

Minutes of the 35th Meeting of Board of Governors

Of

Dr. B. C. Roy College of Pharmacy and Allied Health Sciences

Durgapur – 713206

Held on 18th February 2023

(Confirmed from 36th BOG Meeting held on 07-10-2023)

The 35th Meeting of Board of Governors of Dr. B. C. Roy College of Pharmacy & Allied Health Sciences, Durgapur was held on 18th February 2023 at the college Board Room.

The following Board Members were present in the Meeting:

- 1) Prof. (Dr.) Arup Mukherjee, Chairman, BOG
- 2) Prof. Suhrita Paul, Hon'ble Vice-Chancellor, The WBUHS, Member
- 3) Dr. Jaya Bandyopadhyay, University Representative, Member
- 4) Dr. Dipankar Sukul, Professor, NIT, Durgapur, Member
- 5) Prof. (Dr.) Subrata Chakraborty, Director, BCRCP, Member
- 6) Prof. (Dr.) Subhabrata Ray, Principal, BCRCP & Member Secretary (MS)
- 7) Mr. Manoj Kumar Kanji, Assistant Director, Directorate of Technical Education, Representative GoWB, Member
- 8) Dr. Satyajit Bose, Chairman, The Mission Hospital & President, BCREC Society, Member
- 9) Mr. Tarun Bhattacharya, General Secretary, BCREC Society, Member
- 10) Mr. Jernail Singh, Treasurer, BCREC Society, Member.
- 11) Mr. Ratan Roychowdhury, Asst. Secretary, BCREC Society, Member
- 12) Prof. (Dr.) Ashoke Kumar Ghosh, Professor, BCRCP, Member
- 13) Mr. Shobhan Bose, Asst. Professor, BCRCP Member.
- 14) Mr. Sanjoy Chattaraj, TPO, BCRCP (Permanent Invitee)
- 15) Mr. Sagar Sengupta, Registrar & Associate Professor, BCRCP (Invitee)

The Meeting was presided over by Prof. Arup Mukherjee, the Chairman BOG.

Mr. Manoj Kumar Kanji, Assistant DTE was introduced first by the MS.

The following points were discussed as in agenda and resolutions were taken which are furnished hereinafter:

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Prof. (Dr.) Santir Kumar Samanta
M. Pharm., Ph.D (J.U.)

Principal

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35.01 Approval of the Minutes of 34th BOG Meeting:

Minutes of the 34th BOG Meeting held on 25th June 2022 duly signed by Hon'ble Chairman and Member Secretary was tabled for kind approval of the Hon'ble members. The MS pointed out the salient features of those minutes.

RESOLUTION

The Minutes of 34th BOG meeting was unanimously accepted and approved by all BOG members.

35.02 Action Taken Report based upon the discussions held in the 34th BOG meeting:

Action Taken Report

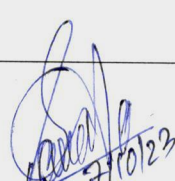
Agenda No. of 34 th BOG	Resolution Statement	Action taken
34.02 (i)	A "Best Student Research Article" award shall be introduced with immediate effect	Ms. Tanushree Pradhan has been awarded Rs. 800/- for writing a book chapter titled "Pharmacology & Mechanisms of Natural Medicine in Treatment of Type II Diabetes Mellitus in Evidence Based Validation of Traditional Medicines" in a book entitled "Evidence Based Validation of Traditional Medicines" published by Springer Nature (ISBN 978-981-15-8127-4) in 2021.
34.02 (ii)	An IRG Plan shall be tabled in the next BOG meeting	An IRG plan was tabled under agenda 35.05 for discussion and finalization.
34.05 (i)	The TPO shall introduce Consenting System in Recruitment and Training drives	Student Consent through Google Form for job preference has been collected.
34.05 (ii)	The Principal shall send a letter to the PCI requesting facilitation of GoI Training from their end	A mail from Principal to President, PCI has been sent on the issue requesting PCI to take initiative to facilitate GoI training for Pharmacy students.


