



# GURUGRAM GLOBAL COLLEGE OF PHARMACY GURUGRAM

Approved by AICTE, Govt. Of India & Pharmacy Council of India  
Affiliated to Pt. S.D Sharma University of Health Science Rohtak  
Affiliated to Haryana Board of Technical Education

Ref. no: GGCP/2023-24 /IQAC/11

Date:10/08/2023

## MINUTES OF MEETING OF THIRD IQAC MEETING

The third IQAC meeting was conducted on the date 10/08/2023 at 2:00 pm in the Principal room of Gurugram Global College of Pharmacy, Farukhnagar under the chairperson of the principal Dr. Indra Raheja, the meeting was started by welcoming all the members of IQAC by the coordinator Dr. Richa Bajaj.

The minutes of the meeting are as follows.

**Following members were present in the meeting:**

S. NO.	Category	Name of the Member
1.	Chairperson	Prof. (Dr.) Indira Raheja
2.	Coordinator IQAC	Dr. Richa Bajaj
3.	Co-coordinator IQAC	Mr. Rohit Malik
4.	Management Representative	Ms. Aruna Yadav
5.	Member	Ms. Sweety
6.	Member	Ms. Preeti Dahiya
7.	Member	Ms. Monika Semwal
8.	Member	Ms. Gunjan Verma
9.	Member	Ms. Rupal Srivastava
10.	Member	Ms. Krati Shukla
11.	Librarian	Ms. Antim
12.	Administrative Staff	Mr. Sandeep Jain
13.	Administrative Staff	Mr. Deepak
14.	Industry Representative	Ms. Bharti
15.	Nominee from Alumni	Ms. Abha
16.	University Representative /External	Dr. Naveen khatri

	Expert	
17.	Student Representative	Mr. Pawan
18.	Parent Representative	Mr. Sunil

As per the Agenda the following points were discussed and resolved:

**Agenda 01: Review of minutes of 2nd IQAC meeting:**

The Committee reviewed the minutes of 2nd IQAC meeting and ATR of 2nd IQAC meeting was placed before committee and discussed.

**Agenda 02: To motivate staff for participation in conferences/FDP/seminars:**

A comprehensive list of conferences, Faculty Development Programs (FDPs), seminars, and workshops relevant to the staff's areas of expertise and professional development needs was compiled. Regular communication channels, including emails, newsletters, notice boards, and staff meetings, were utilized to disseminate information about upcoming conferences, FDPs, and seminars.

**Agenda 03: To organize various workshops under IPR cell**

The Committee instructed IPR cell coordinator to organize various workshops, conferences.

**Agenda 04: Any other subject with permission of the chairperson.**

Suggestions were made to enhance communication channels within the institution to facilitate information sharing and collaboration.

The meeting was concluded with vote of thanks to the chairman and IQAC members

**Prof. (Dr.) Indira Raheja**

**Principal**

**Copy to:**

1. The Chairman office, for kind information; please.
2. The Admin office/Office of the Registrar
3. The Coordinator IQAC
4. The Accounts Office
5. All HOD's for necessary action (Circulation among all students, faculty members & non-teaching staff)
6. The Library In charge
7. All concerned Academic Advisory Committee member.
8. The Office File