

## PSG COLLEGE OF PHARMACY

### MINUTES OF THE ACADEMIC COMMITTEE MEETING

19.02.2016

Minutes of the meeting held at Principal's Chamber on 19.02.2016. Following are the members present in the meeting.

1. Dr. M. Ramanathan (Principal)
  2. Dr. V. Sankar (Vice Principal)
  3. Dr. B. Samuel Thavamani (Convenor, Academic Committee) B.Pharm Program
  4. Dr. Prudence A Rodrigues (Convenor, Academic Committee) Pharm D Program
- Students ID Card: It has been discussed to insist the students to wear ID cards inside the campus. Attendance will not be given for students without ID card.
  - Arrear students appearing for university examination should also wear ID and they should come in uniform.
  - Mathematics teacher for I Pharm D has to be find out. Requisition letter for the same has been given to Dr. Rajendran, Principal, PSG CAS on 13.02.2016.

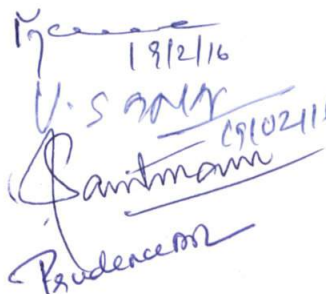
#### Signature

Dr. M. Ramanathan

Dr. V. Sankar

Dr. B. Samuel Thavamani

Dr. Prudence A Rodrigues

  
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19/02/16  
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19/02/16

## PSG COLLEGE OF PHARMACY

### ACADEMIC COMMITTEE

18.03.2016

Minutes of the academic committee meeting held on 18.03.2016. Following are the members present

Dr. M. Ramanathan	- Principal
Dr. V. Sankar	- Vice Principal
Dr. B.Samuel Thavamani	- Convenor (Academic Committee - B. Pharm)
Dr. Prudence A Rodrigues	- Convenor (Academic Committee – Pharm D)

**Agenda:** Discussion regarding the students with less attendance

Following are the decisions taken in the meeting:

\* Attendance will be monitored for those students who have less attendance for a period of two weeks. If they fail to cope up the attendance the same will be intimated to their parents in the first week of April.

\* Those students who fail to manage the attendance will not be permitted to sit for third sessional examination.

\* They have to make up their attendance by attending the regular classes with the next batch.

\* They have to pay Rs.25,000/- as tuition fee for the extended period.

5,000/- list.

**Signature**

Dr. M. Ramanathan

Dr. V. Sankar

Dr. B.Samuel Thavamani

Dr. Prudence A Rodrigues

*Signature*  
*V. Sankar*  
*18/03/16*  
*B. Samuel Thavamani*  
*Prudence*

## PSG COLLEGE OF PHARMACY

### MINUTES OF THE ACADEMIC COMMITTEE MEETING

02.06.2016

Members present during the academic committee meeting held in Principal's chamber on 02.06.2016.

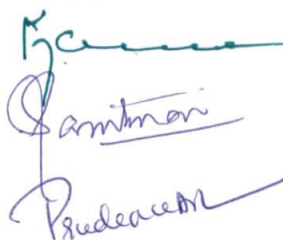
1. Dr. M. Ramanathan (Principal)
  2. Dr. B. Samuel Thavamani (Convenor, Academic Committee) B.Pharm Program
  3. Dr. Prudence A Rodrigues (Convenor, Academic Committee) Pharm D Program
- \* It has been decided to get a random feedback from B.Pharm and Pharm D students regarding the academics before the end of the third session.
  - \* A feedback regarding the curriculum aspect has to be received from faculties of respective subject to represent PCI.
  - \* Mr. Vaiyana Rajesh and Mrs. S. Vanitha has to schedule the management training program without affecting the academics.
  - \* Instead of two class tests in the third session for IA, one will be evaluated based on the presentation given by each student regarding the training underwent during the vacation.
  - \* Head of the Department should update the entry of new staff members, to the academic committee for updating the timetable.
  - \* Moodle training has be planned to conduct in the month of July after final mark entry.

