

**Centre for Translational and Clinical Research  
Faculty of Science, Jamia Hamdard, New Delhi – 110062**

**MINUTES OF THE MEETING OF BOARD OF STUDIES**

A Meeting of Board of Studies (BoS) of the Centre was held on 27<sup>th</sup> February, 2017 at 3:30 pm.

The following members attended the meeting

- |   |   |                                |
|---|---|--------------------------------|
| • Prof. Subir K. Maulik<br>AIIMS, New Delhi | - | Co-opted Member/Subject Expert |
| • Dr. Suhel Parvez<br>(Toxicology)          | - | Member                         |
| • Prof. C. L. Kaul                          | - | Member                         |
| • Ms Wasifa Muzaffar<br>(Clinical Research) | - | Special Invitee                |
| • Prof. S. Raisuddin                        | - | In Chair                       |

Dr. M. K. Sahib the other Co-opted member/Subject Expert and Prof. Nilanjan Saha could not attend the meeting and sent e-mail in this regard.

The agenda of the meeting as follows:

1. Approval of minutes of the last meeting held on 9-9-2016.
2. To finalize list of Examiners' Panels for Even Semester Examination of M.Sc. (Clinical Research) semester II and IV.
3. Deliberation on proposed Syllabus of B.Sc.- M.Sc. Integrated programme.
4. Any other item needing attention of the Board.


**MINUTES:**

1. Minutes of last BoS meeting held on 9.9.2016 were approved.
2. Lists of examiners were approved (Annexure I and II).
3. Detailed syllabus of UG courses of B.Sc. – M.Sc. Integrated programme were deliberated. Experts suggested some changes/shifting. The final draft is enclosed as Annexure III.

Any other agenda:


Board observed that adequate human resources and infrastructure should be provided for B.Sc.  
– M.Sc. programme

  
(Prof. Subir K. Maulik)

  
(Ms Wasifa Muzaffar)

(Dr. Suhel Parvez)

  
(Prof. S. Raisuddin)  
Chairman

  
(Prof. C. L. Kaul)

CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH  
School Of Chemical and Life Sciences  
**Jamia Hamdard, New Delhi – 110062**

**MINUTES OF BOARD OF STUDIES (BOS)**

A meeting of Board of Studies (BoS) of Centre for Translational and Clinical Research was convened on 24/05/2017 at 11.30 am.

The following were present:

- |    |                       |   |                        |
|----|-----------------------|---|------------------------|
| 1. | Prof. Subir K. Maulik | : | External Expert Member |
| 2. | Prof. Nilanjan Saha   | : | Member                 |
| 3. | Prof. Divya Vohora    | : | Member                 |
| 4. | Dr. Nidhi             | : | Member                 |
| 5. | Ms. Wasifa Muzaffar   | : | Special Invitee        |
| 6. | Prof. S. Raisuddin    | : | In Chair               |

The following Members could not attend the meeting: Prof. C.L. Kaul, Dr. M.K. Sahib and Dr. Suhel Parvez.

**Agenda**

- a) To peruse and approve minutes of the last BoS meeting held on 06/03/2017.
- b) To peruse the course structure of proposed 5-year B.Sc.- M.Sc. integrated programme.
- c) To peruse placement of M.Sc. (Clinical Research) students of Semester – IV.
- d) Any other item.

Prof. Raisuddin welcomed the members and thanked for their contribution to success of the PG programme in Clinical Research which has high acceptance in industry as reflected by the rate of placement. Almost all the students of last batch have been placed either in industry or have been selected for higher studies. He also informed about improvement in laboratory infrastructure. Prof. Maulik appreciated the contemporariness of the curriculum and suggested to keep it dynamic.

Subsequently, agenda items were taken up and the following was resolved.

- a) Minutes of the last meeting were approved.
- b) Members deliberated in detail on the proposed 5-year B.Sc.-M.Sc. integrated programme and the following was resolved.
  - i) While members appreciated concept of integrated UG-PG programme it was unanimously observed that offering a UG (B.Sc.) degree in Clinical Research to those opting for exit may not be an appropriate course. There will be no takers of such students in industry and such student will face tough competition from

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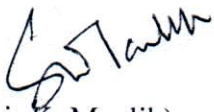
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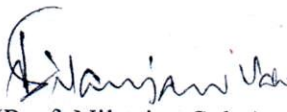
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B.Pharm students. Additionally, such students will also not be able to secure admission in PG (M.Sc.) course of other universities/colleges, as very few universities offer PG course in Clinical Research.


