



Date: 23/11/18

**PSYCHOLOGICAL COUNSELLING CELL**

**NOTICE**

All the members of Psychological Counselling Cell are here by informed to attend the meeting tomorrow on 24/11/18 at 11.00 a.m. in office cabin.

**AGENDA –**

- 1) Academic performance of few students.
- 2) Financial Stress of students.
- 3) Any other matter with permission to chair.

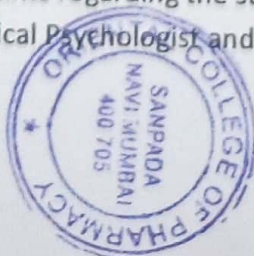
**MINUTES OF THE MEETING –**

Psychological Counselling Cell meeting was organised in office cabin, following member were presents for the same:


Sr.No.	Name of Member	Role in Psychological Counseling Cell	Signature
1	Dr.(Mrs.) Sudha Rathod	Principal	
2	Dr. Mohib Khan	Vice Principal	
3	Dr. Aatish taukri	Counselor	
4	Dr.(Mrs) Vanita Kanase	Class Incharge M.Pharmacy	
5	Dr. (Mrs) Vandana Jain	Class Incharge in Final year B.Pharmacy	
6	Dr.(Mrs) Nutan Rao	Class Incharge In Third year B.Pharmacy	
7	Ms. Darakhshan Shaikh	Class Incharge in Second year B.Pharmacy	
8	Mrs. Ashwini Kulkarni	Class Incharge In First year B.Pharmacy	
9	Mrs. Irene Fernandes	Member secretary	

The meeting started with welcome words and discussed the points under agenda as follow.

- 1) Academic performance of students like Taha Ahmed, Darshana Gaikwad, Zubair Makandar were discussed. The complaints regarding the students thoroughly discussed and reports of the same submitted by Clinical Psychologist and Counselor, Dr. Aatish Taukri.



- 2) Regarding stress of few students like Abhishek Dalvi and Nikhalesh Pandey were discussed in the meeting and the report of the same submitted by Clinical Psychologist and Counselor, Dr. Aatish Taukri.
- 3) About over sensitiveness and lethargic behavior of Swapnaja Mohite and Rohan Patekar were discussed and the same submitted to the office by Clinical Psychologist and Counselor, Dr. Aatish Taukri.
- 4) The meeting ended with vote of thanks.

  
PRINCIPAL  
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Date:-03/10/2019

**PSYCHOLOGICAL COUNSELLING CELL**

All the members of Psychological Counselling Cell are hereby informed to attend the meeting on 3<sup>rd</sup> October, 2019 at 11 a.m in principal cabin.

**AGENDA-**

1. Academic Performance of few students.
2. Financial stress of students.
3. Any other matter with permission to chair.

**Minutes of meeting.**

Psychological Counselling Cell meeting was organised in Principal cabin, following members were presents for the same.

Sr.No	Name of the member	Role in Psychological Counselling Cell	Signature
1	Dr.Sudha Rathod	Principal	
2	Dr.Mohib Khan	Vice Principal	
3	Dr.Atish Taukri	Counselor	
4	Dr.Vanita Kanase	Class incharge of M.Pharmacy	
5	Dr.Vandana Jain	Class incharge of B.Pharmacy	
6	Dr.Manasi Gholkar	Class incharge of third year B.Pharmacy	
7	Ms.Darakhshan Shaikh	Class incharge of second year B.Pharmacy	
8	Ms.Aarti Balkrishnan	Class incharge of first year B.Pharmacy	
9	Mr.Nilesh Kharwate	Member	

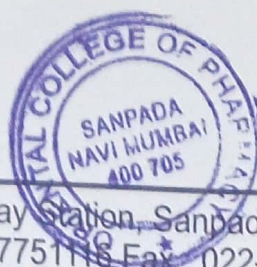
The meeting started with welcome words and discussed the points under agenda as follows.

1. Academic performance of students Ms.Preana Pandey and Ms.Agness Ranjan were discussed. The complaint regarding the students thoroughly discussed and report of the same submitted by clinical Psychological and Counselor Dr.Atish Taukri.

2. Regarding stress of few students like Mr.Keshav Jha and Mr Nikalesh Pandey and Mr.Arjun Barade were discussed in the meeting.

