

## Minutes of the Third Meeting of the Board of Studies held on Tuesday, 6<sup>th</sup> May 2025 at 10:30 am.

The Third Meeting of the Board of Studies of AET's St. John Institute of Pharmacy and Research(Autonomous) was held on Tuesday, 6<sup>th</sup> May 2025, at 10:30 am in the Conference Room, SJIPR, Palghar.

The following Members and Special Invitees were present in person

Dr. Savita Tauro	Mrs. Sahaya Nadar	Dr. Evans Coutinho
Mrs. Vrushali Gokhale	Mrs. Ekta Thakor	
Mrs. Deepali Nahar	Dr. Saswati Panigrahi	

The following Members and Special Invitees were present online

Dr. Vandana Patravale	Dr. Deepak Bharati	Mr. Tanavirsing Rajput
Dr. Prashant Kharkar	Dr. Popat Mohite	Ms. Sayali Churi
Dr. Premlata Ambre	Dr. Abhijeet Puri	Ms. Apoorva More
Mr. Mahesh Khalsekar	Mr. Jegan Nadar	Mr. Damodar Goundar
Dr. Norma Rebello	Mr. Prashant Dalvi	Ms. Afrin Ansari
Dr. Bharat Dhokchawle	Mrs. Macveena Martin	

Following Members and Special Invitees were granted leave of absence

Mr. Heramb Sakpal	Mr. Prakash Khandagale	Dr. Nitin Sen
Mrs. Meeta Jain	Ms. Swapnali Shinde	Mr. Albert W. D'Souza
Mr. Dnyaneshwar Rajgure	Mr. Prashant Shinde	Mrs. Elvina D'Souza
Mr. Amol Gholap	Mr. Sagar Pardeshi	Mr. Aldridge D'Souza
Mr. Ramesh Bhusal	Dr. Sudarshan Kakad	
Mrs. Nisha Kalayil	Mrs. Trupti Jadhav	

The meeting commenced with the Campus Anthem. Principal, Dr. Savita Tauro welcomed the members and the following agenda was transacted.

**Agenda No. 1:** To consider and approve the Minutes of the Second Meeting of the Board of Studies held on 15<sup>th</sup> November 2024

- ✓ The minutes of the Second Meeting of the Board of Studies held on Friday, 15<sup>th</sup> November 2024 were communicated to all members for their review. Since no comments or suggestions were received the minutes were confirmed. The members were informed of the resolutions passed by the Academic Council based on the recommendations of the BOS.
- ✓ The members were also informed that the recommendations made by the BOS and duly passed as resolutions with / without modifications by the Academic Council of the college in all the meetings of academic year 2024-25 were duly approved by the Academic Council of University of Mumbai at its meeting held on 27<sup>th</sup> January 2025.



**Agenda No. 2:** To review the following including the Actions taken based on the recommendations of the Board of Studies and approved by the Academic Council:

- a. Calendar of Academic Activities and Examinations implemented in Academic Year 2024-25
- b. Processes and policies implemented for conduct of Examinations and Assessment methods for B. Pharm. and M. Pharm. in Academic Year 2024-25

The Principal made a brief presentation on the progress during the academic year including the following:

- ✓ Summary of the academic, examination co-curricular and extra-curricular activities conducted during the academic year
- ✓ Compliance to timelines of the academic and fulfilment of the regulatory requirements for academic terms
- ✓ Implementation of policies and procedures for Examination and Evaluation as well as compliance to the planned examination calendars

**Agenda No. 3:** To receive suggestions for, to scrutinize and recommend the following:

- a. Academic Calendar of activities for B. Pharm. Semesters I, II, III, IV, V, VI, VII and VIII and M. Pharm. Semesters I to IV for Academic Year 2025-26.

The proposed Academic Calendar for academic year 2025-26, both Odd and Even Semesters for B. Pharm. and M. Pharm. was presented including the academic, examination, co-curricular and extra-curricular activities. Details of academic breaks were also included.

### ***Recommendations of the BOS***

- ✓ The proposed Academic Calendar for 2025-26 for B. Pharm. and M. Pharm. programs was accepted
  - ✓ It was noted that the number of academic, examination and activity days were meeting the requirements of regulatory norms.
  - ✓ The proposal to delete the timeline of “*within 15 days*” of declaration of results for the conduct of re-examination was accepted.
- b. Inclusion of Revaluation in the process of Examination, Assessment and Evaluation from First Half of 2025 (Even Semester of 2024-25)

### ***Recommendations of the BOS***

The ‘*Revaluation*’ for Semester Theory Examinations be included in the processes outlined for Examination and Evaluation



**c. Value-Added Courses for Academic Year 2025-26**

A summary of the Value-Added Courses conducted as per the criteria decided was presented. Additional courses proposed for academic year 2025-26 were presented.

***Recommendations of the Board of Studies***

- ✓ Courses conducted in the academic year 2024-25 can be conducted in 2025-26
- ✓ Course on Excel and Advanced Excel to be conducted in Semester VIII along with subject of "Biostatistics and Research Methodology"
- ✓ Introduce Course on JMP Statistical Discovery and such other software that will help students in data analysis in their projects at UG and PG levels.
- ✓ Introduce course on 'Safe disposal of Pharmaceutical and Personal Care products after Expiry'

**d. Minimum requirements for earning credit for participation / achievement in Extra-curricular / Co-curricular activities**

***Recommendation of the Board of Studies***

- ✓ Co-curricular and Extra-curricular activities contributing to the academic credit should be part of Third and Final Year B. Pharm.
- ✓ Define the weightage for co-curricular and extra-curricular activities
- ✓ Design Metrics and Rubrics for evaluation and grant of credit

**Agenda No. 4:** To receive suggestions for:

- a. Addition of new courses
- b. Improvement in curricular, co-curricular and extra-curricular activities

***Recommendations of Board of Studies***

- ✓ Addition of Value-Added Courses as suggested in Agenda No 3c above
- ✓ Activities related to Community engagement in collaboration with external agency

**Agenda No. 5:** Any other matter

The NIRF Ranking parameters were discussed

***Recommendation of Board of Studies***

- ✓ Increase Industry interaction

The meeting ended at 11:45 am