



GIRIJANANDA CHOWDHURY INSTITUTE OF PHARMACEUTICAL SCIENCE

(A Unit of Shrimanta Shankar Academy)

Approved & recognized by AICTE & PCI (New Delhi), Affiliated to Assam Science and Technology University

72nd NIRF ranking and accredited by NBA (for B.Pharm Program)

N.H. 37, Hatkhowapara, Azara, Guwahati-781017

Office of IQAC-GIPS (Guwahati)

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Minutes of the 14th IQAC general meeting held on 16th July, 2022

The following members were present in the meeting –

Sl.no	Name of the Members	Role in IQAC	Designation
1.	Dr. Dipankar Saha	Chairman (In-charge)	Principal (I/C), GIPS
2.	Prof. (Dr.) Gouranga Das	Ex-Chairman	Senior Professor & Advisor to IQAC
3.	Shri. Ratul Das	Member	President of Srimanta Shankar Academy
4.	Dr. Damiki Laloo	Member & IQAC Coordinator	Associate Professor, GIPS
5.	Prof. P.K. Goswami	Member	Representative from Society
6.	Mr. Tanveer Shah	Member	Plant Head, Eris life Sciences, Guwahati
7.	Mr. Arindam Saha	Member	Dean of Administration (GIPS & GIMT)
8.	Mr. Mazharul Islam Choudhury	Member	Representative from Institute Alumni.
9.	Dr. Bhanu Pratap Sahu	Member	Associate Professor, GIPS
10.	Dr. Smriti R.C. Das	Member	Associate Professor, GIPS
11.	Dr. Trishna Das	Member	Associate Professor, GIPS
12.	Dr. Jun Moni Kalita	Member	Associate Professor, GIPS
13.	Dr. Ashis Goswami	Member	Assistant Professor, GIPS
14.	Dr. Tapas Chakraborty	Member	Assistant Professor, GIPS
15.	Mr. Iswar Harazika	Member	Assistant Professor, GIPS
16.	Ms. Ankita Kashyap	Member	Assistant Professor, GIPS
17.	Mr. Suman Kumar	Member	Ph.D. scholar (Student representative)
18.	Mr. Faizid Ali	Member	M. Pharm (Student representative)
19.	Ms. Bhabana Kailta	Member	B. Pharm (Student representative)
20.	Mr. Sharifat Zaman Sohan	Member	D. Pharm (Student representative)
21.	Mr. Mrinmoy Deka	Special Invitee	Assistant Professor, GIPS
22.	Mr. Bhriku Kr. Das	Special Invitee	Assistant Professor, GIPS
23.	Mrs. Asha Das	Special Invitee	Assistant Professor, GIPS
24.	Mr. Rajana James	Special Invitee	Assistant Professor, GIPS

The meeting was presided over by **Dr. Dipankar Saha** (Chairman In-charge, IQAC). The following agenda of the 14th General meeting of IQAC were taken up for discussion and decisions along with recommendations were adopted as listed below-

SL	Resolution of the 14 th IQAC meeting	Action Taken
1.	Discussion on the Proceedings of the 13 th IQAC general meeting (held on 30.03.2022). Resolution: Coordinator of IQAC has presented the proceedings of the 13 th IQAC General meeting. All the members of the house have accepted the proceedings of 13 th IQAC general meeting.	Status: Completed No pending Agenda
2.	Welcoming of the new office bearers to IQAC. Resolution: <ul style="list-style-type: none">Dr. Damiki Laloo (IQAC Coordinator) announced that the office bearers and student members' representation in the house will change. As a result, he suggested to the House that some of the members of IQAC be re-elected. Furthermore, he claimed that according to IQAC norms, the post of chairman must be the Principal of the institute, which is automatically allocated to Dr.	Status: Completed All the new members were welcomed to the house.