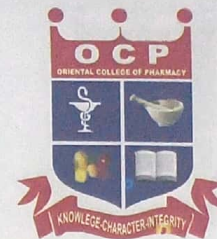
The meeting ended with vote of thanks.

Principal  
ORIENTAL COLLEGE OF PHARMACY



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5-8-2019

**Student Counselling by Psychiatrist**

This committee is framed as per the Directives of Oriental Education Society/University of Mumbai, framed in accordance with the guidelines laid down by AICTE/PCI/DTE/GoI/GoM.

The following is the composition of Student Counselling and Medical Facilities by Psychiatrist Committee of OCP for the year 2019- 2020

Sr.No	Name	Role in Committee	Designation	Sign
1	Dr. Sudha Rathod	Chairperson	Principal	<i>S Rathod</i>
2	Dr. Manasi Gholkar	Co-ordinator	Assistant Professor	<i>M Gholkar</i>
3	Dr. Atish Taukari	Psychologist	Member	<i>Atish</i>
4	Class In-charges	Member	Assistant Professor/ Associate Professor/ Professor	<i>M Gholkar</i>

**Functions:**

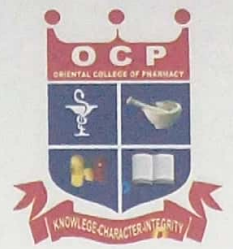
Committee formed as per the AICTE regulations

1. Counselling the students who need psychological support or show some behavioural discrepancies from normalcy.
2. Suggesting improvement steps to these student
3. Taking regular feed back to ensure change/ requirement of further support/ counselling.

*S Rathod*  
 Dr. (Mrs) Sudha Rathod  
 Principal  
 Oriental College of Pharmacy  
 Plot No. 3, 4 & 5, Sector-2,  
 Sanpada, Navi Mumbai.



*M Gholkar*  
 Co-ordinator  
 Dr. Manasi Gholkar



Ref. No: OCP/2019-2020/652

28/6/2019

To

Dr. Atish Taukari  
Psychological Counsellor,  
K J Somaiya College of Arts & Commerce,  
Mumbai

Subject: Appointment as Psychological Counsellor for students of Oriental College of Pharmacy

Dear Sir,


As per our telephonic conversation and your acceptance of our invitation, we are happy to appoint you as the psychological counsellor for our college. Your appointment is effective from 1<sup>st</sup> July 2019.

Your duties will include

1. Counselling of Students.
2. Maintaining documents
3. Submission of Documents to college office.

Thanking you,

Yours sincerely,

  
Dr. (Mrs.) Sudha Rathod  
Principal  
Oriental College of Pharmacy  
Plot No. 3, 4 & 5, Sector-2,  
Sanpada, Navi Mumbai.







Date:-22/01/2021

**STUDENT COUNSELLING COMMITTEE**

All the members Student Counselling Committee are here by informed to attend the meeting on 22<sup>nd</sup> January, 2021 at.11.a.m in Principal's cabin.

**AGENDA-**

1. Academic Performance of few students.
2. Financial stress of students.
3. Any other matter with permission of the chair.

**Minutes of meeting.**

Student Counselling Committee meeting was organised in Principal's cabin, on 22<sup>nd</sup> January 2021 and the following members were presents for the same.

Sr.No	Name of the committee member	Role in committee	Designation	Signature
1	Dr.Sudha Rathod	Chairperson	Principal	
2	Dr.Manasi Gholkar	Co-ordinator	Assistant Professor	
3	Dr.Atish Taukri	Psychologist/Counsellor	Member	

The meeting started with welcome words and discussed the points under agenda as follows.

1. Academic performance of students was good.
2. Counselling the students showing behavioural discrepancies from normal, who need psychological support.
3. Taking regular feedback to ensure change/requirement of further support/counselling.
4. Give financial support to come out from stress in pandemic period (Like finance from Trust )

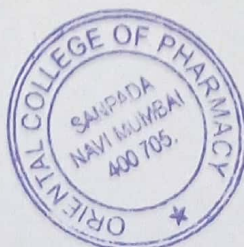
The meeting ended with vote of thanks.