#### Signature

Dr. M. Ramanathan

Dr. B. Samuel Thavamani

Dr. Prudence A Rodrigues



**PSG COLLEGE OF PHARMACY, COIMBATORE-4**

**27-10-2017**

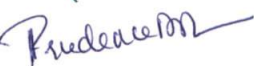
**CIRCULAR**

With reference to the meetings held on 28-04-2015 & 17-09-2015, it has been decided that academic committee will monitor the alternate arrangements and if a class get cancelled without any reason will be noted down by the committee members and the same will be informed in the meeting. In the meeting held on 27-10-2017 it has been decided that HOD's are responsible for monitoring the alternate arrangements given by the staff members for the smooth conduct of classes. The faculty failed to do proper alternative arrangement and particular class has been skipped can be brought to the notice of the Principal,

1. Dr. M Ramanathan- Principal



2. Dr. Prudence A Rodrigues

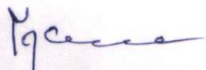


02.01.2018

Minutes of the Academic committee meeting

In connection with the resignation of Mr. K. Ragavan, Assistant Professor Department of pharmacology, the following changes have been incorporated in the academics and this will continue until the appointment of new faculty.

- Pharm D 1<sup>st</sup> year Biochemistry subject will be handled by Mrs. S.E. Maida Engels
- Mr. G. Venkatesh will be Incharge of Biostatistics and Research Methodology paper (Pharm D IV Year). The regular classes will be taken by Dr. Anil C. Mathew
- Pharmacology-II (Pharm D III year) will be handled by Mr. A. Tamilselvan
- M. Pharm second semester Advanced Pharmacology-II will be handled by Mr. Manikandan

  
Dr. M. Ramanathan  
Principal

Copy to

Convener – Academic Committee

HOD - Pharmacology

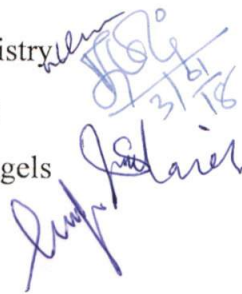
Pharmaceutical Chemistry

Faculty – Mr. A. Tamilselvan

Mrs. S.E. Maida Engels

Mr. G. Venkatesh

Mr. N. Manikandan

  
31/1/18



**PSG COLLEGE OF PHARMACY, COIMBATORE – 4**

**MINUTES OF THE ACADEMIC COMMITTEE MEETING**

12.03.2018

New faculties were appointed and the following changes have been incorporated in the academics.

- ❖ Pharm .D IV year clinical toxicology & M. Pharm II semester CRP by Mr. D. Usman
- ❖ Pharm. D II year Pathophysiology & V year PEPE by Dr. K. Divya
- ❖ B. Pharm II semester Mr. S. Madhva Krishnan for Environmental Sciences and Mr. Sathish Kumar for Computer application in Pharmacy



Dr. M. Ramanathan

Principal

Copy to

Academic Committee

## PSG COLLEGE OF PHARMACY

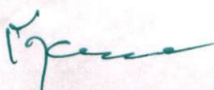
### MINUTES OF THE ACADEMIC COMMITTEE MEETING

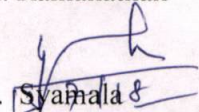
12.07.2018

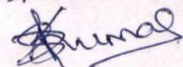
Venue: Principal Office

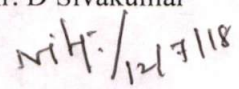
Principal discussed with the committee members regarding the commencement of the academic year 2018-2019

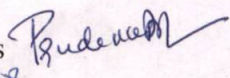
- 3<sup>rd</sup> semester B Pharm, 3<sup>rd</sup> and 4<sup>th</sup> B Pharm classes has been scheduled to commence on 24-09-2018
- 1<sup>st</sup> semester B Pharm and 2<sup>nd</sup> Pharm D classes has been schedule to commence on 01-10-2018.
- Induction/Orientation program for Pharm D 1<sup>st</sup> year and B Pharm 1<sup>st</sup> semester shall start on 08-10-2018.
- Non- university exams to conduct two days prior to the main exam.
- It has been decided that, for students of 1<sup>st</sup> Pharm D and B Pharm with (PCBM) stream need not conduct mathematics classes and Initiation of time table for the Academic Year 2016-17 has been discussed.
- HOD's have been informed to submit the faculties academic work load matrix of their respective department for preparation of Time table to the Academic Committee by July end.
- As per the university regulations, the odd semester will be conducted during February and even semester in August of every year. Pharm D 1<sup>st</sup> year exams will be in August and all the other Pharm D exams will be in October.
- It was decided that not to print practical record. Students can be divided into groups and each group can prepare few experiments, which will be binded at the end of the academic year.
- Each class room /lab will be allotted with job cards
- No improvement exams (IA/CA) which can be included in the Diary
- It has been planned to give request for register printing
- Time table preparation for all the courses

