



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**BLDEA'S SHRI SANGANABASAVA MAHASWAMIJI
COLLEGE OF PHARMACY AND RESEARCH CENTRE**

**SOLAPUR RD, BANGARAMMA, SAJJAN CAMPUS, VIJAYPURA
586103**

www.bldeapharmacy.ac.in

SSR SUBMITTED DATE: 10-09-2021

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Institute was established in 1982 to cater the needs of Pharmacy Education at Vijayapura, a northern district of Karnataka. Today it is imparting quality Pharmaceutical education through D. Pharm, B. Pharm, M. Pharm, Pharm. D, and Ph.D. programs. All programs run by the Institute are approved by the All India Council for Technical Education and Pharmacy Council of India. The Institute is affiliated with Rajiv Gandhi University of Health Sciences (RGUHS) Karnataka. The uncompromising quality of education is supported by dedicated teaching and non-teaching staff. The major strength of the institute is highly qualified and experienced faculty, The Institute is imparting PG programs in 8 specializations including integrated PG (Pharm. D and Pharm. D PB). The institute is recognized by RGUHS as a research center for enrolling students in the Ph.D. program. Academic excellence is possible only when research culture is promoted and proliferates in the faculty and students. The Institute has received 11 research grants from ICMR, VGST, and RGUHS and the total funding from these organizations amounts to 1.33 Cr. In the last five years, the Institute has a credit of more than 87 publications in reputed journals, 169 presentations in national and international seminars and symposiums, 13 research grants, and 9 chapters/books. The Institute has organized state/national level seminars sponsored by RGUHS, ICMR & APTI. Renowned speakers and scientists have visited the institute. Consultancy services are provided for analytical procedures, isolation, and evaluation of drugs/natural products to other similar institutes. The institute is located in a green and beautiful landscaped campus with a built-up area of >5000 square meters. Well-equipped laboratories, ICT-enabled classrooms, simulations labs, study inductive library, e-resources, and helpful admin areas are propelling the growth of the institute. The indoor and outdoor sports facilities, gymnasium, and other amenities fulfil the needs of students and create a healthy atmosphere. Participation of students in paper presentation in national seminars, participation in sports/cultural events brought recognition/awards/appreciation. Institute supports financially to such participation. Distribution of over 4500 litres of hand sanitizers was the Institutes social responsibility during Covid-19 Pandemic which received appreciation from District Administration.

Vision

To provide quality pharmaceutical education, practice and research with global standards and to meet health care needs of the backward region of North Karnataka.

Mission

Empowering graduates in application based knowledge with high degree of professional integrity and ethics.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Good governance and inspiring leadership from management for quality education.
2. Experienced and fully dedicated academic and research proficiency faculty

3. Recent Foundation funding successes
4. Research publications in various national and international peer-reviewed journals.
5. Book and Chapter publication by staff.
6. Strong Postgraduate research base with approved Ph.D. research centre
7. Collaborative research with medical and science colleges.
8. Well-equipped library facilities with internet (WiFi) facilities.

Institutional Weakness

1. Current placement of students through campus interview is very marginal
- 2 Industry Institution Interaction needs to be strengthened further

Institutional Opportunity

1. Ph.D. in Pharmaceutical Sciences represents excellent opportunities for receiving research funding and productivity
2. High demand for pharmacists remains unabated
3. With technology advancement, consultancy services can be enhanced

Institutional Challenge

1. Opening of new private colleges in state leading to drop in enrolment.
2. Rapid changes in technology leading to the ever-increasing gap between academics and industrial requirements.
3. Collaboration with Universities and Industries for providing the facility for higher education and job to all the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The UG (B. Pharm.), PG (M. Pharm.) and integrated PG (Pharm. D.) programs are affiliated to the Rajiv Gandhi University of Health Sciences, Karnataka-Bengaluru. For Pharm. D program annual scheme is followed and for B. Pharm. & M. Pharm. programs, semester scheme is followed. The syllabus is structured by Pharmacy Council of India. The design and development of curriculum is carried out by the University and the institution deploys its action plan for effective implementation of curriculum delivery. The teachers are encouraged to translate the curriculum to improve their teaching methods. The Institution contributes to improvement of the curriculum through participation in the university meetings. Teachers represent in syllabus/curriculum designing workshops, board of studies, academic council, faculty of Pharmacy and other statutory bodies of the University. The institution regularly interacts with university by sending opinions/

suggestions for modification in the curriculum and in the syllabi of various courses. College has also initiated value added courses for the overall development of students to meet graduate attributes and learning outcomes. Institute addresses the needs of students by offering certificate programs in spoken English, Soft skills development, etc. To provide first-hand experience of industries, third year B. Pharm. and third semester M. Pharm. students are encouraged to pursue their practical tranig/internship/research projects in pharmaceutical industries. Pharm. D students pursue their internship in different departments of constituent hospital for period of one year. Preparation of academic calendar, departmental meetings, allotment of workload, preparation of time table, teacher's diary, use of ICT tools, LMS software, field projects, on-the-job training, use of various academic software, feedback mechanism are some of the tools implemented by the college for effective curriculum delivery. IQAC organizes seminars/workshops/symposia, guest lectures, faculty induction/orientation programs for curriculum enrichment and enhancement. Effective integration of cross-cutting issues relevant to Gender Equality, Environment, Human Values and Professional Ethics into the curriculum is carried out by various workshops such as self-defence, personality development programs, etc. Institute gives serious attention towards the feedback collected on syllabi and curriculum from all the stakeholders which is then analysed, discussed in the committee and displayed on website.

Teaching-learning and Evaluation

Institute delivers the curriculum with interactive and instructional techniques that engage students in acquiring knowledge and ability to perform in the different environment of professional life. The process of admitting students is through a transparent mechanism, complying with all the norms of apex bodies including BLDE Associations norms.

Students from different geographical areas, socio-economic, cultural and educational backgrounds are admitted as per Government of Karnataka norms. Institute ensures quality education thorough teaching-learning process for the students admitted with diversified backgrounds. The gender equity was taken into consideration by admitting Girls to boy's ratio of 1:3. In the last five years, the institute has admitted an average of 31.1% students from other states. The learner-centered education through appropriate methodologies such as participative learning and experiential learning is being practiced at all levels as per the need and requirements of the students. 100 % faculty have been practicing and utilizing ICT at varied levels in teaching methodology.

Faculties have taken an initiative to learn and keep abreast with the latest developments, to innovate, continuously seek improvement in their work and strive for individual and institutional excellence. 46.6% full-time teachers are having Ph. D. degree and 37.5% of faculty members are pursuing their doctoral studies. Evaluation of students is of continuous mode process utilizing direct and indirect assessment techniques including internal assessment examination. The performance of the teachers is evaluated through a structured feedback mechanism and annual performance appraisal system. The Course Outcomes are mapped with Program Specific Outcomes and its attainment is assessed and calculated at the end of every academic year. Graduates progression is continuously monitored through Alumni network and active placement cell.

Research, Innovations and Extension

Academic excellence is possible only when research culture is promoted among the faculty and students. The Institution has received Rs. 133.75 lakhs of research grants from ICMR, VGST and RGUHS. The Institution provides state-of-the-art laboratories, animal house facilities, medicinal garden and uninterrupted power supply for the conduct of research. The library is provided with a separate reference section with journals,

dissertations, thesis, Helinet/Delnet, Micromedex and Turnitin, anti-plagiarism software for accessing e-journals and for ensuring adherence to research ethics among students and staff. The Institution has a number of linkages/collaborations with reputed Institutions and Universities for the promotion of research activities. The Institutional Research Review Committee conducts meetings to review the research activities and the SOP-Research affairs committee frames guidelines for improving the standards of research. Incubation centre/Entrepreneurship Development Cell facilitates incubation of research ideas, start-ups and regular seminars/ guest lectures and TED Talks are conducted to improve the entrepreneurial skills of the students. Because of these measures, a patent on Pharmaceutical composition comprising tamarind seed polyose for modified release of drug (Patent Number: 282337) has been awarded and 3 more have been published in the official journal of the patent office. In the past five years, faculty members and research scholars have published 87 research articles in peer reviewed journals, presented 169 research findings in national and international seminars and conferences and authored 9 books/book chapters. Many sponsored state/national level seminars and guest lecturers have been organized. Research awards bagged at national and international seminars and conferences. The institution effectively discharges its social responsibilities and obligations in a proactive manner through NSS, APTI-Karnataka Branch and CPETS units. The Institution has MoUs with Rotary Club and Lions Blood Bank. Conducts blood donation, health awareness and medication management camps in adopted village, Siddapur. Over 1000 saplings are being maintained under Koti Vriksha Abhiyan program to promote conservation of environment. The institute manufactured sanitizer in a short notice from the Deputy Commissioner of Vijayapura during COVID-19 pandemic and distributed masks and sanitizer on a large scale to district authorities, public and students. Such activities have brought appreciation to the institute.

Infrastructure and Learning Resources

The institute is three storied building with built up area of 5770.15 sq. mt. in a green, clean, neat and spacious environment. It is a fully self-contained campus with requisite infrastructure created adhering to the norms of PCI, AICTE and RGUHS which facilitate effective teaching- learning process. The academic wings is having state of art class rooms, laboratories, seminar halls, meeting rooms and are adequate in numbers providing a good learning ambience to students through modern teaching aids and ultra-modern facilities. To enhance the learning capacity and to provide a high standard in technical education, the institute provides a wide array of sophisticated equipment in all the laboratories of various departments. To periodically organize and motivate co-curricular and extra-curricular activities for the students, the campus has seminar halls, conference halls and dedicated research laboratories. The institute has 52 Mbps leased line internet connectivity from Supersonic for providing uninterrupted web services to all systems. There is a separate server room which provides all administrative services, computing facilities to all the computer systems within institute's premises. Entire campus is Wi-Fi enabled with secure log-in mechanisms.

The Library is housed in the main building of the College with 100 seating capacity for reading purpose. Library is fully automated with all its subsystems like LAN connectivity and Wi-Fi. Library Management Software system is incorporated with latest technologies that enables Library to serve its users more efficiently. A specialized services provided by the Library includes INFLIBNET, Resource Managing Software and NEWGENLIB. Central store is heart of the institute which facilitates inventory of chemicals, stationary, uniforms and glassware's. Institute has created and maintained well number of sports facilities and infrastructure for conducting cultural events and other co-curricular activities. Institute has signed an MOU with BLDE University Vijayapura for sharing its playground, indoor sports complex, auditorium and swimming pool. Apart from these, the institute also provides essential facilities such as Banking (State Bank of India, BLDEA Branch), SBI-ATM, Post Office (586103). Institute conduct annual budget meetings to allocate the available funds. Association's Construction and Maintenance Cell takes care of maintenance of all

infrastructure.

Student Support and Progression

Institute, provide excellent indoor and outdoor sports facilities to students and encourage for participation in co-curricular activities. Institution is generous for financial support to the students for their participation in sports and cultural events at university, state, inter-state, national and international levels events. One student represented India in international ring ball tournament-2019. Institute provides support and facilitate for receiving various scholarships from affiliated university, state and central governments through Student Scholarship Portal (SSP) and also brings awareness on applying for scholarships to other non-government organizations. Faculty members are appointed as verification officers by RGUHS. Capacity building and skills enhancement initiatives such as soft skills, language and communication skills, ICT/computing skills to the students have been taken care by college for their all-round developments. Institute conducts Yoga classes for students to promote their life skills and keep them physically and mentally fit. Institute has registered alumni association and organise alumni meet every year. Alumni are invited as resource persons for webinars to motivate and render the support to students in clearing competitive exams like IELTS, TOFEL and GRE which help to pursue higher education and employment in abroad. The alumni association has contributed towards the betterment of institute by donating books to the library and a digital display to the college. The institute is conducting coaching classes and international webinars for students to boost their knowledge to face competitive exams including GPAT and NIPER entrance exams. Institute has a well-established career counseling and placement cell through which students are guided towards a better career prospectus and providing job opportunities through campus drive and off campus job interviews. Tuition fee concession of 5 - 15% has been implemented by the institute to the meritorious students based on their academic performance every year. In addition, the institute promotes administrative and leadership skills of students by nominating them in various administrative bodies of the college such as grievance redressal committee, anti-ragging and prevention of sexual harassment committees and IQAC of the college. Student's council constituted every year to promote leadership qualities and problem solving capabilities. Institute observe national festivals, birth/death anniversaries of national leaders.