- ii) Members perused proposed curriculum of B.Sc.-M.Sc. integrated programme and observed that curriculum is more for biological and chemical subjects and very few modules are useful for Clinical Research students for their professional development. Since M.Sc. (Clinical Research) is a kind of professional course designed for industry needs, students need a different kind of orientation.
  - iii) Prof. Raisuddin who is also associated the Toxicology programme pointed out that for M.Sc. (Toxicology) is also a different kind of orientation is required.
  - iv) The members were of view that either there may be no UG (B.Sc.) course in Clinical Research or a course representing basic elements of clinical research and human health may be considered.
  - iv) House was informed that internally it has debated that a course such as Biomedical Science at UG (B.Sc.) level may be much value to students going for M.Sc. (Clinical Research) in integrated manner. Some universities including Delhi University.
  - v) Members deliberated on this proposal and recommended that for the students opting for M.Sc. programme in Clinical Research and Toxicology in Integrated course a B.Sc. programme in Biomedical Science will be appropriate. Members perused the proposal in this regard and proposed that Department of Medical Elementology and Toxicology may be requested to consider it, as M.Sc. (Toxicology) course also has biomedical orientation. In case it is approved it may be implemented from session 2018-19.
- c) Members perused the efforts of the Centre for placement of students and appreciated the good record of placement. It was also recommended that campus placement may be encouraged.
- d) Any other item – None.


In the end, Chairman thanked all the Members for their interest and valuable contribution.


  
(Prof. Subir K. Maulik)  
Member

  
(Prof. Nilanjan Saha)  
Member

  
(Prof. Divya Vohora)  
Member

  
(Dr. Nidhi)  
Member

  
(Ms. Wasifa Muzaffar)  
Special Invitee

  
(Prof. S. Raisuddin)  
Chairman

## MINUTES OF THE MEETING

The Meeting of Board of Studies of Centre for Translational and Clinical Research was held on Wednesday, the 14<sup>th</sup> March, 2018 at 11:00 A.M.

The following members attended the meeting:-

- |   |                 |
|---|-----------------|
| 1. Prof Nilanjan Saha<br>HOD CTCR           | Chairman        |
| 2. Dr. Rajesh Gokhale<br>IGIB, New Delhi    | Co-opted Member |
| 3. Dr. Nidhi<br>Assistant Professor<br>CTCR | Member          |
| 4. Ms. Wasifa Muzaffar<br>Lecturer          | Special Invitee |

Prof. Vijayalakshmi Ranindranath could not attend the meeting and sent an e-mail in this regard.

The agenda of the meeting was as follows

1. Panel of Examiners
2. Students Projects
3. Any other concerns needing attention of the Board. (appointment of Visiting faculty)

Prof. Nilanjan Saha welcomed the members of the Board and expressed his confidence that their association will improve the standards of teaching and research at the Centre. He introduced the Agenda of BoS to the members.

1. Panel of Examiners for M.Sc.Clinical II and IV Semester and B.Sc. Sem II

With due consensus the Panel of Examiners of M.Sc. Clinical Research II and IV & B.Sc. Sem II Semester Examination was approved by the Members of Board.

2. The Members were also apprised about the Training of M.Sc. Clinical Research IV Semester students who are deputed at various Hospitals and Clinical Research Organizations.

14/3/18

Dr. Gokhale appreciated the deputation of students at the Hospitals and CROs. However, he suggested that students should also undertake the epidemiological studies relevant to their subject.

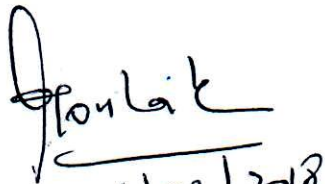
3. Appointment of Visiting Faculty

It is proposed that the expertise of professionals from Industry should be maximally utilized for various academic and research activities of the Centre. To expedite this Experts from Industry can be identified and invited for guest/special lectures in the Centre

Meeting ended with mutual thanksgiving.



