

**RAMNARAIN RUIA AUTONOMOUS COLLEGE, MATUNGA, MUMBAI 400 019**

**DDU – KAUSHAL Kendra**

**SUBJECT BOARD – B.Voc – PHARMA ANALYTICAL SCIENCES**

**MEETING OF THE SUBJECT BOARD – 23<sup>rd</sup> March 2018**

**AGENDA**

The Meeting of the subject board of BVoc – Pharma Analytical Sciences has been scheduled to be held on **23<sup>rd</sup> March 2018 at 15.00 Hr** at the Conference Room, First Floor in Ramnarain Ruia Autonomous College, Mumbai 400 019.

The Agenda for the Meeting is as follows;

1. Minutes of the Meeting held on 5<sup>th</sup> August 2017.
2. Action taken / Not Taken on the minutes of earlier meeting.
3. Revisions made in the current syllabus for implementation in the ensuing academic year.
4. Report on the activities of Pharma Analytical Sciences in the Academic year 2017-18.
5. Any other matter with permission of the Chair.

**Dr. Sasikumar Menon**  
**Associate Professor**  
**Pharma Analytical Sciences**

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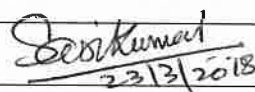
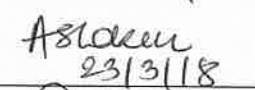
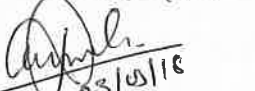

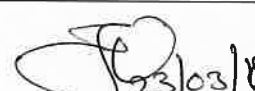
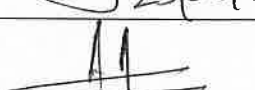
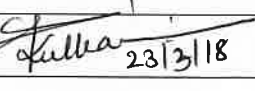
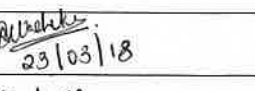
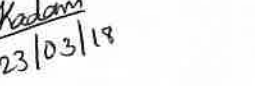
SUBJECT BOARD – B.Voc – PHARMA ANALYTICAL SCIENCES

Attendance Sheet

DATE: - 23/03/2018

The meeting of Subject Board of BVoc, Pharma Analytical Sciences was conducted on 23<sup>rd</sup> March, 2018 at S.P. Mandali's Ramnarain Ruia Autonomous College, Matunga, Mumbai 400 019.

The following members were present for the meeting:

Sr. No.	Name of the Person	Designation	Signature
01	Dr.Sasikumar Menon	HOD & Senior Teacher	 23/3/2018
02	Prof.Anushree Lokur	Hon. Director, Kaushal Kendra (Special Invitee)	 23/3/18
03	Dr.Mandar Mhatre	Senior Teacher	 23/03/18
04	Dr. Vandana Patravale	Subject Expert	ABSENT
05	Dr. Pratima Tatke	Subject Expert	 23/3/2018
06	Dr. Ravindra Bhavsar	Subject Expert (With industry experience)	ABSENT
07	Dr.Srinivas Purandare	Professional Expert	ABSENT
08	Dr.Milind Joshi	Professional Expert	 23/03/18
09	Dr. Ajit Anerao	Professional Expert	
10	Dr.Savita Kulkarni	Professional Expert (Biomolecules)	 23/3/18
11	Dr.Varsha Shukla	Coordinator, B.Voc, PAS, KAUSHAL Kendra	ABSENT
12	Ms. Aishwarya Wadekar	Student Nominee	 23/03/18
13	Ms. Tanvee Kadam	Student Nominee	 23/03/18

S. P. MANDALI'S RAMANARAIN RUIA AUTONOMOUS COLLEGE, MATUNGA, MUMBAI 400 019  
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MINUTES OF THE SECOND SUBJECT BOARD MEETING OF B.Voc PHARMA ANALYTICAL SCIENCE  
HELD ON 23<sup>rd</sup> MARCH 2018, 3.00 p.m ONWARDS  
AT CONFERENCE ROOM, RAMNARAIN RUIA AUTONOMOUS COLLEGE

**MEETING NO. : 02/2018**

**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.	Dr. Milind Joshi	Professional Expert
02.	Prof. Anushree Lokur	Hon. Director, Kaushal Kendra. (Special Invitee)	06.	Dr. Ajit Anerao	Professional Expert
03.	Dr. Mandar Mhatre	Senior Teacher	07.	Ms. Aishwarya Wadekar	Student Nominee
04.	Dr. Pratima Tatke	Subject Expert	08.	Ms. Tanvee Kadam	Student Nominee

**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. Srinivas Purandare	Professional Expert	03.	Dr. Ajit Datar	Member, BOS in Bioanalytical Sciences, University of Mumbai
02.	Dr. Ravindra Bhavsar	Subject Expert (With industry experience)	04.	Dr. Vandana Patravale	Subject Expert

The meeting commenced with Dr. Sasikumar Menon, the senior most faculty of Pharma Analytical Sciences, as the Chairperson. Dr. Menon Welcomed all members present and started the proceedings

Prepared by  
(HOD, Pharma Analytical Sciences)  
Date: 23/03/2018

Approved by  
(Hon. Director, DU KAUSHAL Kendra)  
Date: 23/03/2018

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**Agenda item no.01: Minutes of Earlier meeting**

The Minutes of the earlier meeting (01/2017), held on 5<sup>th</sup> August 2017, was placed before the members. The members unanimously approved the minutes.