Governance, Leadership and Management

The Institute has policies and practices framed in place and have evolved best planning of Human resource management, recruitment, training, performance appraisal and financial management through able leadership. The management follows a decentralized and participative decision making process to achieve the vision-mission and goals of the institution for building an excellent educational culture. The leadership has provided a clear vision and path to achieve the mission by suitably aligning the academic and administrative aspects through proper governance. The process of seeking appropriate feedback from stakeholders like students, parents, employers and teaching faculty, analysis of responses to ensure the maintenance of quality of education and competency of staff. The institution has a structured mechanism for organization hierarchy, planning and deployment. As an example, the library holds 8076 books, 25 journals and is automated now. Institution has an effective performance appraisal system for staff. Institute takes staff welfare measures like EPF, ESI and group insurance. The institute encourage faculty members, as a result 14 members acquired Ph. D. and 74 faculty members have availed financial assistance to attend professional development courses. The institution arranged 18 professional development programs in the last five years for the betterment of teaching skills of teaching as well as working skills of non-teaching staff. As a result of this, 46 faculty members have attended online/offline professional development programs in the last five years. Correct planning and optimum

utilization of budget amount and mobilization of resources are taken with utmost care. Institute has established transparent policies and procedures for planning and allocation of financial resources. The institution has effectively utilized 1.33 crores of research grants from 13 different research projects in the last five years. Annual audit reports reflect income and expenditure of the institute. The institution has established IQAC for initiation and continuous improvement of quality and achieving academic excellence. IQAC is striving for educational excellence and conducting seminars/conferences for the faculty. The institution participates in NIRF, conducts quality audits by national agencies like ISO and regularly conducts Academic and Administrative Audit (AAA). SOP Cell of institute provides quality inputs for smooth operations.

Institutional Values and Best Practices

The BLDEA's SSM COP & RC is always ready to give the best of best. The institution is conducting a several programs on gender equity through women empowerment cell with the motto of helping women to discover their wings, Safety & security, counselling of girls students and providing the required facilities are the prime importance. The institute has established the facilities required for energy conservation and alternative source of energy. The waste such as e-waste, solid waste, liquid waste and biomedical waste are properly segregated and disposed. Measures have been taken for rain water harvesting. As a green campus initiatives the students and staff are encouraged to use bicycle once in a week, established a facility of battery operated vehicle for students and staffs within the campus to reduce vehicle moment. To make eco-friendly campus, many trees have been planted in the campus, with that the entire campus is maintained green always, sign-boards in the campus makes awareness on ban on use of plastic. Students and parents can freely walk in the pedestrian without making any traffic. Every year, the green energy and environment audit is being carried out to improve green practices. The differently abled students provided with facilities such as ramps, wheelchair, washroom, and scribe for examination and also displayed a sign board to facilitate enquiry and information. The institute has conducted several programs on integrity and harmony towards culture and region, communal factors and socio economic and other diversities. The institute has always taken various direct and indirect steps which promote and bring awareness about various National Identities and Symbols. The code of conduct has been prepared and displayed on the college website and briefed to students and staffs at the beginning of academic year. Institution organizes national festivals and birth/death anniversaries of the great Indian personalities. The best practices are implemented to elevate the standards of the institute. The institutional distinctiveness reflects in the research activities, representation of faculties in university apex bodies, e-governance in administration and inculcating social responsibility.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BLDEA'S SHRI SANGANABASAVA MAHASWAMIJI COLLEGE OF PHARMACY AND RESEARCH CENTRE
Address	Solapur Rd, Bangaramma, Sajjan Campus, Vijayapura
City	Bijapur
State	Karnataka
Pin	586103
Website	www.bldeapharmacy.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Ramaling B. Kotnal	08352-264004	9448830875	08352-262643	bldeascop@yahoo.com
IQAC / CIQA coordinator	S M. Biradar	08352-265206	9481872333	08352-263303	smbiradar@rediffmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	01-01-1982			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
Karnataka	Rajiv Gandhi University of Health Sciences		View Document	
Details of UGC recognition				
Under Section	Date		View Document	
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	30-04-2020	12	Approved
PCI	View Document	10-06-2020	24	Approved

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Solapur Rd, Bangaramma, Sajjan Campus, Vijayapura	Urban	45	5770.15

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BPharm,B Pharm	48	twelveth	English	100	100
PG	MPharm,Pharmaceutics	24	B Pharm	English	10	9
PG	MPharm,Pharmaceutical Chemistry	24	B Pharm	English	10	8
PG	MPharm,Pharmacology	24	B Pharm	English	15	8
PG	MPharm,Pharmacognosy	24	B Pharm	English	8	2
PG	MPharm,Pharmacy Practice	24	B Pharm	English	6	0
PG	MPharm,Quality Assurance	24	B Pharm	English	10	4
PG	Pharm D,Pharm D	72	Twelveth	English	30	26
PG	Pharm D,Pharm D	36	B Pharm	English	10	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	8				7				14			
Recruited	8	0	0	8	7	0	0	7	11	3	0	14
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				50
Recruited	32	18	0	50
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	5	0	0	5
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	8	0	0	6	0	0	0	0	0	14
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	1	0	0	11	3	0	15

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	2	0	4

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	4		2		6

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	132	24	0	0	156
	Female	93	11	0	0	104
	Others	0	0	0	0	0
PG	Male	88	27	0	0	115
	Female	66	29	0	0	95
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	9	5	4	10
	Female	1	2	4	4
	Others	0	0	0	0
ST	Male	0	0	1	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	35	35	54	68
	Female	11	24	26	47
	Others	0	0	0	0
General	Male	35	22	14	19
	Female	11	17	13	11
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		102	105	116	159

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
129	124	121	91	91
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	10	10	10

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
463	435	389	370	385
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
199	159	169	172	172

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
115	103	72	77	91

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
30	32	30	32	26

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
36	33	32	32	26

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 16

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
150.18	149.56	139.40	97.456	94.704

4.3

Number of Computers

Response: 95

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Institution follows the curriculum prescribed by RGUHS, Bangalore. At the beginning of the academic year, the affiliating university provides syllabus, regulations and academic calendar.

The institution ensures effective curriculum delivery through a meticulously planned and well implemented process as documented through following method

- Institution strictly adheres to the Annual academic calendar, which is prepared by the Academic coordinator in consultation with the Principal, HoDs, and IQAC.
- In the beginning of every academic year, courses are allotted to faculty according to the area of specialization and skill matrix of the faculty.
- The timetable for the entire programme is prepared to indicate specific class and laboratory hours.
- Every faculty prepares monthly and annual lesson plans for the course considering objectives, subject matter, procedure, assessment, and assignment.
- Faculty uses ICT methods of teaching and learning and conducts regular assignments, discussions, workshops, seminars, industrial visits apart from regular/traditional teaching methods.
- Laboratory manuals are prepared and distributed to students so they can get acquainted with the procedure and correlate experiments with theory.
- Student's attendances, curriculum progress for the individual course are monitored through faculty maintained work dairies along with the attendance register.
- Course files are maintained by all the faculty members for the subjects handled by them, which includes course outcomes, course objectives, content topics, reference books and the expected outcomes from the students by learning through the topics prepared by respective faculty members at the beginning of each year.
- The monthly review meeting is conducted with faculty, HoD, Principal and IQAC coordinator for monitoring of lesson plan.
- Feedbacks of all stakeholders on curriculum are taken regularly. Analysis of feedback is forwarded to the university through BoS members of our institution.
- Regular course end feedback is collected from the students regarding the difficulties faced by them and issues like ambiguity and relevance of the topics in the syllabus.
- Whenever faculty is on leave, alternative arrangements are made for the conduct of their respective class and faculty has to cover the syllabus by taking extra classes.
- Industrial training, internships, and projects by students are monitored regularly and certificates are issued only after successful completion.
- For M Pharm, every candidate maintains a work diary and record of participation in the training programmes conducted by the department such as journal reviews, seminars, etc.
- The work diary is scrutinized and certified by the HoD and Principal. The presentations are assessed by the faculty members and peers.

Process of Monitoring

- The senior faculty members handling a subject are nominated as course coordinators for that subject to monitor the status of course delivery.
- IQAC periodically verifies the quality of delivery process through regular audits of Question paper audits, Answer script audits, Course file audit and will continuously monitor the attendance and syllabus coverage for every fortnight, and corrective measures are taken for any deviation observed.

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Before the commencement of each academic year/semester, the university publishes an academic calendar. The University calendar of events typically depicts important timelines like commencement of Classes, Last working day, Commencement of Practical Examinations, Commencement of End semester examinations. Apart from the academic calendar RGUHS circulates the dates for project evaluation. Considering the start and end of the semester, as per the university calendar, the Institute plans all its activities including the conduction of Continuous Internal Evaluation (CIE). To ensure the institute strictly complies with the university academic calendar accommodating all planned activities, a separate calendar for

the institute as a whole and subsequently at every program level is prepared and followed. While the institute calendar includes details like a total number of working days & holidays, CIE dates, slots for activities, etc the department calendar comprises guest lectures, conferences, workshops, industrial visits, and other co-curricular & extra-curricular activities planned by respective departments.

The above academic calendars help faculty members to plan their respective course delivery and undertake academic and other activities. Department heads closely supervise and monitor completion of the syllabus as per the lesson plan prepared by faculty members. Portions for each CIE are decided well in advance and faculty members are required to stick to it.

Internal Assessment Exams:

The schedule for the internal assessment tests, model exam, class tests are well-planned in advance before the beginning of the academic year of annual/semester and they are given in the academic calendar. The internal assessments are planned by providing sufficient time to complete the syllabus. Generally, one class test is conducted before one internal assessment test. After the completion of one internal assessment exam, coaching class and retest is conducted after working hours for the failures and absentees in the internal assessment tests.

Even for the laboratory work continuous assessments are done. Submission of laboratory observations, records, conduction of labs & viva forms major components of laboratory evaluation. As per the laboratory rubrics, the internal test is conducted at the semester end. Continuous Internal Evaluation is spread across the entire semester ensuring the final CIE marks are ready much before the due date. As the entire activities including CIE during the annual/semester are pre-planned, the annual/semester progresses smoothly as per the academic calendar. Due to systematic annual/semester planning, both students and

faculty member's take-up academic & other loads effectively. At the Department level HOD, Course Committee, Class Committee monitors the adherence and takes necessary steps for compensatory classes if any required.

At Institute level the Principal, Senior Faculty and IQAC frequently reviews the annual/semester progress and on need makes required interventions to adhere to the academic calendar. In case the university revises, the institute will immediately make suitable changes and the same would be followed by all concerned in the college.

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 77.78

1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.

Response: 7

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 22

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	5	5	2

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 48.73

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
181	167	158	282	190

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

Being RGUHS, Bangaluru affiliated institute, the curriculum prescribed by the university is followed. Cross Cutting issues relevant to ethics, environment and sustainability etc., are integrated into the university prescribed curriculum across all programs.

Gender Issues:

As part of the curriculum, in subjects like Physiology, Pharmaceutical Biochemistry, Pathophysiology Pharmacology and Medicinal chemistry, students learn sex and gender differences in the etiology, epidemiology, course, and treatment of chronic diseases in women or that affect a disproportionate number of women as compared to men and their treatment. They can identify and make recommendations for mental health issues that affect women in the society such as eating disorders, depression, postpartum depression, psychosis.

To create awareness of gender issues among the students the college organized special programmes on "Women Rights" and "Self-defense training programme" through Women Empowerment and Prevention of Sexual Harassment Cell.

Environment and Sustainability:

To create Environment and sustainability consciousness among the students, Environmental studies is taught as a compulsory subject, which gives the understanding of issues related to depletion or degradation of natural resources and how to preserve these for long-term environmental quality.

To create awareness on Environment and Sustainability, tree plantation activities are carried out under the banner of the NSS unit.

Human Values:

Community Pharmacy subject teaches the student to deal with pharmaceutical care services along with patient counseling & providing health-related services to the public in community pharmacy. They also learn how to respond to minor ailments and provide appropriate medication. Expressing empathy and sympathy to patients are taught along with the concept of rational drug therapy.

During Internship, Pharm.D students embrace their moral principles, issues such as openness, sensitivity to their patients, as well as trustworthiness and willingness to take responsibility for the patients. The objective of Internship is to provide patient care in cooperation with patients, prescribers, and other members of an inter-professional healthcare team based upon sound therapeutic principles and evidence-based data, taking into account effective communication with patients and the community.

Cultural programs and sports events help students to understand each other. Students are counseled about the ill effects of drugs, tobacco and alcohol, ragging and eve-teasing.

