



# **DEPARTMENT OF PHARMACEUTICAL SCIENCES**

## School of Applied Sciences & Technology

#### UNIVERSITY OF KASHMIR

(NAAC Accredited Grade "A\*")

#### **Minutes**

Minutes of the Departmental Committee (DC) meeting held on 23.07.2024 at 12 noon in the office chamber of HOD. The following members of the DC attended the meeting.

1.	Prof. Sabeeha Shafi	Dwof P II.	CI :
		Prof. & Head	Chairperson
2.	Prof. NahidaTabassum	Professor	Member
3.	Prof. Z.A.Bhat	Professor	Member
4.	Prof. M. H. Masoodi	Professor	Member
5.	Prof. M. I. Geer	Professor	Member
6.	Prof. N.A.Khan	Professor	Member
7.	Dr. Mohammad Iqbal	Sr Asstt Professor	Member
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8.	Dr. G. N. Bader	Sr Asstt. Professor	Member

In the beginning, the Chairperson welcomed all the members.

Item No 1: Assignment to Faculty Members. The departmental Committee resolved that the assignments/Portfolios to various faculty members for the smooth functioning of the department will be as under.

S.No	Name of the Faculty Member	Assigned Portfolios	
1.	Prof. Z.A.Bhat	SAP Coordinator	
2.	Prof. M. H. Masoodi	NAAC Coordinator	
		FIST Coordinator	
3.	Prof. Sabeeha Shafi	Incharge	
		Departmental Library	
	and the second s	GeM Portal	
		Hospitality and Protocol	
	poster 1	Time Table	
4.	Prof. M. I. Geer	Incharge	
		Placement	
		Event Organizer	
		Academic Counsellor	
		NEP Coordinator	

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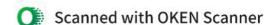
5.	Prof. N.A.Khan	Incharge Admission and Examination	
		(B.Pharm)	
		Dy Coordinator SAP	
		Sports Incharge	
6.	Dr. M. I.Zargar	Incharge PCI	
		E-Awards	
		Nodal Officer DIQA	
7.	Dr. G. N. Bader	Incharge Examination and Admission	
		(M.Pharm)	
	. 18	Industrial Tours	

However, Prof Nahida Tabassum who was assigned the Portfolio of Incharge FIST refused to accept the assignment due to her busy schedule.

Item No2: Appointment of Academic Counsellors: Resolved that the following Faculty members along with Contractual APs shall function as Academic Counsellors for respective semesters/outgoing B Pharm 4th year shown against each.

S.No	Class/Semester	Academic Counsellors:
1	1 <sup>st</sup> Semester (Batch 2024)	Prof. Nisar Ahmed Khan
		Dr .Syed Naiem Raza
2	3 <sup>rd</sup> Semester (Batch-2023)	Prof. Sabeeha Shafi
		Dr. Shahid ud din wani
3	4 <sup>th</sup> Semester (Batch 2022)	Dr.Mohammad Iqbal.Zargar
		Dr Reyaz Hassan Mir
4	4 <sup>th</sup> Year (Batch-2020)	Prof. Mubashir Hussain Masoodi
		Dr Mohammed Akbar Dar
5	M.Pharm First and second Year	Dr. G. N. Bader
	0.000	Dr Weeqar Younis Raja

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### Item No. 3: Student Shortage Cases

It was unanimously resolved that online classes will be carried out for B. Pharm 2<sup>nd</sup> Semester during summer vacation in order to complete the remaining syllabus and provide a chance for the students falling short of attendance to make up/compensate their shortage. Further third internal assessment will be carried out for those students who have failed in the previous internal exams.

# Item No. 4: Requisition for Glassware and Equipments

Resolved that procurement of all the equipments, glassware will be done as per PCI requirements.

## Item No: 5 : Faculty for Pharmacology 4th Semester

Resolved that the Pharmacology subject (BP404T) and (BP 408P) of 4<sup>th</sup> semester will be taught by Dr Shahid ul Islam (Contractual AP) and some load will be shared by Prof. Nahida Tabassum and Prof. Sabeeha Shafi.

#### Item No: 6: CGPA Conversion

The conversion of CGPA to percentage will be done on the basis of Kashmir university norms issued vide notification no: No: (Notice-(CE-EW)KU/2017)Dated 04-07-2017

The meeting ended with vote of thanks from the Chairman .....

**DC** Members

Prof. Nahida Tabassum

(Member)

Prof. Mubashir H. Masoodi

(Member)

Prof N.A.Khan (Member)

Dr. G. N. Bader (Member) Prof. Z.A.Bhat

(Member)

Prof M.I.Geer (Member) 02/08/27

Dr. Mohammad 1.20

(Member) [

Prof. Sabeeha Shafi

18/2024

Prof. Sabeeha Shafi Chairperson