EZHUTHACHAN COLLEGE OF PHARMACEUTICAL SCIENCES

(Run by Ezhuthachan National Academy)

An ISO 9001:2015 Certified Institution

Marayamuttom, Neyyattinkara, Thiruvananthapuram, Pin – 695124

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(Recognized by Govt. of Kerala, Approved by PCI & Affiliated to Kerala University of Health Sciences, Thrissur)

File no: EIQAC/MOM/10/ECPS/2024-02 **26/09/2024**

INTERNAL QUALITY ASSURANCE CELL(IQAC)
MINUTES OF THE MEETING

The meeting started at 10.45 A.M on 26/09/2024. The IQAC coordinator formally welcomed the gathering and briefed meeting agenda.

Agenda:

1. Reconstitution of IQAC.
2. Review and Confirmation of Minutes of Previous Meeting
3. Review of academic progress.
4. Feedback analysis.
5. Discussion on SDGs.

Minutes:

- The meeting commenced with a welcome speech by the IQAC Coordinator Dr SM Sandhya
- Previous Meeting minutes and action taken reviewed.
- Academic progress of the present semesters was reviewed.
- Retrieval class and its progress reviewed.
- Student counseling programmes of students support and guidance cell evaluated.
- Students feedback on academics (both theory and practicals) was discussed.
- Discussed about new teaching methods and LMS for academically weak students
- Decided to Promote zero waste campus and digital documentation systems.
- Planning of Green Campus, Energy Conservation, Rainwater Harvesting

IQAC CORDINATOR

Dr. S M Sandhya

PRINCIPAL

Prof. Dr. Shaiju S Dharan

Prof. (Dr.) SHAIJU .S. DHARAN M.Pharm., Ph.D
PRINCIPAL
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File no: EIQAC/MOM/10/ECPS/2024-02 **26/09/2024**

INTERNAL QUALITY ASSURANCE CELL(IQAC)

Sl. No	Name of the Committee Member	Category	Designation
1	Prof. Dr. Shaiju S Dharan	Chairperson	Principal
2	Mrs. Sudha Harikumar	Member from Management	General Secretary ENA
3	Mr. S Surendran	Nominee from local society	President, Perumkadavila Grama Panchayath
4	Dr. Santhoshkumar T R	Nominee from Industry	Scientist G, Rajivgandhi Centre for Biotechnology Trivandrum
5	Dr. S M Sandhya	IQAC Coordinator	HOD Dept of Pharmaceutical Chemistry
6	Mrs. Namitha K N	Teacher	Asso. Professor
7	Mr. Sarathkumar S J	Teacher	Asst. Professor
8	Dr. Bincy Babu	Teacher	Asst. Professor
9	Mr. Aman. A	Nominee from Students	Chairman, Students Union
10	Mrs. Neethu I S	Nominee from Alumni	Alumni Member
11	Mr. Harikumar S	Staff, College Administration	Staff, College Administration

PRINCIPAL

Prof. Dr. Shaiju S Dharan

Prof. (Dr.) SHAIJU S DHARAN M Pharm PhD
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File No: EIQAC/ATR/10/ECPS/2024-02 **30/09/2024**

INTERNAL QUALITY ASSURANCE CELL(IQAC)
IQAC FEEDBACK AND ACTION TAKEN REPORT

The following action has been taken for IQAC meeting conducted on 26/09/2024.

Sl.No.	DISCUSSIONS	ACTION TAKN
1.	Reconstitution of IQAC	IQAC has been reconstituted. Two new members were substituted on the vacant positions of IQAC Coordinator and Teacher.
2.	Review and Confirmation of Minutes of Previous Meeting	Previous minutes were reviewed and approved. ICT and Outcome based education process (OBE) implemented on last minutes reviewed.
3.	Review of academic progress.	Academic progress of each batch evaluated and report presented.
4.	Feedback analysis.	Feedback of parents in PTA meeting reviewed and new proposals given.
5.	Discussion on SDGs	Promoting zero waste campus and digital documentation systems. Planning of Green Campus, Energy Conservation, Rainwater Harvesting.

IQAC CORDINATOR
Dr. S M Sandhya

PRINCIPAL
Prof. Dr. Shaiju S Dharan

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File no: EIQAC/CIR/11/ECPS/2024-03 **16/12/2024**

INTERNAL QUALITY ASSURANCE CELL(IQAC) CIRCULAR

The eleventh Internal quality assurance cell meeting (third meeting for the academic year 2024-2025) will be convened on 24/12/2024 at 02.00 P.M in the conference hall. All IQAC members are hereby informed to attend the meeting without fail.

Agenda

1. Review and Confirmation of Minutes of Previous Meeting
2. Audit Report Review
3. Quality Enhancement Programmes for all sectors including teaching and non-teaching sectors.
4. Mentorship programme outcome review.

IQAC CORDINATOR

Dr. S M Sandhya

PRINCIPAL

Prof. Dr. Shaiju S Dharan

Prof. (Dr.) SHAIJU S DHARAN M.Pharm Ph.D
PRINCIPAL
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Copy to
Chairperson
All IQAC Members

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