Professional Ethics:

Pharmacists like the other professionals are confronted with many ethical problems. Standards of Professional conduct for students which are necessary for the public interest are covered through the entire curriculum. Every student, after completion of course, while practicing will be able to follow ethics in all spheres as under

1. Pharmacist in relation to his job
2. Pharmacist in relation to his trade
3. Pharmacist in relation to medical profession

4. Pharmacist in relation to his profession.

Students are made to, follow code of conduct, maintain confidentiality, follow fair trade practice, follow ethics in handling of prescriptions and maintain professional vigilance

Importance of Pharmacy ethics is part of the prescribed curriculum and covered under subjects like Pharmaceutical Jurisprudence and Hospital and Clinical Pharmacy.

Human Research Ethics Committee for humans and Institutional Animal Ethics Committee are constituted to improve the moral behavior and ethics i

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 72.01

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
157	105	49	52	51

File Description

Document

MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship

[View Document](#)

Any additional information

[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 33.91

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 157

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1.Feedback collected, analysed and action taken and feedback available on website
- 2.Feedback collected, analysed and action has been taken
- 3.Feedback collected and analysed
- 4.Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 64.39

2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
159	116	104	100	85

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
199	159	169	172	172

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 43.02

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
129	89	66	54	41

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

Response:

The institute has the mechanism in place to review, assess and analyze student's requirements for the courses offered, and provide guidance, suggestion and conditioning sessions to address learning deficiencies. The process usually involves assessment of the student after admission to their respective class by subjecting them to the following:

Identification of slow and advanced learners:

- **Assessment of performance at previous qualifying exam**

The student will be assessed in the category of slow learners by the valuation of marks secured in the previous qualifying exam and would be deemed to be stated as slow learners if they secure less than 55% of marks in PCMB combination (in case of the 12th exam as the qualifying exam).

Further, for the students promoted to the next higher class will be again evaluated based on their marks secured in the previous qualifying exam (Less than 60%) to be identified as slow learners. Assessment will be a continuous process for each course.

For the advanced learners, the set criteria will be more than 75 % in the previous qualifying exam for both fresher and incumbent students. The students having marks in the range of 55% to 75% are medium learners; such students carry potential scope to become advanced learners with appropriate mentoring. This assessment will be a continuous process for each course and there will be regular interaction with the student.

At the start of the course, the students interacted by the respective subject teacher during regular classes to identify slow and advanced learner by grading the student performance through defined assessment methods at the start of the every academic year. The institute utilizes various supportive programs as required to address slow, medium and advanced learners.

Supporting programs for slow learners

- Continuous monitoring throughout the academic year.
- Bilingual teaching
- Remedial classes
- Mini assignments and notes
- Mentoring through Senior Bright Students
- Mentoring through Faculties
- Special preparation classes before final Semester
-

Supporting programs for medium and advanced learners

- Sharing of responsibility at curricular and co-curricular level.
- Participation in extension activities.
- Nomination for Student Union Members
- Nomination for constituent committees of the college
- Seminar assignments
- Participation in seminars, conferences, scientific presentations and publications
- Role play in newsletter, consultation for lab technician maintenance of lab equipment and provision for conducting minor experiments and theory classes (especially PG Students)

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 15:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The institute ensures that teaching pedagogy is student-centric. College follows various measures for teaching and learning process to make it student-centric.

Participative learning

Participative learning encourages students to restructure their knowledge and understanding of concepts, helps students recognize gaps in their knowledge, promote effective problem-solving strategies, and teaches students to synthesize, communicate, and discuss ideas in ways that advance conceptual understanding. The institute makes use of participative learning methods like

- Group discussion
- Participative games
- Skits and plays
- Describing visual images
- Field visit
- Excursions
- Classroom debates
- **TED TALK** [Technology, Entertainment, and Design]: Regular ted talk session is organized by the institute helps in sharing of innovative ideas concisely and effectively to the diverse student audience.

Experiential Learning

The experiential learning involves engaging students in activities that enable them to experience course content. Although experiential activities can take place in the classroom, there is an expressed emphasis on assigning projects that occur outside the classroom, where concepts can be better integrated into students' lives. The institute utilizes approaches like

- Conduct interviews or experiments
- Role play or simulations
- Keep a reflective journal
- Internship/Apprenticeship
- Student teaching
- Design and development of course relevant information

Problem solving methodology

The problem-solving methodologies are learning focuses on providing students with opportunities to identify and tackle complex, multifaceted problems in both small groups and on their own. In this approach, teachers serve as “tutors” or “facilitators” who guide learning by maximizing students' responsibility for learning. The institute utilizes approaches with case studies for each relevant course curriculum for problem identification and facilitates learning through the generation of ideas in solving issues. The case study prepared covers the objective of detecting, identifying, assessing the problems and ways to explore the possible solution by the analytical, intellectual and investigative approach to the student which will be thoroughly facilitated by the tutor.

Process of Problem based learning

Stages Stepwise procedure Focused component

Stage 1 Group setting Organization of groups

Stage 2 Problem identification Facts, ideas, learning issues and

Stage 3 Idea generation action plans

Stage 4 Learning issues

Stage 5 Self-directed learning

Stage 6 Synthesis and application working on action plans

Stage 7 Reflection and feedback Result analysis

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Education around the world is experiencing major paradigm shifts in educational practices of teaching and learning under the umbrella of ICT enabled learning environment. Whereas learning through facts, drill and practices, rules and procedures was more adaptive in earlier days, learning through projects and problems, inquiry and design, discovery and invention, creativity and diversity, action and reflection is perhaps more fitting for the present times. The major hallmark of this learning transition is from teacher centered to learner focus paradigm. During the last three decades, the changes in educational environment have been phenomenal. The model, focus, role of the learner and technology has been changed drastically from traditional instruction to virtual learning environment by integrating ICT.

Initiative

SSMCOP emphasis on ICT infusion in pedagogy to improve learning, motivate and engage learners, promote collaboration, foster enquiry and exploration, and create a new learner centered learning culture. It permits the move from reproductive model of teaching and learning to an independent, autonomous learning model that promotes initiation, creativity and critical thinking with independent research. Learners are expected to collect, select, analyze, organize, extend, transform and present knowledge using ICT in authentic and active learning paradigm. Teachers are expected to create a new flexible and open learning environment with interactive, experiential and multimedia based delivery system. Our institute encourages all faculty members to participate/register in SWYAM, **SSMCATI-LMS**, **Google classroom**, **online lecture tutorials on various platforms**, and insist usage of ICT tools in class rooms for effective teaching learning process.

Faculties utilize three types of ICT tools such as

1. **Generic tools for learning:** Starting from productivity tools to simulation & modeling to access, extend, transform and share information e.g. Licensed and open source software for lab and Projects.
2. **Content-based resources :** To access a vast source of educational resources that effectively can be integrated with the curriculum objectives SWAYAM, Blogs, RGUHS HELINET consortium, DELNET etc
3. **Interactive instructional courseware :** Self-paced learning materials e.g Google Class Room SSMCATI- LMS, Video Lecture, Course material in website etc

Implementation

- Through online google classroom, google forms, SSM CATI platform students and faculty can login and make use of the resources as a knowledge sharing platform.
- Open source platforms such as Youtube in conducting technical and non-technical events, animation and many such activities, that can be accessed through Youtube link. Both staff and

students collaborate to make these videos sometimes with an external participant.

- Usage of ICT facilities in class room.
- Our library has its own digital library where numerous e- books, e - journals, HELINET, DELNET, OPAC videos can be accessed.

The integration of ICT with teaching and learning has following key advantages:

- Explore and represent information dynamically.
- Become socially aware and more confident
- Increase motivation
- Communicate effectively about complex processes
- Develop better understanding and broader view of processes and systems
- Greater problem solving and critical thinking skills.

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 17:1

2.3.3.1 Number of mentors

Response: 28

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 94.81

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 37.96

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
14	13	11	10	9

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 9.6

2.4.3.1 Total experience of full-time teachers

Response: 288

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The institution strictly follows the evaluation process approved by the RGUHS, Bengaluru. The evaluation weightage is 25/75% for semester pattern and 30/70% for annual pattern. The Institute has taken following processes for the effective execution of evaluation reforms introduced by the University.

- The academic calendar for each semester is prepared by the Academic committee with the University schedule of events, which provides the information on scheduled timetable for class test, internal assessment, retest, and the tentative schedule of university examinations. The staff members and students plan the course of action.
- The Institute has exam in charge and faculty coordinator for smooth conduct of the examination. Academic monitoring committee assigned by the institution head to ensure effective conduct of exams.
- The students can review their evaluated answer script and discuss the same with concerned faculty.
- At Institute level, effective implementation of improving the result by conducting retest.
- The regulations, curriculum and syllabi of all the programmes offered by the university are available in the Institute and university website along with necessary guidelines.
- During the Induction program the newly admitted students are updated about the attendance requirements as well as the pass mark requirements for internal assessments. Whenever the students are having grievances, they resolve through faculty, mentor, department head, and Principal and grievance committee.
- The question paper pattern for the internal examinations has been standardized by the institution which is in line with the university question paper pattern.
- The syllabus is appropriately divided and covered as per the frequency of internal exam. For semester mode two internals and for annual mode three internal assessments test are conducted.
- Student's marks are intimated to the students immediately after the completion of assessment and the same is communicated to their parents during parent teacher meet.
- Retest is conducted for students who fail to secure minimum percentage of marks with a special timetable provision.

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

- The class teachers carefully monitor the regularity of attendance and the performance of the students in internal evaluation tests and end semester/annual examination. The performance of the students is informed to the students immediately after the completion of assessment tests.
- The students who have any grievance in the evaluation process can approach the faculty member who had evaluated the answer sheets for any discrepancies in the marks.
- On the Induction Day, the first year students are made aware of the evaluation processes. The university allots 75% marks for the end semester exam and 25% internal marks for semester pattern and 70% marks for end year exam and 30% internal marks for annual pattern
- The final average internal assessment marks dully verified by the students and faculty were finally uploaded in the University web portal as soon the notification received from the affiliated university before commencement of university exam.
- Other type of grievances such as data missing in the question papers, question asked from outside the syllabus, question paper being tough etc., are communicated to the respective HOD/Principal by the concerned faculty for necessary action.
- A candidate can apply for photocopy of his/her semester or year-end examination answer paper in a theory course. The answer script is only subjected for retotaling as per the university policy.
- Revaluation is not permitted as per university policy for theory/practical and project work.

- Further, Detail FAQ on exam related grievances and others at the university level are hosted on University website for guidance and help to the student.

URL: https://www.rguhs.ac.in/faq_rguhs.html

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

All POs have been adequately addressed through the core courses and their COs. These measurements provide by the university on the basis for continuous improvement in the quality of learning, have been properly assessed and do the almost to attain it through various learning means.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to stake holders.

Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes(COs) are made aware through the following procedures.

- POs and PSOs are approved by the IQAC available in the Institute website.
- POs and PSOs are posted in corridors, classrooms, department, office, laboratories and department library of the campus for staff, students and public view.
- During the department review meeting the attainment of COs, POs and PSOs are reviewed among the faculty members.
- At the first course committee meeting the corresponding faculty members discuss the assessing methods of each course outcomes and prepare the mapping with the POs and PSOs
- The POs and PSOs relevant feedback has been collected from the parents during Parents-Teachers Meeting.
- The outcomes are elaborately discussed and derived by the course committee members. Even though the COs is given by the University along with the syllabus, if necessary, the COs are modified and reframed by the course committee members. Academic affairs Committee analyze the course outcomes and their mapping with program outcomes and program specific outcomes done for each courses by the course handlers along with one subject area expert.
- COs are communicated to the students during the introduction class itself. COs along with lesson plan are printed and issued to the students during the first class. During the class committee meetings the COs attainment levels are discussed and the outcomes of the course are focused.

Locations where the Vision, Mission, PEOs and PSOs are published:

Sno	Location	Publication of

		Vision & Mission	PEO	PO, PSO
1	Institutional Newsletter			
2	Departmental Newsletter	Yes	Yes	Yes
3	Course files	Yes	Yes	Yes
4	Lab Manuals	Yes	Yes	Yes
5	Staff Manual/ HR Manual	Yes	Yes	Yes
6	Assessment manuals			
7	Admission Brochures			
8	Answer Booklets			
9	Semester Plan	Yes	Yes	Yes
10	Lab Manual	Yes	Yes	Yes
11	Conference/ Workshop Brochures	Yes	Yes	Yes
12	Academic Calendar	Yes	Yes	Yes

Locations where the Vision, Mission, PEOs and PSOs are disseminated:

Sno	Location	Dissemination of		
		Vision & Mission	PEO	PO, PSO
1	College Website			
2	Corridors			
3	Principal's Office			
4	HOD Room	Yes	Yes	Yes
5	Faculty rooms	Yes	Yes	Yes
6	Classrooms			
7	Laboratories	Yes	Yes	Yes
8	Workshop	Yes	Yes	Yes
9	Main Library			
10	Department Notice Board	Yes	Yes	Yes
11	Seminar Hall	Yes	Yes	Yes
12	LED TVs located in LOUNGE			
13	R & D Block			
14	Conference Hall			
15	Common Computer Center			
16	Auditorium (Main & Mini)			
17	Canteen			
18	Gymnasium			
19	Hostels			

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution response: The process of attainment of COs, POs, and PSOs starts from writing appropriate COs for each course in the degree program. The course outcomes are written by the respective faculty member using action verbs of learning levels as suggested by Bloom Taxonomy. Then, a correlation is established between COs and POs and COs and PSOs on the scale of 0 to 3, 0 being no correlation, 1 being the low correlation, 2 being medium correlation and 3 being a high correlation.

