



**Shree Santkrupa Shikshan Sansha's
College of Pharmacy (D.Pharm), Ghogaon.**

AGENDA OF MEETING –

A] Institute –

- 1] To conform minutes of last meeting of government board.
- 2] Discussion on last year performance & result of Institute.
- 3] Review of last year external academic monitoring committee report.
- 4] Discussion on fixation of vision & mission of the institute.
- 5] Discussion on budget approval for the accessories, equipments, chemicals, journals, books, glassware.
- 6] Discussion on academic schedule plan for the year 2018-19.
- 7] Discussion on development of herbal garden, spacious parking & infrastructures.

B] Staff-

- 1] Discussion on organization & participation of staff for various industrial training, seminar, faculty development program, phase I, training & workshops etc.
- 2] Discussion on promotion of staff for self development & deputation for improvement of academic qualification.
- 3] Discussion on providing health & life insurance to staff.

C] Students-

- 1] Discussion on organization of industrial visit, hospital visit, retail pharmacy visit, educational tour.



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- 2] Discussion on organization of registration camp, campus interview & placement of students to form entrepreneur development cell.
- 3] Discussion on conductance of lecture on soft skill, resume writing, presentation skill, personality development, alumni expert lecture etc.
- 4] Discussion on providing medical facilities & health & life insurance to student.
- 5] Discussion on providing laboratory facility to poor & needy students.

Discussion-

A] Institute

Member secretary of the committee open the discussion on the following points with warm welcome of all members with the permission of chairman.

1] To confirm minutes of last meeting of governing board.

- The minutes of last meeting of governing board were confirmed and approved.

Supported by – Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.



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2] Summarization of last year performance and result of institute.

- Last year institute performance and result was reviewed by member secretary and was appreciated by all members with few suggestions for further improvement.

All the members congratulated rankers and all successful students for their excellent performance.

Supported by – Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

3] Review of last year external academic monitoring committee report.

-Members secretary read the last year external academic monitoring committee in front of committee members. Member secretary focused on receiving **GOOD** remark from MSBTE.

- All the members appreciate efforts taking by principal and all the staff members and discuss points to rectified the weakness observed in the reports.

- To plan for the rectified the weaknesses observed in the report.

Supported by – Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

4] Continuation of vision and mission of institute

- Discussion was open to fix vision mission.

- The following by approved by all members.



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Vission-

To be recognized as one of the leading institutes of pharmacy education in the nation and produce pharmacists who are experts in patient counseling.

Mission-

To impart quality education in the field of pharmacy and he committed to ensure all round development of the students, enabling them to make valuable contribution in improving the quality of life .

Supported by – Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

5] Budget approval for the accessories, equipments, chemicals, books, glasswares, Lab development and library up gradation. Special provision of budget for antiragging cell, internal complaints committee and deligation of financial power to principal and staff.

- It was unanimously decided to approve the required budget for the purchase of accessories, equipments, chemicals, journals, books, glasswares, lab development and library upgradation, antiragging cell, internal complaints committee.

Supported by – Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

6] Discussion on academic schedule plan for the year 2018-19.

- According to the MSBTE academic calendar sessional, Annual, winter, theory practical examination planed for the academic year



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2018-19 and plan all the curricular and extracurricular activity as per CIAAN Norms.

Supported by – Ms. Mahadik V.J

Second supported by- Mr. Johari P.A

7] Discussion on development of Herbal garden, specious parking and Infrastructures.

It was decided to develop the herbal garden, college infrastructures and college parking.

Supported by – Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

B) Staff

1] Continuation of organization and participate of staff for various industrial trainings, faculty development programs, workshops, content updating .

- Staff development is a vital part of any institute for its own development. So, it was decide to plan organization and participation of staff for various tanning, seminars, faculty development programs, workshop, content updating.

Supported by -Ms. Mahadik V.J

Second supported by- Mr. Johari P.A



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2] Continuation of promotion of staff for self development, deputation for improvement of academic qualification.

- It was unanimously approved to Continuation of promotion of staff for self development, deputation for improvement of academic qualification.

Supported by – Ms. Mahadik V.J

Second supported by- Mr. Johari P.A

3] Continuation to providing research facility and funding.

-It was unanimously decided to continuation to providing research facilities to faculty to carry out their research work and provide financial incentives for the research publications.

Supported by- Mr. Johari P.A.

Second supported by- Ms. Mahadik V.J.

4] Continuation to provides health and life insurance to staff it was decide to provide the health and insurance of staff to make the expands occurs during accident or death.

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Supported by- Ms. Mahadik V. J.

Second supported by- Mr. Johari P.A.



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C] Students

1] Continuation of organization of industrial visit, hospital visit, Retail pharmacy visit and educational tour.

-It was decided to organize the industrial visit, hospital visit, Retail pharmacy visit and educational tour for DCP I and DCP II year students.

Supported by - Ms. Mahadik V. J.

Second supported by- Mr. Johari P.A.

2] Continuation of organization of registration camp, campus interview and placement of students and formation of the entrepreneur development cell.

-It was decided to organize registration camp, campus interview and placement of students.

-EDC cell arrange different entrepreneur workshop and lectures to develop successful entrepreneur.

Supported by- Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

3] Continuation of conductance of lectures on soft skill, resume writing, presentation skill, personality development alumni expert lectures.

- It was unanimously decided to organize lectures of well trained persons on soft skill, resume writing, presentation skill, personality development and alumni expert lectures.



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Supported by- Ms. Mahadik V.J.

Second supported by- Mr. Johari P.A.

4] Continuation of providing medical facility and health and life insurance to students.

- It was decided to arrange health check up camp for HIV rapid testing, Hb, Blood group detection camp.

- MOU'S with physicians may be signed more over member ask to renew insurance of students to make expenditures occurs during accident or death.

Supported by- Mr. Johari P.A.

Second supported by- Ms. Mahadik V.J.

5] Continuation of providing laboratory facility to poor and needy students.

- It was decided to provide the set of books for poor and needy students as we did last year.

Supported by- Ms. Badekar S.D.

Second supported by- Ms. Mahadik V.J.

Principal