

# Guru Nanak Institute of Pharmaceutical Science & Technology

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## 2<sup>nd</sup> MEETING OF 2015 (EVEN SEMESTER) OF BOARD OF STUDIES (BOS)

- DATE : Wednesday 29<sup>th</sup> of April, 2015.
- TIME : 03:00 P.M.
- VENUE : BOARD ROOM.

# GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE & TECHNOLOGY

## NOTICE

Ref. No. GNIPST/ BOS/155/A/

Date: 08.04.2015

The 2<sup>nd</sup> meeting of 2015 (EVEN Semester) of the Board of Studies of Guru Nanak Institute of Pharmaceutical Science & Technology will be held on Wednesday 29<sup>th</sup> of April, 2015. at 3:00 p.m. in the Board room of GNIPST to discuss the following agenda:

### Agenda: Book II

Item No. 1.01 of 2015: Confirmation of the minutes of the proceedings of 1<sup>st</sup> Meeting of 2015 (Even Sem).

Item No. 1.02 of 2015: To note and ratify the action/ follow up pursuant to proceeding (ATR) of the last meeting.

Item No. 1.03 of 2015: Discussion on beyond syllabus curriculum to be implemented to the students.

Item No. 1.04 of 2015: Discussion on postgraduate project guidance and project distribution.

Item No. 1.05 of 2015: Miscellaneous.

Dr. A. Bala  
(Convenor)

**DRAFT MINUTES OF BOS OF**  
**GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE & TECHNOLOGY**  
**HELD ON 13th of January, 2015**

Introductory Session

Name of the Institute with complete mailing Address	GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE & TECHNOLOGY, 157/F, Nilgunj Road, Sodepur, Kolkata - 700114
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Agenda\_1: Confirmation of the minutes of the proceedings of 2<sup>nd</sup> Meeting of 2014 (ODD Sem).

The BOS considered the minutes of the 2<sup>nd</sup> Meeting 2014 (Odd Sem) held on 19<sup>th</sup> September 2014. A copy of which was circulated to the members. No comments were received in writing.

Resolution: The draft minutes of the meeting was confirmed.

Agenda 2: To note and ratify the action/ follow up pursuant to proceeding (ATR) of the last meeting.

Agenda/ Resolution taken/ action taken report.

Convener presented in detail the action taken report.

Resolution: Action taken report of the last meeting was discussed in detail by the members present and was approved.

Agenda 3: Discussion on developing a cell culture set up in the institute.

The institute already started the practice of alternative animal experimentation therefore it is required to develop a set up of human and murine cell culture facilities. Furthermore the members of the BOS also mentioned the UGC notice (No.F.14-6/2014 (CPP-II) dated 1<sup>st</sup> August 2014) and in continuation proposed the immediate set up of cell culture facilities as follows:

- Separate biosafety room with biosafety cabinet.
- CO<sub>2</sub> incubator for cell culture.
- Separate incubator.
- -20 ° C and – 80 ° C freezer.

**Resolution:** Proposal forwarded to Academic Committee for consideration.

**Agenda 4:** Discussion on Improvement of continues evaluation process.

Institute practiced the use of weekly online test on individual subject as a part of continues evaluation of teaching outcome. To strengthen the continues evaluation process, the board of studies proposed to undertake a continuous review of institutional policies and its outcome.

**Resolution:** Proposal forwarded to Academic Committee.

**Agenda 5:** Discussion on laboratory safety measurement to the students.

Following proposals are suggested by the members of BOS in this regards:

- Laboratory safety guideline may be included in the practical manual and must be discussed before starting of the practical.
- Safety measure may be displayed in each laboratory.
- Short term training program may be organized by Fire Safety Committee.

**Resolution:** Proposal forwarded to Academic Committee.

**Agenda 6:** Miscellaneous.

Since no one requested for any other items, convener then expressed his gratitude and thanks to all the members for their presence in spite of their busy schedule and for their whole hearted support, guidance, valuable suggestion and cooperation extended to her during the meeting to attend greater heights and excellence of the Institute.

The meeting ended with vote of thanks to the Convener.

**CONVENER**

**ACTION TAKEN REPORT OF THE MINUTES OF BOS OF  
GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE  
& TECHNOLOGY**

**HELD ON 13<sup>th</sup> of January, 2015**

Introductory session:

1. The Convener of BOS presided over the meeting.
2. Convener extended warm welcome to the members.

ITEM	RESOLUTION	ACTION TAKEN
AGENDA 1 Confirmation of the minutes of the proceedings of 1st Meeting of 2015 (Even Sem).	The draft minutes of the meeting was confirmed.	Noted
AGENDA 2 To note and ratify action/ follow up pursuant to proceeding (ATR) of the last meeting. Agenda/ Resolution taken/ action taken report.	Action taken report of the last meeting was discussed in detail by the members present and was approved.	Noted
Agenda 3: Discussion on developing a cell culture set up in the institute.	Institute practiced the use of weekly online test on individual subject as a part of continues evaluation of teaching outcome. As part of periodic review of continues evaluation process, the board of studies proposed to undertake a continuous review of institutional policies and its outcome.	Proposal forwarded to Academic Committee. (Annexure-I)
Agenda 4: Discussion on Improvement of continues evaluation process.	Institute practiced the use of weekly online test on individual subject as a part of continues evaluation of teaching outcome. To strengthen the continues evaluation process, the board of studies proposed to undertake a continuous review of institutional policies and its outcome.	Proposal forwarded to Academic Committee.
Agenda 5: Discussion on laboratory safety measurement to the students.	Following proposals are suggested by the members of BOS in this regards: <ul style="list-style-type: none"> <li>• Laboratory safety guideline may be included in the practical manual and must be discussed before starting of the practical.</li> <li>• Safety measure may be displayed in each laboratory.</li> <li>• Short term training may be organized Fire Safety Committee.</li> </ul>	Proposal forwarded to Academic Committee. (Annexure-I)
Agenda 6: Miscellaneous	No one requested for any other items.	-

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