

Ref.No. PHR/9078/2021

Date:- 21/07/2021


## DEPARTMENT QUALITY ASSURANCE CELL (D.Q.A.C)

Department Quality Assurance Cell (D.Q.A.C) was established for the purpose of quality education and its monitoring. The members of DQAC meet once in a month to look after the quality parameters of the various courses running in department. D.Q.A.C was constituted for smooth and effective functioning of the IQAC.

### Objectives of the D.Q.A.C:


The Objectives for formation of DQAC are-

1. To Coordinate with IQAC for the submission of required data and information to prepare AQAR.
2. To introduce a consistent Plan of action that would lead the organization towards progress.
3. To prepare strategies for efficient and timely work processes.
4. To prepare plan for academic research & programs.
5. To provide affordable and innovative approaches to the students.
6. To implement ICT (Information & Communication Technologies) for modernization of education.
7. To prepare best assessment process for maintaining quality.
8. To ensure best infrastructure to achieve the goal.
9. To create awareness on Quality parameters of NAAC to all the other colleagues of the department.
10. To assist the colleagues of the department in filling of the API formats and preparing for the Academic Audit.

  
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**Constitution of Department Quality Assurance Cell (D.Q.A.C)**

S.No.	Name	Designation	Department	Email – id	Contact No.
1.	Dr. Pushpendra Kannoja	Chairman	Principal	<a href="mailto:kanaujia.puspendra@gmail.com">kanaujia.puspendra@gmail.com</a>	9131243145
2.	Dr. Hari Om Agarawal	Management Representative	Registrar	<a href="mailto:registrar@biu.edu.in">registrar@biu.edu.in</a>	9799527611
3.	Dr. Pankaj Mishra	External Expert	Principal Keshlata College of Pharmacy	<a href="mailto:pankajmishranph@gmail.com">pankajmishranph@gmail.com</a>	9457672942
4.	Dr. Pradeep Singh	Member	Principal Varun Arjun College of Pharmacy	<a href="mailto:pradeepdil2000@gmail.com">pradeepdil2000@gmail.com</a>	9412852652
5.	Mr. Pankaj Kumar Shankhdhar	Member	Member	<a href="mailto:pankajsharmabmi@gmail.com">pankajsharmabmi@gmail.com</a>	9639513990
6.	Mr. Amit Kumar Gangwar	Member	Member	<a href="mailto:cooldudamit2009@gmail.com">cooldudamit2009@gmail.com</a>	8279719212

  
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## **Functionsof DQAC**

The various functions of DQAC cell are-

1. Setting quality bench mark with consistent work.
2. Creating parameters to reach academic as well as non-academic learning goals.
3. Creating a student centric teaching learning environment.
4. Enabling faculty to efficiently used education technology tools for innovation in education.
5. Esteeming the feedback of student, faculty and parents for the best practices.
6. Organizing various workshop and seminar for the quality education.
7. Documenting all the activities in sequential order.
8. Preparing and submitting one of the most important Annual Quality Assurance Report.



# BIU COLLEGE OF PHARMACY

Rohilkhand Medical College Campus, Pilibhit by Pass Road, Bareilly. (U.P) – 243006 INDIA

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Bareilly International University

Ref. PHR/907A /2021

Date: 26/07/2021

## Office Order/Notice

The meeting of DQAC for the Session 2021-22 is proposed to convened as under –

Date : 02/08/2021

Venue : Board Room

Time : 11:00 AM

  
Convener

BIU





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Bareilly International University

