



# BENGAL SCHOOL OF TECHNOLOGY

(Courses offered: B. Pharm, M. Pharm (Pharmaceutics), M. Pharm (Pharmacology))

Approved by PCI & AICTE, Affiliated to MAKAUT

Accredited by NAAC, Accredited by NBA for B. Pharm

Sugandha, Delhi Road, Near Chinsurah RS, Hooghly-712 102, West Bengal

Phone: 033 26866064/4913, Telefax: 03326864281,

E Mail: [bstpharmacy@hotmail.com](mailto:bstpharmacy@hotmail.com) Website: [www.bengalschooloftechnology.org](http://www.bengalschooloftechnology.org)

Date: 04.12.2021

## MINUTES OF IQAC MEETING

### Meeting No. -17

#### Minutes:

The IQAC co-ordinator, Dr.Dey, started the discussion according to the prescribed agenda.

#### Agenda 1: Confirmation of the minutes of the last IQAC meeting.

The last meeting minutes stand approved.

#### Agenda 2: Action taken report.

1. The NAAC AQAR report of session 2021-2022 will be submitted online shortly within the month of December 2021.
2. BST Pharma Alumni Lecture Series was successfully completed in the month of September 2021.
3. Women's Day 2021 was successfully celebrated online through ZOOM meeting on 28<sup>th</sup> September 2021.
4. World Pharmacist Day was successfully celebrated through online mode.
5. Internal Faculty Development Programme on "Quality Audit and Accreditation Processes" was also successfully done through online mode.
6. GPAT Classes and online MOCK Tests are running successfully with good attendance.

#### Agenda 3: Activity planner for the forthcoming events

1. Procurement of new Tablet compression machine for Research and Post graduate students.
2. Completion of the concrete pathway leading to the medicinal plant garden.
3. BST Pharma ALUMNI Assosciation Registration process should be completed as soon as possible.
4. Insect killer installation in the Animal House of BST after consultation with the IAEC committee members.

#### Agenda 4: Discussion regarding the preparation of NAAC and NBA "COMPLIANCE REPORT FORMAT".

Co-ordinator, Dr.Dey instructed that responsible faculty members should start the write up of "COMPLIANCE REPORT FORMAT" for NBA. She also specified that 2019-20, 2020-21 and 2021-22 data will be included in that format.



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## **Agenda 5: Plan for conduction of Webinars especially focussing on Regulatory Affairs (IPR), Entrepreneurship and Research Methodology.**

Chairman of IQAC and Dr. P. Suresh appreciated the plan for conduction of Webinars especially focussing on Regulatory Affairs (IPR), Entrepreneurship and Research Methodology and suggested to start as soon as possible.

## **Agenda 6: Approval of Mission Vision PEO statement**

Mission Vision PEO statement was approved by the members of IQAC and will be further processed.

## **Agenda 7: Approval of Code of Conduct**

Code of Conduct was passed and approved by the members of IQAC and also uploaded in the college website.

And so the meeting was concluded by vote of thanks.



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Date: 12.02.2022

## MINUTES OF IQAC MEETING

### Meeting No. -18 [1<sup>st</sup> Quarterly Meeting of 2022]

#### Minutes:

The IQAC co-ordinator, Dr.Dey, started the discussion according to the prescribed agenda.

#### Agenda 1: Confirmation of the minutes of the last IQAC meeting.

The last meeting minutes stand approved.

#### Agenda 2: Action taken report.

1. Online Submission of NAAC AQAR for the session 2021-2022 was done on 28<sup>th</sup> December 2021.
2. New Tablet compression machine for Research and Post graduate students has been procured.
3. Concrete pathway leading to the medicinal plant garden was complete by the month of February 2022.
4. BST Pharma ALUMNI Associassion Registration process has been completed along with the committee formation and other requirements.
5. Insect killer installation in the Animal House of BST will be done as soon as possible.

#### Agenda 3: Activity planner for the forthcoming events

1. In-house Faculty Development Programme on "Quality Audit and Accreditation Processes" should be resumed offline.
2. Dr. Raja Majumder was requested to conduct more training sessions offline for the Laboratory Assistants as it got stopped due to COVID-19. Certificates should be given both to the participants as well as the speaker. Evaluation process should be MCQ type questions.
3. Full fledged offline classes should be resumed both for Theory and Practical maintaining all the COVID protocols.
4. BLOOMS TAXONOMY workshop should be conducted for all faculty members.
5. Organization of International Women's day, Annual Sports Meet, Health Camp, 2 days Cultural programme- INFERNO 2K22 will be planned and conducted involving the students in the college premises.
6. Village surveys will be resumed along with Health Camps under the Unnat Bharat Abhiyan scheme involving students of the college.



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7. NSS unit of Bengal School of Technology will organise BLOOD donation Camps in the college campus where the students, teachers and non teaching staffs will be the volunteers.
8. Installation of projectors in the classrooms to improve the teaching learning facility.

#### **Agenda 4: Review of Preparedness for the NAAC expert committee visit & matters thereof and Steps to be taken**

Criteria wise presentations as per NAAC and NBA will be given by the allotted faculty members.

#### **Agenda 5: Review of preparedness for uploading the information in NBA portal for the NBA visit**

Co-ordinator, Dr.Dey informed that the information in NBA portal will be shortly uploaded.

#### **Agenda 6: Miscellaneous**

1. Loading of all information in the Website.

And so the meeting was concluded by vote of thanks.