VIVEKANAND EDUCATION SOCIETY'S COLLEGE OF PHARMACY **Hashu Advani Memorial Complex, Behind Collector Colony,** **Chembur (E), Mumbai - 400 074** # Academic Council Minutes of Meeting	

1. Meeting Data

Type:	Academic Council	Category/ Frequency:	Biannual
Meeting Date:	01/06/2024	Scheduled Start Time:	11:30 am
Location:	Hybrid mode—online and offline Seminar Hall		
Minutes:	VESCOP/AC/2024/01	Minutes issued on:	03/06/2024

2. Participants

Sr. No.	Name	Legend	Sr. No.	Name	Designation
1.	Prof. Supriya Shidhaye	Chairperson, Academic Council & Principal, VESCOP	9.	Dr. Anita Ayre	Member Academic Council & HoD Quality Assurance
2.	Shri. B. L. Boolani	Special Invitee & Trustee In-Charge	10.	Dr. Mushtaque Shaikh	Member Academic Council & HoD Pharmaceutical Chemistry
3.	Mrs. Jharna Das	Special Invitee & Chief Coordinator, VESCOP	11.	Dr. Nutan Rao	Member Academic Council & Associate Professor, VESCOP
4.	Prof. Sangeeta Joshi	VC Nominee, Academic Council & Principal (Acting), Technical Advisor, Director, IQAC, Vidyalankar Institute of Technology,	12.	Mrs. Pradnya Korlekar	Member Academic Council & Module Coordinator of Pharmacology, VESCOP
5.	Prof. Mohan Kale	VC Nominee, Academic Council & Principal, Konkan Gyanpeeth Rahul Dharkar's College of Pharmacy	13.	Mr. Keyur Shastri	Special Invitee & Module Coordinator of Pharmacognosy Department
6.	Mrs. Manjiri Gharat	Member, Academic Council & I/c Principal, Prin. K.M. Kundnani Pharmacy Polytechnic, Ulhasnagar	14.	Dr. Rajan Kalamkar	Member Academic Council & The Controller of Examination, VESCOP
7.	Dr. Sasikumar Menon	Member, Academic Council & Director, Institute for Advanced Research in Interdisciplinary Sciences & Associate Research	15.	Mrs. Sonali Munj	Member Academic Council & Assistant Professor, VESCOP

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8.	Dr. Chandrshekhar Chakradeo	Member, Academic Council & Principal, Chembur Education Society's Chembur Sarvankash Shikshan Shastra Mahavidyalaya	16.	Dr. Anand Chintakrindi	Member Secretary Academic Council & Assistant Professor, VESCOP
9.	Dr. Rajashree Hirlekar	Member Academic Council & HoD Pharmaceutics			

Mrs. Ashwini Wani, Dr. Harsha Kathpalia, and Prof. Krishna Iyer were granted leave of absence

3. Agenda:
- Welcome note by the Chairperson and Introduction of the members.
- To brief the members about the constitution of the Board of Studies (BoS)
- To review the syllabus proposed by BoS and give recommendations to Governing Body (GB)
- To propose the admission policy
- To recommend the Scholarship (tuition fee waiver) policy to GB
- To review Research Promotion and Incentive Policy and Award policy for Staff and students
- To propose the arrangement of terms for the academic year 2024-25.
- Any other matter

4. The following points were discussed

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1.	**Welcome note by the Chairperson and Introduction of the members:** Dr. Supriya Shidhaye, Principal, VESCOP & Chairperson, Academic Council (AC) welcomed members of Academic Council to the meeting.
2.	**To brief the members about the constitution of the Board of Studies (BoS)** Dr. Supriya Shidhaye provided a detailed briefing on the constitution of the Board of Studies (BoS), outlining the subject experts from outside the parent University nominated on BoS. **All the members approved the nominated members**
3.	**To review the syllabus proposed by BoS and give recommendations to Governing Body (GB)** The proposed syllabus by the BoS was reviewed in detail. Members discussed various aspects of the curriculum, including relevance, comprehensiveness, and alignment