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	<p>Dipankar Saha (Current Principal, I/C, GIPS), and the ex-chairman Prof. Gouranga Das shall be elevated to Advisor post to IQAC. Furthermore, because the dean of administration has changed, the new dean, Mr. Arindam Saha, will be the member representative from the administration side by default. Three student representatives from the M.Pharm, B.Pharm, and D.Pharm levels must be nominated which will be discussing in agenda no. 8.</p> <ul style="list-style-type: none"> The suggestion and new revisions to some members are welcomed and supported by the House. The house also greets the incoming chairman and thanks the outgoing chairman of IQAC. 	
3.	<p>GPAT report for 2022.</p> <p>Resolution:</p> <ul style="list-style-type: none"> Dr. Tapash Chakraborty (GPAT Coordinator) delivered a detailed report on the 2022 GPAT findings. The results showed that 26.1% of students (11/42) qualified for the national test. Mr. Nishant Kakati achieved the highest ranking of 441. The house applauded Dr. Chakraborty and wished him continued success. Shri. Ratul Das (Member Representative from Management) and Prof. Gouranga Das (Ex-IAQC Chairman and current IQAC Advisor) proposed a few improvements for upcoming GPAT aspirants, including conducting special GPAT classes, regular mock tests, motivational lectures, and making a question bank available to students. Mr. Tanveer Shah (Member representative from Industry) proposed that the institute create a GPAT atmosphere on campus. This may be accomplished by printing motivational posters and banners depending on student success, so inspiring and motivating students to attain greater achievements. 	<p>Status: Printing of motivational banners and flyers is under progress and will be done before NBA inspection.</p>
4.	<p>Report on international visit of Dr. Ashis Goswami for presenting his research progress sponsored by ITS-SERB.</p> <p>Resolution:</p> <ul style="list-style-type: none"> Dr. Ashis Goswami provided a detailed report on his foreign tour to Slovenia (Europe) from June 28th to July 2nd, 2022. He suggested that the visit's conclusion lead to further R&D collaboration. The house congratulated Dr. Goswami for successful representing GIPS-G in terms of exchanging research. Dr. Damiki Laloo (Coordinator-IQAC) proposed beginning the process by encouraging all PG and Ph.D. students to participate in genuine National and International Conferences. 	<p>Status: Completed</p> <ul style="list-style-type: none"> Reports of the visit have been submitted to IQAC office.
5.	<p>Reports for successful completion of the one week STTP-NER sponsored by AICTE (New Delhi).</p> <p>Resolution:</p> <ul style="list-style-type: none"> Dr. Damiki Laloo (STTP-NER coordinator), delivered a comprehensive report on the effective implementation of the one-week STTP programme for NER. He went on to say that all of the general reports, audit reports, and other necessary paperwork had been sent to AICTE, but the completion report was still pending. The house congratulated Dr. Laloo for successful completion of the program. 	<p>Status: Completed</p> <ul style="list-style-type: none"> Message on completion report from the Faculty Development Cell (AICTE) has been received through email. The case has been successfully closed.