Prof. Nilanjan Saha  
Head  
CTCR



14/03/2018



14/3/18

MINUTES OF BOARDS OF STUDIES (BOS)

A meeting of Board of Studies (BoS) of Centre for Translational and Clinical Research was convened on 11/10/2018 at 12:00 noon.

The following were present:

- |                                    |   |                 |
|------------------------------------|---|-----------------|
| 1. Rajesh S. Gokhle                | - | External Expert |
| 2. Dr. Nidhi                       | - | Member          |
| 3. Dr. Mohd Ashif Khan             | - | Member          |
| 4. Ms. Wasifa Muzaffar Naqashbandi | - | Special Invitee |
| 5. Dr. Nilanjan Saha               | - | In Chair        |

Prof. Vikaylakshmi Ravindranath could not attend the meeting and sent an e-mail in this regard.

The agenda of the meeting was as follows:

- Discussion and Approval of proposed B.Sc – M.Sc Integrated Course work in Clinical Research.
- To finalize list of Examiners' panels for B.Sc. – M.Sc. Integrated programme in Clinical Research for Semester III.
- To finalize list of Examiner' panels for Odd Semester- I & III Examination of M.Sc. (Clinical Research)
- Any other item needing attention of the Board.

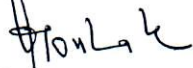
MINUTES:

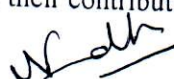
- The proposed syllabus for B.Sc IIIrd semester to VI th semester is approved. It was also decided to include 'Rare Genetic Disorders' in the course of BCR-DCC 402 Tu. 'Genomics and Pharmacogenomics' was suggested to be incorporated in the MSc course work.
- The list of examiners for BSc and MSc courses are approved. The contact addresses needs updation.


Any Other Items


- Subject options in UGC - NET for Clinical Research students are limited. It is suggested to offer elective courses in Community Medicine and/or Forensic Science in 2nd semester of MSc course.

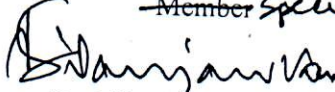
Minutes ended with thanks to the member for their contribution.

  
Rajesh S. Gokhle  
External Expert

  
Dr. Nidhi  
Member

  
Dr. Mohd Ashif Khan  
Member Special Invitee

  
Wasifa Muzaffar Naqashbandi  
Special Invitee

  
Dr. Nilanjan Saha  
In Chair

**Fwd: MOM and List of Examiners (Board of studies held on 4.12.2020)**

1 message

Thu, Oct 21, 2021 at 2:58 PM

Dr. Mohd ashif Khan <makhan@jamiyahamdard.ac.in>  
To: mamta mishra <mamtapriya11@gmail.com>

----- Forwarded message -----

From: Dr. Nidhi Agarwal . <nidhiagarwal@jamiyahamdard.ac.in>  
Date: Thu, 21 Oct, 2021, 2:57 pm  
Subject: Fwd: MOM and List of Examiners (Board of studies held on 4.12.2020)  
To: Dr. Mohd ashif Khan <makhan@jamiyahamdard.ac.in>

----- Forwarded message -----

From: Dr. Nidhi Agarwal . <nidhiagarwal@jamiyahamdard.ac.in>  
Date: Sat, Dec 5, 2020 at 10:35 AM  
Subject: MOM and List of Examiners (Board of studies held on 4.12.2020)  
To: Dr. Nilanjan Saha <nilanjan.saha@jamiyahamdard.ac.in>

Minutes of the meeting of the Board of studies held on 4.12.2020 at 11:30 am through Google meet.