The matrix of COs POs and COs PSOs for each course run by the institution are mapped and finally merged to form a program level CO - PO Matrix and CO – PSO Matrix. Institute which is a university-affiliated college, the CO assessment tools used to measure the attainment levels through Class Test, Internal Assessment [IA], Quiz, Assignments, University exams, performance during experiments etc. These are direct assessment tools. Course Exit survey is also conducted at the end of every academic year.

Institute conducts two/three IA for each course for semester and annual pattern respectively. All COs are evaluated using these two/three IA each of 25/30 marks for semester and annual pattern respectively. Similarly, each student is evaluated for given assignments in the form of class test, written assignment, demonstrations and presentations based on COs during the academic study and finally course exit survey is conducted at the end of every academic year to assess the attainment of COs.

The desirable data collected and filled in CO assessment matrix sheet at the end of the academic year. The attainment of the data is categorically presented as per the guidelines framed by the Institute as follows; Target Level of Attainment: For CIE and IA for both theory and practical the attainment of COs is computed for the set target of 60% of the total score. The percentage of students attaining this target level of each CO is computed and the average of these percentages is considered for deciding the attainment level. The percentage of students attaining this target level of each CO is computed and the average of these percentages is considered for deciding the attainment level of course outcome. The average grading for the Class Test, Internal Assessment [IA], Quiz, Assignments, performance during experiments is computed to assess attainment.

2.6.3 Average pass percentage of Students during last five years

Response: 83.9

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
89	84	60	67	52

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
102	98	61	86	74

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 133.75

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
5.6	40.5	1.25	2	84.4

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 23.33

3.1.2.1 Number of teachers recognized as research guides

Response: 7

File Description

Document

Any additional information

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 18.75

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	1	1	4

3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	10	10	10

File Description	Document
List of research projects and funding details	View Document
Any additional information	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The institutional Research review Committee (RRC), Standard Operating Procedures (SOP)-Research Affairs Committee, Incubation center/Entrepreneurship development cell and Advanced Teaching and innovation Cell (CATI) act in coordination to achieve the different goals.

The institution runs 9 programmes and is a recognized Research Centre in Pharmaceutical Chemistry, Pharmaceutics, Pharmacognosy and Pharmacology. The Institution has received research grants from Indian Council of Medical Research, Vision Group on Science & Technology-Govt. of Karnataka, Rajiv Gandhi University of Health Sciences and the total sanctioned funding is Rs. 133.75 lakhs. The Institution provides state-of-the-art laboratories equipped with sophisticated instruments like HPLC, FTIR, UV spectrophotometer, Spray dryer, Brookfield viscometer, Ultrasonicator, Lyophilizer, Ultra turret high-speed homogenizer, Stability chamber, 8-Station diffusion cell apparatus, Multi-station tablet punching machine, Tablet coating machine, Rotary flash evaporator, Deep freezer, Muffle furnace, Laminar air flow chamber, BOD incubator, Hot air oven, Autoclave, Parallel synthesizer, Microwave oven, Vacuum oven, Melting point apparatus, Biopack with NIBP, Digital plethysmograph, Digital cell counter, All mazes software, Morris water maze, Radial arm maze, Autoanalyzer, etc for the conduct of research. Animal house facilities, medicinal garden and uninterrupted power supply are provided in the campus. The library is provided with separate reference/periodical section with back volumes and current journals/dissertations/thesis/Helinet/Delnet for accessing e-journals for ready reference. The institution has subscribed to Micromedex for accessing drug information and turnitin-antiplagiarism software for ensuring adherence to research ethics among students and staff. The Institution has a number of linkages/collaborations with reputed Institutions and Universities for the promotion of research activities.

RRC conducts meetings to review the research activities and provides suitable suggestions for improving the quality of research. SOP-Research affairs committee which came into force in 2016 monitors the different aspects of research and frames guidelines for improving the standards of research among students and staff. For instance, final year B. Pharm students (annual system) did 3 month project work although it is not part of the curriculum. Incubation center/Entrepreneurship Development Cell facilitates incubation of research ideas and start-ups. Regular seminars, Ted Talks and guest lectures are conducted to improve the entrepreneurial skills of the students.

Because of these measures, a patent on Pharmaceutical composition comprising tamarind seed polyose for modified release of drug (Patent Number: 282337) has been awarded to Dr. Raghavendra V Kulkarni in 2017 and 3 more have been published in the official journal of the patent Office. In the past five years, the institution has published 87 research articles in peer reviewed journals, presented 169 research findings in national and international seminars and conferences and written 9 books/book chapters. Many state/national level seminars sponsored by RGUHS/ KSPC and guest lecturers have been organized and research awards have been won at national and international seminars and conferences.

The Institution facilitates effective implementation of research projects by providing full autonomy to the Principal Investigator for the procurement of instruments/consumables. Staff is given incentives and registration and travelling expenses for getting grants, publishing and presenting research findings and authoring books.

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 21

3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	5	5	4	3

File Description

Document

List of workshops/seminars during last 5 years

[View Document](#)

Any additional information

[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 1.29

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 9

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 7

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 2.9

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
32	17	17	17	4

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 5.9

3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
34	63	24	28	28

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The institution effectively discharges its social responsibilities and obligations in a proactive manner. The institution inculcates the spirit of social responsibility among students and faculty by promoting various activities in the neighbourhood community through National Service Scheme (NSS) unit, Association of Pharmaceutical Teachers of India (APTI)-Karnataka Branch and Continuing Pharmacy Education, Training and Services unit (CPETS). The Institution has MoUs with Rotary Club (North) of Bijapur and Lions blood bank, Bijapur and several joint-events have been organized. The institution has adopted Siddapur village and around 1000 plants under Vriksha Abhiyan Prathisthan programme to fulfill its community and societal responsibilities.

The NSS helps the students to develop good attributes and value-based qualities. The Institution identifies student volunteers and conducts regular programs and special camps. The institution houses the headquarters of Karnataka state APTI branch from 2013 to till date and the President, Secretary, and Treasurer are from our institution. The APTI state branch organizes programmes on social responsibility and encourages participation of students and faculty. CPETS is the outcome of Institutes vision and professional obligation directed towards enhancement of Professional practice through lifelong learning concept to aid in the delivery of competent professional services to the society.

The College is actively involved in sensitizing the faculty and students on Institutional responsibilities by organizing programmes like Blood Donation camp, Management of communicable and non-communicable diseases, Health Check-up Camp, AIDS Awareness Rally

Awareness camp on prenatal & postnatal health care, Breast cancer awareness programme, Dental Care Camp, Awareness on COVID-19, Vrukshathon Gol Gubmaz marathon, Watering adopted plants, Tree plantation and cleaning public places, Swachha Bharat Abhiyan, Stop open defecation, Heritage Walk to Ramling Dam, International Women's Day, International yoga day, World environment day, Kerala Kodagu flood relief, Kargil Vijay Diwas, Rastriya Ekta Diwas, Sadbhavana Diwas, Indian Constitution Day, etc.

The institution organizes National Pharmacy week and has taken up various health-related surveys in order to identify the problems among the vulnerable and underprivileged sections of the society. The institution has adopted Siddapur village and tried its best to improve the life of poor village people. Health camps and awareness programmes were conducted for the benefit of villagers and the Govt. school was provided with smart board and computers to improve the learning facilities. Regular watering of the adopted plants during summer is undertaken and tree plantations activities have been undertaken in association with

Rotary Club (North) of Bijapur. Blood donation camps and are conducted in association with Lions blood bank, Bijapur. The institute manufactured sanitizer at the short notice from Deputy Commissioner of Vijayapura during COVID-19 pandemic and distributed masks and sanitizer on a large scale. Thermal scanning and sanitization of 10th and 12th standard during exams was undertaken.

These activities have brought many laurels to the institute. The extension activities complement the academic learning experiences of students in terms of developing leadership and team work.

Such activities with extensive participation of students have created a positive impact on different stakeholders and provided opportunities for the holistic development of students.

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 year

[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 52

3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
21	10	12	6	3

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 95.74

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
455	400	380	360	360

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 88

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
46	13	08	08	13

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 47

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	11	9	5

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

The institute is three storied building with built up area of 5770.15 sq. mt. in a green, clean, neat and spacious environment. It is a fully self-contained campus with requisite infrastructure created adhering to the norms of PCI, AICTE and RGUHS which facilitate effective teaching- learning process. The academic wings is having state of art class rooms, laboratories, seminar halls, meeting rooms and are adequate in numbers providing a good learning ambience to students through modern teaching aids and ultramodern facilities. To enhance learning and to provide high standard in technical education, the institute provides a wide array of sophisticated equipment in all the laboratories in various departments. To periodically organize and motivate co-curricular and extra-curricular activities for the students, the campus has seminar halls, conference halls and research laboratories. The institute has 52 Mbps leased line internet connectivity from Supersonic for providing uninterrupted web services to all systems. There is a separate server room which provides all administrative services, computing facilities to all the computer systems inside the campus. Entire campus is wifi enabled with secure log in mechanisms ensures the learning through ICT.

SI No	Particulars	No.	Carpet area (in sq feet)
1.	Class room	10	25X35
2.	Laboratories	16	35x25
3.	Seminar hall	01	56.6x30.9
4.	Examination hall	01	56.6x30.9
5.	Machine room	01	25X35
6.	Library	01	100x80
7.	Digital library	01	35x25
8.	Central store room	01	25X35
9.	Central instrumentation room	01	25x20
10.	Principal chamber	01	35x25
11.	Vice-principal chamber	01	10x10.6
12.	Board room	01	35x25
13.	Office	01	35x20
14.	Girl's common room	01	15x30
15.	PG lecture hall	02	15x30
16.	Instrumentation lab	01	30x20
17.	HOD room	04	10x10.6

18.	Staff room	04	25x20
19.	Animal house	01	30x20
20.	Departmental museum	05	4x6

Newly constructing third floor details

SI No	Particulars	No.	Carpet area (in sq feet)
21	Class room	04	45X25
22	With Laboratories		
23	Seminar hall	01	51x84
24	With Examination hall		
25	Confidential Room	01	25X35

Apart from these, the institute also has a very good collection of books, magazines, journals in the central library. The institute patronizes a spirit of perpetual learning by rendering students facilities like tutorial rooms, periodically providing counselling sessions, helping students to develop projects through innovative project cell. The institute nurtures the new ideas of the students by enabling the ideas to undergo various stages of development through entrepreneurship development cell of the institute.

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

SSMCOP encourages holistic development of the students and staff by providing various sporting activities. Institute has created and maintained well number of sports facilities and infrastructure for holding cultural events and other co-curricular activities. Institute has signed an MOU with BLDE University Vijaypur for sharing its playground (505-F X 580-F = 292900 Sq. Ft). Cricket, football, athletic and other activities are conducted on a regular basis. In addition to this, there is a separate playground for practicing Kho-kho, Kabaddi and Tennicoit sports.

Facilities provided by Institute for hosting following indoor and outdoor games is described below;

Outdoor playing facilities

- 1.400 mts track with eight lines
2. Cricket ground (70 yards)
3. Football ground (100X60 meters)
4. Volleyball court (9 X 18 meters)

5. Kho-kho court (29 X 48 meters)
6. Kabaddi (29 X 16 meters)
7. Tennicoit court= Total area 180X140 Mtrs

Indoor playing facilities

We have a spacious and well-equipped Sports room, where pupils can play Indoor games like table tennis, chess, caroms, etc.,

1. Table tennis
2. Carom board
3. Chess=Indoor hall
4. Swimming pool (International standard) -50X21 Mtrs
5. Multigym facility-80X40 sqft

Facilities for cultural activities

Students are encouraged to participate in the cultural events held in the college like the Cultural week, Fresher's, Annual Sports Day, Annual Day, Farewell, etc., to exhibit artistic talents.

