

Vision : To be a leader in Pharmacy Education, Pharmacy Training and Research in Pharmaceutical Sciences

Mission: To educate and train students in the knowledge and practice of pharmaceutical sciences

To contribute to improvement of health of the society through education programs

To contribute to improvement of health of the society through research programs

BOS/PG/ 001/2019

Minutes of the Meeting of Post Graduate Board of Studies of the Bombay College of Pharmacy (BCP) vide No. BOS/001/2019 held on Friday, 26th July 2019 from 10.30 am to 12.30pm in the conference room of the Bombay College of Pharmacy, Kalina, Santacruz (E), Mumbai.

Following members were present:

1. Prof Krishnapriya Mohanraj (I/c Principal)
2. Prof Krishna Iyer (Chairperson PG Board of Studies & HOD-Pharmaceutical Chemistry)
3. Dr Anuradha S. Majumdar (Vice-Principal-Academic)
4. Dr Alka Mukne (HOD-Pharmacognosy)
5. Dr Vaishali Dixit (HOD-Pharmacology)
6. Prof. S.Y.Gabhe (Professor of Pharmaceutical Chemistry, Bharati Vidyapeeth's Poona College of Pharmacy)- Outside the parent University- recommended by Academic Council
7. Prof. Vandana Patravale (Professor of Pharmaceutics, Institute of Chemical Technology, Mumbai)- Outside the parent University- recommended by Academic Council
8. Dr R.B. Smarta (Interlink Marketing Consultancy Pvt. Ltd.)-representative from industry
9. Dr Parizad Elchidana (Principal Technical Consultant, ACG, Mumbai)- post graduate meritorious alumnus recommended by Principal
10. Prof. Mala Menon (Invitee-Professor of Pharmaceutics)
11. Dr Vaishali A. Shirsat (Member Secretary & HOD- Pharmaceutical Analysis)

Following members expressed their inability to attend the meeting:

- 1) Dr Ujwala Shinde-(HOD-Pharmaceutics)
- 2) Dr. Premlata Ambre - (Vice-Principal- Administration & Strategy)

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Sr. No	Agenda with points discussed mentioned below	Role & Responsibility
001.01	To Welcome the Newly Constituted Board Members	
	<p>Dr. Krishnapriya welcomed all the members and thanked for their presence; since the meeting was scheduled at short notice. She informed that the letter from UGC was received on 29th April 2019 stating the 'Academic Autonomy status' of IPA-MSB's Bombay College of Pharmacy for 10 yrs with academic start from the year 2019-20. It is considered as one of the fastest autonomous status granted to any institute.</p> <p>Application for 'Autonomous status' was done on 15th Nov 2018. Inspection by UGC team was done on 19 & 20th March 2019. UGC letter received dt. 29.4.2019 & from University of Mumbai dt. 12.6.2019</p> <p>Letter to UOM was sent for receiving the VC nominee for the scheduled BOS meeting. However, there was no reply from them. After a long wait and considering the start of First Year B. Pharm and M. Pharm Program from 1st August, the meeting was held in a short notice.</p> <p>Prof Krishnapriya thanked Prof Krishna Iyer for his acceptance to be the Chairman of Board of studies for B. Pharm and M. Pharm program. The members formally introduced themselves.</p>	
001.02	To consider Rules & Regulations for M. Pharm Program -Choice Based Credit System (CBCS), Effective from the Academic Year 2019-20	
	<p>Prof. Krishna Iyer informed that the Directives of the Pharmacy Council of India (PCI), states the prescribed Rules and Syllabus for B. Pharm course and Scheme and Syllabus for M. Pharm., its letter Ref 14-136/2016-PCI and Ref 14-154/2015 PCI dated December 21, 2016, with the subject heading 'Statutory Scheme/Rules and syllabus for B. Pharm and M. Pharm courses. Thus, it is mandatory to implement the directives of PCI with regard to Rules/Regulations/Syllabus for recognition and extension of approval of B. Pharm and M. Pharm programs of institutes by PCI, and AICTE directives. Therefore, the syllabus for M. Pharm program should be followed as given by PCI.</p> <p>However, due to paucity of time; it is decided to adopt the syllabus of PCI only from next academic year (2020-2021). Thus, for the current academic year, the UOM syllabus for M. Pharm program is continued. Hence, the Rules and Regulations drafted for M. Pharm program is in concurrence with UOM syllabus.</p>	

