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LAUREATE INSTITUTE OF PHARMACY

(Approved by PCI, New Delhi and Himachal Pradesh Govt.)
(An Autonomous Institute of Pharmacy - Off Campus Research Centre of H.P.T.U.)
NAAC Accredited "A" Grade & Recognized u/s 2(f) of UGC Act 1956
Affiliated to Himachal Pradesh Technical University, Hamirpur
V.P.O. Kathog, Tehsil Jawalamukhi, Distt. Kangra, H.P. (176031)

Ref. No.....

Date: 28/09/2026

Minutes of Meeting (19th Meeting)

The 19th meeting of IQAC was conducted on 26/09/2026 at 3:00 PM in the IQAC office of Laureate Institute of Pharmacy. The meeting commenced with the formal welcome address by **Prof. (Dr) M. S. Ashawat**, Director cum Principal. He welcomed all the members present and acknowledged their continued contribution to the academic and administrative development of the institute. The following agendas were discussed in the meeting:



Agenda 01: Review of progress for agendas discussed in previous meeting

The IQAC reviewed the progress and present status for the agendas and plans discussed in previous meeting.

- **Academic, Administrative and Research Plan (March-July, 2026).**

Plan/Target	Do	Check	Act/Review
Industrial application based B.Pharm projects (Maximum 4 students in a group) must be designed and completed for the final year students.	All the B.Pharm 8th semester projects have been designed with industrial and social application (Circular dated 20/02/2026). Tentative fields for B.Pharm Project was prepared approved and circulated to departments and faculty members.	The IQAC checked the implementation and status of achievement in the 18th (Dated 26/05/2026) and 19th (26/09/2026) meeting of IQAC with list of projects.	The plan was successfully implemented and achieved. The IQAC further suggested to review the list of project titles of the present (2027-28) B.Pharm final year batch in the R&D Cell.
M. Pharmacy (all branches) thesis (Spiral bound) should be submitted on or before 15th July 2026.	All the M. Pharm supervisors and students have been notified via notice (LIPH/2026/Estt. 8207-I Dated 16/03/2026)	The IQAC checked the implementation and status of achievement in the 18th (Dated 26/05/2026) and 19th (26/09/2026) meeting of IQAC.	The agenda as per the planning and discussion was successfully implemented and achieved. The IQAC further suggested to review the dissertation work progress by departmental presentation on periodic intervals.
Industrial visit/Field visit for UG/PG students	Training and placement cell was authorized to arrange and complete the industrial visit/site visit for UG/PG	The IQAC checked the implementation and status of achievement in the 18th (Dated 26/05/2026) and 19th	The IQAC appreciated the efforts of training and placement cell and further suggested to strengthen the implementation of this plan for

	students before April, 2026. It is mandatory for all the students to submit the of industrial/field visit report duly signed by Training and placement cell in-charge and Director cum Principal. Training and placement cell was also authorized to organize career-oriented training programs for UG/PG students within the target months.	(26/09/2026) meeting of IQAC. • Final Year M.Pharm students visited Macleods Excellence Center, Macleods Pharmaceuticals, Baddi on 13/04/2026. • PharmD students visited Microbiology and Biotechnology Lab, CSIR-IHBT, Palampur (24/04/2026) • PharmD students visited Vivekanand Hospital, Palampur (24/04/2026) • Guest lecture on 'Pharmaceutical Marketing: Opportunities and	present academic session by focusing on the industries and organization in MOU with the institution or other highly accredited industries or organizations

		Challenges' (30/04/2026). Resource person Mr. Arpit Singh, Zonal Sales, Lupin Pharmaceuticals	
Organization of seminars/guest lectures: Minimum one Seminars/Guest lectures should be organized by each department within the target months.	The agenda was informed to the Departments by circulation of 17th and 18th IQAC minutes of meetings on 19/03/2026 and 29/05/2026, respectively in the official Whatsapp group of Institute	• Workshop on 'Up to Date Lexidrug™ (Lexicomp) Drug Information Database' was organized by Department of Pharmacy Practice (Pharm.D) dated 30/04/2026. • One day workshop on Dissolution Testing & Bioavailability in Drug Development: Unique application of IVIVC in generic	The IQAC appreciated the efforts of the departments and further suggested to strengthen this plan/agenda by organizing more skill development-oriented seminars/workshops/guest lectures for faculties and students.

