



BIU COLLEGE OF PHARMACY

Rohilkhand Medical College Campus, Pilibhit by Pass Road, Bareilly. (U.P) – 243006 INDIA
Phone:- 0581-2526011, 2526012 (EPABX) Fax: 2526054, 2303345
E-mail: info@rmcbareilly.com, www.rmcbareilly.com

Bareilly International University

Ref. PHR/1475-A/2022-23

Date: 01/08/2022

Constitution of Department Quality Assurance Cell (DQAC)

(For B.Pharm / D.Pharm)

Academic Year- 2022-23

This is to inform all the faculty members that the Department Quality Assurance Cell (DQAC) has been constituted to ensure continuous quality enhancement in academic and administrative activities.

Composition of DQAC

S. No.	Designation	Role in DQAC
1.	Dr. Pushpendra Kannojia	Chairperson
2.	Mr. Pankaj Kumar Shankhdhar	Coordinator
3.	Mrs. Charu Saxena	Member
4.	Mr. Amit Gangwar	Member
5.	Mrs. Richa Gangwar	Member
6.	Ms. Babita Sharma	Member
7.	Mr. Satyendra Kumar	Member
8.	Mr. Yogendra Singh	Member
9.	Ms. Deeksha Sahai	Member

Roles and Responsibilities of DQAC:

1. Monitor academic performance and curriculum delivery.
2. Facilitate faculty development and training programs.
3. Ensure continuous improvement in teaching-learning processes.
4. Plan and evaluate co-curricular and extra-curricular activities.
5. Coordinate with IQAC for quality assurance reporting.
6. Review feedback from students, faculty, and stakeholders.
7. Recommend improvements in infrastructure and learning resources.
8. Support research and innovation activities within the department.

Copy to:

- All the members of the faculty members

[Signature]
PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY

Ref. PHR/1499-A /2022

Date: 14/08/2022

Office Order/Notice

The 3rd meeting of DQAC for the Session 2022-23 is proposed to convened as under –

Date : 19/08/2022
Venue : Board Room
Time : 11:30 AM

List of 3rd meeting Agenda

1. Review of Previous Meeting Minutes
2. Academic Performance Review
3. Curriculum Delivery and Coverage
4. Faculty Development
5. Student Support and Progression
6. Infrastructure and Laboratory Improvements
7. Quality Initiatives
8. Co-curricular and Extra-curricular Activities
9. Any Other Matter

Copy to:

- All the members of the DQAC



Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY



BIU COLLEGE OF PHARMACY

Rohilkhand Medical College Campus, Pilibhit by Pass Road, Bareilly. (U.P) – 243006 INDIA
Phone: - 0581-2526011, 2526012 (EPABX) Fax: 2526054, 2303345
E-mail: info@rmcbareilly.com, www.rmcbareilly.com

Bareilly International University

Ref. PHR/15-2-B/2022

Date: 19/08/2022

Attendance Sheet

Date : 19/08/2022

Venue : Board Room

Time : 11:30 AM

S.N.	Members	Role in DQAC	Designation	Signature
1.	Dr. Pushpendra Kannoja	Chairperson	Principal	
2.	Mr. Pankaj Kumar Shankhdhar	Coordinator	Associate Professor	
3.	Mrs. Charu Saxena	Member	Associate Professor	
4.	Mr. Amit Gangwar	Member	Assistant Professor	
5.	Mrs. Richa Gangwar	Member	Assistant Professor	
6.	Ms. Babita Sharma	Member	Assistant Professor	
7.	Mr. Satyendra Kumar	Member	Assistant Professor	
8.	Mr. Yogendra Singh	Member	Assistant Professor	
9.	Ms. Deeksha Sahai	Member	Assistant Professor	

Towards Professional Excellence

Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY

Ref.No.: PHR/15th/2022

Date: 19/08/2022

Minutes of Meeting

The 3rd meeting of DQAC for the Session 2022-23 was held on 19/08/2022 at 11:30 AM in college Board room to discuss various matter listed in agenda.

The following members of DQAC were present: -

S.N.	Members	Designation
1.	Dr. Pushpendra Kannoja	Chairperson
2.	Mr. Pankaj Kumar Shankhdhar	Associate Professor
3.	Mrs. Charu Saxena	Associate Professor
4.	Mr. Amit Gangwar	Assistant Professor
5.	Mrs. Richa Gangwar	Assistant Professor
6.	Ms. Babita Sharma	Assistant Professor
7.	Mr. Satyendra Kumar	Assistant Professor
8.	Mr. Yogendra Singh	Assistant Professor
9.	Ms. Deeksha Sahai	Assistant Professor

The Minutes of the Meeting are as under:-

The meeting was chaired by Dr. Pushpendra Kannoja, who welcomed all faculty members for the discussion.