Principal

Dr.Sudha Rathod

PRINCIPAL

ORIENTAL COLLEGE OF PHARMACY



**STUDENT COUNCELLING COMMITTEE****COMPOSITION OF STUDENT COUNCELLING COMMITTEE**

Sr. No.	Name of Committee Member	Role in Committee	Designation
1	Dr. Sudha Rathod	Chairperson	Principal
2	Dr. Manasi Gholkar	Co-ordinator	Assistant Professor
3	Dr. Atish Taukari	Psychologist	Member

*Sudha Rathod*

Chairperson

Dr. Sudha Rathod

PRINCIPAL  
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*M. Gholkar*

Co-ordinator

Dr. Manasi Gholkar



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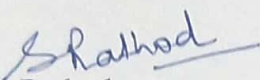
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**ACTION TAKEN REPORT**  
**(Academic Year 2020-2021)**

Actions taken based on the complaints/concerns are as follows:

Sr. No.	Discussion	Action Taken
1.	No complaint/request was received from any faculty regarding any student	No requirement of any action to be taken

  
Dr. Sudha Rathod  
Principal & Chairperson

  
Dr. Manasi Gholkar  
Assistant Professor & Co-ordinator

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25-9-2021

**Table .....: Student Counselling and Medical Facilities by psychiatrist**

This committee is framed as per the Directives of Oriental Education Society/University of Mumbai AICTE Approval Handbook 2020-2021/framed in accordance with the guidelines laid down by AICTE/ PCI/DTE/GoI/GoM.

The following is the composition of Student Counselling and Medical Facilities by Psychiatrist Committee of OCP for the year 2021- 2022

Sr.No	Name	Role in Committee	Designation
1	Dr. Sudha Rathod	Chairperson	Principal <i>S.Rathod</i>
2	Dr. Manasi Gholkar	Co-ordinator	Assistant Professor <i>M.Gholkar</i>
3	Dr. Atish Taukari	Psychologist	Member <i>Online Approval</i>
4	Class In-charges	Member	Assistant Professor/ <i>M.G.</i> Associate Professor/ <i>U.K.</i> Professor

**Functions:**

Committee formed as per the AICTE Approval Handbook 2020-2021

1. Counselling the students who need psychological support or show some behavioural discrepancies from normalcy.
2. Suggesting improvement steps to these student
3. Taking regular feed back to ensure change/ requirement of further support/ counselling.

*S.Rathod*  
Chairperson  
Dr. Sudha Rathod  
**PRINCIPAL**  
ORIENTAL COLLEGE OF PHARMACY



*M.Gholkar*  
Co-ordinator  
Dr. Manasi Gholkar

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Date:- 23/09/2021

**STUDENT COUNSELLING AND MEDICAL FACILITY BY PSYCHIATRIST**  
**COMMITTEE MEETING**

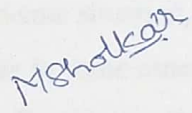
All the members of Student Counselling and Medical Facility by Psychiatrist Committee are here by informed to attend the meeting on 28<sup>th</sup> September, 2021 at 3p.m in Virtual Mode.

**AGENDA-**

1. Solutions for the stress caused by the Pandemic.
2. Organizing a talk by Psychiatrist on occasion of World Mental Health Day.
3. Any other matter with permission of the chair.

Yours sincerely,

  
Dr. Sudha Rathod **PRINCIPAL**  
Chairperson **ORIENTAL COLLEGE OF PHARMACY**

  
Dr. Manasi Gholkar  
Co-ordinator





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28/9/2021

**MINUTES OF MEETING**

A meeting of the Student Counselling and Medical Facility by Psychiatrist Committee was held on 28<sup>th</sup> September 2021 at 3pm through on-line mode. All the members attended the meeting.

The meeting started with the welcome address by the Chairperson of the Committee.

**Agenda for the meeting was**

1. Solutions for the stress caused by the Pandemic.
2. Organizing a talk by Psychiatrist on occasion of World Mental Health Day.
3. Any other matter with permission of the chair.

**Minutes of the Meeting:**

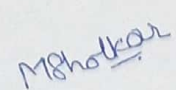
1. As a solution to the stress caused by the Pandemic situation, it was suggested that the students be told to practice Yoga and Meditate for some time during the day.
2. It was further decided to arrange for a talk by Psychiatrist Dr. Atish Taukari in this regard.
3. The World Mental Health Day is celebrated on 10<sup>th</sup> October every year. Hence a decision was made to organise the talk on 9<sup>th</sup> October as 10<sup>th</sup> was a Sunday. Dr. Atish Taukari agreed to deliver the talk.
4. It was also decided that in case any of the student or faculty required counselling, then Dr. Atish Taukari will be called for.