Ref. PHR/909A/2021

Date: 02/08/2021

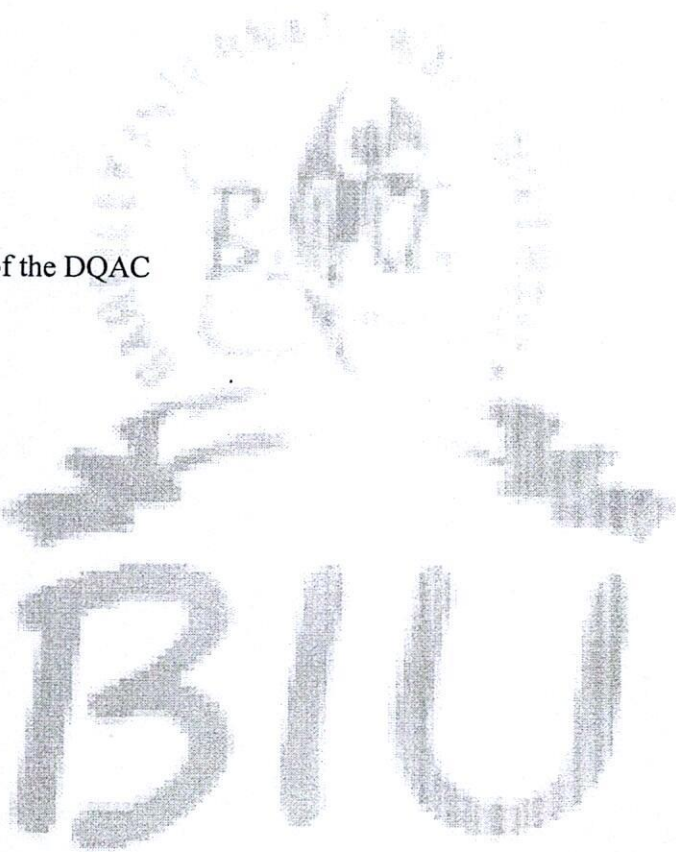
## List of 1<sup>st</sup> meeting Agenda

1. Preparation of course planning, time table & syllabus design.
2. Preparation of Academic Calendar.
3. Planning of teaching learning process.
4. To prepare the AQAR.

  
Convener

### Copy to:

- All the members of the DQAC





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Ref. PHR/9090/2021

Date: 02.08.2021

## Minutes of Meeting


The 1<sup>st</sup> meeting of DQAC for the Session 2020-21 was held on 02.08.2021 at 11:00 AM.....college Board room to discuss various matter listed in agenda.

The following members of DQAC were present: -

- |                                |   |  |
|--------------------------------|---|--|
| 1. Dr. Pushpendra Kannoja      | : | Chairman                                     |
| 2. Dr. Hari Om Agarawal        | : | Registrar                                    |
| 3. Dr. Pankaj Mishra           | : | Principal Keshlata College of Pharmacy       |
| 4. Dr. Pradeep Singh           | : | Principal Varun Arjun College of Pharmacy    |
| 5. Mr. Pankaj Kumar Shankhdhar | : | Associate Professor, BIU College of Pharmacy |
| 6. Mr. Amit Kumar Gangwar      | : | Assistant Professor, BIU College of Pharmacy |

The Minutes of the Meeting are as under:-

1. The meeting was chaired by Dr. Pushpendra Kannoja.
2. The time table and syllabus of all courses has been discussed and submitted to the academic council.
3. The Academic calendar of D.Pharm & B.Pharm program was discussed and prepared.
4. Advanced teaching skills were discussed and advised to implement in the upcoming session.

  
Convener  
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Ref.No.: PHR/969 B /2021

Date: 02.08.2021

## Attendance Sheet

Date : 02.08.2021

Venue : Board Room

Time : 11:00 AM

S.No.	Members	Name	Signature
1.	Principal	Dr. Pushpendra Kannoja	
2.	Registrar	Dr. Hari Om Agarawal	
3.	Principal Keshlata College of Pharmacy	Dr. Pankaj Mishra	
4.	Principal Varun Arjun College of Pharmacy	Dr. Pradeep Singh	
5.	Associate Professor, BIU College of Pharmacy	Mr. Pankaj Kumar Shankhdhar	
6.	Assistant Professor, Faculty of Paramedical Sciences	Mr. Amit Kumar Gangwar	

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Ref. PHR/130/A/2022

Date: 01.02.2022

## Office Order/Notice

The 2<sup>nd</sup> meeting of DQAC for the Session 2020-21 is proposed to convened as under –

Date : 07.02.2022  
Venue : Board Room  
Time : 11:00 AM

  
Convener

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Copy to:

- All the members of the DQAC

BIU



Ref. PHR/13060/2022

Date: 07.02.2022

## List of 2<sup>nd</sup> meeting Agenda

1. To submit the AQAR.
2. Planning of the curriculum enrichment.
3. Preparation of student enrolment & profile.
4. Review of student performance, learning outcome summative of formative assessment.
5. Planning strategies for promotion of research and facilities.
6. Review of Research Publication & awards.
7. To ensure best infrastructure to achieve the goal.
8. Review of student progression, participation & alumni engagement.

