

Where Education is a Passion ...
Faculties of the University:

Ref. No. Pharmacy/BOS/Pharmaceutical Chemistry/2025/01/27

Date: 27/01/2025

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(Estd. 1996)
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(Estd. 2009)
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College (Estd. 2010)
- Faculty of AYUSH
(Estd. 2011)
- Faculty of Science
(Estd. 2013)

Department of Pharmaceutical Chemistry

NOTICE

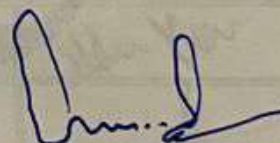
All faculty members of the Department of Pharmaceutical Chemistry are hereby informed that a **Board of Studies meeting** is scheduled to be held as per the following details:

- **Date:** 31/01/2025
- **Time:** 2:30 PM
- **Venue:** Head of Department Meeting Room

The meeting will focus on the planning and preparation for the **upcoming even semester** of the academic session. Your presence is highly encouraged as your insights are essential for the successful planning and execution of departmental activities.

Agenda of the Meeting:

1. Course Planning and Development for the Even Semester
2. Procurement and Approval of Chemical List
3. Subject Distribution and Faculty Allocation
4. Design of Practical Experiment List
5. Planning Seminars and Guest Lectures
6. Schedule Instrumentation Training Programs
7. Publication of Research/Review Papers, Book Chapters, and Patents
8. Government Grants
9. Consultancy Opportunities
10. Faculty Development Programs (FDPs)
11. Webinars/Conferences



(Prof) Dr. Manish Kumar Pathak

H.O.D

Chairman

Department of Pharmaceutical Chemistry
Kharvel Subharti College of Pharmacy

Cc to: (Member)

1. QEWC
2. All BOS members

Following members were not able to mark their presence for the meeting

Name	Name of Faculty	Designation

Where Education is a Passion
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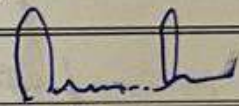
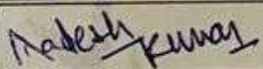
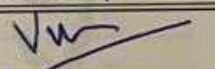
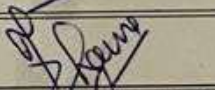
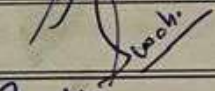
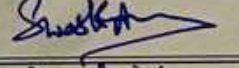
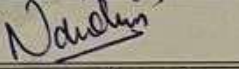
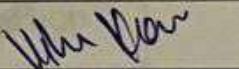

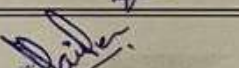

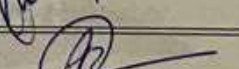
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Minutes for Meeting of Board of Studies

A meeting for Board of studies was held on 31/01/2025 at 02:30 PM in the Head of Department Meeting Room.

Following members were present during meeting.

Members Present:

S.No.	Name of Faculty	Designation	Signature
1.	Dr. Manish Kumar Pathak	Chairman	
2.	Dr. Aadesh Kumar	Member Secretary	
3.	Dr. Vikrant Verma	Member	
4.	Dr. Nidhi Dhama	Member	
5.	Ms. Swati Wadhawan	Member	
6.	Ms. Swasti Arora	Member	
7.	Ms. Nandini Sharma	Member	
8.	Mr. Vipin Kumar	Member	
9.	Mr. Amit Kumar	Member	
10.	Mohd. Haider	Member	
11.	Mr. Lavdeep Singh	Member	
12.	Dr. Amit Kumar	External Expert	

Following members were not able to mark their presence for the meeting:

S.No.	Name of Faculty	Designation
-	-	-



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At the onset, the Chairperson BOS **Dr. Manish Kumar Pathak** welcomed all the members and extended special thanks to the external expert member **Dr. Amit Kumar** for sparing his valuable time.

The following agendas were discussed during the meeting:

Agenda No. 1: Course Planning and Development for the Even Semester

Discussion:

The syllabus and curriculum structure for all even semester courses (B.Pharm & M.Pharm) were discussed and mapped according to PCI guidelines.

Resolution:

Approved by Chairman

Action to be taken by	All concerned faculty members
Timeline to complete the assigned task	05/02/2025

Agenda No. 2: Procurement and Approval of Chemical List

Discussion:

The list of chemicals and reagents required for the upcoming semester was reviewed and finalized.

Resolution:

Approved by the Chairman

Action to be taken by	Store In-charge and HOD
Timeline to complete the assigned task	15/02/2025

Agenda No. 3: Subject Distribution and Faculty Allocation

Discussion:

Faculty members were allocated subjects based on their expertise and availability.