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	with current industry standards. The following recommendations were made to further enhance certain sections • **Syllabus Manual** o To modify tables on pages 13-20 as per the format shared o To clearly articulate the provision of grade in the grade card for successful completion of the audit course, wherever applicable. o To mention 30 contact hours for social work (PHO/Rotaract) on page 13 equivalent to one credit. o To consider NSS and DLLE for the SGPA as per the UOM ordinance 229 and to exclude it from the benefit of one credit for Co- and Extra-curricular activities from page 13. o Change "Skill Enhancing Courses" to "Skill Enhancement Courses." o To articulate the marks distribution of sessional exam if student remains absent in one of the sessional examinations • **Practice School** o Elaborate the description of Practice School. • **Audit Course** o Assign codes to audit courses. • **Communication Skills (Theory/Practical)** o Add a unit/module/experiment on interaction with patients and medical professionals (Role Play). • **Computer Application in Pharmacy – Theory** o Add a module/unit on Digital Wellbeing and AI in Healthcare. o Include Electronic Health Records, Digital Health, and mobile health apps. • **Social and Preventive Pharmacy** o Include FIP development goals (refer to Social Pharmacy syllabus of D. Pharm.). o Update the nomenclature of national health schemes/missions. • **Pharmacy Practice** o Include topics on Essential Drugs Monitor (EDM) and Rational Use of Drugs (RUD) concepts. • **Pharmacology** o Specify classes of drugs rather than specific drugs. o Ensure inclusion of important drugs (e.g., Metronidazole and Tinidazole for amoebic infections). o Include topics on other amoebic infections (giardiasis, trypanosomiasis, leishmaniasis), nootropics, biologicals, and biosimilars. • **Human Anatomy and Physiology - Practical**

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	- Include demonstrations on First aid and CPR in Human Anatomy and Physiology practical. **Environmental Sciences (EVS):** Include the following topics: - Impact of environment on health - Drug disposal systems - Pharmaceutical pollution - Sustainability (Green Pharmacy) **Herbal Drug Technology – Theory or Dietary Supplements and Nutraceuticals – Theory (Elective)** - Include a topic on micro and macro nutritional deficiency. - Introduce Ayurvedic Formulary and Unani Formulary. - Ensure botanical names of plants are in italics. **Pharmacovigilance (Elective)** - include Eco-PV, selection of molecules with environment risk management **Analysis Subjects (wherever applicable)** - Present results in practical as per form-39. - Include the reference book "Principle and Practice of Bioanalysis" by Richard Venn, CRC Publication. - Add a module/topic on mass spectrometry of simple drug molecules. **Herbal Drug Technology Practical or Pharmacognosy Practical (wherever applicable):** Include the following experiments: - Test for steroids in herbals/herbal formulations. - Test for heavy metal adulteration in herbal formulations. - To include Ayurvedic formulary, Unani etc **Pharmaceutical Biotechnology** - Include a topic on the production of monoclonal antibodies (upstream and downstream) if not already included. **Cosmetics** - To include BIS guidelines **Internship** - To give thorough orientation to students about pharmacy practice before they are deputed for internship after semester IV **The UG and PG syllabus was approved by the members with the above suggestions and was recommended to the governing body for approval** **The recommendations to be placed in the GB meeting.**
4.	**To propose the admission policy**

