

Rayat Shikshan Sanstha's
KARMAVEER BHAURAO PATIL COLLEGE, VASHI
Minutes of meeting
Department of Bioanalytical Sciences

The meeting with BOS members of Bioanalytical Sciences was organized; virtually through Google meet on 11th December 2020 under the chairmanship of Coordinator Dr. Rajeshri Ghorpade.

Meeting Venue: Online Google Meet from Bioanalytical Sciences Department

Agenda:

- Minutes of meeting and Action taken report of previous meetings (15 min)
- Online Conductance of the course (15 min)
- Online examinations set up and sample question paper approval (15 min)
- Approval of Program Specific Outcome and Course Outcome (15 min)
- Activities conducted by far (15 min)

These members were present for the meeting:

Sr. No.	Name	Designation	Position
7	Ms. Geetanjali Gone	HOD Bioanalytical Sciences	Chairman
2	Dr. Sunita Shailejan	Professor, Department of Botany, Ramnarain Ruia College	VC Nominee
4	Dr. Anand Kulkarni	Consultant, Proprietor at Antara Herbals	Subject Expert (Outside University)

5	Ms. Priyanka Maske	Project Scientist, IIT Powai	Meritorious alumni
7	Ms. Geetanjali Gone	HOD	Member
8	Ms. Kalyani Patil	Assistant Professor	Member

Ms. Geetanjali B. Gone [HOD, Bioanalytical Sciences] extended a warm welcome to all the members of BOS.

Reading of Agenda:

- Motion from Ms. Geetanjali B. Gone: To approve the agenda for 11th December 2020 at 11:00 am.

Vote: All in favor.

Resolved: **Motion carried.**

Agenda for the meeting on 11th December 2020 approved without modification.

Business:

The meeting began with a warm welcome of the members of the Board of Studies. Ms. Geetanjali B. Gone, Head of Bioanalytical Sciences Department introduced the members of the Core Team of BOS to the faculty members of the department of Bioanalytical Sciences.

Further, Ms. Geetanjali B. Gone invited the members of BOS to carefully ascertain agenda critically. She assured all the members that suggestions made by each member are of utmost value and will be surely considered for further improvements in the syllabus.

Motion 1: Presentation of minutes of meeting and action-taken report of previous meetings.

Discussion: Minutes of meeting and action-taken report were presented and discussions were followed immediately after.

Ms. Geetanjali Gone presented the minutes of meeting and action taken report to the members

Discussion:

Dr. Sunita Shailejan suggested offering departmental Elective courses to other colleges students from the same subject.

1. PGBASEC01: BA/ BE-1, Introduction to Good Clinical Practices and Method Validation
2. PGBASEC02: BA/BE-2, Therapeutic Data Management (TDM), Pharmacovigilance, Clinical Data Management (CDM) and Environmental Safety

Vote: All in favor.com

Resolved: **Motion carried.**

Motion 2: Online Conductance of the course

Ms. Geetanjali Gone presented online conductance of the course.

Discussion: No Suggestions were given by BoS member

Vote: All in favor.

Resolved: **Motion carried.**

Motion 3: Online examinations conductance, set up and sample question paper approval

Ms. Geetanjali Gone explained online examination setup and its conductance were explained by

Discussion:

1. Dr. Sunita Shailejan suggested that for online summative type of examination, students should write reference wherever it is possible. Further, students should be guided for such type of examination pattern.
2. All BoS members approved multiple choice questions can be asked for online summative examination.
3. Dr. Priyanka Mask suggested that students can be given research paper and asked to write synopsis and abstract of the same.

Vote: All in favor.

Resolved: **Motion carried.**

Motion 4: Approval of Program Outcome (PO), Program Specific Outcome (PSO) and Course Outcome (CO)

Ms. Geetanjali Gone requested BoS members to advice on approving Of PO, PSO and CO

Discussion: No suggestions were given.

Vote: All in favor

Resolved: Motion carries

General Suggestions:

1. Dr. Anand Kulkarni emphasized guiding the students in working on natural products or nutraceuticals as their research projects.
2. All present BoS members also agreed on calling students for research project work by obeying social distancing norms and students can also start with their internships later in the term as internship and research project work are the most integral part of our subject. Furthermore, the members added that students should be considered for traveling issues they will face

Chairperson
BoS Bioanalytical Sciences

Action Taken Report

(w.r.t. meeting held on 11th Dec 2020)

Motion 1: Presentation of minutes of meeting and action taken report of previous meetings.

1. The elective course syllabus will be shared with other colleges so that students can enroll in the same. At the same time attention will be given to credit transfer system for taking up such a course.

Motion 3: Online examinations conductance, set up and sample question paper approval

1. For online summative examination, students will be guided for writing an answer by giving reference wherever possible. The implementation of such exercise will be done in internal examinations, if not possible for semester end examinations (SEE).
2. Multiple choice questions will be asked for semester end examinations.
3. Abstract/synopsis writing type of evaluation method will be conducted as a part of practical examination or continuous internal evaluation (CIE)

General Suggestion:

1. Students will be encouraged for taking up projects related to plant-based medication/neutraceuticals.
2. Students will be called for research project work by following social distancing norms and will be encouraged for pursuing their internship in the later part of the semester.

Chairperson
BoS Bioanalytical Sciences