

Dr. B. C. Roy College of Pharmacy and Allied Health Sciences, Durgapur – 713206

01-09-2022

Venue: BR

Minutes of the 22<sup>nd</sup> Academic Council Meeting

The meeting was attended by:

1. Prof. S Chakraborty
2. Prof. S Ray
3. Prof. SSS Manna
4. Prof. AK Ghosh
5. Dr. Sn Chakraborty
6. Dr. S Basak
7. Mr. S Bose
8. Mr. S Sengupta
9. Mr. S Konar (Invitee)

Agendum 1

Discussion on IQAC Revamping w.r.t

- a. Student Representative
- b. Local Society Representative
- c. 2 Industry Representatives
- d. Faculty Representatives

Resolved that following names shall be forwarded to the college management for approval in order of preference –

- a. Arun Baidya, Disha Das (both) + Dr. Sumanta Kumar Ghosh (Alumnus) – additional alumni representation
- b. i. Soumyadip Maity (Asst. Super, Durgapur SD Hospital)  
ii. Dr. V K Ghosh (Veterinary Doctor)  
iii. Dr. Kulbhushan (Child Specialist)  
iv. Any other resident doctor of The Mission Hospital
- c. Subhendu Sinha Chowdhury, Pradip Mallick
- d. Dr. Ujjwal Sahoo, Ms. Rituparna Chaki Ghosh

Agendum 2

NBA Compliance Report Preparation

Resolved that

  
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- a. IQAC Coordinator shall also post the teams for SAR updation along with the Compliance Report Preparation Team
- b. Dr. Souvik Basak along with his team shall organise a faculty awareness program before the Puja leaves on
  - i. Student Project (B. Pharm.)
  - ii. Curricular Gap Identification and Initiatives for beyond syllabus teaching
- c. Industries/ hospitals shall be approached for sponsoring labs – Prof. SSS Manna, Prof. S Chakraborty
- d.

#### Agendum 3

##### NAAC AQAR Preparation

Resolved that a separate meeting shall be held after the format is made available in the portal.

#### Agendum 4

##### NIRF 2023 Preparation

Resolved that no separate committees shall be required. The Registrar's office shall be responsible for data capturing. Same shall apply to AISHE updation.

#### Agendum 5

##### Add on/ Certificate Courses

Resolved that a notification from the Registrar's office shall be made alongwith a format for application.

#### Agendum 6

##### Practice School

Resolved that a meeting of identified faculty shall be held by the IC, Exam in presence of the Principal to explain the area of practice.

#### Agendum 7

##### Introduction of Mentor-Mentee Book

The Registrar introduced the draft Mentoring Book and Card. Both were accepted.

#### Agendum 8

##### Prospectus Updation

The Chairman, AC reported that the prospectus has been finalised.



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Agendum 9

Disposal of Old Documents

Resolved that the Old Syllabus course files (Sem 1 to 6) are to be recycled after segregated disposal of their contents in IC, D. Pharm.'s Room. Also resolved that Answer Scripts of 2015-2016, 2016-2017, 2017-2018 and 2018-2019 shall be disposed off in a safe way.

Agendum 10

1st Strategic Plan Implementation: Last Year and directive towards 2nd SP

Resolved that a separate meeting shall have to be convened after discussing the draft with the management.

Agendum 11

Maintenance of Google Classroom

Resolved that a small group of 2-3 faculty shall be given access to the entire classroom contents and they shall keep a watch on timely updation of the classroom contents and report to the Principal in regular intervals.

Agendum 12

Event Calendar

The In-Charge, Event Management was called in the meeting and the calendar was finalised.

Agendum 13

MOUs

The Registrar reported that most of the existing MOUs were either expired or about to expire. Resolved that new avenues will be sorted wrt MOUs.

Agendum 14

Introduction of Service Book

Resolved that IQAC Coordinator shall produce a sample copy and the matter shall be finalised after discussion with the College Management..

Agendum 15 & 16 could not be discussed.

The meeting ended with vote of thanks to the chair.

  
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Dr. B. C. Roy College of Pharmacy and Allied Health Sciences, Durgapur – 713206

22<sup>nd</sup> Academic Council Meeting

01-09-2022

Venue: BR

Attendance:

1. Prof S Chakraborty *[Signature]* 1/9/22
2. Prof S Ray *[Signature]* 01/09/22
3. Prof SSS Manna *[Signature]* 1/9/22
4. Prof. AK Ghosh *[Signature]* 1/9/22
5. Dr. S Chakraborty *[Signature]* 01/09/22
6. Dr. S Basak *[Signature]* 1/9/22
7. Mr. S Sengupta *[Signature]* 1/9/2022
8. Mr. S Bose *[Signature]* 1/9/2022
9. Mr. S Konar (Invitee) *[Signature]* 01/9/22
10. Mr. S Chattaraj (invitee) Absent



Notice

All members of AC are requested to make it convenient to attend 22<sup>nd</sup> meeting of the AC at 2:30pm on 1<sup>st</sup> September 2022 at Board Room of the College on the following agenda -

1. Discussion on IQAC Revamping w.r.t
  - a. Student Representative
  - b. Local Society Representative
  - c. 2 Industry Representatives
  - d. Faculty Representatives
2. NBA Compliance Report Preparation
3. NAAC AQAR Preparation
4. NIRF 2023 Preparation
5. Add on/ Certificate Courses
6. Practice School
7. Introduction of Mentor-Mentee Book
8. Prospectus Updation
9. Disposal of Old Documents
10. 1st Strategic Plan Implementation: Last Year and directive towards 2nd SP
11. Maintenance of Google Classroom
12. Event Calendar
  - a. 2nd and 3rd Orientation
  - b. Induction Programme
  - c. Nostalzik (4th Reunion)
  - d. 3rd & 4th Graduation Day
13. MoUs
14. Introduction of Service Book
15. Changes needed due to getting into UGC's purview
16. Lab improvement



Principal  
&  
Convener, AC