1. Review of Previous Meeting Minutes

The minutes of the last DQAC meeting held on 07/02/2022 were reviewed and approved.

2. Academic Performance Review

Analysis of B.Pharm and D.Pharm results for the previous semester was presented.

3. Curriculum Delivery and Coverage

All faculty members will ensure and confirm 100% syllabus completion as per the academic calendar.

4. Faculty Development

It was proposed to organize a National-Level Workshop in collaboration with an industry partner or university and motivate more faculty to publish and participate in national/international conferences.

5. Student Support and Progression

A structured Mentor-Mentee System is proposed to be implemented from the academic session (2022–2023) to strengthen academic, personal, and professional support for students. It was decided that Each faculty member will mentor 10–15 students through monthly sessions, maintaining records on attendance, academics, personal issues, and career guidance to support student development and progression.

It was informed to the faculty members that a list of requirements for equipment, chemicals, glassware, and books will be prepared and submitted for approval specifically for the M.Pharm (Pharmaceutics and Pharmacology) program, which was introduced in the 2023-24 session.

7. Quality Initiatives

The committee discussed the implementation of regular internal audits, enhanced student feedback systems, and faculty training programs to continuously improve teaching standards and overall academic quality.

8. Co-curricular and Extra-curricular Activities

Plans were made to organize workshops, seminars, cultural events, and sports competitions to promote holistic development and student engagement.

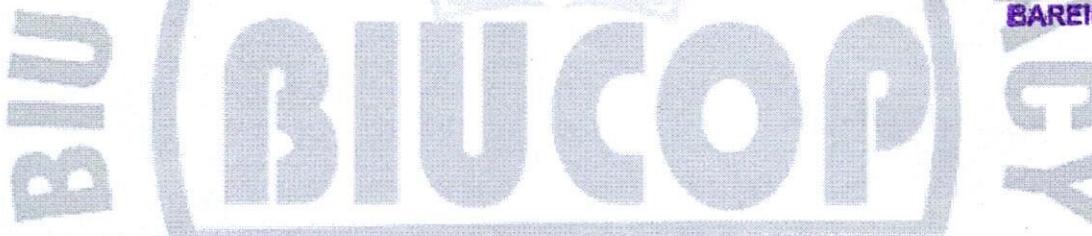
9. Any Other Matter

No additional issues were raised during the meeting.



Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY



BAREILLY

Towards Professional Excellence



BIU COLLEGE OF PHARMACY

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

Phone:- 0581-2526011, 2526012 (EPABX) Fax: 2526054, 2303345

E-mail: info@rmcbareilly.com, www.rmcbareilly.com

Date: 19/08/2022

Action Taken Report (ATR) of 2nd Meeting held on 07/02/2022

S.No	Agenda Item	Action Taken	Remarks/Status
1.	Curriculum Enrichment Activities	Curriculum enrichment activities were prepared and discussed in the meeting.	In Progress
2.	Student Profiles	All student profiles were prepared and discussed for their enrollment.	Completed
3.	Promotion of Research	Various strategies for the promotion of research were prepared and discussed.	In Progress
4.	Academic Events and Research Activities	Academic events and research activities were submitted to the Academic Council for approval.	Submitted for Approval
5.	Infrastructure Suggestions	Best infrastructure suggestions were analyzed during the meeting.	Under Review

Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY

BAREILLY

Towards Professional Excellence



BIU COLLEGE OF PHARMACY

Rohilkhand Medical College Campus, Pilibhit by Pass Road, Bareilly. (U.P) – 243006 INDIA
Phone:- 0581-2526011, 2526012 (EPABX) Fax: 2526054, 2303345
E-mail: info@rmcbareilly.com, www.rmcbareilly.com

Ref. PHR/ 1921-A/2022-23

Date: 12/01/2023

Constitution of Department Quality Assurance Cell (DQAC) (revised)

(For B.Pharm / D.Pharm)

Academic Year- 2022-23

This is to inform all the faculty members that the Department Quality Assurance Cell (DQAC) has been constituted to ensure continuous quality enhancement in academic and administrative activities.