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Discussion and Resolution:

Chairman, BOG suggested continuing the persuasion with the President of the PCI through CC and EC members of the PCI. He also told that the alumni activities are to be highlighted in all dimensions.

Dr. Satyajit Bose proposed that the sum of “Best Student Research Article” award should be increased.

The members expressed their satisfaction over the Action Taken Report.

35.03 Report of the Member Secretary on Progress of College & Academic Activities:

The Member Secretary put forward a warm welcome to all the Hon’ble Members of the BOG to the 35th meeting of the board. As Member Secretary of the BOG, he apprised on the progress & activities of the college after the previous BOG held on 25th June 2022.

- With great pleasure, the MS informed the Hon’ble Board members that subsequent to NAAC peer team visit to the college on 18th and 19th August 2022, the college had been accredited by NAAC with CGPA of 2.82 on 4 point scale with a B++ grade and a validity up to August 22, 2027 (for 5 years). A report on the visit was placed under agenda 35.04.
- The Member Secretary reported that the NBA validity was up to 30-06-2023 and as per the norms, the college had applied for reaccreditation to National Board of Accreditation on 24th Dec 2022 (i.e., at least six months prior to expiry of validity) in the format specified by the Board. Subsequently, the NBA authorities had communicated 25th Feb 2023 as the date of visit for reaccreditation.
- The MS informed the Hon’ble members that the college had received extension of approval from both AICTE and PCI, and the affiliations from MAKAUT, WB and WBSCT&VE&SD were also received from respective authorities for AY 2022-23 with 60 intake for D. Pharm, 100 intake for B. Pharm and 15 intake each for two PG programmes. From that AY, the college also received approval and affiliation for two new PG programmes, namely, M. Pharm (Pharmaceutical Analysis) and M. Pharm (Industrial Pharmacy) with 15 and 9 seats respectively. Hence, the total approved intake at 1st year for the college stood at 214 across all programmes.
- The PCI renewal portal had opened on 5th Feb 2023 and the college had already submitted the application (including application for raise in admission of M. Pharm – Industrial Pharmacy from 09 to 15 intake) and paid the requisite fee of Rs. 8.85 lakhs online (as per the revised PERC) on 16th Feb 2023. Reported the MS.
- As per the directives of the GoWB, the college had submitted the requisite student data to “Banglar Uchhashiksha Portal” for all current students of the college.

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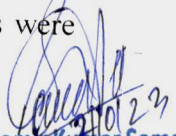


- Regarding the admission scenario, the Member Secretary informed the members that for AY 2022-23, the college had achieved almost full admission for all the courses (i.e., D. Pharm-60/60, B. Pharm – 104/105, B. Pharm lateral – 13/13 and M. Pharm - 52/54).
- Between the 34th and 35th BOG, the college had conducted 03 offline and 01 online seminars.
 - A seminar on “Development of Novel Research Methodologies for better understanding of Neurodegenerative Diseases” was delivered by Dr. Debjani Roy, Asst. Prof., Dept. of Biophysics, Bose Institute, Kolkata with 81 participants at APC Roy Seminar Hall of the college on 20-09-2022.
 - An invited talk on “Research and Development Methodology of Formulation in Generic Company” was delivered by Mr. Sayan Chatterjee; our Ex-student and Senior Manager, PMD, Cipla Ltd., on 09-11-2022, where 66 participants.
 - On 11-11-2022, Prof. Upendra Nagaich, HOD, Institute of Pharmacy, Amity University, Greater Noida and Editor-in-Chief, Journal of Advanced Pharmaceutical Technology & Research (A product of Wolters Kluwer Health, Philadelphia, USA) delivered a lecture on “Patent: A Priceless Element for Intellectuality” in the Seminar organized by IQAC, BCRPC wherein 144 UG and PG students and faculty were the participants.
 - A webinar on “Interview Techniques for the Freshers’ and Resume Writing” was organized on 07-01-2023 in association with CLINI INDIA during which Ms. Nikita Jogewar, Head of Business Development & Corporate Training, Clini India enlightened the student participants on the techniques of Resume writing and measures required before facing an interview.
- The in campus/ offline classes were continued, post COVID and the details are in MS reports. Meanwhile, the end semester examination for the UG and PG even semester 2021-22, was completed in online mode during June-July 2022. Subsequently, the odd semester 2022-23 examinations in offline mode for UG 3rd and 4th year were completed in December 2022 and for D. Pharm Part I and II during July-Sep 2022. The UG 1st and 2nd year and PG 1st year Odd Semester examinations were held up to 13th Feb 2023. From the Odd Semester 2022-23 onwards, MAKAUT, WB had stipulated four CAs in the form of Presentation/Quiz (CA1), Report Writing (CA2), Pen & Paper examination (CA3) and University conducted online MCQ based examination (CA4). The results of UG and PG even semester 2021-22 and D. Pharm Part I & II were out and were presented under agenda **35.06**.
- The placement season for AY 2021-22 had ended and that for AY 2022-23 had begun, reported the Member Secretary. For AY 2021-22, out of total 205 students of Diploma, UG and PG Pharmacy courses, students had secured 124 jobs and 56 students had opted for higher studies (B. Pharm/M. Pharm/Ph.D). The details were tabled under agenda **35.07**.