		drug development organized by department of Pharmaceutics dated 10/08/2026. • One day Hands on Training Workshop on HPTLC was organized by Dept. of Pharmaceutical Analysis and Chemistry for Teaching and Non-Teaching staff on 24/07/2026.	
Research/Review/Book/Book chapter publications: All the faculty members were informed to publish minimum one research/review paper as first author/corresponding	The agenda was informed to the faculty members by circulation of 17th and 18th IQAC minutes of meetings on 19/03/2026 and 29/05/2026, respectively in	Research/review publications in SCI/SCOPUS indexed Journals: **43 (IF-58)** Book/Book Chapter: **09**	The IQAC reviewed and appreciated the efforts of the faculty members and students. The IQAC further suggested to strengthen this plan by mentoring the advanced learners from the UG/PG for research/review

author and one book/book chapter within the target months	the official Whatsapp group of Institute		publications and appreciation awards for the students and mentors.
Administrative and academic audit SOP and performa	IQAC in collaboration with all the HODs and committee incharges was authorized to prepare the SOPs and present it to BOS and Academic council meeting for the approval.	The Administrative and academic SOP and Performa was presented in Academic council meeting dated 23/08/2026 for approval. The Academic council suggested modification in terms of different audit performa for PG departments and UG Program.	The suggestions by the Academic council are under due process for incorporation into the modified performa and approval from the competent authority for the implementation.
Examination process manual	Examination committee was authorized to prepare the SOP and present it to BOS and Academic council meeting for the approval.	The examination process manual was drafted, discussed and approved by the Examination committee in meeting dated 22/07/2026. The same was presented in the Academic council meeting dated 23/08/2026.	The Academic council approved the examination process manual.
Identification and support	IQAC in collaboration with	The Guidelines and Support	The Academic council approved the

mechanism for the Fast/Average/Slow learners	examination committee, curriculum committee, and all the class coordinators was authorized to prepare the guidelines and present it to BOS/Academic council meeting for the approval.	mechanism was prepared and explained to the faculty members in a Workshop conducted on CO-PO Mapping and attainment (Dated 11-12 May 2026). The guidelines and support mechanism were presented in Academic council meeting (23/08/2026).	guidelines and support mechanism.
Theory and Practical Lesson Plan (Tentative and Executed)	IQAC in collaboration with curriculum committee, and all the class coordinators was authorized to prepare the guidelines and present it to BOS/Academic council meeting for the approval.	The performa and guidelines to prepare the lesson plan were prepared and explained to the faculty members in a Workshop conducted on CO-PO Mapping and attainment (Dated 11-12 May 2026). The guidelines presented in Academic council meeting (23/08/2026).	The Academic council approved the performa and the guidelines.
CO/PO Mapping and Attainment guidelines	IQAC in collaboration with curriculum committee, and all	The performa and guidelines for CO-PO Mapping and	The Academic council approved the performa and the guidelines with

	the class coordinators was authorized to prepare the guidelines and present it to BOS/Academic council meeting for the approval.	Attainment were prepared and explained to the faculty members in a Workshop conducted on CO-PO Mapping and attainment (Dated 11-12 May 2026). The guidelines and performa were presented in Academic council meeting (23/08/2026) for approval.	suggestion for scope of improvement in attainment determination.
CO/PO Mapping with master question paper and summary sheet of sessional examination as per the Bloom taxonomy (Theory examination) and OSPE (Objective Structured Practical Examination) as per Miller's pyramid	The Examination committee in co-ordination with HODs and IQAC was authorized to prepare and implement the agenda.	The guidelines for question paper preparation (Theory sessional examination) as per the Bloom Taxonomy with the CO/PO mapping and Practical sessional examination (OSPE with Millers Pyramid guidelines) was discussed and approved in examination committee meeting (20/05/2026). The same were presented in	The guidelines and master performa for Theory and Practical sessional examination question paper was discussed and approved by the Academic council with suggestions for the improvement in future.

		Academic council meeting (23/08/2026).	
Organization of FDP or STTP (Sponsored from any recognized/Govt body) for teaching staff (More than 30 hours)	IQAC in collaboration with all the HOD's was authorized to organize the FDP or STTP (Sponsored from any recognized/Govt body) for teaching staff (More than 30 hours) after the end of theory and practical examination.	Six Days FDP titled 'Aligning Pedagogy with NEP 2020: Technology, Innovation & Outcomes' sponsored by APTI, Himachal Pradesh and SPER, Himachal Pradesh was organized from 4th to 9th July 2026.	The plan was achieved successfully. The IQAC further decided to organize such FDPs/STTPs in the academic session 2026-27.
Fire safety infrastructure and training	• Fire exit plan on each floor in academic block and hostels. • Reflector tape on the stairs to exit in case of fire. • Installation of fire safety alarm. • Fire safety training	• Reflector tape on the stairs in case of fire exit has been pasted in Block II. • Fire safety alarm has been installed at sensitive places in Block I and II. • A training program on	The IQAC concluded that the agenda as per the planning and discussion was partially achieved and authorized the Director cum Principal to direct the concern in charge to implement the remaining decisions of the agenda.

