

S.P.MANDALI'S RAMANARAIN RUIA AUTONOMOUS COLLEGE, MATUNGA, MUMBAI 400 019  
DDU- KAUSHAL KENDRA

MINUTES OF THE EIGHTH BOARD OF STUDIES MEETING OF  
**B. Voc. PHARMA ANALYTICAL SCIENCE**  
HELD ON 7<sup>th</sup> April 2022, 10.30 a.m. ONWARDS  
ONLINE THROUGH GOOGLE MEET  
(Meeting URL- <https://meet.google.com/tde-oszh-qob>)

MEETING No.:08/2022

THE FOLLOWING MEMBERS WERE PRESENT:

Sr. No.	Name of the Person	Designation	Sr. No.	Name of the Person	Designation
01.	Dr. Sasikumar Menon	HOD & Senior Teacher	05.	Ms. Vimal Temkar	Faculty
02.	Dr. Vandana Patravale	VC Nominee & Subject Expert from outside the parent university	06.	Mr. Yash Gangal	Faculty
03.	Dr. Krishnapriya Mohanraj	Subject Expert	07.	Ms. Mitali Kelkar	Faculty
04.	Dr. Sujata Suvarnapatki	Dean, Academics	---	---	---

LEAVE OF ABSENCE WAS GRANTED TO THE FOLLOWING MEMBERS:

Sr. No.	Name of the Person	Designation	Sr. No.	Name of the Person	Designation
01.	Dr. Shailesh Singh	Representative from Industry/ Corporate Sector (Professional Expert)	02.	Dr. Varsha Shukla	Associate Professor (Special Invitee)



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 07/04/2022

  
Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
Date: 07/04/2022

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**MEETING No.:08/2022**

The meeting commenced with all members linking up through the Google Meet. The meeting was with both video and audio linking through the Google meet link:

**Meeting URL:**<https://meet.google.com/tde-oszh-qob>

**Date & Time:** Thursday, 7<sup>th</sup> April 2022 10:30 AM (IST)

Dr. Sasikumar Menon, the senior most faculty member of Pharma Analytical Sciences, as the Chairperson. Dr. Menon welcomed all members present online and started the proceedings

**Agenda item No.01 (A): Minutes of Earlier meeting**


The Minutes of the earlier meeting (07/2021), held on 13<sup>th</sup> May 2021, had already been circulated to all members (via e-mail) and was accepted by all members. The members therefore, unanimously approved the minutes.

**Resolution No. 8.1.1:**

**The members unanimously resolved to approve minutes of the earlier meeting (07/2022) held on 13<sup>th</sup> May 2021.**

**Agenda item No.02: Action Taken / Not Taken on minutes of earlier meeting**

Dr. Menon enumerated various actions that were taken as per minutes of earlier meeting like the initiatives for additional lectures with experts from pharma industry and online workshops and webinars. The members expressed their approval for the same. MVoc in PAS was not yet started and this point was mentioned in action not taken. Dr. Menon mentioned that the decision of starting of MVoc course after lockdown will be made by the management considering Post-COVID situation.



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 07/04/2022



Approved by  
(Hon. Director, DU KAUSHAL Kendra)  
Date: 07/04/2022



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**Resolution No. 8. 2.1:**

The members unanimously agreed to the actions taken / not taken on earlier minutes and noted the same.

**Agenda item No.03: To decide on the changes in the syllabus, modalities of assessment, if any, which includes the internal and external examination.**

Dr. Menon informed members that no revisions have been envisaged for the academic year 2022-23 in the syllabus. The members noted that no revisions are proposed to be made in the syllabus.

**Resolution No.8.3.1**


The members unanimously resolved to approve the continuation of F.Y.,S.Y. and T.Y. B.Voc. Pharma Analytical Sciences syllabus of the year 2021-22 without any changes to the ensuing academic year, 2022-23.

