L. M. College of Pharmacy

(An Autonomous Institution)

The 14th meeting of the Internal Quality Assurance Cell (IQAC) was conducted on Monday, 22nd December 2025, at 03:00 pm. The meeting was held in blended mode, combining both online (Google Meet link: https://meet.google.com/his-jwxx-iqn) and offline participation, at the I2E Conference Room, RPPC building, LMCP, with the following members in attendance:

Name	Designation
1. Dr. Mahesh T. Chhabria	Chairman
2. Dr. Anuradha Gajjar	Coordinator
3. Dr. Chirag Patel	Member Secretary
4. Ms. Bhagyashree Jagirdar	Member
5. Dr. Dipen Sureja	Member
6. Dr. Preeti Verma	Member
7. Dr. Vidhi Shah	Member
8. Dr. Palak Parikh	Member
9. Dr. Mukesh Kher	Member
10. Dr. Shriram Nerlekar*	Member
11. Mr. Padmin Buch*	Member
12. Dr. Shailesh Zala*	Member
13. Mr. Ridham Pathak	Member
14. Ms. Rutu Shah	Member
The following members had requested their absence due to other assignments	
15. Dr. Devang Sheth	Member
16. Mr. Sanjaybhai Patel	Member
17. Ms. Veera Desai	Member
18. Mr. Gaurang Oza	Member
19. Dr. Shailesh Patel	Member

* Present online during the meeting.

Agenda:

14.1 Approval of the minutes of the meeting held on 18th September 2025.

14.2 Action Taken Report on previous minutes.

14.3 For information and discussion: Teaching Feedback Analysis for 2025-2026

14.4 For information and discussion: Opinion Poll analysis

14.5 Any other matter with the permission of the Chair

14.5.1 Monitoring of Autonomous Colleges

Initiation:

Dr. Chhabria welcomed all the members present for the 14th meeting of the IQAC. He informed about the members having requested for leave of absence for the meeting. The meeting progressed with the following agenda items.

Agenda, Proceedings and Resolutions

Agenda Item: 14.1 Approval of the minutes of the meeting held on 18th September 2025.

Proceedings: The coordinator, Dr. Anuradha Gajjar informed that the draft minutes of the 13th meeting were circulated by email on 26th September 2025 to all the members seeking their suggestions. No suggestions were obtained from the members.

Resolution: The members approved the minutes of the 13th meeting of IQAC, LMCP.

Agenda Item: 14.2 Action Taken Report on previous minutes.

Proceedings: Dr. Anuradha presented the actions taken on the resolutions of the 13th meeting of IQAC (Thursday, September 18, 2025 at 03:00 pm) at LMCP.

Agenda Item No.	**Agenda** and Resolution	Actions/ Remarks
13.1	**Approval of the minutes of the meeting held on 17th July 2025.** The members approved the minutes of the 12th meeting of IQAC, LMCP.	No further action required.
13.2	**Action Taken Report** The members noted the information	No further action required.

13.3	**For information and discussion: NIRF Ranking Analysis of LMCP** The members resolved to focus on areas requiring improvement.	The areas for improvement have been identified and work on them has been initiated.
13.4	**For information and discussion: Result Analysis for the Academic Year 2024-2025.** The members resolved to sustain the academic performance of students through continuous efforts and to ensure systematic documentation of result analysis for ongoing quality enhancement.	No further action required. The practice of systematic documentation of result analysis will be continued in future as well.
13.5	**For information and discussion: Teaching Feedback Analysis for 2024-2025** The IQAC resolved that Heads of Departments will discuss feedback with their respective faculty, identify areas of strength and improvement, and ensure that the feedback process is carried out in a systematic and student-friendly manner for enhancing teaching quality.	HoDs convened departmental meetings to discuss the feedback received with their respective faculty members. Strengths and areas requiring improvement were identified based on the analysis of feedback.
13.6	**For information: AQAR Submission** Members resolved that systematic data collection and report preparation will be continued at the institutional level in alignment with the earlier AQAR format, ensuring preparedness for any future NAAC requirements.	In accordance with the resolution, the institution continued the practice of preparing reports at the institutional level, following the earlier AQAR format. The same mechanism is being consistently followed for AQAR 2025.
13.7	**Any other matter with the permission of the Chair.** **13.7.1 Review and discussion: Vision, Mission, and Core Values of the Institute.** The IQAC resolved to adopt the revised Vision, Mission, and Core Values of the institute and to disseminate them widely across stakeholders through appropriate platforms.	The revised Vision, Mission, and Core Values were formally adopted and disseminated among all stakeholders through institutional platforms such as the website, notice boards, official communications and interactions with stakeholders.

Resolution: The members noted the information.