The following suggestions and resolutions have been made by the Committee members:

1. The Chairman of the committee Prof. Nilanjan Saha welcomed all the members.
2. The list of examiners of all the semesters of B.Sc.-M.Sc.-integrated programme and M.Sc. Clinical Research were discussed among the members. The members of the board of studies agreed and approved the examiners of the list presented by the Centre.
3. To facilitate in depth knowledge on Clinical research members discussed about the inclusion of certain topics.
4. An approval of Lecture series by the Centre has been provided by all the members.
5. The inclusion of following topics has been proposed by both the External experts and internal members
  - a. Repurposing of drugs suggested by Prof.K.K. Sharma.
  - b. Dr. Sharma also suggested inclusion of PK-PD modeling by experts from ICMR.
  - c. Pharmacokinetics studies and Compartmental modeling suggested by DR. Arshad Khuroo and Dr.Ashif Khan.
  - d. Insight of Medicinal chemistry suggested by Prof. Nilanjan Saha.
  - e. Dr.Samim highlighted the series of lectures organized by American Society of Chemistry which can be attended by the students.
  - f. Organization of a Scientific writing workshop by experts from industry and universities abroad suggested by Dr. Nidhi.
  - g. Dr. Sharma also added to invite various Editors of the journal for the lecture series.
6. The Centre members have also proposed the revision of syllabus for B.Sc.-M.Sc. - integrated programmed in Clinical Research and M.Sc. Clinical Research.

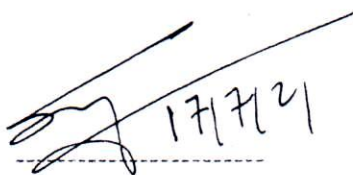


**CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH**  
**SCHOOL OF CHEMICAL AND LIFE SCIENCES**  
**JAMIA HAMDARD**

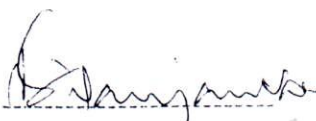
Minutes of the meeting of the Board of studies held on 17.7.2021 at 2:00pm through Google meet.

The following suggestions and resolutions have been made by the Committee members:

1. The Chairman of the committee Prof. Suhel Parvez welcomed all the members.
2. It has been discussed that two separate degrees shall be given to the students who have completed both B.Sc. and M.Sc from the Centre. However, if the student wish to exit after completing B.Sc. programme then a B.Sc. degree will be issued to him/her. Consequently, all members of the Board agreed and concluded with the decision of separate degrees for B.Sc and M.Sc. in Clinical Research.
3. The list of examiners of M.Sc. Clinical Research II Semester examination to be held in the Month of August was presented and discussed among the members of the Board. The members of the board of studies agreed and approved the examiners of the list presented by the Centre.
4. In the end, the In Charge of the Centre thanked all the members for their kind suggestions.



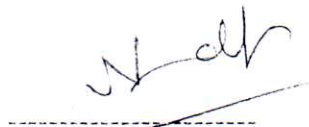
Prof. Suhel Parvez



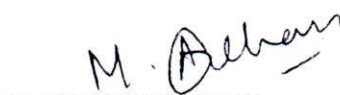
Prof. Nilanjan Saha



Dr. Arshad Khroo



Dr. Nidhi



Dr. Mohd. Ashif Khan

**Board of Studies Meeting held on 17.7.2021 at 2:00pm**

The meeting was attended by following members through Google meet:

- |                         |   |                                      |
|-------------------------|---|--------------------------------------|
| 1. Prof. Suhel Parvez   | - | Chairman and Convener of the meeting |
| 2. Prof. Nilanjan Saha  | - | Internal Member                      |
| 3. Dr. Arshad Khroo     | - | External Member                      |
| 4. Dr. Nidhi            | - | Internal Member                      |
| 5. Dr. Mohd. Ashif Khan | - | Internal Member                      |



17/7/21

**Prof. Suhel Parvez**

In Charge

**CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH  
SCHOOL OF CHEMICAL AND LIFE SCIENCES  
JAMIA HAMDARD**

3<sup>rd</sup> September, 2021

**Minutes of the meeting of Board of Studies held on 3.9.2021 at 10:00am in the  
Committee Room, 3<sup>rd</sup> Floor, SCLS**

The meeting of the Board of studies was held on 3.9.21 at 10:00am. The following members were present in the meeting:

1. Prof. Suhel Parvez	Chairman
2. Dr. Arshad Khuroo	Co-opted Member
3. Dr. Pooja Gupta	Co-opted Member
4. Prof. Nilanjan Saha	Member
5. Dr. M Shamim	Member
6. Dr. Nidhi	Member
7. Dr. Mohd. Ashif Khan	Member

The meeting started with welcome address by the Chairman in which he acknowledged the presence of members of the BoS. He presented before the members the progress of the Centre. The agenda items given in order were discussed, thereafter.