**Agenda item No. 04: To review specific topics / practical's in the syllabi for FY/ SY/ TY BVoc PAS - syllabus from the point of view of online classes. And to decide on the changes in the modalities of assessment, if any, which includes the question paper pattern, for internal and external examination. (Special discussion seeking opinion regarding online examinations (type of questions etc) / projects/practical. in the current scenario of pandemic).**

Dr. Menon informed BOS members that no major changes have been envisaged for the academic year 2022-23 in the pattern of evaluation and modalities of assessment. Dr. Menon informed all the members regarding participation of TYBVoc students in Avishkar as a part of skill based training program. He also explained participation of students from all three classes that is FYBVoc, SYBVoc and TYBVoc in the clinical trials and other projects held during the pandemic period.



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 07/04/2022



Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
Date: 07/04/2022

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In this context, BOS members suggested to publish the Avishkar project work in a good journal. They also suggested to maintain the written records (Lab. Records with readings) for all experiments performed by the TYBVoc students for Avishkar project.

Dr. Menon informed about the offline as well as online exams for all three classes. He informed the members, regarding the hands-on training of students on instruments like Dissolution apparatus, Karl Fischer apparatus etc., in presence of respective service engineers for better practical tips. He also informed that some students have joined online courses during the pandemic.

**Resolution No.8.4.1**

Members unanimously approved the use of online platform for conduct of examinations (both internal and external). Members also approved the offline conduct of practical examination for all three classes.

**Resolution No.8.4.2**


- The members unanimously resolved to approve the continuation of B. Voc. Pharma Analytical syllabus of the year 2021-22 without changes for the year 2022-23.

**Agenda Item No. 5:**

- Dr. Menon suggested that few representative students of TYBVoc could interact with the members of the Board. The Board members interacted with three students of TYBVoc, ONLINE. After the interaction, the members expressed their appreciation regarding the positive responses from the students. Dr. Patravale suggested to explore the possibility of publishing data generated out of the Avishkar projects carried out by the students. Dr. Menon agreed to try and publish the data in an appropriate journal.



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date:07/04/2022

  
Approved by  
(Hon. Director, DU KAUSHAL Kendra)  
Date:07/04/2022



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MEETING No.:08/2022

Screenshots of online meeting held through Google Meet:

1. Moments captured during interaction of board members with students.



*Sasikumar*

Prepared by  
(HOD,Pharma Analytical Sciences)  
Date:07/04/2022

*[Signature]*  
Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
Date:07/04/2022



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MEETING No.:08/2022

2. Members presented for the meeting:



The meeting ended with a vote of thanks to the chair.

*Sankumar*

Prepared by  
(HOD,Pharma Analytical Sciences)  
Date:07/04/2022

*Sankumar*

Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
Date:07/04/2022



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MINUTES OF THE EIGHTH BOARD OF STUDIES MEETING OF  
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HELD ON 23<sup>rd</sup> April 2022, 10.30 a.m. ONWARDS  
ONLINE THROUGH GOOGLE MEET  
(Video call link: <https://meet.google.com/cjw-eikg-oxi>)

MEETING No.:09/2022

THE FOLLOWING MEMBERS WERE PRESENT:


Sr. No.	Name of the Person	Designation	Sr. No.	Name of the Person	Designation
01.	Dr. Sasikumar Menon	HOD & Senior Teacher	03.	Mr. Yash Gangal	Faculty
02.	Dr. Vandana Patravale	VC Nominee & Subject Expert from outside the parent university	04.	Ms. Mitali Kelkar	Faculty

LEAVE OF ABSENCE WAS GRANTED TO THE FOLLOWING MEMBERS:

Sr. No.	Name of the Person	Designation	Sr. No.	Name of the Person	Designation
01.	Dr. Shailesh Singh	Representative from Industry/ Corporate Sector (Professional Expert)	02.	Dr. Varsha Shukla	Associate Professor (Special Invitee)
02	Dr. Sujata Suvarnapatki	Dean, Academics		Ms. Vimal Temkar	Faculty



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date:23/04/2022

  
Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
Date:23/04/2022

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**Meeting URL:** <https://meet.google.com/tde-oszh-qob>

**Date & Time:** Saturday, 23<sup>rd</sup> April 2022 10:30 AM (IST)

Dr. Sasikumar Menon, the senior most faculty member of Pharma Analytical Sciences, as the Chairperson. Dr. Menon welcomed all members present online and started the proceedings

**Agenda item No.01 (A): Minutes of Earlier meeting**

The Minutes of the earlier meeting (08/2021), held on 07<sup>th</sup> April 2022, had already been circulated to all members (via e-mail) and was accepted by all members. The members therefore, unanimously approved the minutes.