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- Between the 34th and 35th BOG, 26 papers/chapters had been published by the faculty with different publishers and in various national and international journals of repute, which was presented in **Annexure I**. Meanwhile, the faculty publishing research papers/book chapters had been awarded with incentive to the tune of Rs. 48000/- during the financial year 2022-2023. A list was annexed under **Annexure I**. Also, a MoU was in the final stages of signing for R&D collaboration with NIPER, Kolkata, reported the MS.
- The MS shared with the Hon'ble members that VJ Instruments, Pune had donated a Digital Plethysmometer (costing Rs. 2 lakhs) for UG Pharmacology Laboratory of the College.
- During the interval between the 34th and 35th BOG, several extra-curricular activities have been conducted physically in the college.

Date	Event
1 st July 2022	Celebration Of Doctor's Day
15 th August 2022	Independence Day
26 th August 2022	Women Equality Day
1 st September 2022	Orientation Program For PG Students & B. Pharm Lateral Entry Students
8 th September 2022	World Literacy Day
17 th September 2022	Biswakarma Puja
21 st September 2022	World Peace Day
23 rd September 2022	NSS Day Celebration / Blood Donation Camp in collaboration with The Mission Hospital, Durgapur
14 th October 2022	Orientation Program For B. Pharm First Year Students
17-21 st October 2022	Induction Program For B. Pharm First Year Students: <ol style="list-style-type: none"> Technical Talk On Careers Counselling By Mr. Pradip Mullick, GM, Burnet Pharmaceuticals Pvt. Ltd., Kolkata. Discussion Regarding Code Of Conduct With Students By Mr. Sagar Sengupta, Registrar, BCRCP Yoga Session By Mr. Tarun Mukherjee, Yoga Instructor, BCRCP Technical Talk By Mr. Subhabrata Dutta Gupta, Process

	<p>Manager, Chief Medical Office, Novartis Global Drug Development</p> <p>e. Games And Sports Events</p> <p>f. Seminar On Industrial Aspects Of Pharmaceutical Technology By Mr. Waizul Haque, Associate Professor, BCRCP And Ex-Manager, Lupin Ltd.</p> <p>g. Technical Talk & Career Guidance By Mr. Prabir Banerjee, Secretary, IPA-Bengal Branch</p> <p>h. Entrepreneurship Development Cell Program</p> <p>i. Interactive Session By Dr. Anurupa Ganguly, Psychological Counsellor, The Mission Hospital, Durgapur</p> <p>j. Visit To NGO (Vivekananda Bani Prachar Samiti)</p>
2 nd November 2022	Rashtriya Ekta Diwas: Unity Run
4 th November 2022	Vigilance Awareness Week Program
19 th November 2022	4 th ALUMNI MEET
24-25 th November 2022	61 st National Pharmacy Week Celebrations; Health Camp organized in collaboration with Pharmacists' Association, West Bengal.
25 th Nov – 10 th Dec 2022	International Day for Violence against Women (25 th Nov) & Celebration of Prevention of Discrimination against Women Pakhwada (through Movie Show, Elocution Competition and Essay Writing)
9 th January 2023	Orientation Program Of D. Pharm Students
11 th January 2023	National Youth Day
12 th February 2023	Dulal Mitra Remembrance Day
15 th February 2023	Dr. A. K. Bandopadhyay Memorial Cup Cricket
16-17 th February 2023	Annual Games & Sports