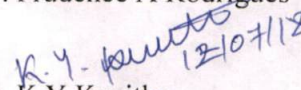
  
Dr. M. Ramanathan

  
Dr. G. Syamala

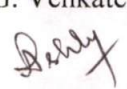
  
Mr. D Sivakumar

  
Mrs R. Nithya

  
Dr. Prudence A Rodrigues

  
Dr. K Y Kavitha

  
Mr. G. Venkatesh

  
Dr. Ashly Abraham



## MINUTES OF THE ACADEMIC COMMITTEE MEETING

Time: 11.00am

Date: 31-01-2019

Following points were discussed in the meeting

- Revising academic committee activities as per new regulations and documentation
- Setting up monitoring measurements for-Program committee (twice a semester) & the conduct of Academic committee audits (Proposed plan for audits during second week of February 2019)
- Filing copy of joining report & relieving report of faculty in the Academic & Examination committee
- Orientation for new faculty about T/L Process
- Maintaining files & registers
- Preparation & follow up on time table, workload, diary, one page calendar
- Follow up on diary & student practical record note books
- Faculty suggested for practical's writing in paper instead of record
- Maintaining inward/outward register in the committee

Following duties allotted for the members

Dr. Prudence – Work allotment, updating committee activities based on regulatory Guidelines, maintaining registers, preparation of diary & follow up

Dr.G. Syamala - Time table for B Pharm non-semester & Semester & work allotment

Dr. S. Malathi - Time table for M. Pharm Pharmaceutical Analysis & one page calendar

Mr.D.Sivakumar - - Time table for B Pharm non-semester & Semester & work allotment

Dr. V. Sivakumar- Time table for Pharm D & M. Pharmacy Practice & one page calendar

Mrs.R. Nithya - Time table for Pharm D & M. Pharmaceutics & Preparation of diary

Dr. Venkatesh- Time table for M Pharm Pharmacology & Preparation of diary

Academic committee members

Dr. Prudence

Dr. S. Malathi

Dr. V Sivakumar

Dr.G. Venkatesh

Dr. G. Syamala

Mr.D.Sivakumar

Mrs.R. Nithya

Principal



## PSG College of Pharmacy

### Academic committee meeting

09.08.2019

#### Agenda

- Academic activities and plan for 2019-20
- Workshop on teaching /learning and evaluation process
- Monitoring academic schedule

#### Minutes

##### 1. Academic activities and plan for 2019-20

The duties of academic committee were discussed among the members and allotted as per the requirements

- The time table framing for B Pharm, Pharm D will be processed by Dr.Prudence, Dr.G.Syamala, Mr.D.Sivakumar and Dr.D.Karthick
- The academic calendar and diary will be framed by Dr.S.Malathi, Mrs.R.Nithya along with Dr. Prudence
- The requirements for the follow up for registers, records will be done by all academic committee members
- The post graduate time table will be framed by the respective departments with the help of their academic members
- The work allotment will be prepared by the academic members for their departments after the time table
- The commencement of the academic year for final B.Pharm is on 23.09.2019
- The classes for the current year B.Pharm III Sem and V Sem will be started on 14.10.2019
- The inaugural for B.Pharm I Sem, I Pharm D, M Pharm I Sem shall commence from 1<sup>st</sup> Oct 2019
- The orientation program for B.Pharm I Sem, I Pharm D will be programmed separately for 2 weeks
- The orientation must be included with the introduction of wellness center

- The vacation plan for the students is divided as one week at the end of December and two weeks at the end of May

Workshop on teaching /learning and evaluation process

- The format for documenting teaching /learning and evaluation process has been prepared by the committee. This will be implemented from the academic year 2019-2020. The format may be revised as per the suggestions of the faculty
- The workshop planned on teaching /learning and evaluation process Aug 28<sup>th</sup> 2019 will include the way of teaching methodology
- The class coordinator of the forthcoming academic year has been finalized
- The academic audit reports shall be submitted on or before 14<sup>th</sup> Aug 2019