**Resolution No. 9.1.1:**


**The members unanimously resolved to approve minutes of the earlier meeting (08/2022) held on 07<sup>th</sup> April 2022.**

**Agenda item No.02: Action Taken / Not Taken on minutes of earlier meeting**

Dr. Menon enumerated various actions that were taken as per minutes of earlier meeting like the online examinations of Sy and TY BVoc (Theory), offline practical for Sy and TYBVoc, offline classes for FYBVoc, and offline examinations of FYBVoc (Theory and Practical).



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 23/04/2022



Approved by  
(Hon. Director, DU KAUSHAL Kendra)  
Date: 23/04/2022



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The members expressed their approval for the same. Dr. Menon also mentioned that the decision of starting of MVoc course will be made by the management considering Post-COVID situation.

**Resolution No. 9. 2.1:**

The members unanimously agreed to the actions taken / not taken on earlier minutes and noted the same.

**Agenda item No.03: To decide on the changes in the syllabus, modalities of assessment, if any, which includes the internal and external examination.**

Dr. Menon informed members that no revisions have been envisaged for the academic year 2022-23 in the syllabus. The members noted that no revisions are proposed to be made in the syllabus.

**Resolution No.8.3.1**

The members unanimously resolved to approve the continuation of F.Y., S.Y. and T.Y. B.Voc. Pharma Analytical Sciences syllabus of the year 2021-22 without any changes to the ensuing academic year, 2022-23.



Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 23/04/2022



Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
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**Agenda item No. 04: To review specific topics / practical's in the syllabi for FY/ SY/ TY BVoc PAS - syllabus from the point of view of online classes. And to decide on the changes in the modalities of assessment, if any, which includes the question paper pattern, for internal and external examination. (Special discussion seeking opinion regarding online examinations (type of questions etc) / projects/practical. in the current scenario of pandemic).**

Dr. Menon informed BOS members that no major changes have been envisaged for the academic year 2022-23 in the pattern of evaluation and modalities of assessment. Dr. Menon informed all the members regarding participation of TYBVoc students in Avishkar as a part of skill based training program. He also explained participation of students from all three classes that is FYBVoc, SYBVoc and TYBVoc in the clinical trials and other projects held during the pandemic period.

In this context, BOS members suggested to publish the Avishkar project work in a good journal. They also suggested to maintain the written records (Lab. Records with readings) for all experiments performed by the TYBVoc students for Avishkar project.

Dr. Menon informed about the offline as well as online exams for all three classes. He informed the members, regarding the hands-on training of students on instruments like Dissolution apparatus, Karl Fischer apparatus etc., in presence of respective service engineers for better practical tips. He also informed that some students have joined online courses during the pandemic.

**Resolution No.8.4.1**

Members unanimously approved the use of online platform for conduct of examinations (both internal and external). Members also approved the offline conduct of practical examination for all three classes.



Prepared by  
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Date: 23/04/2022



Approved by  
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**Resolution No.8.4.2**

- The members unanimously resolved to approve the continuation of B. Voc. Pharma Analytical syllabus of the year 2021-22 without changes for the year 2022-23.

**Agenda Item No. 5:**

- Dr. Menon suggested that few representative students of TYBVoc could interact with the members of the Board. The Board members interacted with three students of TYBVoc, ONLINE. After the interaction, the members expressed their appreciation regarding the positive responses from the students. Dr. Patravale suggested to explore the possibility of publishing data generated out of the Avishkar projects carried out by the students. Dr. Menon agreed to try and publish the data in an appropriate journal.



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1. Moments captured during interaction of board members with students.