- Finally, the MS happily shared the news with the BOG that the management had enhanced the DA from 85% to 90% w.e.f. January 2023 for all categories of employees. The last increment in DA was made in the month of July 2022.

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Discussion and Resolution:

Chairman, BOG advised to host details of Seminars organised by the college in the college website. He also advised to prepare a comparative data analysis on Citation Index over a 5-year period of time.

Members expressed satisfaction on overall progress of the college.

35.04 Status Report on NAAC Peer Team Visit

The NAAC peer team (PT) visited BCRCP campus on 18th and 19th August 2022. The peer team consisted of Prof. Pramod Yeole (Chairperson), Dr. Preeti K. Suresh (Member Coordinator) and Dr. D. Swarnalatha (Member). The visit went on well in a cordial environment and the PT members were mostly satisfied with the documentation and infrastructure of the college. The team painstakingly went through the infrastructure of the college and documentation for Criteria 1 – 4 on the first day of visit, and recommended certain measures (such as improvement in the Fume Cupboards of some of the labs) verbally and a few written ones in their report. On the second day, there was limited time, though the team went through Criteria 4 – 7, and finally they sat with the Principal and NAAC Coordinator before penning down their final report. They discussed a few points for clarification with the Principal and the overall SWOC analysis was provided by the Chairman of PT in a sealed envelope to the Principal for opening after the declaration of the Grade by NAAC. The final day culminated with a cultural program organized by the students of the college depicting the cultural spectrum of Bengal that was highly appreciated by the peer team.


Subsequently, NAAC declared our college accredited with a grade of B++ (2.82 on a scale of 4).


The SWOC analysis was presented as follows and the detailed report was presented under ANNEXURE II.

Overall Analysis

Strength:

1. Good governance and leadership from management for quality education
2. Good retention rate of faculty
3. Good Infrastructural facilities
4. Establishment of Pradhan Mantri Bhartiya Janaushadi Kendra
5. B. Pharm program is accredited by NBA
6. NIRF ranking (Band 100-125)
7. Good campus placement
8. Faculty welfare schemes are effectively implemented
9. Promotion of MOOC courses


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Weaknesses:

1. Industry institution interaction needs to be strengthened (collaborations with industry)
2. Funding from national / international agencies should be improved
3. Publications in Peer reviewed journals are less
4. Research innovations and extension activities need to be strengthened
5. Laboratory maintenance and development need attention
6. Library facilities needs to be upgraded
7. Students amenities need to be upgraded

Opportunities:


1. Potential to tap extra rural funding research and infrastructural developmental schemes
2. As the research facility is available more consultancy projects can be carried out
3. Encouragement of Entrepreneurship among student community
4. More value added programs to meet industry needs can be introduced
5. More number of skill based courses considering the local need be introduced
6. Innovation and start up activities be initiated

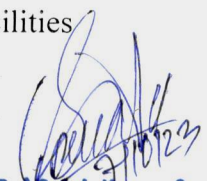
Challenges:

1. More usage of ICT by all teachers in their teaching learning process
2. Collaboration with other Universities and industries for providing the facility for higher education and job opportunities to all students
3. Modernization in tune with technology development at the national and global level in teaching, learning, research and in administration
4. To meet out the requirements for effective implementation of New Education Policy

Recommendations for Quality Enhancement of the Institution

- Research innovations and extension activities need to be strengthened
- Faculty and student exchange programs to be introduced with other universities in India and abroad
- Value added enrichment programs in focused areas of Pharmaceutical sciences to be introduced
- Perspective planning and strategy development of the college is strongly recommended
- A functional Patent cell is required
- Consultancy rules should be framed and implemented
- Library to be strengthen with more E books and E journals.
- Need improvement in maintenance and development of laboratory facilities
- Students amenities (Boys and Girls room facilities) be improved


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Discussion and Resolution:

The members found the NAAC Peer Team Report a very generalised one. The Chairman, BOG suggested to form small committees such as Innovation and Entrepreneurship Development Centre (IEDC), FDP Organising Committee, Patent Support Cell etc.