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	<p>Prof. Krishna Iyer briefed the contents of Rules & Regulations for the M. Pharm programs (Pharmaceutical Chemistry, Pharmaceutics, Pharmacology, Pharmacognosy and Phytochemistry & Pharmaceutical Analysis). The soft copy was already mailed to all members and the print outs of the same were made available for discussion. Prof. Krishna Iyer informed that the syllabus content has over 80 pages and hence the same will be mailed to all the members.</p> <p>The contents were comprehensively discussed with pertinent suggestions for implementation of syllabus in achieving program objectives.</p> <p>The committee members approved these Rules & Regulations and suggested few points to append which are mentioned subsequently.</p>	
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001.0 3	<p>To consider schemes & Syllabus of M. Pharm as per the University of Mumbai (Both adopted from University of Mumbai norms)</p>
	<p>Attendance</p> <p>Dr Smarta advised to follow a rigorous system for informing the students regarding their attendance in each course. Though, the students can check their attendance on the college portal, he advised to put the 'Attendance Notice' of defaulter students every month. The letter may be sent to parents in case any student fails to meet the attendance criteria.</p> <p>The minimum attendance of 80% in every course is mandatory as per PCI Rules & Regulations. This should be distinctly informed to the students in the induction program.</p> <p>In case the students fail to meet the attendance criteria due to medical reasons or any emergency situations, then the average attendance in all courses may be considered as the acceptance criteria for attendance. For considering the average attendance in all courses, the student must have a minimum of 60% attendance in a course. This acceptance criteria shall remain discrete.</p>

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<p>Seminar, Research methodology & Thesis writing</p> <p>Dr Smarta advised that the students must critically read the review articles and research publications from any 5 good journals. The students must then make a presentation of the referred article with a critical analysis giving details of objectives, experimental work, critical findings, limitations or drawbacks and ways to improve the quality of work. This will effectively improve their report writing and presentation skills. The students must update themselves by reading journals in the library. Thus, each Department of M.Pharm is required to list good journals which the students can critically analyse.</p> <p>Prof. Vandana Patravale discussed the assessment process of students followed in ICT. She informed that the students are evaluated by assigning a module of 'Critical review of the paper', termed as 'Home paper' like what Dr Smarta proposed. The students should write a weekly report of the lab work done and present it orally. This helps to record and update their lab data and improve their writing skills.</p>	<p>SOP for the same to be given by Dr Anuradha Majumdar</p>
<p>English communication-The faculty raised their concern about poor English communication skills of students. Dr Parizad suggested to assign different modules to improve their oral and writing skills. Dr Smarta suggested to conduct some training modules on Saturdays by the external agencies.</p>	
<p>Monitoring Research Progress of students (Continuous assessment)-</p> <p>Dr Vaishali Shirsat informed that the M. Pharm Research Progress Monthly Evaluation book is already prepared, and Department of Pharmaceutical Analysis has been using this. This book has helped to evaluate the research progress of students critically. This book will now be used by other Departments from this academic year. Prof. Krishnapriya informed that 'Innovation in teaching and learning', is required in accreditation process, and hence the suggestions given by external members of the BOS can be</p>	<p>All HODs to ensure that the Research Progress Evaluation book is filled by students and evaluated by the respective guiding teacher. Dr Vaishali Shirsat to do the follow-up.</p>

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	implemented. This will also facilitate 'Continuous assessment' of students.	
	Plagiarism- Dr Anuradha Majumdar apprised all about the UGC guidelines for Thesis writing and Paper publications with emphasis on Plagiarism. She therefore requested Prof. Krishna Iyer to include the same in Rules and Regulations of M. Pharm program.	UGC Plagiarism guideline to be included in Rules & Regulations by Prof Krishna Iyer, Chairman Board of Studies
	Synopsis and Thesis submission- Prof. Krishna Iyer informed that the M.Pharm students start their academic year from 1 st August usually. This means that by 31 st July, the students must submit their thesis. So, the Viva-Voce must be held anytime from mid of August to September. Prof. Krishna Iyer requested Dr Anuradha Majumdar (Controller of Examinations) to fix the dates and schedule for Synopsis and Thesis submission, and for conducting Viva-Voce. It is mandatory by UOM for the students to present thesis research colloquium. This must be included in the Rules & Regulations. During submission of synopsis, a letter stating that the student has worked for 40 hrs/week in the lab is a requirement. The respective guiding teacher must ensure that the student has worked satisfactorily and as a documentary evidence the 'Research progress evaluation book' should be maintained. This will also assist in timely submission of thesis. Dr Anuradha has instructed to include the research progress evaluation in the M. Pharm regulations. She also consented to give the exact statements to be incorporated in the M. Pharm regulations.	Dr Anuradha Majumdar, Controller of Examinations- To fix dates for synopsis and thesis submission.
	Rearrangement of M. Pharm courses Dr Smarta suggested that the Biostatistics and Research methodology course can be shifted to Semester 1 so that the students will understand the report writing style. After which the seminar can be conducted and should be scheduled in Semester 2. The students should also be apprised of the intellectual property rights and suggested to approach the Indian Patent office for monthly subscription in getting information regarding Indian patents approved or applied.	Prof Krishna Iyer