*Sasikumar*

Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 23/04/2022

*[Signature]*  
Approved by  
(Hon. Director, DDU KAUSHAL Kendra)  
Date: 23/04/2022

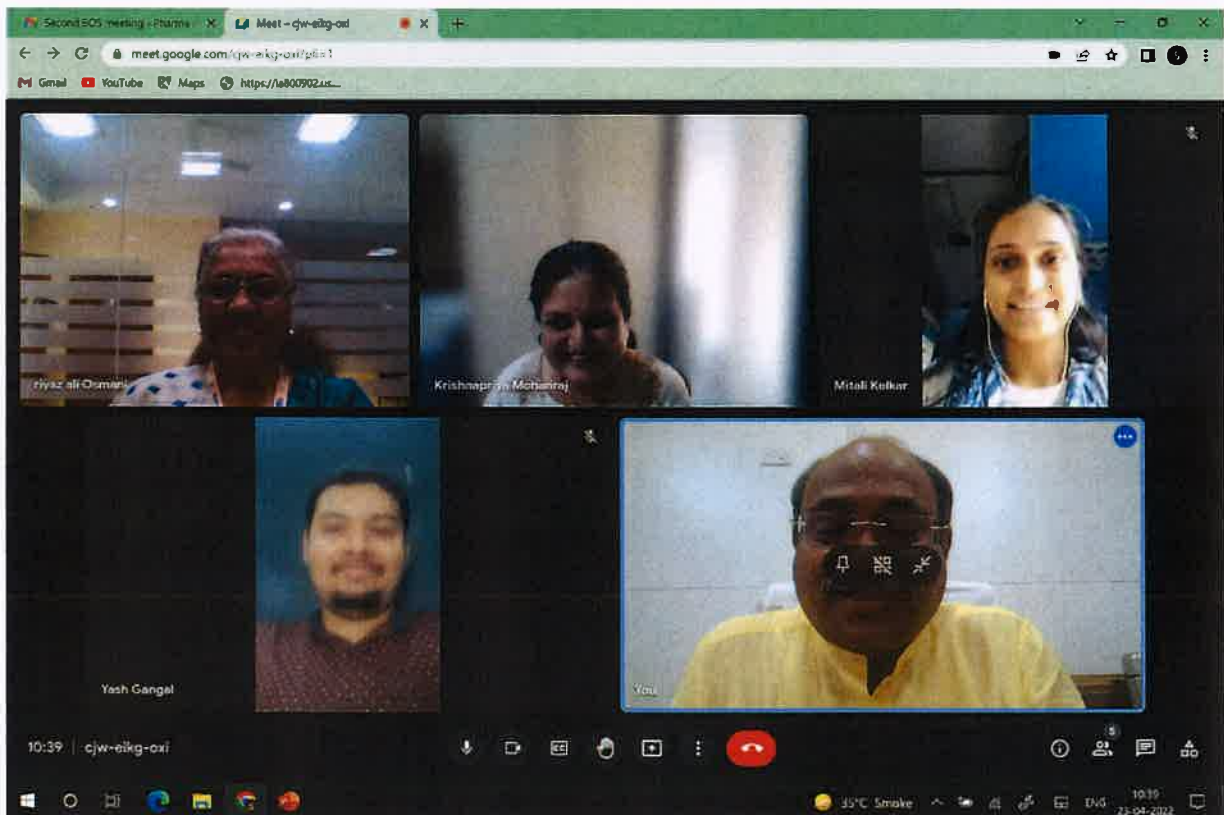


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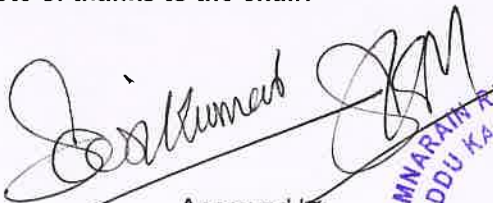
MEETING No.:09/2022


**2. Members presented for the meeting:**



The meeting ended with a vote of thanks to the chair.

  
Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 23/04/2022

  
Approved by  
(Hon. Director, DDU KAUSHAL KENDRA)  
Date: 23/04/2022



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