Resolution:

Approved by the Chairman

Action to be taken by	Member Secretary
Timeline to complete the assigned task	Immediately post-meeting



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Agenda No. 4: Design of Practical Experiment List

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Discussion:

Each faculty member was advised to update practical experiment manuals as per latest curriculum.

Resolution:

Approved by the Board

Action to be taken by	All subject in-charges
Timeline to complete the assigned task	10/02/2025

Agenda No. 5: Planning Seminars and Guest Lectures

Discussion:

It was proposed to invite speakers from industry and academia on a monthly basis.

Resolution:

Approved by the Chairman

Action to be taken by	Dr. Nidhi Dhama and Ms. Nandini Sharma
Timeline to complete the assigned task	Throughout the semester

Agenda No. 6: Schedule Instrumentation Training Programs

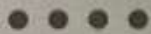
Discussion:

Training programs were proposed for UV, HPLC, FTIR, and Rotary Evaporator handling for UG/PG students.

Resolution:

Approved by the Board

Action to be taken by	Dr. Vikrant Verma and Mr. Amit Kumar
Timeline to complete the assigned task	Monthly sessions starting February 2025



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Agenda No. 7: Publication of Research/Review Papers, Book Chapters, and Patents

Discussion:

All faculty were encouraged to target reputed journals and to consider patent filing for innovative work.

Resolution:

Approved by the Chairman and External Expert

Action to be taken by	All faculty members
Timeline to complete the assigned task	Ongoing – Review in next BoS meeting

Agenda No. 8: Government Grant

Discussion:

Opportunities for applying to research grants from AICTE, ICMR, and DST were discussed.

Resolution:

Encouraged and approved by Chairman

Action to be taken by	Dr. Vikrant Verma, Dr. Nidhi Dhama and Dr. Aadesh Kumar
Timeline to complete the assigned task	As per funding call deadlines

Agenda No. 9: Consultancy

Discussion:

The department is encouraged to offer analysis and synthesis services to local industries.

Resolution:

Encouraged and approved by Chairman

Action to be taken by	Dr. Vikrant Verma and Mr. Vipin Kumar
Timeline to complete the assigned task	Initial proposals by 29/02/2025



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Agenda No. 10: FDP Programs

Discussion:

Faculty were motivated to participate and organize AICTE/PCI approved FDPs.

Resolution:

Approved by Chairman and Board

Action to be taken by	Dr. Manish Pathak and Ms. Swati Wadhawan
Timeline to complete the assigned task	At least one FDP by July 2025

Agenda No. 11: Webinars/Conferences

Discussion:

Webinars and national-level conferences were proposed for academic exposure.

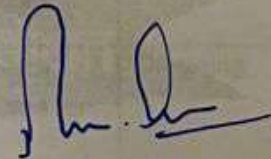
Resolution:

Approved by the Board

Action to be taken by	Dr. Aadesh Kumar and Mohd. Haider
Timeline to complete the assigned task	Conference in July 2025

Aadesh Kumar

Sign of Member Secretary



Sign and Stamp of Chairman

Where Education is a Passion ...
 Faculties of the University:

Ref. No Pharmacy/BOS/Pharmaceutical Chemistry/2025/03/17

Date: 17/03/2025

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Action Taken Report

The meeting of Board of studies was held on 17/03/2025. Following agendas were discussed in the meeting and actions taken of agenda are given below:

Agenda Item No.	Agenda	Resolution	Task Completed on	Remark
1.	Course Planning and Development for the Even Semester	Course planning completed; syllabus updated as per PCI guidelines	Within time	--
2.	Procurement and Approval of Chemical List	Chemical procurement list approved and submitted to the purchase committee	Within time	--
3.	Subject Distribution and Faculty Allocation	Subject distribution finalized and communicated to faculty	Within time	--
4.	Design of Practical Experiment List	Updated practical manuals submitted by subject in-charges	Within time	--
5.	Planning Seminars and Guest Lectures	One guest lectures already scheduled for the semester	On-going	--
6.	Schedule Instrumentation Training Programs	First instrumentation training session will be planned on 07/04/2025	On-going	--
7.	Publication of Research/Review Papers, Book Chapters, and Patents	Two papers submitted; one book chapter under review	On-going	--

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8.	Government Grant	As per funding call deadlines	On-going	--
9.	Consultancy	As per funding agencies	On-going	--
10.	FDP Programs	Proposal for FDP submitted to Chairman	On-going	--
11.	Webinars/Conferences	Webinar on "Innovations in Drug Design" scheduled for 17/04/2025	On-going	--

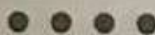
Aadesh Kumar

Sign of Member Secretary

[Signature]

Sign and Stamp of Chairman

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