Dr.M.Ramanathan

Principal

Dr.Prudence, Professor, Department of Pharmacy practice

Dr.G.Syamala, Associate Professor, Department of Pharmacognosy

Dr.S.Malathi, Associate Professor, Department of Pharmaceutical Analysis

Mr.D.Sivakumar, Assistant Professor (Senior), Department of Pharmaceutical Chemistry

Mrs.R.Nithya, Assistant Professor, Department of Pharmaceutics

Dr.D.Karthick, Assistant Professor, Department of Pharmacology



## Minutes of the Meeting

Dt: 22/8/19

Academic & Exam Committee

Time: 10.00Am

→ Points to be presented on 28/8/19

Faculty meeting was discussed.

\* Setting of Program + Course Objective was discussed.

\* Discussed about Measuring course outcomes

\* Discussed about evaluation process in

TLE

→ Exam Committed audit was decided on 26<sup>th</sup> & 27<sup>th</sup> August 2019.

\* Documents related to Mpharm will be audited in Exam Committee audit.

→ Leave on 23/8/19 for students ~~expepl-~~ Students appearing for exams.

→ Academic working days for pharMD will be Managed from the next Academic calendar.

P.T.O



Signature

Committee members to prepare Hande for 28<sup>th</sup>  
August event.

Signature

Pradeep M  
NHT/22/8/19

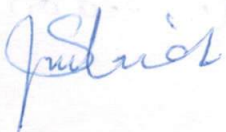



are

R. Harman.

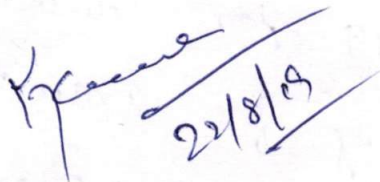


S. Vignayan







  
22/8/19

## Minutes of the Meeting

### Academic & Exam Committee meeting held on 22/08/2019

Points to be presented on 28/08/2019 faculty meeting was discussed.

- Setting of program & course objective was discussed.
- Discussed about measuring course outcomes
- Discussed about evaluation process in TLE.


Exam committee audit was decided on 26<sup>th</sup> & 27<sup>th</sup> August 2019.

- Documents related to M Pharm will be audited in Exam committee audit.

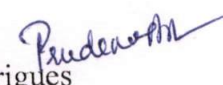
Leave on 23/8/2019 for students except students appearing for exams.

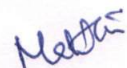
Academic working days for Pharm D will be managed from the next academic calendar.

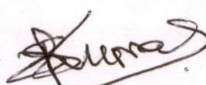
Committee members to prepare agenda for 28<sup>th</sup> August event.


  
Dr. M. Ramanathan  
Principal


#### **Academic Committee**

Dr. Prudence A Rodrigues 


Mrs. S. Malathi 

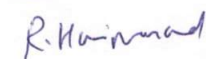
Mr. D. Sivakumar 


Mrs. R. Nithya 

Dr. D. Karthik   
29/8/19

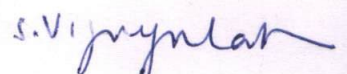
#### **Exam committee**

Mrs. P. Rama   
30/8/19

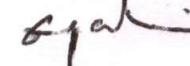
Mr. R. Hari Prasad   
R. Harinad.


Mr. C. Vaiyana Rajesh 

Mrs. S. Vanitha 

Mrs. S. Vijayalakshmi   
S. Vijayalakshmi

Mr. A. Tamilselvan   
2/9/19

Mrs. C. Vijayalakshmi   
C. Vijayalakshmi

Dr. C. Jaikanth 



## MINUTES OF THE MEETING

### Workshop on Teaching/Learning & Evaluation process held on 28/08/2019

The following points were discussed

- ❖ Teaching/Learning presented by Dr. Prudence
- ❖ Evaluation process by Mrs. P. Rama
- ❖ Bloom taxonomy by Mr. Arjun Kumar
- ❖ PSG CARE & MOODLE by Mrs. Maida Engels

The main objective of the workshop is to bring in change in TLE by introducing new methodology. The scope and objective of each subject has to be written clearly. The faculty also been requested to look in the required learning outcome for subject topics of each unit.