35.05 Reporting for consideration of IRG Plan

As per the directives of the Hon'ble Chairman, BOG in the last meeting, a perspective IRG plan was presented -

(A) IRG through Value-Added Certification Courses:

- (1) GPAT/JELET/D. Pharm Exit Exam Mock Test Series: Target group – BCRCP and outside Pharmacy students (Proposed by Dr. Parthasarathi Panda, BCRCP)
- (2) Organic Spectroscopy Course: Target group – BCRCP and outside Pharmacy/Science Students (Proposed by Dr. Parthasarathi Panda, BCRCP)
- (3) Soft Skill Development & Professional Communication Skills: Target group – BCRCP and outside Pharmacy/Other stream students
- (4) AI based Certification Courses pertaining to the field of Pharmaceutical Sciences (to be conducted with the help of third party)

(B) IRG through Analysis of outside samples:


It is proposed that through the utilization of the advanced instruments at the disposal of the college (such as FTIR at Dr. A. K. Bandopadhyay Memorial Lab) / HPLC / Brookefield Viscometer DVIII+/ELISA Reader (at Central Instrumentation Room) / Digital Plethysmometer (Pharmacology PG Lab)), outside samples from neighbouring colleges may be analyzed at a cost to generate extra revenue. Target group was primarily M. Pharm / M. Sc. students of other Pharmacy/General PG colleges at the vicinity.

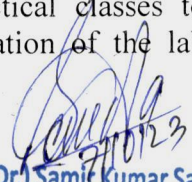
(C) IRG through Industrial Consultancy:

The faculty were being sensitized to take up Product Development / Method Development / Troubleshooting consultancy from Local industries. In this direction, already an Industrial Consultant (Mr. Subhendu Sinha Chowdhury, Member, Indian Pharmacopoeial Commission) visited and interacted with the faculty and discussed the IRG avenues through Industrial Consultancy.

(D) IRG through Branded Practical Notebooks:

It was proposed to provide BCRCP branded notebooks for practical classes to students (starting new batch 2023) that would help in standardization of the lab notebooks and also extra revenue generation.


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(E) IRG through Selling FMCG Products via PMBJK:

It was proposed that the PMBJK outlet might be utilized for selling certain FMCG products (such as White Phenyl) that could be manufactured at a low cost in the college itself.

Discussion and Resolution:

The Chairman, BOG asked to prepare a Detailed Project Report (DPR). He told to formulate both mandatory and willingness-based Certification Courses. To engage faculty members, additional payment would be necessary, said the Chairman. He also advised to prepare concept-based MCQs for evaluation of the certificate courses.

Plan on selling of Branded Notebooks and FMCG products were rejected by him.

The Chairman, BOG rather advised to explore possibility of Good Pharmacy Practice Training.

35.06 Analysis of Students' Results in the Even Semester AY: 2021-2022

The complete result analysis of Even Semester UG, PG and Part I & II of Diploma Pharmacy examinations for AY 2021-22 was presented under **Annexure III**.

The UG and PG examinations were held in online proctored mode conducted by MAKAUT, WB while the Diploma Part I and II examinations were conducted by WBSCT&VE&SD through traditional pen & paper mode.

Discussion and Resolution:

Prof. Dipankar Sukul asked whether the college can compare its students' results with the same from other colleges.

Mr. Shobhan Bose, Asst. Prof. and In-Charge, Examinations expressed his inability as no such data was available.