1. Central Auditorium-1000 seat capacity - shared with BLDE University (MoU)
2. Auditorium-300 seat capacity.

Cultural Committee and Sports Committee who play an excellent role in overall development of the student's community

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 16

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 21.92

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
29.069	22.182	31.549	22.199	28.433

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Name of the ILMS software: e - Lib

Nature of automation (fully or partially): Partially

Version: 16.2.0

Year of automation: 2018

The Library recognises the importance of functioning in a thoroughly professional way taking into consideration the interests of all departments. The Library Committee consists of the Principal as Chairperson aided by a Convenor, senior faculty and the Librarian as Secretary of the Committee. The Committee also has representatives from each department for one academic term or more. The Library Committee works on a rotational basis of faculty involvement. These faculty representatives report back to their respective departments on all the issues discussed, funds allocated, new journals subscribed to and they also encourage members to suggest names of books to be included. The faculty members of the committee also play an important role in coordinating the Library Orientation for the new entrants. This enables the Librarian and the Library staff to meet student batches and introduce them to the easy means of accessing the books on the shelves as well as available online resources. The Library Committee takes the lead incepting strategic directions for all aspects of the Library services and operations. It meets regularly to engage with all the issues related to student requirements from the Library as resource, and endeavours

to prioritise funds judiciously in order to make the process and operations of the Library student friendly. The Library Committee pays attention to the needs and intellectual aspirations of the students who are enabled by this valuable resource towards maintaining world class academic standards.

The Library is housed in the main building of the College with 100 seating capacity for reading purpose. Library is fully automated with all its subsystems like LAN connectivity and Wi-Fi. Library Management Software system is incorporated with latest technologies that enables Library to serve its users more efficiently. The Library has a wide collection of Books, Journals, Audio-video materials, photocopying facility, News Papers, Rare books, e-resources, previous years question papers etc. A specialized service provided by the Library includes INFLIBNET, Resource Managing Software and NEWGENLIB. Barcode online circulation system is in practice in the Library. The Library is a member of INFLIBNETN list project and provides web access to Books, Periodicals, Theses, Dissertations, etc. The digitalization of the Library through OPAC has resulted in the easy access of information from any computer within the campus on subject/ author-wise book, account information like books borrowed and due date to return, penalty to be paid, if not returned intime, and so on. It also facilitates retrieval of information.

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 7.37

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
6.90	9.59	6.59	7.10	6.65

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 30.83

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 152

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

- The college provides various updated IT facilities to staff and students to help with their studies. This includes provision of high end computer with internet and Wi-Fi.
- The college provides a total of 140 computers, out of which 80 are exclusively for students use. Other 30 computer are for faculty usage, 15 computers for digital valuation and remaining 15 computers for administration usage. 13 classrooms have been provided with projector and LCD screen.
- The institute now has 85 computers of high configuration. The latest configuration of computers available in the institute is with i3, 4GB, 1TB. The entire computers are connected with LAN internet facility.
- The college also provides with Wi-Fi facility having speed of 52mbps.
- 13 classrooms have been provided with projector and LCD screen.04 Classrooms are equipped with Audio Visual Devices like Projectors, and High End CPUs. 02 classrooms are provided with Smart Interactive Boards for effective content delivery in classrooms and to handle virtual classes .
- The institute also has open source application software for keeping students

List of IT Hardware

S. No.	Details	Configuration	Count
1	Desktop Computers	Core2 Due, I3, 4GB, 1TB	85
2	WiFi Access Points	802.11ac	3
3	Printers		16
4	CCTV	IP Camera	53
5	Digital Classrooms	Interactive Boards	2
6	Audio Visual Classrooms	CPU, Projectors	4

List of Licensed software

S. No.	Name of the Software	Licensed / Open Source
Operating Systems		
1	Tally Software	Licensed
2	LMS Software	Licensed
Application Software's and Others		
1	Delnet	Licensed
2	Aargees software	Licensed
3	Daikon PVT LTD	Licensed
4	Digi frog software	Licensed

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 5:1

File Description	Document
Upload any additional information	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 20.59

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
42.18	37.70	27.55	15.12	13.63

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

BLDEA's SSM College of Pharmacy and Research Centre provides optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of budget committee constituted for this purpose as per their requirements needed to maintain the college. Each department Head along with the faculty members meet to prepare their requirements for every year's budget which include the maintenance and up keeping the infrastructure, submit it to the management and principal. Management and Principal analyze various departments budget submitted by the HOD's and allocate as per their requirements. The department level policy also includes the classrooms and the laboratories maintenance.

Infrastructure/Class room maintenance: The College has a maintenance team for upkeep of physical Infrastructure. At the departmental level, HoDs submit their requirements to the Principal regarding classroom furniture and other. The college fund is utilized for maintenance and minor repair of furniture

and other ICT facilities. **(With reference to Policy Book Page No-54)**

Laboratory maintenance:

Stock registers and Record of maintenance of stocks are regularized by lab technicians and supervised by HODs of the concerned departments regularly. Other measures to maintain laboratories are as follows:

- The calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises.
- The proper account of visitors (students and staff) on daily basis is maintained. With the help of the two full time sweepers cleanliness of class rooms is maintained. They are well equipped with tools for cleaning.

Central Library:

The requirement and list of books available at present is taken from the concerned departments and respective HoDs are involved in the process. The finalized list of required books is duly approved by the Principal/Management. Every year in the beginning of session, students are motivated to register themselves in library to access Library. To ensure return of books before appearing in exam, a 'no dues' certificate from the library is mandatory. **(With reference to Policy Book Page No-44)**

Sports and Common facilities: Regular budget submitted by the physical education director every year, it will be sanctioned by the management / principal according to the requirements.

The common facilities like Seminar hall, Conference hall, Auditorium, and transport facilities are provided and maintained by the maintenance department. This can be accessed based on individual department's request. With the help of digital connect team our contents are published on social media platform and updated immediately after the events on a regular basis. **(With reference to Policy Book Page No-38 and 57)**

The maintenance of academic support includes the following activities and their updates: (With reference to Policy Book Page No-6-10)

- E-mail facility with Google Applications: Creation and maintenance of mail account for both individual and group mail id's.
- Design and maintenance of website: Development and maintenance of the college website is updated every 15days in a month.
- Accounts Management System: The financial support for all academic and non-academic activities is provided; receipts and reports are generated and maintained.
- Payroll Management: Generation of pay slips, provident fund statements, professional tax statements, salary statements
- LMS: A Private customizable website ssmcati and MOODLE with online courses for teachers and students to achieve learning goals.
- Exam Tool: It gives internal assessment support to the affiliated university by collecting examination fees, attendance entry, internal assessment entry and execution of examinations according to the schedule.
- Online feedback system: A set of questionnaires is prepared by the IQAC; students give their feedback twice in a semester. Reports of feedback are submitted to the principal and the concerned

department.

- Intranet facility: The institute has local server to access and maintain the records of academic and non-academic activities.
- Bulk SMS: Regular attendances of students, announcements are conveyed through this service.
- **Online feedback:** Online feedbacks from the students are collected twice in a semester. The Feedback given to the teachers will be considered during their appraisal. Program Access committee monitors, analyzes and take necessary actions on the feedback at regular Intervals in their individual departments.

Online Complaints: Service request facility has been provided to all faculty members, to post their complaints directly to the maintenance committee. Necessary response action will be taken by the maintenance committee.

Suggestion box: Suggestion box is placed at the admin block. All the students and faculty members use the suggestion box to post their suggestions.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 33.28

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
194	202	132	98	68

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description

Document

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the

following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 60.47

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
211	299	272	217	229

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 75.69

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
92	66	53	62	73

File Description	Document
Upload any additional information	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 89.57

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 103

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 71.43

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	3	3	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
7	1	3	3	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 3

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
2	0	0	1	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

The institution creates a platform for the active participation of the students in various academic and administrative bodies. It empowers the students to gain leadership qualities, understanding rules and regulations & developing educational skills. The institute has an active student council. Student council actively participates in organizing various activities related to academics, co-curricular and extra-curricular activities with the guidance of faculty. Student council is actively involved in motivating the other students to participate in various activities conducted by the college

1. Student Council is constituted It consist of two student from each class one girl and one boy and they will select among all representative one as General secretary, one as cultural secretary, one deputy cultural ,one as a sports secretary and one deputy and two Ladies representatives

They actively take part in NSS Program organised by college, CPETS [Continuing Pharmacy Education, Training and Services] PHARMA COMMUNIQUÉ (An internal circulation of news, knowledge and professional updates) etc.

2. Representation on Academic Committees:

Each class has one class representative and one deputy (preferably Girl student)Informal feedback on teaching –learning process like teaching course content, study material, practical sessions is sought through meetings with Representatives. The grievances are accordingly addressed for an enriched teaching learning environment.

3. Representation on Administrative Committees:

Student feedback on amenities: Department of facility Management is in place to address the problems pertaining to classroom, infrastructure, library, food, water and hygiene. Every department has a faculty co-coordinator to redress the students grievances. Students communicate the problems, if any , to the faculty

co-coordinator and subsequently necessary action is taken through the facility management

4. **NSS:** Institute has set up to sensitize students towards social & community services among the Student fraternity to enhance human values and social responsibilities.
5. **Alumni association:** it is in place to strengthen the relationship amongst alumni with college and Faculty. Alumni's financial and placement service help the junior students to get the placement and career guidance/opportunities.
6. **Anti-ragging Committee:** One student and one parent are nominated as member of Anti ragging committee. This facilitates to promotion of an ambiance conducive for college to be a ragging free campus
7. **CPETS:** Institution has setup for Continuing Pharmacy Education Training and Services unit is the outcome of Institutes vision and professional obligation directed towards enhancement of professional practice through lifelong learning concept to aid in the deliverance of competent professional services. The goal is to address the community's Health and Pharmaceutical care needs through the platform of educational activities targeted to address gaps in knowledge, skills, approach and performance of the health care givers and receivers.
8. **News Bulletin:** Institution has News bulletin called PHARMA COMMUNIQUÉ where Students will write the articles and it is published Quarterly by the college.

Apart from the above the student representatives are also included in IQAC and hostel, hostel and Library committee.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 17.8

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
21	21	17	15	15

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Alumni Association of BLDE COP[AABCP]- The Institute established alumni cell in 1st week of March 2011 to maintain a good linkage between institute and alumni. Alumni Association of BLDEACOP was registered under Registration of the Societies Act in the year 2011 vide Reg no: DRJ/SOR/1038/2010-11 dated: 14/03/2011.

AABCP aims to link the alumni to the institution, develop synergistic plans to support the institution and achieve its vision, and to enable the institute to add value to all its stakeholders.

The main objective is to enrol all alumni as members of the association and facilitating active participation in appropriate activities, events, and initiatives of the Institute. Every year Alumni meet will be hosted by the Alumni association and supported by the management where the alumni from different branches are invited to share their views and suggestions on the scope of their course and also to create awareness about the professional world. This paves an opportunity for the alumni to meet other alumni and cherish their past experiences and moments. The Alumni Association provides an avenue for sharing their intellectual, career and professional experience not only with the teachers but also with the present students. The alumni association has also contributed in donating books to the library and digital display to the college.

The Following are the activities carried out with the help of Alumni.

- Curriculum Enrichment: Alumni are involved for curricular gap identification and development of value added course module.
- Interactive Sessions: The alumni association helps in holding interactive sessions to motivate current students about the employability and educational opportunities abroad.
- Industries connect: Alumni helps in establishing MoUs with industries. The alumni those who are entrepreneurs arranges industrial visits to the students and provide inputs on how to start a new venture to turning them in to job providers. The Alumni extend their support for student internship.

- Placements/ References: The alumni network of a college is one of the biggest sources of placement opportunities to the students. Alumni can help students in referring to companies and get placed at their respective organizations.
- Administration: Alumni are members in IQAC and provide inputs for imparting quality system adaptive to recent trends and requirements of industry.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Vision

To provide quality pharmaceutical education, practice and research with global standards and to meet health care needs of the backward region of North Karnataka.

Mission

Empowering graduates in application based knowledge with high degree of professional integrity and ethics.

The Board of Management: Apex body established in pursuance of the memorandum under the Societies Registration Act (XXI of 1860) Meets once or twice a year to discuss matters pertaining to the College and provides effective leadership in guiding the College

Governing Council

- Apex statutory decision-making body headed by The Chairman
- Meets twice a year for discussion and deciding the strategic areas of the college

IQAC

- Strong committee which looks into the different quality initiatives of the institute based on stakeholder feedback

Participation of the Teachers

Faculty members nominated from different departments are part of the decision-making bodies and involved in developing and implementing various policies and procedures. These include:

- Grievance Redressal Cell
- Anti-ragging Cell
- Internal Quality Affairs Committee
- Disciplinary Committee etc.