The faculty have been requested to prepare TLE process on the following headings.


- ❖ Topics
- ❖ Teaching mode
- ❖ Learning outcomes

Every faculty has to prepare and discuss among the peers of the department.

The department wise TLE will be discussed and will be finalized on the following dates.

- |  |                                |
|--|--------------------------------|
| ➤ Pharmacy Practice / Pharmaceutics  | - 5 <sup>th</sup> of September |
| ➤ Pharmacology / Pharmaceutical Analysis /<br>Pharmaceutical Chemistry / Pharmacognosy | — 9 <sup>th</sup> of September |

The same will be adapted for the academic year 2019-20. The MOODLE methodology will also be monitored for effective TLE. The periodic auditing by Academic & Examination committee will be done for effective implementation of TLE.



Dr. M. Ramanathan  
Principal

Copy to

1. Academic Committee
2. Exam Committee




**PSG COLLEGE OF PHARMACY, COIMBATORE – 4.**

**10.09.2019**

**NOTICE**

The regular classes of the academic year 2019-20 will commence on 30<sup>th</sup> September 2019 for III sem & V sem B Pharm and IV year B Pharm students.

All the students are directed to attend the class regularly. Minimum 80% attendance for semester and 85% for non semester pattern separately in theory & practical is mandatory.

  
Dr. M. Ramanathan  
Principal

## CIRCULAR

Wednesday, April 01, 2020

The faculty members are hereby informed that as directed by the VC (refer university notification dated 31.03.2020) of The TN Dr. MGR Medical University Chennai, during the shutdown period, virtual classes has to be taken to engage the students on academic activities and for calculation for attendance.

The faculty members are requested to register their names in the Google class room App on or before 02.04.2020 and share their CODE to the undersigned. Students also been directed (UG, PG and Pharm D) to register their names and inform the respective class teachers.

It has been decided to have classes (five days a week) for all the subjects of the respective class. The faculty has to upload the study lesson plan in advance so that the student will be prepared for the virtual classes in the morning hours. Afternoon session will be an evaluation period.

The faculty members are requested to submit the report everyday on attendance, topic covered and learning outcome to the undersigned. The same will be communicated to the university on a weekly basis for their information.

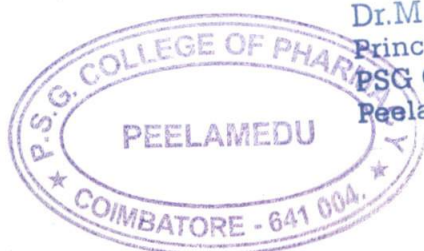
### SOPs for Google class room conduction

- Register as faculty in Google class room
- Share your PIN of CODE to the students' representative of your class and to the Principal email id ([principal@psgpharma.ac.in](mailto:principal@psgpharma.ac.in))
- Prepare a weekly lesson plan and upload (5 days)
- Preparation of study material for lesson plan will be like PPT, PPT with explanation, videos, pictorial diagram and representation, other options as you preferred
- Evaluation of the learning outcome through MCQ, Short answers (2 marks), Questions and Answers, Assignments, Problems and open book test.

Your cooperation on this is expected

Principal

(Dr. M. Ramanathan)



Dr. M. Ramanathan, M.Pharm., Ph.D.,  
Principal  
PSG College of Pharmacy  
Peelamedu, Coimbatore-4.



**PSG College of Pharmacy**  
**Department of pharmacy practice, Coimbatore**

17/4/2020.

**Conduction of internship, clerkship and project for Pharm.D students during lockdown period - Recommendations**

**Pharm.D Interns**

The PharmD intern's evaluation should go on daily basis as directed by their respective preceptors.

Every 15 days once OSCE (Objective Structured Clinical Examination) should be conducted by their respective preceptors. The non performer in the OSCE, their internship period will be extended.

**Pharm.D 5<sup>th</sup> year – Clerkship**

The PharmD clerkship evaluation should go on daily basis as directed by their respective preceptors.

Every 15 days once OSCE (Objective Structured Clinical Examination) should be conducted by their respective preceptors. The students has to comply, students not having minimum marks, it will be repeated.