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<p>Thesis title</p> <p>Prof. Vandana Patravale explained the systems followed in ICT regarding synopsis submission, thesis title and thesis submission. She said that a broad- based thesis title is given initially and then the precise thesis title is given at the time of submission of synopsis. She informed that the broad- based thesis titles were questioned by the NAAC committee members and hence giving precise thesis title is being followed by ICT. Similar system of broad-based title initially and precise thesis title at time of synopsis can be adopted. The Chairperson Board of Studies can decide whether the change is appropriate or not.</p> <p>The faculty members raised their concern for students showing lack of interest in doing lab work. Dr Smarta suggested to brief the students of the employment opportunities after M. Pharm completion. For this, several career counselling sessions should be conducted in college.</p> <p>Dr Parizad pointed out that the research drive can be generated through paperwork or by some simulation models. In response to this, Prof. Krishna Iyer said that the non-lab dissertation can be considered.</p>	<p>Prof Krishna Iyer and Dr Anuradha Majumdar- To decide dates and details regarding submission</p>
<p>Electives</p> <p>The faculty expressed their concern for the number of elective courses that can be offered to the students, since the workload will increase considerably once the PCI syllabus is implemented. Prof. Vandana shared the ICT system followed for some of the elective courses. She informed that 'Studio lectures' can be conducted for this and made available to the students via college portal.</p>	
<p>Publication of papers</p> <p>PCI has assigned credits for paper publication based on paper published as 'Review article' or the 'Research paper' with impact factor of journal in which it is published Hence, the guides must encourage the students for the same.</p>	<p>All Guiding teachers</p>

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	Dr Gabhe informed that Poona College of Pharmacy has made paper publication compulsory and only then the thesis can be submitted.	
001 .04	To decide on Panel of External Examiners for M.Pharm Sem II practicals and referees for M. Pharm thesis	
	Prof. Krishna informed that the list of examiners will be formalised shortly as per the UOM guidelines. He informed that the examiners will be appointed from other institutes/University to avoid the logistic problems. For thesis evaluation, the examiners can be appointed from nearby regions like Pune, Nashik, Dhule, etc.	Prof Krishna Iyer to prepare the list of examiners
001 .05	Any other matter with the permission of Chair	
	Prof Krishnapriya informed that under autonomous status, Bombay College of Pharmacy will have to make rules for recognition of M Pharm guides. As per University of Mumbai, a faculty must have 3 years of experience to become an M Pharm guide. Prof Vandana Patravale said that at ICT, faculty can guide M Pharm students immediately on becoming faculty. Prof Krishna Iyer suggested that we can retain 3 years' experience for faculty with M Pharm qualification and for PhD qualified teachers, recognition for M Pharm guidance can be given immediately. Dr. Vaishali Shirsat notified that only if the faculty has obtained 3 pages and 7 pages approval from UOM, then only the faculty can apply to the University for approval of guiding teacher. Prof. Gabhe too recommended the same. Prof Krishnapriya mentioned that on discussion with Dr Murudi of Sardar Patel College of Engineering regarding recognition of PG guides in autonomous colleges, he had mentioned that the Academic Council of the college can approve the rules for recognition as PG guides under autonomy but simultaneously let all approvals for University of Mumbai be sought since PhD recognition is still at the hands of University of Mumbai and they would require recognition of M Pharm guide from their end. Prof. Krishna Iyer informed that the application process for confirming the appointment and Guiding teacher can be done simultaneously to hasten the process. Dr Smarta has recommended to put forth the requirement to the Governing body regarding the infrastructure and other facilities that need to be made available for the smooth conduct of M. Pharm program as per PCI syllabus. And also suggested Training Teachers for new teaching technology	Academic Council to approve

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001 .00 5	Vote of thanks	The meeting ended with vote of thanks by Prof Krishna Iyer. He informed the BOS members that any suggestions or inputs are always welcome and can be conveyed any time. He said that the corrected Rules & Regulations will be mailed shortly to all the members.	Prof Krishna Iyer to mail the finalized Rules & Regulation for M. Pharm Program and Syllabus.
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Dr. Krishna Iyer

Dr. Krishna Iyer
Chairperson

Dr. Vaishali Shirsat

Dr. Vaishali Shirsat
Member Secretary

Dr. Krishnapriya Mohanraj

Dr. Krishnapriya Mohanraj
I/c Principal

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