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	A detailed proposal for the admission policy was presented. The proposed policy was approved by the members and was recommended to the governing body for approval **The admission policy to be placed in GB meeting for final approval**
5.	**To recommend the Scholarship (tuition fee waiver) policy to GB** The policy for scholarships via tuition fee waivers was discussed. The members emphasized the need to support deserving and financially challenged students. A structured policy with clear eligibility criteria and a transparent selection process was approved by members and recommended to the governing body for approval. **This policy will be presented to the GB for final approval.**
6.	**Review of Research Promotion and Incentive Policy and Award Policy for Staff and Students:** The Chairperson presented the research promotion and incentive policy along with the award policy for staff and students. The policies aim to foster a robust research culture and recognize outstanding achievements. The members reviewed the policies and suggested following modifications to better align them with institutional goals and industry standards. • Increase the incentive amount to Rs 15,000 for article published in Scopus/ Web of Science Indexed Journals with Journal Citation Report (JCR) impact factor $\geq$ 5 • Increase the incentive amount to Rs. 10,000 and Rs. 5,000 for the book chapters published by International and National Publishers respectively • Add a rider of inclusion overhead expenses of 15 to 20 % of total project under overhead expenses or contingency in the research project budget, to compensate for the overhead cost of an institute • The award policy to include the Research award for M. Pharm Students which can be based on their research contribution. • Best teacher award: If same person is securing the top position for three consecutive years, he /she will be given a break of one year over which he/ she will not be allowed to apply **The policy was approved with the above suggestions and was recommended to the governing body for final approval.** **This policy will be presented to the GB for final approval.**
7.	**Proposal for the Arrangement of Terms for the Academic Year 2024-25:** The Arrangement of Terms for the year 2024-25 was discussed. The proposed term dates, exam schedules, and holiday periods were reviewed and approved by the members and recommended to the governing body for approval. **The Arrangement of Terms will be placed in GB meeting for final approval**
5.	**Any other matter** • Intellectual Property (IP) Policy Review

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	o The current IP Policy was reviewed in detail. The policy's effectiveness in protecting and promoting the institution's intellectual assets was assessed and following recommendations were suggested ▪ The principal investigator (PI) of a consultancy project should make a proposal with the budget to collaborating industry partner in the ratio of Total Project cost: Institute overhead expenses: PI consultancy charges = 50:20:30 ▪ Faculty members should remit 30% of the royalty to the college for books published using college affiliation. ▪ To replace the term 'Data generation' by 'Experimental data generation' **The revised Intellectual Policy will be placed in GB meeting for approval** • Recognising Alumni Achievements and Contributions o Members highlighted the benefits of maintaining strong alumni relations, including enhanced reputation, networking opportunities, and potential collaborations. The need to recognize and celebrate the achievements of alumni was emphasized. Various methods of recognition were considered, such as awards, feature articles, social media highlights, and alumni events. o Dr. Anita Ayre, the alumni coordinator informed the members that the college alumni committee is already highlighting the achievements of the alumni on the college's social media platforms and alumni contributions to the institute are also recognised. o To announce Distinguished Alumnus award for illustrious career • Consideration for Additional Credits to Students in view of National Education Policy 2020 guidelines for Academic Bank of Credits (Whenever applicable to Pharmacy education). Following are the suggestions by members o Encourage students to enroll in recognized 60-hour courses at reputed academic and research institutes to earn additional credits. o Additional 3 credits can be given to students for social internship at various Non-Government Organisations (NGOs). In addition to NGOs, Government Bodies like BMC and their health missions can also be considered for social internship. o Encourage students to enroll for courses by World Health Organisation and mention the list on the college website for information o Collaborate with Life Sciences Sector Skill Development Council for conduction of their certificate course for students. • Revision of exam fees o Dr. Rajan Kalamkar, the controller of examinations of the college proposed to increase exam fees in view of additional expenses due conduction of

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	exams/viva by college, stationery/processes required for exam conduction, appointment of referees/paper setters/examiners/moderators, and administrative expenses as autonomous college
	o The members suggested to exclude the expenses related to conduction of CDC, Finance committee, GB meetings to reduce the burden of fees on students.
	The members approved the exam fees with some revisions as suggested and recommended the exam fees for approval by the Finance Committee and the governing body.
	The meeting was ended with vote of thanks

Minutes approved by:

Dr. Supriya Shidhaye,
Chairperson, Academic Council & Principal, VESCOP

Attachments:
1. Revised Scheme and Syllabus for Bachelor of Pharmacy and Master of Pharmacy in Pharmaceutics, Quality Assurance, Pharmaceutical Chemistry
2. Arrangement of Terms
3. Revised Exam Fee Structure