  
Convener

### Copy to:

- All the members of the DQAC

Ref.No.: PHR/1306 B/2022

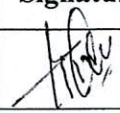
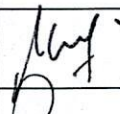



Date: 07.02.2022


## Attendance Sheet

Date : 07.02.2022

Venue : Board Room

Time : 11:00 AM

S.No.	Members	Name	Signature
1.	Principal	Dr. Pushendra Kannoja	
2.	Registrar	Dr. Hari Om Agarawal	
3.	Principal Keshlata College of Pharmacy	Dr. Pankaj Mishra	
4.	Principal Varun Arjun College of Pharmacy	Dr. Pradeep Singh	
5.	Associate Professor, BIU College of Pharmacy	Mr. Pankaj Kumar Shankhdhar	
6.	Assistant Professor, Faculty of Paramedical Sciences	Mr. Amit Kumar Gangwar	

  
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Bareilly International University

Ref. PHR/366A/2022

Date: 07.02.2022

## Minutes of Meeting


The 2<sup>nd</sup> meeting of DQAC for the Session 2020-21 was held on 07.02.2022 at 11:00 AM in college Board room to discuss various matter listed in agenda.

The following members of DQAC were present: -

- |                                |   |  |
|--------------------------------|---|--|
| 1. Dr. Pushpendra Kannoja      | : | Chairman                                     |
| 2. Dr. Hari Om Agarawal        | : | Registrar                                    |
| 3. Dr. Pankaj Mishra           | : | Principal Keshlata College of Pharmacy       |
| 4. Dr. Pradeep Singh           | : | Principal Varun Arjun College of Pharmacy    |
| 5. Mr. Pankaj Kumar Shankhdhar | : | Associate Professor, BIU College of Pharmacy |
| 6. Mr. Amit Kumar Gangwar      | : | Assistant Professor, BIU College of Pharmacy |

The Minutes of the Meeting are as under:-

1. The meeting was chaired by Dr. Pushpendra Kannoja.
2. Curriculum enrichment activities is being prepared and discussed in the meeting.
3. All the students profile were prepared and discussed in the meeting for their enrolment.
4. Various strategies for promotion of research were prepared and discussed.
5. Academic events and research activities was submitted to the academic council for final approval.
6. Best infrastructure suggestions were analyzed in the meeting.

  
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Ref: PHR/1306-c/2022

Date: 07.02.2022

## Departmental Quality Assurance Cell Action Taken Report

Action taken report of DQAC for the academic year 2021-2022 is based on academic planning and meeting held during the year. Following quality initiative have been taken to ensure quality culture in the institution. Academic planning is prepared in the beginning of the year for conducting the proposed activities. DQAC Meetings held during the year Plan of Action are mentioned below.

S.No.	Plan of Action	Action taken
DQAC MEETING 2 <sup>nd</sup> AUGUST 2021		
1.	Confirmation of the Academic	Academic Calendar is approved and implemented effectively
2.	Preparation of micro teaching plan	Faculty wise Micro teaching plan was approved with some corrections.
3.	Preparation and submission of AQAR 2021-22	AQAR for academic year 2021-22 was compiled with Criteria wise data verification
DQAC Meeting – 7 <sup>th</sup> February 2022		
4.	Submission of AQAR 2021-22	Final draft of AQAR 2021-22 was prepared
5.	Discussion about organization of National Seminar cum Symposium as collaborator	National Seminar cum symposium was organized as a collaborator
6.	About organization of State level workshop on Teaching Methodology	DQAC Coordinator Communicated the letter to BIU, Bareilly U.P. collaboration. Convener Mr. Pankaj Shankhdhar informed proposed workshop will be arranged in the month of May 2022
7.	About reporting of different committees	Students Feedback form was updated
8.	Library services	Extended time during examination period
9.	Approval and submission of AQAR 2021-22	Final draft of AQAR 2021-22 was approved in the meeting of DQAC and College Development Committee and uploaded on College website
10.	Organization of State level workshop on Teaching Methodology	State Level Workshop on Latest Trends of Digital Marketing in Pharmacy & Paramedical with job hunts strategy Need of Today's Higher Education was organized on 21, May 2022 in collaboration with DQAC, BIU, Bareilly U.P.
11.	To organize the Guest Lecture and Workshop	Department wise academic oriented activities were conducted
12.	Conduction of Best Practices	Two Best Practices were conducted effectively 1. Women empowerment 2. Environment awareness program
13.	Preparation of Academic Calendar for 2021-22	Prepared Academic Calendar

Principal