Every 15 days once Case presentation (Online – possible by skype) should be conducted by their respective preceptors.

**Pharm.D 5<sup>th</sup> year – Project**

Project guide has to take the decision on project completion. The proposed project has to be finished within the stipulated time on the same topic to avoid further IHEC clearance. Or else they can go for online projects like meta analysis or clinical trials evaluation etc.

**Members Present**

1. Dr. M. Ramanathan, Principal, PSG College of Pharmacy
2. Dr. prudence A Rodrigues
3. Dr. V. Sivakumar
4. Dr. P. Rama

*[Signature]*  
17/4/2020

*[Signature]*  
17/4/2020

Copy to

1. Academic Committee, PSG College of Pharmacy
2. Preceptors, Pharm.D program
3. Guides, Pharm.D program



**PSG College of Pharmacy, Coimbatore-4**  
**PG Academic Activity**

17/4/2020

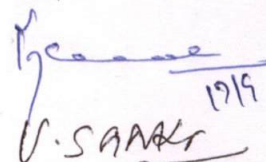
Meeting related to the conduct of PG programme for all the four branches for the academic year 2019 -2020 discussed and the points related to the discussion are cited below in the minutes of the meeting.

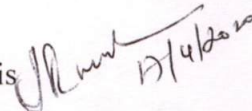
1. I semester all M Pharm branches last working date will be 18th April 2020. Second semester classes will commence from 20th April .
2. Faculty are requested to complete their CA & IA on or before 18th April 2020. Practical can be conducted after college re opening
3. III<sup>rd</sup> Sem students should appear for BRM , synopsis and journal club . Since it is a non university exam students can submit journal club (ppt), synopsis online to respective teachers on or before 30 th April 2020. The faculty are advised to keep in mind the time for project work will be from June 2020 to 15th August , 2020.

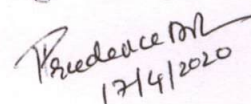
**Members present**

**Signature**

1. Dr M Ramanathan, Principal, PSG college of Pharmacy
2. Dr V Sankar, Vice principal, PSG college of Pharmacy
3. Dr S Ravichandran, Associate professor, Dept of Pharmaceutical Analysis
4. Dr Prudence A Rodrigues, Professor , Department of Pharmacy practice

  
17/4

  
17/4/2020

  
17/4/2020

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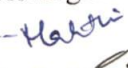




1. Academic Committee, PSG college of pharmacy
2. PG class co ordinators , PSG College of Pharmacy
3. ~~Students circular~~

**PSG COLLEGE OF PHARMACY, COIMBATORE**  
**ACADEMIC COMMITTEE MEETING MINUTES**

11.05.2020

1. It has been decided to change in the work allotment document preparation. It has been decided in the meeting that instead of present method of faculty centered work allotment document; HOD's of the respective department has to forward the work load / week for the faculty with their signature to Principal. The same will be approved by the Principal.
2. The signed document reflecting the faculty work load / week will be sent to Academic Committee for the preparation of academic time table.
3. The original submitted to the academic committee will be retained by them, and another copy will be filed in the Department. The faculty if they want, they can have photocopy of the document, otherwise it has been resolved to file only the time table by the faculty to calculate their work load.
4. It has been brought to the notice of the Principal about the maintenance of attendance for online classes. Online classes have been started on April 2<sup>nd</sup> 2020. The attendance register were at the college, hence the difficulty in the maintenance of attendance register accepted. However it is the responsibility of the faculty to maintain attendance in the Google class room. In a MS word date wise the faculty should have data on the absentees list. (Name of the students absent). Faculty maintaining their attendance register can continue their present method.

Members present

1. Dr. Prudence A. Rodrigues 
2. Dr. S. Malathi 
3. Dr. V. Sivakumar 
4. Mr. D. Sivakumar 
5. Dr. D. Karthik 
6. Mrs. R. Nithya 

  
**Dr. M. Ramanathan**  
Principal



## MINUTES OF THE ACADEMIC COMMITTEE MEETING

Venue: Board Room

Time: 11.00 AM

Date: 01.07.2020

Discussion regarding online classes with class coordinators of B.Pharm & Pharm D. Online IA can be conducted in the month of July, since most of the portions have been completed