Agenda Item 14.3 For information and discussion: Teaching Feedback Analysis for 2025-2026

Proceedings: Dr. Anuradha presented a detailed analysis of the feedback on teaching for the odd semester (Semesters III, V, and VII) of the B. Pharm programme for the academic year 2025–26. The analysis was presented in a structured manner using bar-graph representations for better interpretation of faculty-wise and course-wise feedback scores. Dr. Anuradha also informed the committee that the analysis of the feedback on teaching for B. Pharm semester I would be presented in the next IQAC meeting as the teaching would continue until February 2026.

Dr. Nerlekar suggested defining clear threshold values for minimum and maximum feedback scores to determine the need for corrective actions.

Resolution: The members resolved to define clear minimum and maximum threshold values for initiating corrective actions.

Agenda Item 14.4 For information and discussion: Opinion poll analysis

Proceedings: Dr. Anuradha presented a detailed Opinion poll analysis of the B. Pharm and Pharm.D programs. She explained the opinion poll conducted for the Academic Year 2024–25 among graduating students of B. Pharm and Pharm.D. She further informed the committee that, from the academic year 2025–26, the opinion poll will also be undertaken for graduating students of M. Pharm and D. Pharm programs as well. Additionally, she suggested conducting additional orientation sessions for D. Pharm students to enhance their understanding of the opinion poll process and to ensure better outcomes.

Dr. Padmin appreciated the efforts of the institute in conducting the opinion poll, analysing it systematically and the willingness to accept and act upon the constructive suggestions received from the students. He further suggested that the question "The teachers were impartial in their evaluation during internal examinations" appeared to be subjective and should be reframed; the same was agreed upon by Dr. Nerlekar. Dr. Padmin also highlighted that most student suggestions were related to skill development, emphasizing the need for the institute to focus more on skill-based activities and initiatives.

Dr. Nerlekar appreciated the institute's efforts in conducting the opinion poll and further suggested systematic analysis of student suggestions and implementation of actions on repetitive and recurring feedback.

Ms. Rutu Shah, student representative, suggested that instead of seminars, the Institute should plan more creative and skill-oriented sessions to enhance student learning and employability.

Resolution: The members resolved to continue conducting and expanding the opinion poll to B. Pharm, Pharm.D, M. Pharm, and D. Pharm programs, to reframe subjective evaluation-related questions, and to systematically analyze recurring students' suggestions during the opinion poll.

Agenda Item 14.5 Any other matter with the permission of the Chair

14.5.1 Monitoring of Autonomous colleges

Proceedings: Dr. Anuradha informed the committee that the institute received a circular from the University Grants Commission dated 16 December 2025 regarding the monitoring of autonomous colleges as per the UGC Autonomous Colleges Regulations, 2023. She briefed the committee on clause 9 of the regulations under the heading monitoring of autonomous colleges, and the detailed provisions were explained by Dr. Gajjar.

As per Clause 9.1 and 9.2, it was noted that IQAC must function for regular monitoring, with an external peer team comprising two or more academicians of repute, not below the rank of professor, and that an annual external peer review must be conducted with the performance report uploaded on the college website.

Dr. Anuradha further highlighted the requirements under Clauses 9.3, 9.4, and 9.5, which mandate uploading detailed information on the institute's website regarding courses offered, fee structure, faculty details with qualifications and unique IDs, admission procedures, infrastructure, research activities including Ph.D. scholars, constitution of statutory committees, regular conduct of statutory body meetings, and uploading minutes of meetings.

She also informed the committee that, as per Clause 13.1, strict adherence to UGC regulations is mandatory, failing which UGC may initiate action, including withdrawal of autonomous status. The Institute is required to submit an undertaking of compliance on its letterhead, upload it prominently on the website homepage, and email a copy to UGC within 30 days of receipt of the communication.

Regarding the external peer review, Dr. Nerlekar suggested that Dr. Chhabria, being a senior academician, may assist in identifying suitable external peer reviewers. Dr. Anuradha assured the committee that, based on Dr. Chhabria's guidance, the institute will finalize the external peer review team. Dr. Nerlekar further added that M.G. Science Institute has already conducted a similar exercise and developed review questionnaires, which may be referred to by LMCP for guidance.

Regarding website compliance, Dr. Nerlekar emphasized the need for revision and redesign of the LMCP website to ensure alignment with UGC requirements.

Resolution: The Committee resolved to ensure full compliance with UGC Autonomous Colleges Regulations, 2023, including Peer review by an external peer review team, submission of the mandatory undertaking, systematic website updation, and timely completion of all monitoring requirements as prescribed by UGC.

The meeting ended with a vote of thanks to all the members and the Chair.

Dr. Anuradha K. Gajjar
Coordinator, IQAC - LMCP

Dr. Mahesh T. Chhabria
Chairman, IQAC - LMCP