on teaching -		
Steps taken on Feedback (ATR)		
Mentor Mentee System		
# Every student has mentor		
# Transaction records are maintained		

(B) Performance/Quality Parameters

Percentage and number of faculty members with Ph.D. as the highest qualification		
% & no. of faculty members registered for Ph.D.		
No. of Papers/Articles per teacher published in UGC Care List, Scopus, PubMed, WoS, ICI		
No. of teachers attended FDP/Training/Workshop/Orientation/Induction		
No. of teachers who developed e-learning content		
No. of E-learning modules developed		
No. of new courses added		
No. of PhD awarded per teacher		
No. of PhD scholars enrolled per teacher		
No. of consultancy generated per teacher		
No. of research projects per teacher		
i. Applied		



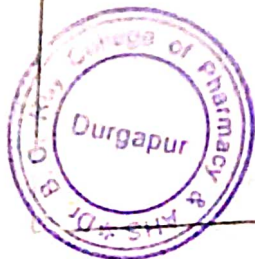
Dr. B. C. Roy College of Pharmacy & AHS,
Bidhannagar, Durgapur-713206, Bidhannagar

17/1/22



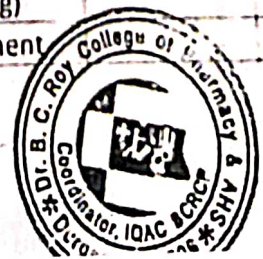
iii. Faculty Profiles

ii. Going on		
iii. Completed		
iv. Funding from external agencies (Govt. & Non-govt.)		
No. of outreach activities per teacher		
Demand Ratio (Application received vs Sanctioned Strength)		
Total no. of faculty during the period		
No. of faculty relieved during the period		
No. of faculty joined during the period		
No. of faculty who have completed industry- Immersion program		
No. of Bridge Courses offered		
No. of yoga & meditation sessions held		
Preparatory classes for competitive examinations		
*KRAs & **PMS of all faculty received on the format		
Review of PMS completed		
CBCS implementation status		
Faculty club in place & get together held		
Students' attendance on cumulative basis marked on register		
Any deviation in attendance marked on register from that entered in ERP		
% of course coverage before End Term/ Annual Exam		
Conduct of Internal Assessment (whether as per the Academic Calendar)		
Maintenance of marks register /file by faculty & Examination Section		
Quality of Internal Assessment /Evaluation of CTs		
Written feedback shared by showing answer sheets		
Result of University Exam. (last)(Pass Percentage)		
Result Analysis prepared and Action Taken on University Exam Result Analysis (last)		
No. of classrooms & No. of classrooms with ICT		
No. of laboratories and the status of these laboratories		
No. of computers for teachers		
No. of computers for students		
No. & status of equipment (no. of working)		
Compliance of last audit done for equipment		



Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206

12/1/22



Status of wi-fi access points		
Quality of sanitation		
Quality of drinking water facilities		
ARC/BoS/BoF/CRC meetings (whether timely held and in accordance with Ordinances)		
Provision for Project/Field work/internship at UG/PG		
Whether the curriculum has inclusion for gender, environmental and ethical issues		
Whether revision /change in course contents made based upon feedback		
Extent to which lecture plans and outlines are made		

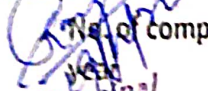
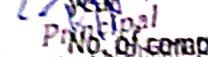
IV. Student Profile & Support

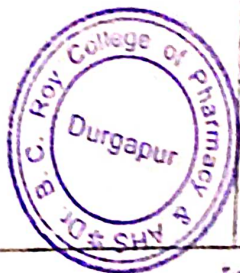
No. of students involved in extra curricular activities		
No. of industrial tour/study /visits/exhibitions/Internship/Training (Average per batch)		
Record of students who joined Higher Education/placed/entrepreneurs/joined civil services		
Use of e-resources in class & outside class		
No. of activities College /Department do for improvement in teaching – learning quality enhancement? List.		
MoU signed.		

V. Activities of the College/Department

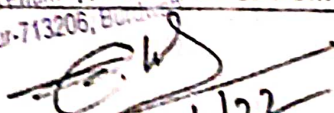
No. of active collaborations and activities undertaken (details to be annexed)		
No. of consultancy projects and revenue generated		
No. of press mentions of the activities (press clippings in records)		
No. of Guest Lectures organized		
i. Industry		
ii. Sr. Academicians		
No. of conferences /Seminars/Continuing Education Program conducted		
No. of Extension Activities (Details to be annexed)		
Interaction with Industry/Research Centres/ Universities		
Newsletters/Magazines published		

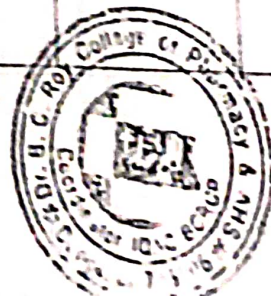
Placement:

- i.  No. of companies visited during last year
- ii.  No. of companies revisited from last year



Dr. B. C. Roy College of Pharmacy & AHS
Bidhannagar, Durgapur-713206, Burdwan


17/1/22



	last year		
	iii. % of students placed (No. of students out of actual number of passing out students x 100)		
	iv. Average and highest salary package		
vi. Scholarships	No. of students received scholarships from government bodies		
	No. of students received scholarships from non- government bodies		

***SWOT/C Analysis of the College/Department:**

1. Strengths:

2. Weakness:

3. Opportunities:

4. Threats/Challenges:

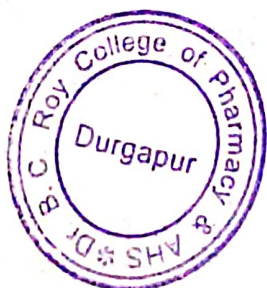
***Best Practices and Innovations of the College/Department**

***Future Plans of the College/Department**

***Overall Observations & Recommendations**

***KRA:** "Key Result Areas" or KRAs, also called "Key Performance Areas" (KPA) refer to general areas of outcomes or outputs for which a role, or a combination of roles, is responsible. These are the areas within the organisation where an individual or group, is logically responsible / accountable for the results.

****PMS:** Performance Management systems or PMS enables you to track and monitor the performance of individual employees, departments, and the organization overall. These systems are often based on organizational and job specific competencies which need to be obtained for successful job performance.



[Signature]
17/1/22
Principal
Dr. B. C. Roy College of Pharmacy & A.H.S.
Bidhannagar, Durgapur-713206, Burdwan