SNo	Points Discussed	Resolution
1.	Syllabus Completion	4 <sup>th</sup> B.Pharmacy Syllabus completed – Planned to conduct III Sessional exams. After that coaching for GPAT & Revision of Difficult topics in all subjects. 2 <sup>nd</sup> , 4 <sup>th</sup> & 6 <sup>th</sup> Semester B.Pharmacy & 2 <sup>nd</sup> Semester M.Pharmacy will continue online classes after the I Sessional Exams. Pharm D classes will be continued after the II Sessional exams.
2	Project Work	4 <sup>th</sup> B.Pharmacy to be completed (Soft Copy) by end of July 2020.
3	Clerkship/ Project (UG/PG)	5 <sup>th</sup> Pharm D – To submit their clerkship books (Softcopy) by end of august 2020/ Project book ( Softcopy) by September end
4	Outsourcing	II Semester – EVS , 4 <sup>th</sup> Pharm D – BRM
5	Records	To be updated till last experiment ( 4 <sup>th</sup> B.Pharmacy only & All Pharm D)
6	Google Classroom Report	Daily & Weekly Evaluation report to be sending on Saturday evening to the Principal e mail.
7	Non Availability of Internet Facility	Students not having proper internet facility to inform teacher well in advance. Alternative method to be adapted for them
8	Conduct of online IA	The Following details to be finalized. Last date of QP/ Model QP setup. Evaluation process/ Timing for IA. Last date for IA submission. Minimum one week required after topic finalization to start the exam. Topic Finalization will be on 3 <sup>rd</sup> July for IA, Inform students to have one week gap.

Class Coordinators

Dr. Prudence A. Rodrigues

Dr.K.Umaa

Dr.Sivaram Hariharan


Dr.S.Subramaniam

Dr.P.Rama

D.Sivakumar

Dr.Sheryl Elizabeth Jess

Ms.Indhu Priyadharshini

  
Dr. M. Ramanathan  
Principal



**PSG College of Pharmacy, Coimbatore - 641004**

**Minutes of the Meeting**


The Four years of B Pharm representative meeting on Zoom held on 10.08.2020 at 11.00 am.

Present: II<sup>nd</sup> Sem, IV<sup>th</sup> Sem, VI<sup>th</sup> Sem and IV<sup>th</sup> year B Pharm Students

Absent: Ms. Sarulatha, II year B Pharm Representative

**Minutes:**

1. Students have asked about the exam schedule for Semester pattern.
2. Conduction of practicals for semester students after they joined the institution (Even semester practicals).
3. 4<sup>th</sup> year students have asked for syllabus revision through Zoom which has been conveyed to Mr. Sivakumar .
4. Students have asked for Odd semester exam cancellation.
5. Students have asked if they have come back in January, how the semester (2 examinations) will be conducted for them and whether in November, the next semester will start.
6. New council formation has to be informed. The 4<sup>th</sup> year student has to take the initiative.
7. The students are not comfortable and finding it difficult to follow the concepts wherever the topics are new.
8. They requested not to have two semesters continuously minimum three weeks gap required between the exams. The next semester can be started after completing second semester exams. Principal said the same will be communicated to University for further action.

  
Dr. M. Ramanathan  
Principal

Copy to:

Academic Committee

ACADEMIC COMMITTEE

Minutes of the Meeting

1. Since theory syllabus was covered for Pharm D, M Pharm & B Pharm (Even Semester), it has been suggested to conduct practical class for the respective courses.
2. Practical can be conducted during theory hours for the particular course through G-class room (by giving synopsis/calculation/interpretation of data/demonstration of experiment)
3. Reports for the practical classes should be kept ready by the students for the completion of record.
4. II Sessional theory exam for B Pharm/M Pharm Even Semester & III Sessional theory exam for Pharm D will be conducted in the last week of September.
5. I Sessional practical exams for B Pharm/M Pharm Even Semester & II Sessional practical exam for Pharm D will be conducted from 21.09.2020 to 24.09.2020.
6. II Sessional practical exams for B Pharm/M Pharm Even Semester & III Sessional practical exam for Pharm D will be conducted from 12.10.2020 to 16.10.2020.

**Students Feedback:**

7. Students requested not to start the classes for odd semester before completing their even semester University exams.
8. After the start of college students need two weeks to perform all the practical which is explained through online class.