College's general staff meet is conducted every month to consider relevant matters and take appropriate decisions. Department meetings are held every week for discussing academic matters and issues which are further discussed with the management for necessary action

Perspective Plans

- Short and broad, overarching goals at par with its Vision and Mission
- The short goals are classified into five umbrella goals mainly: Admissions & Selection, Academic system, Faculty excellence, Student outcome, Infrastructure Strategic Plan 2018-2025 in place for achieving the aspiration of becoming an Institution of Eminence by the year 2025

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

Vision and Mission statements define the quality policy of the institute in very well manners which are designed by the Management members, the Principal, HOD and senior Faculty members of the institute. An action plan is prepared collectively by the Principal, IQAC Coordinator and the Head of Departments for implementing the quality policy. According to the action plan, specific roles are assigned to various faculty members. The Principal provides leadership for the academic administration and creates an effective environment conducive for learning. He ensures that quality education is imparted to the students that foster the holistic development of the students. He also ensures overall development of the Institute and achievement of strategic plans of the institution. The institution has placed several Committees / Subcommittees to continuously monitor/guide the academic and administrative activities. The management provides effective academic leadership to the faculty, by setting goals and involving them in participative decision-making process, not only to achieve the vision, mission and goals of the institute, but also in building the organizational culture. The Principal permits the HODs and staff members to perform freely in the academic activities and administrative programmes such as departmental activities, allotment of workload, various academic committee programmes, association and club activities.

Top Management:-

- Designing Quality Policy
- Provide Budget Infrastructure
- Recruitment
- Provide financial support to economically backward students

Principal:-

- All academic and administrative planning, execution monitoring and improvements of Quality.

IQAC:

- Assist Principal for the execution and monitoring the policy
- Stake holders feedback review and monitor corrective action

Head of the Departments:-

- Departmental meeting
- Execution of course work
- Social activities

- Mentor to student
- Linkages and collaborations

Decentralized

1. The management has given necessary authority to the Principal to manage different functions with operational autonomy.
2. Principal forms different committees as per requirement.
3. Committee co-coordinators have given appropriate authority by principal to take decisions.

Participative

1. Participative management. It's an open form of management where employees are actively involved in the organization decision making process for example Dr. R.V.Kulkarni, Vice-Principal has been additionally given responsibility of Administrative Officer of the BLDE Association and Dr. R.B.Kotnal is the Coordinator of BLDEA's Standard Operating Cell.
2. Students, faculty and administration join hand-in-hand.
3. Internal as well as external stakeholders are involved for any modification in teaching learning and administrative process or any similar process.
4. College constitutes committees for general and academic development which includes faculty, non teaching staff and students' participation and everyone is involved in decision making processes.

The institute has made remarkable progress in the last 5 years as most of the decisions that were taken in the GB have been implemented successfully after consulting faculty and students wherever required.

Some of them are

1. State of Art Infrastructure
2. HODs of all department are PhD holders
3. ERP Automation
4. Incubation Center
6. Improvements in teaching-learning process reflected in the feedback
7. MOUs,

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Example: Upgradation of Library Automation (LA) Planning:

Step 1: Preparation of Automation. Library holds 8076 books and 25 different journals with 100 average daily users that give a real picture of the current status of the library and identify the problems faced by the users. The librarians were not getting enough time to do added services. So, for acquiring required time for a functional library, automation was necessary. Control over the stock, generation of monthly library statistics, classifications or cataloging schemes and stock verification was not adequate. Finding a book from the stack room was time taken. Books were arranged unscientifically.

Budget Allocation: Administrators were informed about the urgency and usefulness of the process. The fund for the operation was earmarked in the annual budget and extracted from the library allotment. Since it was a one time investment, it will not hamper the routine book and periodical accession in coming years. **Administrative Support:** A committee was constituted of Principal, Librarian, Faculty in-charge and IT head of Association. Committee reviewed that the standards of a library are inferior and suggested the need for LA is to increase operational efficiencies and to relieve library staff from administrative chores. It is also needed to improve access to remote users and stakeholders along with improving remote access to resources. By comparing the actual status with the objectives of the project, the gaps are determined, and feasibility is checked.

Step 2: System Selection (Software and Hardware). The strength of the automation is mainly dependent on the quality of the system software. Although different software were available in the market, NEWGEN LA software was adopted as it is user-friendly, portable, reasonable and prompt in service. One computer system is used as the server and one as OPAC for the users opted with laser printers that have been used for printing of labels. A barcode reader (PSC Quick scan 6500) was selected as the input device for reading books and identity cards.

Step 3: Preparing the Collection for the Automating System. To begin the technical processing or retrospective conversion, the materials (books, multimedia, and periodicals) for the process had to be selected and prepared.

Step 4: Implementing the Automated System. The implementation phase consists of retrospective conversion, the database of members, operations, statistics generation and training for staff and users.

Step 5: Networking. The central system where the software has loaded, and the data entry has been taking place was kept as the server. It is being protected with passwords. The remaining systems in the library including OPACs and the computer system were networked locally.

Step 6: OPAC setup and E-Lib setup.

Step 7: Staff Training and User Education. The librarian is trained in the overall management and maintenance of the automated system. He got initial training from the software vendor and has continuously updated it according to the changing user needs and technology.

Step 8: **Evaluation.** The system is evaluated for its currency and effectiveness periodically. User studies were conducted to assess the effectiveness of services.

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

Affirmative - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures etc.

The College: Have developed a well-structured organizational structure over the years for the smooth and efficient functioning of the College.

Has a deliberate system of principles to guide decisions and achieve rational outcomes in every area.

The Organization Structure and functions

- Board of Management, the apex body of the institution with an Administrative Officer as the Head.
- The Administrative Council comprises the Director, Associate Director, Assistant Directors and the Principal.
- The Principal is the head of the institution and responsible for administrative, academic activities

The college has a placement cell to help the student community to reach out to the industries and companies. The holistic development of the students is possible by the presence of student representatives.

The College office comprises of the administrative and support staff

Appointment and service rules

The Institute has well defined procedures and policies for recruitment and promotion. The aided staff has the affiliated University and State Government guidelines. For the unaided staff the qualifications for recruitment, the promotion policies and the appraisal methods are well drafted and laid down in the HR policy document. Manpower planning is carried out every year by considering the sanctioned post. The three levels in the academic recruitment are Assistant Professor, Associate Professor and Professor. The non-teaching staff have five different levels and selection to each level is based on the qualification required and the performance appraisal. The appointment and service rules are well laid down in the Faculty/Non-teaching staff Handbook 2018.

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Employees are undeniably crucial stakeholders who influence organisational effectiveness by stabilizing the tremor caused by the adaptive environment. The management of BLDE implemented various monetary as well as non-monetary welfare measures for employees. Monetary welfare schemes are

1. Group insurance for Teaching staff.
2. Maternity Leave
3. Employee is entitled to use Earned Leaves in case of his/her marriage. (10 per year)
4. The Institution provides incentives/appreciation certificates to the faculty for outstanding performance in the curricular/co-curricular/extra-curricular activities.
5. Vacation leaves provision for all employees as per the college norms.
6. Grant of Special Casual Leaves (15) when faculties are required to go out on official duties or to participate in conferences, seminars, and workshops etc.,
7. Sick Leaves will be provided based on the request from faculty subjected to discretion of management.
8. Financial support for Professional Membership Fees.
9. Free Medical consultancy and treatment for common ailments through the BLDE Medical Hospital & Research Centre.
10. EPF is in force to sub staff. EPF is being contributed from management with an equal contribution from employees based on the pay scale governed by EPF rules.
11. ESI is applicable for eligible sub-staff.
12. Dearness Allowance
13. Incentives to faculty who receive State, National and International recognition/awards

14. Provision of Special Leave to the existing faculty for the pursuance of their higher studies like PhD and PDF.

15. Faculties are encouraged to write and publish books or monographs and incentives are provided.

16. Incentives will be given to the faculty member for publication in national/ international journals of Repute.

17. The institution will pay the registration fee, TA & DA and provide OD (On-Duty) for research paper presentation in the conferences.

18. Special incentives for research grants.

19. Support NPTEL/FDP certification programmes for knowledge updating,

Apart from monetary schemes various non-monetary welfare schemes are provided to employees for their professional development.

The schemes are listed below

1. Technical workshops are conducted to keep pace with syllabus and new technologies.

2. Faculty development programs /STTP are conducted in the institute.

3. Experts from the industry and academia are invited for interaction with the staff.

4. The institute motivates the faculty and staff for arranging / attending industrial training programs/ visits.

5. Training programs are arranged for updating the knowledge of the non-teaching staff.

6. Faculty members are encouraged and benefited from qualification improvement programs such as PhD. Remote Access to Digital Library.

7. Sessions for Health and Stress management.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 55.28

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
19	24	20	13	8

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.6

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	4	2	0	1

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 30.21

6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
31	11	4	0	0

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Formal written performance appraisal system of the institute is established to provide annually, a planned, scheduled, opportunity for the employee and supervisor to meet and mutually identify, discuss, and document the demonstrated job performance and accomplishments of the employee during a specified rating period.

For the employee evaluation: It indicates where he/she stands about the expectations of the Institution, the department and the immediate supervisor. It assures mutual understanding of responsibilities and work assignments. It serves as a source of assistance and guidance in improving and preparing for advancement.

For the supervisor the evaluation: It helps in identification of an employee's performance level, growth potential and developmental needs as measured by the standards of performance for the job. It also assures that the employee is fully aware of assigned duties and responsibilities. It provides an opportunity to recognize efficient performance and to let employees know that their contributions have a direct impact on the overall goals of the Institute. All permanent staff employees have been evaluated annually at the time of increment of salary. Temporary employees are advised, especially in instances of unsatisfactory work performance.

Evaluation forms: Standard evaluation forms and additional instructions related to conducting a Performance evaluation is obtained from the office. The institution has a separate performance appraisal system both for teaching and non-teaching staff. There is a different format for teaching staff with less than eight-year experience and independent form for more than eight-year experience. Performance Appraisal Review Process: Performance Appraisals are done for all staff members of the Institution and copies are placed in the personnel file in the office. The appraisal is evaluated by the concerned HoD & Principal of the Institution and reviewed at the next level of supervision (Management).

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College conducts regular internal and external financial audits. The Internal audit is conducted once in six months and the detailed report is submitted to the Financial Officer of the Association. Once in a year Annual Statutory Audit is conducted and the report is submitted to the Association. The Finance Committee is constituted as an advisory body on all matters concerned with the finance of the college. The

budget proposals prepared by the departments are reviewed by the Finance Committee and then forwarded to the Governing Council.

Internal Audit

An auditor appointed by Association under which the college functions, verifies all the bills, payments, receipts, journals, vouchers of the transactions, cash books, ledger account reviews that are carried out in the past three months.

The internal auditor follows a compliance audit procedure to ensure the reliability of the efficacy of the internal control system to check various assertions of financial data reflected in income and expenditure accounts and balance sheets. Substantive procedure is adopted to check the correctness, completeness and validity of the data. Various points are checked in connection with vouching, verification and valuation of assets and liabilities. Based on the audit, the report is prepared and submitted to the management.

External Audit The auditor appointed by the Trust performs Annual Statutory Audit of the financial statements of the college. The financial records are audited by a Chartered Accountant at the end of each fiscal year and the audited statements of income and expenditure, balance sheets are certified. The auditor verifies if the items of revenue, expenditure and items of assets and liabilities get reflected in income and expenditure account and balance sheet as per the requirements. The audit ensures that the financial statements reflect a true and fair view of the institutional results and financial status pertaining to the period under audit.

Audits of Grants / Scholarship / Hostels

Grants received from various bodies like UGC, DST etc. are audited as per the government norms and utilization certificates are submitted for the grants received. The two hostels and the examination unit are also subjected to annual audits. The scholarship for the SC/ST students are accounted for and audited. The audited financial statements are submitted to the Trust and the copy of the document is forwarded to the Principal. The accounts of the institution are verified and audited every financial year and the audit report has been maintained for the financial year 2018-2019. Based on the audited financial statements, the institution files the Return of Income for every assessment year relevant to the respective financial year. The Return of Income has been filed till the Assessment year 2018-2019 relevant to the financial year 2019-2020.

Mechanism for Settling Audit Objections

The Finance Committee settles the issues as and when it arises. If there is any clarification, the Finance Officer of the college attends to it immediately. The required documents or bills are produced for verification. There were no audit issues in the audits reports of the last five years.