**Resolution No. 2.1.1:**

**The members unanimously resolved to approve minutes of the first meeting (01/2017) held on 5<sup>th</sup> August 2017.**

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

Agenda item no.03 of earlier minutes

- Dr.Patravale and Dr.Purandare had suggested inclusion of data integrity in the syllabus. Dr.Menon confirmed that concepts of data integrity has been incorporated in the syllabus at first year itself.
- Dr.Milind Joshi had suggested that a course on USP may be organized in collaboration with Dr.Sameer Navalgund of USP, India. Dr.Menon informed the members that the course will be initiated in the current academic year.
- Dr.Ravindra Bhavsar had suggested the inclusion of uncertainty in the syllabus. Dr. Menon informed the members that the concept of uncertainty will be a part of the M.Voc syllabus.
- Dr.Ajit Anearao had suggested the importance of change procedures in the training. Dr.Menon clarified that the concept of changed procedures are part of the syllabus where as the topic will be delt in detail in the M.Voc Syllabus.
- Dr.Purandare had suggested that the students be asked to search for US FDA notification to companies to understand regulatory perspectives. This has been incorporated as part of student assignments.

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**MEETING NO. : 02/2018**

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- The members in the earlier meeting had suggested inclusion of thermal analysis techniques in the syllabus. Dr.Menon informed that the basics of thermal analysis has been incorporated in the third year syllabus while indepth study would be part of M.Voc syllabus.
- The members had suggested the inclusion of ICPMS and Raman spectroscopy in the syllabus. These techniques have been incorporated as concepts in the third year syllabus while they will be taught in detail at M.Voc level.
- Dr. Purandare had suggested the incorporation of route cause analysis in the syllabus. Dr. Menon clarified that the same has been introduced, at basic level, in the third year syllabus while it would be taught in detail at M.Voc level.
- Dr. Milind Joshi had suggested incorporation of software validation in the syllabus. Dr.Menon informed that software validation is introduced to the student as a part of 21 CFR PART 11.

Agenda item no.8 of earlier minutes

Dr.Menon informed the members that a certificate course in International Regulatory Affairs and Patents have been passed by the academic council (2017-18) and the same would be initiated in the academic year 2018-19.

**Agenda item no.03: Revisions made in the current syllabus for implementation in the ensuing academic year**

Dr.Menon informed the members that the syllabus for the job role of validation supervisor (LFS/Q0305 of LSSSDC) had to be incorporated in the earlier syllabus because of which the paper titles and paper contents were not correlating. Therefore, all paper titles have been rationalized by revising them so that the titles reflect to a great extent the content of the respective paper. After this Dr.Menon gave a brief presentation about the activities curricular activities during the academic year 2017-18. The main points of his presentation were as follows :

- The student strength in various classes of B.Voc in the year 2017-18 were F.Y – 31, S.Y – 16 and T.Y – 17.

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- The supplementary skilling programme for the students included visit to CPhI at Goregaon workshops on GC, HPLC and participation in industry projects.
- All students of T.Y.B.Voc participated in Avishkar, University of Mumbai in multidisciplinary International Conference at Bandodkar College, Thane.
- Twelve students were selected to the zonal round of Avishkar and four students received the best poster award at the international conference.
- A personality and corporate training workshop was organized for T.Y students at Wason Knowledge Hub, Mumbai.
- A workshop on FTIR, AAS, HPLC , GC and GCMS has been planned in the month of April-May 2018.
- The revised title of each paper was presented to the members with justification.
- Theory in microbiology has been incorporated in first year of B.Voc while the topics of basics in thermal analysis has been incorporated at third year B.Voc. Current guidelines of ICH, WHO and OECD have been incorporated in the third year syllabus.
- LSSSDC examination was held for lab assistant/technician level. 17 T.Y students and 16 S.Y students appeared for the exam and all of them cleared the exam.

The members thanked Dr.Menon for the presentation and deliberated on the various revisions made in the syllabus. The main suggestions provided by the members are listed below:

- Dr.Milind Joshi opined that the student must be provided experience of working under a laminar flow for microbiological analysis.
- Dr.Pratima Tatke suggested incorporation of analysis of microbial load in crude drugs.
- Dr.Milind Joshi and Dr.Ajit Anerao suggested that in the M.Voc syllabus more emphasis on microbiology and microbial analysis.
- Dr.Savita Kulkarni suggested inclusion of radiochemicals and radioactive nano bodies in therapeutics

The members deliberated on the suggestions and unanimously resolved the following

**Resolution No. 2.3.1:**

**The members unanimously resolved that the revised syllabus should incorporate training under laminar flow, analysis of microbial drug in crude drug and application of radiochemicals in cancer therapy. It is resolved unanimously that the faculty members**

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**make necessary changes in the syllabus before submitting the new syllabus to the academic board.**

**Agenda item no.4: Report on the activities of Pharma Analytical Sciences in the Academic year 2017-18**

The information about the activities were provided by Dr.Menon in his presentation. The members appreciated the activities and took note of the same.

**Agenda item no.5: Any other matter with the permission of the chair.**

- Selection of students for internship: Dr.Menon informed the members that six of the T.Y.B.Voc students were selected for job at Macleods Pharma Ltd, Mumbai and nine of the T.Y.B.Voc students were selected at BioScientific Research Laboratory, BioSRL, Mumbai. Dr.Menon reiterated the fact that all the students have been offered job and would therefore complete their internship while on job. The members appreciated the placement received by the students through the department.
- The revised question paper pattern: the members unanimously approved the revised question paper pattern in accordance to the revised syllabus.

**Resolution No. 2.5.1:**

**The members unanimously resolved to approve the new question paper pattern based on the revised syllabus.**

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- The members interacted with the students representative present at the meeting. They enquired the response of the students to the syllabus in general, the workshops they participated and also the research paper they presented. The students representatives also shared their experience at the interview for internship. The members were happy with the students response and congratulated them. All the members extended their best wishes to the students for their future endeavours.

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

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