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## **R. C. PATEL**

**Institute of Pharmaceutical Education and Research, Karvand Naka  
Shirpur Dist. Dhule (MS) 425405**

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**Date: 14/10/2016**

**Venue: Seminar Hall**

### **Agenda for Meeting:**

1. Regarding syllabus completion of syllabus
2. Internal and University examination
3. Academic duties completion and Diwali vacation

**Minutes of Meeting:** The following points were discussed during meeting

1. Confirmation of minutes of last meeting
2. Committee discuss about completion of syllabus for Internal as well as for University Examination
3. Committee discussed about the feedback analysis report of I, III, V and VII sem students
4. Dr. SJ Surana Principal, discuss probable schedule of Diwali vacation for students and staff
5. Dr. AAShirkhedkar Vice Principal, discuss about schedule of internal theory and examination immediately after vacation
6. It has been decided that syllabus remain to complete is to be completed immediately after Diwali vacation by conducting extra classes.
7. Dr. SJ Surana Principal, brief about tentative dates of theory and practical university examination.
8. Committee discuss about changes in academic duties and class teacher appointment for next semester
9. Meeting was concluded with permission of chair and vote of thanks

### **Members present:**

1. Dr. SJ Surana
2. Dr. AAShirkhedkar
3. Dr. PH Patil
4. Dr. C R Patil
5. Dr. A U Tatiya
6. Dr. HS Mahajan

  
Dr. S. J. Surana  
**PRINCIPAL**  
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