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. S åbjø y Chattaraj, Director, Frank Ross Pharmacy (Employer) [Sujoy] 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 Of IQAC	Prof. Ashoke Kumar Ghosh
harn	2006 × 214	(Prof. Subrata Chakrabort) 9 3 2021 Director

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Approved by AICTE, PCI & Affiliated to the Maulana Abul Kalam Azad University of Tchnology, West Bengal (Formerly WBUT) and WBSCT&VE&SD

Minutes of the proceedings of 1st IQAC Meeting in the Board Room of BCRCP on 19th March '21

The 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 box two years

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 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 th academic performance in the Institute, it was emphasised to Academic Audit System that will be monitored independently in future days and report to be submitted to the Head of the Inst will be once after each Semester Examination i.e. the first on conducted after the ensuing Even Semester Examination of 202 1/7, Discussion on an effective conduction of Induction-Orientation Programme for the first year students 1/8, Discussion on MOOCs and MAR activities 1/9, Career Guidance of Students 1/9, Career Guidance of Students 1/10, Initiative for e- 		consecutively and stressed for the continuation of the same with
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Approved by AICTE, PCI & Affiliated to the Maulana Abul Kalam Azad University of Tchnology, West Bengal (Formerly WBUT) and WBSCT&VT&SD

1/14 Ruilding Indus	Sana Abul Kalam Azad University of Tchnology, West Bengal (Formerly WBUT) and W6SCT&VL6SD
1/14, Building Industry- Institute relationship 1/15, Start-ups,	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.
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 (Swach 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 (Swach 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

Copy to:

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