The meeting ended with the summing up of the points by the Co-ordinator and thanking all the members.

  
Dr. Sudha Rathod

Chairperson, Principal  
**PRINCIPAL**

**ORIENTAL COLLEGE OF PHARMACY**

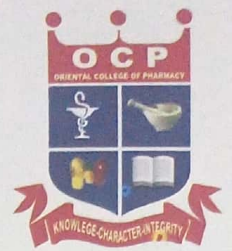
  
Dr. Manasi Gholkar

Co-ordinator



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26/7/2022

**Student Counselling by Psychiatrist**

This committee is framed as per the Directives of Oriental Education Society/University of Mumbai AICTE Approval Handbook 2020-2021/framed in accordance with the guidelines laid down by AICTE/ PCI/DTE/GoI/GoM.

The following is the composition of Student Counselling and Medical Facilities by Psychiatrist Committee of OCP for the year 2022- 2023

Sr.No	Name	Role in Committee	Designation	Sign
1	Dr. Sudha Rathod	Chairperson	Principal	<i>S Rathod</i>
2	Dr. Manasi Gholkar	Co-ordinator	Assistant Professor	<i>M Gholkar</i>
3	Dr. Atish Taukari	Psychologist	Member	<i>Atish</i>
4	Class In-charges	Member	Assistant Professor/ Associate Professor/ Professor	<i>U Kanane</i> <i>M&amp;F</i>

**Functions:**

Committee formed as per the AICTE Approval Handbook 2020-2021

1. Counselling the students who need psychological support or show some behavioural discrepancies from normalcy.
2. Suggesting improvement steps to these student
3. Taking regular feed back to ensure change/ requirement of further support/ counselling.

Chairperson

*S Rathod*  
Dr. (Mrs.) Sudha Rathod  
Principal  
Oriental College of Pharmacy  
Plot No. 3, 4 & 5, Sector-2,  
Sanpada, Navi Mumbai.



Co-ordinator

Dr. Manasi Gholkar

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29/5/2023

## MINUTES OF STUDENT COUNSELLING BY PSYCHIATRIST COMMITTEE MEETING

Title of Meeting	Student Counselling by Psychiatrist
Date of Meeting	25 <sup>th</sup> April 2023, Tuesday
Venue	Principal's Cabin
Timing	2.30pm

## MINUTES OF THE MEETING

Sr. No.	Points Discussed
1	5 Students were counselled through the year. Each case was reviewed by the committee.
2	In some students a regular follow-up was required for which indicators like attendance, participation in class/practical, examination marks were suggested by the counsellor.
3	Since the case of one student was complex and it needed more frequent and intense intervention, the parents were informed and it was suggested that the case be now taken up privately with the student and parent.
4	Plan for betterment of students for next year was discussed

*S. Rathod*  
Dr. Sudha Rathod  
Principal and Chairperson

**Dr. (Mrs.) Sudha Rathod**  
Principal  
Oriental College of Pharmacy  
Plot No. 3, 4 & 5, Sector-2,  
Sanpada, Navi Mumbai.

*M. Gholkar*  
Dr. Manasi Gholkar  
Co-ordinator

*A. Taukari*  
Dr. Atish Taukari  
Psychological Counsellor



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15/7/2023

**Student Counselling by Psychiatrist**

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The following is the composition of Student Counselling and Medical Facilities by Psychiatrist Committee of OCP for the year 2023- 2024

Sr.No	Name	Role in Committee	Designation	Sign
1	Dr. Sudha Rathod	Chairperson	Principal	
2	Dr. Manasi Gholkar	Co-ordinator	Assistant Professor	
3	Dr. Atish Taukari	Psychologist	Member	
4	Class In-charges	Member	Assistant Professor/ Associate Professor/ Professor	

**Functions:**

Committee formed as per the AICTE Approval Handbook 2020-2021

1. Counselling the students who need psychological support or show some behavioural discrepancies from normalcy.
2. Suggesting improvement steps to these student
3. Taking regular feed-back to ensure change/ requirement of further support/ counselling.

Chairperson  
Dr. (Mrs.) Sudha Rathod  
Principal  
Oriental College of Pharmacy  
Plot No. 3, 4 & 5, Sector-2,  
Sanpada, Navi Mumbai.



Co-ordinator  
Dr. Manasi Gholkar

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