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during

the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The resource mobilization policy provides guidelines to diversify and expand the institution's resource base to achieve the strategic plans, goals and overall growth of the institution. The policy helps in identifying and analyzing the resources available for efficient budget allocation. The policy helps to acquire the needed resources in a timely and cost-effective manner.

Procedures of the Institution

The Finance & Accounts department prepares an annual budget estimate in consultation with all the departments and then prepares the master budget. It is submitted by the Principal to seek approval from the Governing Council.

The Governing Council

- Formulate the strategic plan for the expenditure to be met.
- Approve the budget proposal and overall requirement of expenses
- Priority for dispensation of funds is discussed.
- Sanction funds based on the resource requirements

Resource Mobilization The maximum resource mobilization is through tuition fee, Management support and miscellaneous income. The other resources are;

- Funds and grants from various governmental / non governmental bodies (PCI, AICTE, UGC, RGUHS.) Scholarship for the students from the Government, the management and individuals.
- Miscellaneous income received from various bodies

Funds generated from the above are principally used for the development and maintenance of the college.

Utilization

Adequate funds are allocated to introduce innovative teaching learning practices Based on the budget

requirements, funds are allocated and utilized by the clubs, NSS and NCC to conduct activities. Funds are allocated to the associations and departments to conduct seminars, FDPs, workshops and conferences. Staff salary Examination Charges Staff and student welfare expenses Maintenance of the building and infrastructure. Procurement of lab consumables, LCD projectors, Laptops etc. Awards for students and staff members Establishing a green campus Scholarships through Alumni Association Seed money to conduct research activities Scholarship from government and non-government agencies Funds from the Government and non Government sponsoring agencies (DST, UGC, AICTE, ICSSR) are optimally utilized for the conduct of seminars and workshops The funds mobilized are utilized according to the provisions of management and other funding agencies. After utilization, a Certificate of utilization is obtained from a qualified auditor to be submitted to the funding organizations. The surplus generated from income over expenditure is transferred to the capital fund of the college.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Example 1. Students Feedback

IQAC has planned to sustain Institutional programmes. Accordingly, to enhance quality and to know about the requirements of the students for their overall development, the IQAC has developed its own online system of inviting feedback from the students on various aspects of the college. Feedback suggestion box is arranged for the students who are reluctant to give open feedback. The Institution has devised & implemented online 'Feedback regarding the climate of the college' on such aspects as:

1.College b) Curriculum c) Classroom Interaction d) Laboratory e) Examination f) Library g)

Hostel.

This feedback provides an opportunity to the students for giving their observations and suggestions for further developments & better results. The students can mention the strengths & weaknesses of the Institution as provided in the Feedback format. Teacher wise specific impressions are given by the students on an objective basis.

Accordingly, the institution has taken measures and strategies for quality assurance & enhancements. Library hours have been extended beyond the normal hours for PG students. More teachers have been appointed as per the suggestion of students. Different outreach activities have been undertaken. Thus the system of feedback has proved to be largely successful. The feedback has given more strength to the institution to overcome the impact of threats. The students' feedback has helped this institution to evolve the appropriate strategy for quality education.

Example 2. Parents-Teachers meet

The goal is to establish a linkage between the parents and the institution. The college has wanted to get

feedback from the parents of the students about the functioning of the institution and how to improve the academic process. The feedback received from the parents has been invaluable in framing departmental as well as college plans.

Parents are apprised of the performance of their wards namely, their attendance in the classes, the percentage of marks obtained in the class test and internal assessment, their conduct, etc. Parents are also informed about the existing facilities (Academic, Administration & extracurricular activities) available in the college and to what extent these facilities are availed of by the students. Parents also pointed out the problem of their wards. The parents have suggested some measures for the improvements of their wards and for the betterment of the institution:

To introduce value-added education in the college like Communicative English.

To introduce career grooming and stress management programs.

To take measures for more facilities in the Library.

The classes of Spoken English have been arranged on an optional basis by the college at a nominal fee with the assistance of 'Veta communication classes'. As demanded by the students and their parents, the college has ordered more books for pharmacy subjects

As per the suggestions of the parents, the college has taken some measures as far as practicable and successes in some areas are noteworthy.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Example 1: The IQAC reviews its teaching-learning process through structured feedback system:

IQAC is playing a major role in designing and maintaining quality assurance within academic systems.

- IQAC monitors the proper implementation and analysis of overall academic and administrative performances of the college activities.
- The cell supports the teaching and learning goals articulated in the institution's strategic plan.
- As the institution has grown in size and stature, it has evolved certain quality assurance measures keeping in mind the academic and administrative requirements.

• In this regard, a manual on teaching and working has been prepared by Professor-in-charge, IQAC. Some of the measures are –

- IQAC ensures maximum utilization of infrastructural facilities and the available ICT resources.
- On the basis of the academic audit, a comprehensive review of student's performance is made by IQAC.

Feedback from students in the form of the questionnaire is used as an effective mechanism for enhancement in the quality of our teacher's performance. The questionnaire including:

1. Whether the teacher covered the entire syllabus as prescribed by the university?
2. Whether the teacher covered relevant topics beyond the syllabus?
3. Effectiveness of teacher regarding Technical content, Communication skills, Use of non-print teaching skills.
4. Availability beyond classes and co-operation to solve individual problems
5. Pace of which contents are covered
6. Overall effectiveness

Example 2: The IQAC reviews its teaching-learning process through planned academic review meetings with faculty members:

IQAC conducts staff meetings to review academic progress in every half yearly. Discusses thoroughly the issues related to poor performances of the teacher in achieving set targets. Effective measures will be taken to improve the quality of teaching. The regular meetings of IQAC and QAC are conducted to discuss various measures related to quality enhancement in which the recommendations made by the Board of Studies, Academic Committee, Governing Council are considered and analyzed for further improvement.

- As per the suggestion of IQAC, a feedback analysis committee is formed to review the online and offline feedback received from the students.
- Appraisal report on teaching / and non-teaching staff is received in the form, and after evaluation by the Head of the Institution, it is forwarded to the higher authorities.
- Attendance registers and daily teaching diaries are duly maintained and checked.
- IQAC reviews the feedback received from the parent-teacher meetings
 - Introduction of new Courses including Postgraduate and Add-on Courses.
- Automation of Library and its facilities.

- Strengthening of the Library.
- Improvement in students supports systems.

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

“Freedom cannot be achieved unless women have been emancipated from all kinds of oppression.” — Nelson Mandela.

- To promote gender equity, our institution established Women Empowerment Cell with the motto of “Helping women discover their wings“. The cell aims to empower girl students and faculty to enhance their understanding of issues related to women and to make the college campus a safe place for girls and women and to address the practical issues related to the welfare and equal opportunities for Women Faculty and Students.
- Aiming at intellectual and social upliftment of the female students, the cell stands for facilitating women’s empowerment through Guest Lectures, Seminars, Awareness Programs and other welfare activities.

1. Safety and Security:

- Workshops were conducted on “Women self-defense addressing the need for knowing self-defense mechanism to protect themselves“. The woman communities were given exposure on types of attack such as rear attack, ground reversal, boundary setting. Also the benefits of learning self-defense for protecting themselves and their family were highlighted.
- Campaigns were conducted on Women health and hygiene. It emphasizes the need for health and hygiene practices to be followed.
- Guest lecture was organized for the girl students and women faculty members to generate awareness about legal rights for women and girls.
- CCTV cameras are installed in class rooms and throughout the college premises to ensure women safety and security in all aspects.
- 2. Counseling for Girls by Female faculties: Counselling related to health for females staff and students was organized in college. The Female faculties are given salary during their maternity period.
- 3. Common Room: Girl’s common rooms are set up to provide first aid and to facilitate the sick students to take rest.
- 4. Rest room for girls: Rest room for girls is setup to maintain sanitization which significantly impact on safety and wellbeing of girls.

- 5. Participation of girls in various cultural and sports activities: Girls students are encourage to participate in various cultural activities that are being organised in the college and also they are encouraged to participate in indoor as well as outdoor sports activities. This helps them in boosting their self-confidence and impacts on health benefits.
- 6. Hostel facility for girls: Girls seeking admission form outstation areas in our college are provided with hostel facility within the college premise. Measures for safety and security of girls staying in hostel have been implemented by installing CCTV camera at the entrance of the hostel and female warden is also appointed who looks after day-to-day activities in the hostel.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

SOLID WASTE MANAGEMENT

- The solid waste such as cups, paper etc., generated in the college and laboratory has been segregated into bio-degradable and plastic waste into different containers at the point of generation prior to its storage, transportation, treatment and disposal.
- The containers or bags are labeled.
- Then transport the waste from the college to site the bio-medical waste treatment facility in the vehicles.

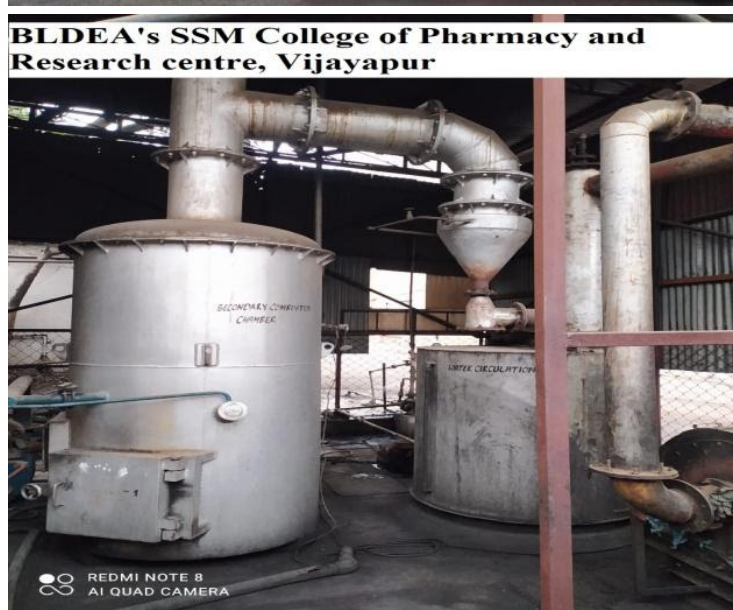


LIQUID WASTE MANAGEMENT

- Liquid wastes from the laboratories is first treated with sodium hypochlorite solution and then flushed down in the drains. The whole pretreated chemical waste is collected in the storage tank situated adjacent to college building then it is shifted STP (Sewage Treatment Plant) installed in the campus. The recycled liquid is reused for plants and trees.

BIOMEDICAL WASTE MANAGEMENT

- Untreated experimental animal anatomical waste, solid waste and autoclaved microbiological waste sending to the common bio-medical waste treatment facility. The biomedical waste treatment facility is made available in the campus.



E-WASTE MANAGEMENT

- E-waste generated in the college was properly collected and is given to the licensed recycler, reused wherever possible, donated and sold if possible. Non-working Computers, Monitors, and Printers are discarded and scrapped on a systematic basis. Some parts useful for other systems are kept aside for future use. Students are also imparted awareness and education about E-Waste.

WASTE RECYCLING SYSTEM

- The campus has effective STP (Sewage Treatment Plant) in which the water is recycled and used for gardening purpose.
- Awareness by the community service on the usage of toilet and safe sanitation has tremendously improved the standard of living of the nearby village.



HAZARDOUS CHEMICALS AND RADIOACTIVE WASTE MANAGEMENT

- The college does not generate the radioactive waste.

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Disabled-friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Details of the Software procured for providing the assistance	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Tolerance and Harmony towards Cultural & Regional factors

Based on the lines quoted “There is no religion better than love, no color better than the color of happiness

and no language better than the language of compassion.” the institute puts lot of efforts/initiatives in bringing an inclusive environment. The students and staff of this institute are from different cultural background and from different states. The staff and students belong to different communities like Hindus, Muslims, Christians etc. being their mother tongues different like Hindi, Telugu, Tamil, Malayalam etc. The institution believes that “Line of control should be a garden, a place of art and cultural festival.” and a very effective approach to maintain tolerance and harmony even though they belong to different communities and with different culture by organizing the events which bring the harmony and integrity among the students. The students actively participate in various extracurricular activities including Dance, Street Plays, Social Awareness programs, Drama, etc. Constitution day is celebrated sensitizing students about the Constitution of India and also creating awareness about practicing social harmony. Faculty members and students take pledge to preserve unity, integrity and security of the nation.