Composition of DQAC

S. No.	Designation	Role in DQAC
1.	Dr. Pushpendra Kannoja	Chairperson
2.	Mr. Shailendra Kumar Verma	Coordinator
3.	Mr. Pankaj Kumar Shankhdhar	Co-coordinator
4.	Mr. Uday Prap singh Bhaskar	Member
5.	Mrs. Charu Saxena	Member
6.	Mr. Amit Gangwar	Member
7.	Ms. Babita Sharma	Member
8.	Mr. Yogendra Singh	Member
9.	Ms. Deeksha Sahai	Member

Roles and Responsibilities of DQAC:

1. Monitor academic performance and curriculum delivery.
2. Facilitate faculty development and training programs.
3. Ensure continuous improvement in teaching-learning processes.
4. Plan and evaluate co-curricular and extra-curricular activities.
5. Coordinate with IQAC for quality assurance reporting.
6. Review feedback from students, faculty, and stakeholders.
7. Recommend improvements in infrastructure and learning resources.
8. Support research and innovation activities within the department.

Copy to:

- All the members of the faculty members


PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY



BIU COLLEGE OF PHARMACY

Rohilkhand Medical College Campus, Pilibhit by Pass Road, Bareilly. (U.P) – 243006 INDIA
Phone:- 0581-2526011, 2526012 (EPABX) Fax: 2526054, 2303345
E-mail: info@rmcbareilly.com, www.rmcbareilly.com

Ref. PHR/1641-A/2023

Date: 14/02/2023

Office Order/Notice

The 4th meeting of DQAC for the Session 2022-23 is proposed to convened as under –

Date : 20/02/2023
Venue : Board Room
Time : 11:30 AM

List of 4th meeting Agenda

1. Review of Odd Semester Outcomes and Pending Tasks
2. Course Allocation and Faculty Workload Distribution
3. Lesson Plan Preparation and Syllabus Distribution
4. Lab Maintenance and Readiness (Glassware, Chemicals, Equipment)
5. Timetable Finalization (Theory and Practical)
6. Planning of Co-curricular and Extra-curricular Activities
7. Curriculum Enrichment Activities (Guest Lectures, Industrial Visits, Workshops)
8. Mentor-Mentee List Finalization and Student Counseling Plan
9. Any Other Matter

Copy to:

- All the members of the DQAC


Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY

Ref. PHR/1648-A/2023

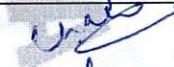
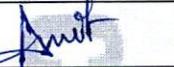
Date: 20/02/2023

Attendance Sheet

Date : 20/02/2023

Venue : Board Room

Time : 11:30 AM

S.N.	Members	Role in DQAC	Designation	Signature
1.	Dr. Pushpendra Kannojia	Chairperson	Principal	
2.	Mr. Shailendra Kumar Verma	Coordinator	Associate Professor	
3.	Mr. Pankaj Kumar Shankhdhar	Co-coordinator	Associate Professor	
4.	Mr. Uday Prap Singh Bhaskar	Member	Associate Professor	
5.	Mrs. Charu Saxena	Member	Associate Professor	
6.	Mr. Amit Gangwar	Member	Assistant Professor	
7.	Ms. Babita Sharma	Member	Assistant Professor	
8.	Mr. Yogendra Singh	Member	Assistant Professor	
9.	Ms. Deeksha Sahai	Member	Assistant Professor	

Towards Professional Excellence


Convener

Ref. PHR/1648-B/2023

Date: 20/02/2023

Minutes of Meeting

The 3rd meeting of DQAC for the Session 2022-23 was held on 19/08/2022 at 11:30 AM in college Board room to discuss various matter listed in agenda.

The following members of DQAC were present: -

S.N.	Members	Designation
1.	Dr. Pushpendra Kannojia	Chairperson
2.	Mr. Shailendra Kumar Verma	Associate Professor
3.	Mr. Uday Prap Singh Bhaskar	Associate Professor
4.	Mr. Pankaj Kumar Shankhdhar	Associate Professor
5.	Mrs. Charu Saxena	Associate Professor
6.	Mr. Amit Gangwar	Assistant Professor
7.	Ms. Babita Sharma	Assistant Professor
8.	Mr. Yogendra Singh	Assistant Professor
9.	Ms. Deeksha Sahai	Assistant Professor

The Minutes of the Meeting are as under:-

The meeting was chaired by Dr. Pushpendra Kannojia, who welcomed all faculty members for the discussion.

1. Review of Odd Semester Outcomes and Pending Tasks:

The outcomes of the odd semester were reviewed, and pending tasks were identified for timely completion.

2. Course Allocation and Faculty Workload Distribution:

Courses were allocated, and faculty workload was distributed as per department requirements.

3. Lesson Plan Preparation and Syllabus Distribution:

Faculty members were instructed to prepare lesson plans and complete syllabus distribution before the semester begins.

4. Lab Maintenance and Readiness:

Necessary arrangements for lab maintenance, including procurement of glassware, chemicals, and equipment, were discussed.

5. Timetable Finalization:

The theory and practical timetables were discussed and finalized.

6. Planning of Co-curricular and Extra-curricular Activities:

Activities such as seminars, sports, and cultural events were scheduled.