**Input from Principal:**

9. University might start odd semester classes through online by November 2020, letter awaiting for the same.
10. University exams for all the pending semesters may happen between January – March 2021.

**Academic Committee**

Dr. M. Ramanathan



Dr. Prudence A Rodrigues



Mr. D. Sivakumar



Dr. D. Karthik

  
21/9/20

Dr. S. Malathi



Mrs. R. Nithya



Dr. V. Sivakumar



**PSG COLLEGE OF PHARMACY, COIMBATORE - 4**  
**ACADEMIC & EXAM COMMITTEE MEETING MINUTES**

09.09.2020








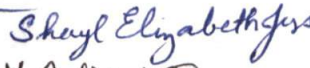
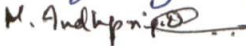

**Agenda**

**Discussion regarding online classes and sessional exams with the class coordinators of B Pharm, Pharm D and M Pharm.**

It was resolved to conduct IA Theory exam from 28.09.2020 to 06.10.2020 and Practical exam from 19.10.2020 to 23.10.2020 for all the courses, since the syllabus have been completed.

After the sessional exams students will have holidays for two weeks (or) until further information from the university.

**Class Coordinators**

Dr. Prudence A. Rodrigues   
Dr. K. Umaa   
Dr. S. Ravichandran   
Dr. Sivaram Hariharan   
Dr. S. Subramaniam   
Dr. P. Rama   
Mr. D. Sivakumar   
Dr. Sheryl Elizabeth Jess   
Ms. Indhu Priyadharshini   
Dr. D.Karthik 

  
**Dr. M. Ramanathan**  
Principal



**PSG College of Pharmacy, Coimbatore**

**Academic Committee Meeting Minutes**

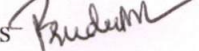
20.10.2020

Discussed about completion of 2019-2020 academic year and starting of new academic year 2020 – 2021 for Pharm D from 19<sup>th</sup> October 2020 and third semester for M. Pharm and third, fifth and seventh semester for B. Pharm from Nov 2<sup>nd</sup> 2020.

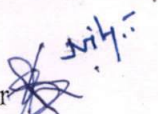
The following points were discussed

1. Introduction & Interaction between the new academic year B Pharm, Pharm D students and teachers of each class through Google meet for 15 minutes from 19<sup>th</sup> onwards. Each slot shall have 5 members.
2. Online classes for all the programs will be taken three hours per day with 1 ½ hours duration. Two classes will be taken in the morning session and one will be taken in the afternoon with ½ hour break between the classes in the morning hours.
3. Seventh semester B. Pharm students will have carrier guidance class for 3 hours per week in the afternoon session.
4. Online timetable will be prepared by the class coordinators and offline timetable by the academic committee.
5. Regarding BRM classes to contact outsourcing faculties Mrs. Manjula & Mrs. Joycee
6. Department work load & mentor details for PG to be collected from the departments.
7. One page calendar preparation for the next academic year to be done as offline but there will be changes as per the University orders in the future.
8. Submission of Google class report in the University format by the class coordinator to Principal.

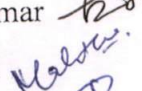
**Members Present**

Dr. Prudence A. Rodrigues 

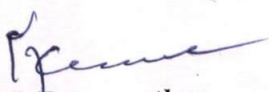
Mrs. R. Nithya

Mr. D. Sivakumar 

Dr. V. Sivakumar 

Dr. S. Malathi 

Dr. D. Karthik 

  
**Dr. M. Ramanathan**  
Principal

Google meet schedule for B Pharm & Pharm D

S No	Program	Year/semester	Date	Timing
1	PharmD	5 <sup>th</sup> year	27-10-2020	1.30 pm
2	PharmD	4 <sup>th</sup> year	27-10-2020	2.00pm
2	PharmD	3 <sup>rd</sup> year	27-10-2020	2.30pm
4	PharmD	2 <sup>nd</sup> year	27-10-2020	3.30pm
5	B Pharm	3 <sup>rd</sup> semester	28-10-2020	2.00pm
6	B Pharm	5 <sup>th</sup> semester	28-10-2020	3.00pm
7	B Pharm	7 <sup>th</sup> semester	28-10-2020	4.00pm