Previous meeting

**1. Approval of the revised syllabus of B.Sc-M.Sc. integrated and M.Sc. programmes in Clinical Research**

The revised syllabus was presented to all the members. The addition of newer value added and job-oriented subjects was highly appreciated by the external members. After the suggestions of all the members the revised syllabus was approved. **(ANNEXURE-I)**

**2. Contractual positions of Assistant Professor in the Centre**

In order to smooth functioning of the academic activities of Centre there is requirement of at least two Assistant Professors on contractual basis. The requirement of faculties was strongly recommended by the members due to addition of new subjects and foundation course to the existing curriculum has increased the workload on existing faculty members. The two contractual faculty members are required for both B.Sc-M.Sc. programmes in Clinical Research. The eligibility criteria and draft of advertisement is enclosed. **(ANNEXURE-II)**

It was also discussed among the members that the course is Industry-oriented and requires time-to-time guidance from the experts from the industry. Thus, on the basis of requirement of course the subject expert from the industry can be appointed as Guest Faculty for the specific paper and not more than one in specific semester as and when required. As per the requirement of the coursework which is job oriented, the experts from the industry can mentor our students for their industrial training and research work. All members agreed to the same.

Arshad  
Khuroo

3. **Approval for online orientation programme, invited guest lecture series and seminar on "Trends in COVID-19 clinical trials" by the Centre**

Expert members suggested that organizing orientation programme of newly admitted students/lectures/ seminars are important for knowledge dissipation and enrichment of the newly admitted students. This suggestion was appreciated by all the board members. The Centre plans to organize the orientation programme for newly admitted students/ Seminar/Lectures in the coming months.

4. **Approval for initiation of Faculty Development programme in "Clinical Research and Drug Regulatory Affairs" by the Centre**

It was discussed to organize faculty development programme in "Clinical Research and Drug Regulatory affairs" for the incorporation of current knowledge of the field to our fellow faculty members, as the Centre has faculty members who have rich experience in pharmaceutical industries. This proposal was approved by all the board members and the Centre will organize the above-mentioned Seminar/Lectures in the coming months. If this is successful it can be taken up as a revenue generation model in the future.

5. **Approval for initiation of Post-Graduate Diploma courses by the Centre**

It was discussed among the members to initiate post-graduate diploma in Medical Writing/Pharmacovigilance and other relevant discipline. The external members suggested that a proper extensive exploration should be done related to this and a comprehensive analysis and demand of the specific skill development course should be explored and put up the same in next BoS.

6. **Approval of Panel for External Examiners for odd Semester Examination of B.Sc-M.Sc. intergrated and M.Sc. programme in Clinical Research**

The panel of examiners for upcoming examinations were discussed among the members of BoS. The external members of the board approved the list of examiners.

**(ANNEXURE-III)**

7. **Proposal for redesignation of "Centre for Translational and Clinical Research" to "Clinical Research" should be redesignated as the Department**

It was proposed by the members that Centre for Translational and Clinical Research should be redesignated as the Department of Translational and Clinical Research as this will facilitate in obtaining development grants such as FIST, SAP and BUILDER from extramural funding agencies. However, the members also suggested that it should be in-line with MoA and the current vision & mission of Jamia Hamdard.

8. **Experts for promotion of Faculty of the Centre**

The proposed list of experts for the promotion of faculty was discussed among the members. The list is presented and approved by all the external experts and members.

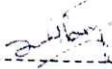
All the members extended support to initiate new academic activities and provided key inputs which provide further impetus to the development of Centre. The chairman concurred that with the advice of the experts and members of BoS, Centre would touch new heights in future.



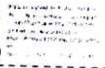



Arshad  
Khuroo

The meeting ended with vote of thanks to the Chair.

  
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**Prof. Suhel Parvez**

  
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**Prof. Nilanjan Saha**

  
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**Dr. Arshad Khuroo**

  
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**Dr. Pooja Gupta**

  
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**Dr. Nidhi**

  
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**Dr. M. Ashif Khan**