3rd - IQAC meeting - 25/03/2021

The following Members Were present :

Dr. K. Krishna Kumar - Principal, SJCOPS 25/03/2021.

Rev. Fr. Manoj Mekkadath - Associate Director, SJCOPS

Dr. Dineshkumar - IQAC Co-ordinator - 25/03/21

Mrs. Aji Varghese - Assistant Professor, SJCOPS 25/03/21

Mrs. Lincy George - Associate Professor, SJCOPS 25/3/21

Mrs. Rosmin Jacob - Assistant Professor, SJCOPS 25/3/21

Dr. David Paul - Associate Professor, SJCOPS 25/3/21

Mrs. Rinku Jayaprakash, Assistant Professor, SJCOPS 25/3/21

Mrs. Asa Samuel, Assistant Professor, SJCOPS 25/3/21

Mr. Aravind. R. Associate Professor, SJCOPS 25/3/21

Ms. Dony Lonappan - Alumini of SJCOPS 25/3/21

Mr. Jeswin Davis. C - College Student 25/3/21

Mr. David Palyoor - Variety Pharmaceutical. Shoranur.

MINUTES OF THE 3rd IQAC MEETING HELD ON 25/03/2021 (Thursday) at 9:00AM IN THE BOARD ROOM OF ASSOCIATE DIRECTOR, SJCOPS, CHALAKUDY.

Internal Quality Assurance Cell (IQAC) Meeting

Agenda 1:

Action taken Repoot of previous IQAC meeting Conducted on 12.02.2020 (Wednesday)

Agenda: Second IQAC meeting: Action taken Report.

Minutes NO 1: Strengthening of Student centric methods

The Student centric methods: Participative learning method was used for Pharm D and M. Pharm Students - To conduct journal club and project presentation.

Minutes NO 2: Placement training programme for Students:

Placement training programme for students was conducted in the college on 15th March 2019 with the trainer (Mr. Linto) and St. James Oushdher Vidhyuga Mela - 2019 was organized by SJCOPS - NEXUS Alumni association on 19th March 2019 with the support of Subail Manpower Consultancy, Thiruvananthapuram to recruit the students for Life pharmacy (UAE) 110 Students from other pharmacy Colleges were also participated in the Placement programme.

Minutes NO: 3

Strengthening of SOFT skill training programme for Students:

Our College organized the Soft skill training programme for 5th year PharmD and final year B.Pharm Students on 3rd & 4th March 2020.

soft Skill training session was handled by Easy-link academy.

Minutes NO: 4: Collection of Feedback on curriculum
Feedback from on curriculum from employer, staff, students, alumi was collected through online Google form. Collected feedback forms were analyzed and feedback analysis report submitted to IQAC.

Minutes NO: 5 Feedback on performance of teaching and non teaching staffs.
Feedback form on performance of teaching and non-teaching staffs was collected in the year of 2019-20. Collected feedback forms were analyzed and feedback analysis report submitted to IQAC.

Minutes NO: 6: Strengthening the project proposal for Financial assistance:
15 PG Projects were submitted to Kerala State Council for Science, Technology and Environment (KSCSTE), Thiruvananthapuram in the year of 2019-2020. Among 15 PG projects 5 PG projects of SJCOPS were recommended by KSCSTE. The Utilization Certificate and Expenditure Statement of selected projects were submitted to KSCSTE.

Minutes NO: 7: Strengthening of Flipped learning Process:
The Flipped learning process is not implemented due to Covid-19 lockdown.

Date : 25.03.2021 (Thursday)
Time: 9.00 am.

Prayer

Agenda 1:
Action taken Report of previous IQAC meeting conducted on 12.02.2020 (Wednesday).

Agenda 2:
Proposed Quality Assurance Measures to be undertake from April 2021 to July 2021

Criteria-1 (curricular Aspects):
To Organize Add-Course on.
* Pharmacovigilance * molecular docking using Autodesk Software * Quality By Design
* Nano-based drug delivery system.
To collect feedback on curriculum from staff and Students in the year 2020-2021

Criteria-2 (Teaching learning and Evaluation)
* To practice Flipped Learning
* Identify the slow and advanced learners from first year students and reintroduce Saturday exam for slow learners.
* To conduct a scientific presentation for advanced learners.
* Strengthen the journal club presentation for Pharm D and M. Pharm students.
* To collect at least on Video lecture presentation from each department
* To include prescription auditing as department activity as a part of participatory learning.

Criteria-3 (Research, Innovation and Extension)
* To Organize Online Seminar on Intellectual property Rights (IPR)

* Strengthening of MoU with Sahodaya College of Advanced Studies (Kodakara) & AVARD Bharan Chalakudy and will try for MoU with Chalakudy Municipality/ Rotary Club.
* Strengthen the publication of review/research article and Book Chapter by faculty members.

* Strengthen the extension and outreach Activity in association with NSS unit / Students Council / Pharmacy Practice Department / IPASF
* Strengthening the PG project submission to Kerala state Council for Science, Technology and Environment (KSCSTE).

Criteria - 4 (Infrastructure and Learning Resource)

* Arrangement of Computer and printer with Wi-Fi facility in each department for faculty.
* To arrange college Playground and prepare the tracks to conduct all Indoor and outdoor sports activities.

Criteria 5 (Student Support and Progression)

* Collection of data on Gov/Non Gov Scholarships from the Scholarship portal along with proof for year of 2020-2021
* To collect the GPAT exam Scorecard and admit card in the year of 2020-2021
* To conduct Yoga Session for students.
* To collect Supportive documents for students placed, progressed to higher education and qualified various exams in the year of 2020-2021

Criteria - 6 (Governance, Leadership & Management)

* To collect SJCOP's Executive Committee meetings minutes in the year of 2020-2021

Strengthen the attending of Faculty Development Programme FDP by faculty members.
* Strengthen the NPTEL/SWAYAM online course registration by faculty members
* Perspective plan for 2022-2026.

Criteria - 7 (Institutional Values and Best practice)
* To Conduct 8 a code of conduct monitoring Committee meeting
* To Conduct Gender equity programme - Women empowerment and women safety programme by Kerala Police department.
* To Conduct Professional Ethics awareness Class to Students.
* Plan to Conduct
  * Mother's Day Celebration on 10th of May 2021
  * International biodiversity day celebration on 22nd May 2021
  * World Environment day Celebration on 5th June 2021
  * World nature Conservation Day - 28th July 2021

NSS unit activity:
* Community Outreach (Health Survey and awareness programme on various diseases)
* Entrepreneurship training programme for Students.

Vote of Thanks: Dr. Dineshkumar B.
IQAC Co Ordinator STCOPS.

B. D. 25/3/21

Coordinator
Internal Quality Assurance Cell
St. James' College of Pharmaceutical Sciences
Chalakudy

25/03/2021
Dr. K. KRISHNAKUMAR BSc, M Pharm, Ph.D,
Principal
St. James College of Pharmaceutical Sciences
St. James Medical Academy, Gll
River Bank, Chalakudy - 680 307

ST. JAMES COLLEGE OF PHARMACEUTICAL SCIENCES
RIVER BANK
CHALAKUDY
680 307