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6.	<p>Special matter related with conducting of quality training courses & workshop for developing hands-on-skills to the students (UG, PG & Ph.D) of both GIPS-Guwahati & GIPS-Tezpur.</p> <p>Resolution:</p> <ul style="list-style-type: none"> • Dr. Damiki Laloo advised the Institute to take the required efforts to shape student quality by providing unique training and workshops focused on hands-on skills to UG, PG, and PhD candidates (at least once in a year). He proposed that training be established for some of the more complex instruments accessible at the SAIF Institute. In addition to the foregoing declaration, Dr. Bhanu P. Sahu stated that the institute would begin implementing the Animal handling workshop for UG and Ph.D students. • Mr. Tanveer Shah indicated that there is a significant shortage of basic ideas among graduating students when they enter the profession, which has to be addressed. Before graduating students for jobs in companies, the institute should closely watch and trained them. 	<p>Status: Completed</p> <ul style="list-style-type: none"> • The matter is in progress. Few hands-on-skills (Instrumentation based program) for PG, PhD and faculty will be conducted by October-November 2022. • Practice School (a PCI curriculum based on skill-oriented system) has been implemented to 7th Sem students. Mentor's to the practice school have been assigned.
7.	<p>Status of NBA application and possible date of inspection.</p> <p>Resolution:</p> <ul style="list-style-type: none"> • Dr. Bhanu P. Sahu (NBA coordinator) explained that the application status has been completed and the NBA-SAR has been submitted on 30th June 2022. For inspection, the probable dates and month may be probably by November 2022. • The house suggested the NBA team to be ready and to conduct the mock test before the inspection. 	<p>Status: In progress</p> <ul style="list-style-type: none"> • Work is in progress.
8.	<p>Replacing of student representatives of IQAC from Diploma, UG and PG program.</p> <p>Resolution:</p> <ul style="list-style-type: none"> • Dr. Damiki Laloo proposed to the house that there is a need to replace the names of student's representatives who already pass-out from the institute. The names of the student representatives are as follows: M.Pharm level: Mr. Fazid Ali (M.pharm 3rd Sem) B.Pharm level: Ms. Bhabana Kalita (B.Pharm 7th Sem) D.Pharm Level: Mr. Sharifat Zaman Sohan (D.Pharm 2nd Year) • The house accepted the proposal and welcomes the new student members to the meeting. 	<p>Status: Completed</p> <p>Mr. Fazid Ali, Ms. Bhabana Kalita and Mr. are now official student's representative members of IQAC.</p>
9.	<p>Discussion on the NIRF ranking of GIPS with critical analysis.</p> <p>Resolution:</p> <ul style="list-style-type: none"> • The special matter related with the NIRF ranking has been critically discussed in the IQAC. • Dr. Tapash Chakraborty (Coordinator NIRF committee) explains and discusses the NIRF procedure in depth. He further stated that around 400 institutes participated in the NIRF this year, and GIPS-Guwahati was not featured in the 100-125 rank bands for the academic year 2021-22. He stated that the NIRF score for 2022 is yet unavailable, making it impossible to assess the disadvantages. Finally, in his presentation, it was discovered that from the comparison data gathered from the previous academic year, there are numerous criteria that contributed to the decline in NIRF, as shown below: <ol style="list-style-type: none"> 1. ↓Salaries of teaching & Non-Teaching staff. 2. ↓Teachers with PhD. 3. No. of PhD graduated is low. 4. No. of PhD enrolled is NIL. 5. Teachers with > 10 years of experience (Less). 	<p>Status: In progress</p> <ul style="list-style-type: none"> • Principal is looking into all the pending matter. • Status of research work progress and report will be evaluated on December 2022 IQAC meeting. • Few good impact factor papers have been published in the recent months. • Principal-Investigator shall be given time to modulate their research projects for future outputs and timely submission to the respective



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	<p>6. Research & Review paper published (Quality is required). 7. Perception & Research practice (needs to be improved).</p> <ul style="list-style-type: none">• Mr. Tanveer Shah (Member Representative from Industry) strongly advised that the R&D standards be thoroughly reviewed. He also claimed that perception is not the most important factor as long as all requirements for Teaching, Learning, and Resources (TLR), Research and Professional Practice (RPC), Graduation Outcomes (GO), and Outreach and Inclusivity (OI) are met. He also urged that the institute take the appropriate precautions to avoid involving faculty members in clerical tasks such as admissions, placement, and accreditation. The institute should have a permanent supervisor who oversees such clerical tasks. Furthermore, he advocated that such administrative and clerical labour be reduced by using MIS in the institute..• Dr. Bhanu P. Sahu (Member-IQAC & Coordinator R&D) explained that the decline in R&D activities is due to superfluous extra-curricular activities that require the core research faculty to get preoccupied with them. He went on to say that the research division needs time to focus seriously in order to get results. Finally, he advised that the institute concentrate only on academics, research, and quality workshops.• Prof. Gouranga Das requested that the NIRF committee carefully adhere to the NBA standards for conducting limited extra-curricular activities. He went on to say that one senior member of the office staff may be trained to undertake clerical and administrative duties limited to admission, placement, and accreditation under the supervision of the appropriate faculty.• Finally, the house extended the remark that all faculties who have been leading students for PG and PhD should devote their important time and efforts to their students and favorably publicize their work.	funding agencies.
10.	<p>Any other matter and critical advice from the members.</p> <ul style="list-style-type: none">• Shri. Ratul Das & Prof. Gouranga Das suggested that student's feedback system for the previous academic year shall be presented in the next IQAC meeting.• Tanveer Shah suggested that one agenda shall be raised from the student's section in the next IQAC meeting.	Status: Completed

Approved by,

Dr. Dipankar Saha
Chairman In-charge, IQAC

Prepared,

Dr. Damiki Laloo
Coordinator, IQAC-GIPS