35.07 Report on Training & Placement Activities

The campus placement for the year 2022 had ended, though the placement assistance would continue for the unplaced students. Several companies physically / virtually visited the campus that year, and till that date 29 companies either conducted interviews or had collected CVs for shortlisting candidates. For AY 2021-22 final year batch, total students placed till that date was 124 (62 UG + 27 PG + 14 Diploma) students through offline/virtual interviews/recommendations and 56 students had taken admission for higher studies both with the college as well as with other reputed national level institutions. The college was constantly updating the information for students who were being placed at various industries and Institutions as the hiring and admission process continued.

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Like previous years, students were being encouraged to go for Industry/Hospital Training. After the post-pandemic slowdown that severely impacted the training opportunity on site in industries, the scenario had improved that year and about 87 students of 3rd and 4th year B. Pharm students had already completed their industrial training at various companies and more were in the pipeline. Students were undergoing their training primarily from Sikkim / Baddi industrial belt, industries surrounding Kolkata and local hospitals. A few had also visited Baddi (Cipla) for training. Till that date 206 students from both 3rd and 4th year B. Pharm had completed their Hospital Training from various govt/private hospitals around the state and all 57 D. Pharm students had either completed or were on the verge of completion of Hospital Training (Part III Diploma). Diploma students became eligible for Registration as Pharmacists after their Part III training. Many companies asked for Registered Pharmacists for offering job; naturally, the placement scenario for D. Pharm pass outs would continue to evolve till all students get their registration. The detailed report was presented by the Placement Officer, Mr. Sanjay Chattaraj and the data was given in **Annexure - IV**.

Discussion and Resolution:

The Chairman, BOG commented on scarcity of IT related job and advised to take necessary measures to ensure best grooming and mentoring of the students.

35.08 Report on the Faculty & Staff Strength and the Current Organization Structure

The strength of faculty stood at 42 full time and 04 part time teachers. In between 34th and 35th BOG meeting, five faculty had joined the college after due process of advertisement, interview and selection committee recommendations and one laboratory assistant with requisite qualification had been promoted on leave vacancy to the post of Lecturer. Total number of Ph.D among the faculty stood at 20 then.

The total number of non-teaching staff including Laboratory Assistants stood at 31. Additional 22 conservancy staff was employed through third party agencies.

The current Organizational Structure of the College is given in **Annexure - V**.

Discussion and Resolution:

The Chairman, BOG pointed out the necessity of Orientation Program for faculty members.

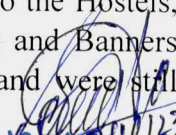
35.09 Report on "Anti-ragging" Measures & Compliance

Being the Chairman of the Anti-ragging Committee of the Institution, the MS placed on record the Anti-ragging activities of College.

With the coming of the new batch of students to the campus and particularly to the Hostels, the college authorities stepped up the active anti-ragging measures. Posters and Banners related to anti-ragging were permanently placed all throughout the campus and were still


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being displayed to keep constant awareness. That year, due to staggered admission in various programs, the freshers had entered hostel at different times. Through constitution of anti-ragging committee, squads and employment of Asst. Proctor, Wardens and matrons, the college had ensured, like previous years, a ragging – free campus experience to the fresh and previous batch students and no ragging incident had been reported as of then. All new students of the college had submitted online anti-ragging declaration at www.antiragging.in and the hostel boarders had also submitted anti-ragging affidavit for compliance of AICTE/PCI anti-ragging statutes. As an additional compliance of the statutes, the college had also submitted the database of all day-scholar students to the local police station.

The MS expressed his satisfaction as Chairman of the Anti-ragging Committee that existing measures were ensuring discipline and compliance for a ragging-free environment for which BCRCP was well known and strongly hoped to maintain our ragging – free campus record in future too.

Members expressed their satisfaction over the Anti-Ragging Report.

35.10 Miscellaneous with the permission of the Chair

The Chairman praised the Management for allowing a hike in Dearness Allowance.

He also asked if any revenue could be saved after installation of the Solar Power System.

The Registrar replied that the expenditure on usage of conventional energy had lessened about 5% after installation of Alternative Energy Generation infrastructure.

The meeting ended with vote of thanks to the chair.

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