	program for the teaching and non-teaching staff.	'Operation of Fire Extinguishers' was organized on 18/06/2026.	
Reconstitution of committees and operational guidelines	All the committees and clubs must maintain the following documents: 1. Committee/club constitution. 2. Circular notices issued for meetings along with detailed agendas. 3. Minutes of the meetings. 4. Action taken report for semester/year as per the committee guidelines.	• The agenda was informed to all the committees/clubs via circular dated 06/05/2026. • The IQAC checked the status for the implementation of agendas in consultation with the committee incharges.	The IQAC discussed and appreciated the committees/clubs for the successful implementation of the plan.
Laboratory manuals Duly authorized laboratory	The agenda was informed to the HODs and faculty	The implementation of agenda was checked by	The IQAC discussed the implementation of the plan as per the

manuals of all the practical courses should be prepared and maintained in the laboratories and departments within the target month. One copy should be submitted to the IQAC.	members by circulation of 17th and 18th IQAC minutes of meetings on 19/03/2026 and 29/05/2026, respectively in the official Whatsapp group of Institute.	regular reminder to HODs and faculty members by official Whatsapp group of the Institute.	discussion and observed that agenda was partially implemented and need further review for implementation status.

- **Improvement in library infrastructure in hostels**

  The agenda as per the discussion had been implemented in Boys and Girls hostel with improved seating capacity and number of books.

- **Schedule of Governing body, Board of studies, Academic Council, and Finance committee meetings.**

  Board of studies meeting was conducted on 22/08/2026 and Academic council meeting was conducted on 23/08/2026. The Governing body meeting and finance committee meeting is pending due to administrative and confirmation of tentative availability date of external expert members.

- **Reconstitution of discipline committee**

  Discipline committee was reconstituted (LIPH/2026/Estt. -8287, dated 19/05/2026) and notified.

- **Reconstitution of student council**

  Student council was reconstituted (Dated 22/08/2026)

- **Publication of NEWSLETTER through the student council.**

  The IQAC in the 19th meeting discussed and authorized the student council to plan and publish the half yearly e-Newsletter highlighting the institutional activities and achievements.

- **The curriculum committee will be reconstituted as 'Curriculum/Program Committee'.**

  The curriculum/program committee was constituted vide office order LIPH/2026/Estt. -8335, dated 22/06/2026

- **Reconstitution of IQAC for teacher and students' members before next meeting.**

  The reconstitution of IQAC for academic session 2026-27 was done with inclusion of following teacher and students' members

  Mr. Ajay Kumar, Assistant Professor; HOD- D. Pharmacy; Deputy Registrar Conduct, Examination Branch

  Mr. Nikhil Sharma, Assistant Professor and Placement Cell Incharge

  Mr. Priyanshu, M.Pharmacy student.

  Ms. Astha Rana, B.Pharmacy student.

Agenda 02: Acceptance of minutes of the previous Board of studies and Academic Council meetings.

The IQAC accepted the BOS and Academic council minutes of the meeting conducted on 22/08/2026 and 23/08/2026, respectively.

The Finance committee meeting was not scheduled due to the delay in External audit report.

Agenda 03: Schedule for the Governing Body meeting.

The governing body meeting will be scheduled tentatively in the month of December, 2026.

Agenda 04: Strategic planning for the six months/one year.

The strategic plan for 2026-27 in terms of curricular aspects, teaching & learning, Research & innovation, infrastructure development, student support and progression, institutional social responsibility and digital transformation in future teaching and learning was discussed and approved by the IQAC.

Agenda 05: Reconstitution of IQAC.

The reconstitution of IQAC for academic session 2026-27 was done with inclusion of following new teacher and students' members.

- Mr. Ajay Kumar, Assistant Professor; HOD- D. Pharmacy; Deputy Registrar Conduct, Examination Branch
- Mr. Nikhil Sharma, Assistant Professor and Placement Cell Incharge
- Mr. Priyanshu, M.Pharmacy student.
- Ms. Astha Rana, B.Pharmacy student.

The names of Mr. Sunny Bhardawaj, Ms. Archana Choudhary, Mr. Abhishek and Ms. Naniak Chib was excluded from the IQAC as teacher members.

Agenda 06: Any other agenda with the permission of chair.

- The IQAC discussed and accepted the minutes of meeting and action taken report of Feedback committee for Academic session 2025-26.
- Support and Enrichment Committee for Advanced/Average/Slow Learners should be constituted and notified.

The industry stake holders were not present in the meeting due to previous personal engagements.

The meeting concluded with vote of thanks by Dr. Pravin Kumar, IQAC Coordinator.

Director cum Principal

DIRECTOR CUM PRINCIPAL
LAUREATE INSTITUTE OF
PHARMACY KATHOG
TEH. JAWALAMUKHI