7. Curriculum Enrichment Activities:



BIU COLLEGE OF PHARMACY

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

Bareilly International University

Phone:- 0581-2526011, 2526012 (EPABX) Fax: 2526054, 2303345

E-mail: info@rmcbareilly.com, www.rmcbareilly.com

8. Mentor-Mentee List and Counseling Plan:

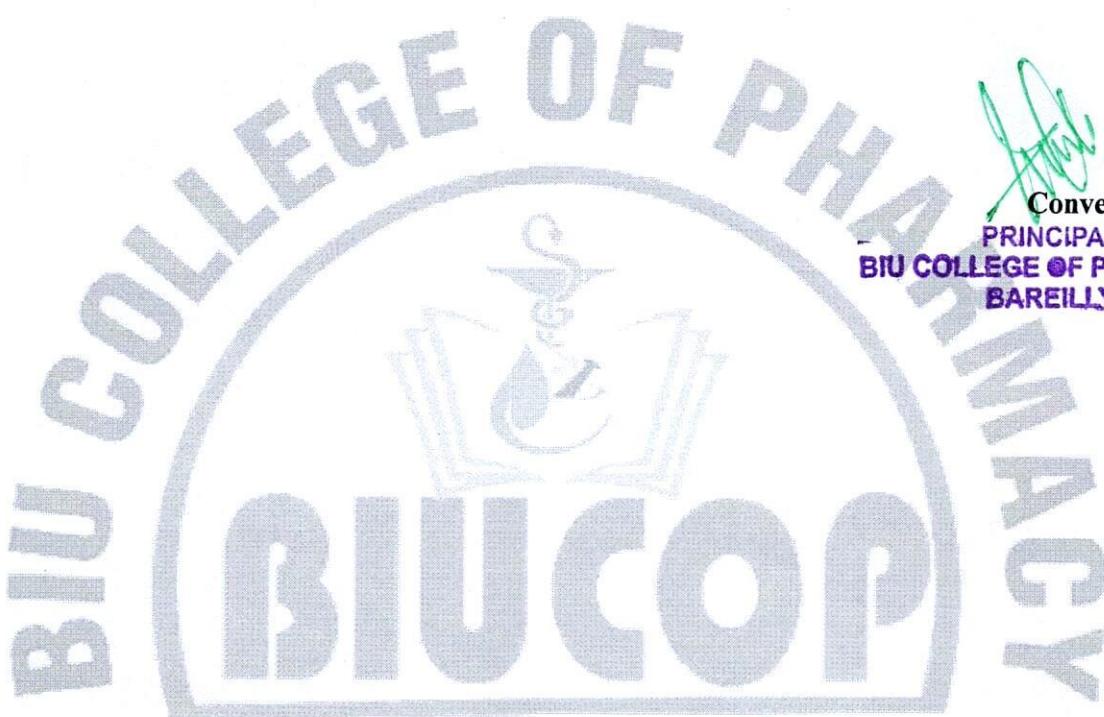
The mentor-mentee list was updated, and counseling sessions were planned for the upcoming semester.

9. Any Other Matter:

No additional matters were raised.

Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY.



Towards Professional Excellence

Date: 20/02/2023

Action Taken Report (ATR) of 3rd Meeting held on 19/08/2022

Action Taken Report (ATR) – DQAC Meeting

S. No.	Agenda Item	Action Taken	Remarks/Status
1	Review of Previous Meeting Minutes	The minutes of the meeting held on 19/08/2022 were reviewed.	Completed
2	Academic Performance Review	Results of B.Pharm and D.Pharm were analyzed and discussed with the faculty for improvement measures.	Completed
3	Curriculum Delivery and Coverage	Maximum faculty reported 100% syllabus completion; verified with academic records.	Completed
4	Faculty Development	A National-Level Workshop titled “Computer Aided Drug Design” has been finalized in collaboration with Make Skill India.	In Progress
5	Student Support and Progression	Mentor-Mentee system proposed; implementation process initiated with guidelines and allocation of students to faculty mentors.	In Progress
6	Infrastructure and Laboratory Improvements	Faculty submit requirement lists for M.Pharm (Pharmaceutics and Pharmacology).	Completed
7	Quality Initiatives	Regular internal audits and feedback mechanisms discussed;	In Progress
8	Co-curricular and Extra-curricular Activities	Plans for organizing workshops, seminars, cultural events, and sports competitions have been initiated to promote holistic student development and engagement.	In Progress
9	Any Other Matter	No new matters were raised during the meeting.	Not Applicable

Towards Professional Excellence



Convener

PRINCIPAL
BIU COLLEGE OF PHARMACY
BAREILLY