Communal Factors

Students have formed various clubs at the campus levels which also support and propagate the idea of diverse cultures. The institutional efforts/initiatives in the regard are as follows:

- The college celebrates religious festivals which includes Ganesha Festival, Saraswati Pooja etc. giving spiritual sense to the students/faculty of the Institute. Cultural activities are organized in annual social gathering for the student. Cultural day is celebrated where students wear clothes representing their culture.
- Traditional dance provides enthusiasm and team spirit among students. The college organizes annual social gathering every year. It is a team event held under the Chairmanship of the Principal and is entirely organized by the cultural committee including students and faculties. It helps in enhancing the leadership, organizing qualities and inculcating a sense of responsibility besides sheer entertainment for the students. It includes a number of intra and inter-college competitions. Winners of the competitions are awarded certificates, trophies and cash prizes.

Socio-economic & other diversities

- Faculty members are appointed as Local Guardians, who are providing support to students in all aspects including guidance to apply for scholarship from Government (economic backward class, free scholarship for the schedule caste and schedule tribe and other backward classes) / Non-Government organization. Nearly 75% of the students got employment and supporting their families. The institute strives for uplifting the students and their families socially and economically.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college takes pride in the fact that apart from preparing a sound academic foundation of the student

community; the college constantly works upon to develop them as better citizens of the country. In this regard, apart from imparting professional, legal education, inculcates a feeling of oneness among the student community through various practices and programs. Various faculties have always been in the practice of organizing activities that not only initiate but also motivate the students to adopt various practices that promote the “Unity in Diversity” of our mother land. The college ensures that the students participate very enthusiastically in all such activities. Since the last five years, the college has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students with regard to the following areas:

1. National Identities and Symbols:

The College has always taken various direct and indirect steps which promote the awareness about various National Identities and Symbols. The college celebrates the Independence Day and Republic Day with great pomp and vigour. The college also organizes and celebrates the Constitution Day on an annual basis and thus contributes to the spreading of Constitutional values and ideals.

1. Gandhi Jayanti is celebrated every year on 2nd October to mark the occasion of the birthday of Mohandas Karamchand Gandhi, who is called the “Father of the Nation”.
2. Independence Day is annually celebrated on 15 August, as a national festival commemorating the nation’s independence with flag hoisting and several other cultural programmes.
3. Republic Day honors the date on which the Constitution of India came into effect on 26 January 1950.
4. Teacher’s day (5th Sept.) is marked in the fond memory of Dr. Sarwapalli Radhakrishnan every year in the college campus. Senior students of the institute conduct the classes and honour the teachers by offering flowers. Students understand the role of teachers in their career.
5. International Women’s Day-8th March: The day is marked to respect women in society. Women’s forum of the institute organizes the event by arranging seminars and activities like Rangoli Competition, debate and elocution competitions etc. every year.

2. Fundamental Duties and Rights of Indian Citizens:

The College has organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students have enthusiastically participated in various programs like:

1. Academic programs like Seminar, Conferences, Expert talks, etc which have enriched the awareness about this aspects.
2. Various activities like poster making competition, etc.
3. Organizing Annual Competitions on various contemporary legal issues.
4. Organizing various forms of legal aid and legal awareness camps to impart awareness of such

issues

3. Constitutional Obligations:

The students have participated in various activities. All these have been organized to promote the awareness about various constitutional and legal obligations. Further, apart from the above mentioned activities, the college has also organized student centric activities like Paper Poster Making and Essay competition, which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

- Since its establishment, institution organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India.
- The college celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness.
- Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi.
- The college celebrates International Yoga day on 21st of June every year. The yoga Instructor organizes the yoga camp and a short speech is conducted to make everyone aware on how Yoga

embodies unity of mind and body; thought and action; restraint and fulfillment. Keeping its Indian values intact, the college imparts right kind of education based on moral values and ethics which makes our students responsible global citizens

- 26th January Republic Day- Republic Day is celebrated on January 26 to commemorate the adoption of constitution. On this day, the event such as flag-hoisting was organized, which are followed by “constitution awareness program” in which students and staff members acquire information of their duties towards their nation and rights given to them by their constitution. By organizing such type of events institute does its share to promote patriotism and also to create awareness to next generation.
- 15th August Independence day- It is celebrated every year with patriotic fervor. The air is filled with patriotic feelings that emit from various songs aired on the campus radio. The programme consists of patriotic songs sung by students and speeches eulogizing the great sacrifices made by our freedom fighters.
- Kargil Vijay Divas: 26 July the college is organizing a Kargal Vijay Divas in honour of the Kargil War's Heroes.
- World AIDS Day: On 1st December the college is organizing a World AIDS Day to show support for people living with HIV, and to commemorate those who have died from an AIDS related illness and also organized a rally.

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

BEST PRACTICE - 1

Title of the Practice	REFLECTING ON ONE'S OWN TEACHING TO PREPARE THE NEXT GENERATION OF INTELLECTUAL LEADERS
Objectives of the Practice	<p>Strengthen Teacher’s Tech Skills: With changing scenario in learning ability, teachers must learn new technology and electronic presentation skills exist to reach students prospects.</p> <p>Self-Centred Development: Teacher, first he is lifelong learner, he has to update himself to face challenges of teaching in current trends.</p> <p>Brush up on Pedagogy: The sea change in the</p>

	<p>pedagogy, one has to update himself to address new generation learners.</p> <p>Improve Classroom Management: Now a day's classrooms are well equipped with ICT tools, and the role of a teacher is changing to facilitator.</p> <p>Student-Centred Development: Teacher should facilitate, guide, and mentor the learners for their holistic growth.</p>
<p>The Context</p>	<p>The education system is mainly based on the curriculum and the teachers. The strengthening of education system is depends on these two parameters. Any impairment in these two decreases the quality of education and name of the institution and affects the learners. In view of this the BLDEA's SSM COP & RC, is continuously organising the basic education methodology programs supported by Rajiv Gandhi University of Health Sciences (RGUHS), Bangalore to strengthen the teachers ability to deliver the effective teaching and also improving the confidence among the teachers. Improving teacher quality is at the heart of our national effort to achieve excellence in the classroom. The BLDE association has established Standard Operating Procedure Cell to imbibe the quality and quantity cognizant in all arena of education & research and also to establish quality bench mark in educational ecosystem through adoption of dynamic standard operating procedures. This comes at a time when the very structure of education is going through a profound change. The BLDEA's SSM COP & RC has implemented e governance in admission and academia under the banner of Advanced Teaching and Innovation cell (CATI) for the smooth operation. The class rooms are equipped with ICT enabled tools to facilitate the effective teaching and create interest in learners.</p>
<p>The Practice</p>	<p>Strengthen Teacher's Tech Skills: During the last 10-15 years, education has moved at light speed in the area of educational technology. The black board teaching not fulfil the learners thrust, hence our institute use various platforms of modern technology to reach out students. Our classrooms are equipped with smart boards, lecture capture systems, interactive panels, visualizers, LCD projectors, PCs and use of LMS. To use</p>

effectively, institute conducts training sessions/workshops from experts from outside and senior colleagues of our institute.

Self-Centred Development: Teachers can attain this development in two manners – Formal and Informal. Formal methods include: attending conferences, workshops, webinars, seminars, symposiums with a view to enlightening teachers on latest developments in the field of education, which help them update with latest concepts that are required for professional development. Writing articles/books, material production, publication of research papers, etc also help a lot in this form of development.

Brush up on Pedagogy: Under the Informal manner, teachers must develop their portfolios to illustrate their personal works, professional growth and abilities. Attending in-house training sessions are advised, preparing lesson plans and using critical incidents for informal research boost the development. SSMCOP has organised several teacher education programs to strengthen the quality of education. With the support of RGUHS, Bangalore the college organised Basic education methodology programs in our institution to influence on teaching practices, by compelling us to look beyond the conventional approaches to teaching - learning. Under RGUHS Academic and Administrative Training Institute (RAATI) the two staff members have trained to train the faculties who are working in different colleges affiliated to RGUHS, Bangalore.

Improve Classroom Management: The effective implementation e-governance is the prime intention of the institution so the institution has implemented e-governance in admission and academia, in admission the students can apply, enrol in the students register and also can pay the institution fee by sitting in the home itself. In academia with the help of CATI the staff can enter the student's attendance, internal assessment marks, provide e-books, PPTs, notes etc. and helps in monitoring the students' performance.

Student-Centred Development: Teachers, in order

	<p>to let learners learn in the best possible ways, have to adapt to the changes from time to time. Learners live in a different setup as compared to teachers. This gap can be bridged by teachers only when they reach out to the mental level of the learners. Over a period of time there have been tremendous changes in the setup of our education system. Teachers have demonstrated that they possess some special characteristics to handle the changing times and trends in education sphere. Teaching through mnemonic, group discussion, organising quizzes are routine practices of our institute.</p>
Evidence of Success	<p>The staffs are adopting the teaching learning and evaluation methods regularly.</p> <p>Students can enrol by sitting in home</p> <p>Involved in research and publishing the research articles</p> <p>Continues participation if FDP</p> <p>Improvement in the students attendance</p> <p>Punctuality</p> <p>Publishing bulletin</p>
Problems Encountered and Resources Required	<p>Need technical support,</p> <p>Takes time to adopt newer ICT tools.</p> <p>Rural students facing network issue.</p>

BEST PRACTICE - 2

Title of the Practice	A TWO-TIERED APPROACH OF HOLISTIC MENTORING TO SUSTAIN ORGANISATIONAL CHANGE AND INNOVATION
Objectives of the Practice	<p>Mentoring of junior students by senior student: for better understanding of course and institute environment</p> <p>Mentoring of students by teachers: for helping students to understand how their ambitions fit into</p>

	<p>graduate education, department life and career choices.</p> <p>Mentoring through holistic approach: Students are exposed to various environments where their thought process will find evidences. Organisation of TED talks, heritage walk, outdoor recreational activities.</p> <p>Mentoring of a new teacher by an experienced colleague: New teacher is mentored by an experienced colleague with respect to imbibing teaching skills. Experienced teachers who are expert in technology are mentoring other colleagues of the institute.</p>
<p>The Context</p>	<p>An effective mentoring relationship develops over time. The student benefits from the mentor's support, skills, wisdom and coaching. This will facilitates mentor & mentee deepen their working relationship. Sometime the exercise helps more when the student develops into a junior colleague. Students expose to new environment facing so many problems related to college, campus, course, seniors, health etc. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. In this context, institute has adopted two tiered system of holistic mentoring; where senior students and staff members are sharing the responsibility. Under this approach, Shikshaka Sahaya and Shikshaka Mitra schemes are being practiced. The effective mentorship will make a student to i) acquire a body of knowledge and skills, ii) learn techniques for collaborating and networking, iii) gain perspective on how a discipline operates academically and socially. Collaborative problem solving, creativity, innovation and continuously improved performance outcomes are the normative expectations of this practice.</p>
<p>The Practice</p>	<p>SSMCOP focused on using an innovative mind-set to create meaningful and substantial relationships between mentees and mentors</p> <p>Mentoring of junior students by senior student: Under tier-1, a unique practice is being adopted. As a good practice, scheme "Shikshak Sahaya" was introduced, in which final year M. Pharm. students</p>

are mentoring first year B. Pharm. students, final year B. Pharm. students are mentoring first year D. Pharm. students and final year Pharm. D students are mentoring first year Pharm. D. students for better understanding of course and institute environment. Final year students are assigned with maximum ten junior students and are advised to continuously interact with their juniors to understand their problems in studies and report to concerned teachers and also help in their studies.

Mentoring of students by teachers: teacher-student mentorship is our regular practice for helping students to understand how their ambitions fit into graduate education, department life and career choices. Each staff member is allotted twenty students and follows the mentorship guidelines of the institute. One unique practice is adopted by our institute under a program called “Shikshak Mitra”, where every day one staff member each visit boys hostel and girls hostel in the evening hours to discuss study or research related matter. This practice gave tremendous confidence in student community.

Mentoring through holistic approach: Under tier-2, Students are exposed to various environments where their thought process will find evidences. Institute regularly organises TED talks video sessions, heritage walk, outdoor recreational activities for understanding about current trends, historical background and develop inclusiveness.

Mentoring of a new teacher by an experienced colleague: Mentorship is not only to students, but also to new teachers, New teacher is mentored by an experienced colleague with respect to imbibing teaching skills and more important one is how address students personal and study related problems. Experienced teachers who are expert in technology are mentoring other colleagues of the institute.

The SSMCOP has established Advanced Teaching and Innovation Cell (CATI) with objectives i) Bridging gap between new learners and traditional teachers, ii) Inculcating novel and innovative teaching methodologies, iii) Creating

	Flexible Learning Environments, iv) Giving awareness on avenues of teaching to young teachers and postgraduate students and v) Establishing MoU with similar organisations. Under CATI the staff can monitor the students' academic activity continuously by observing the internal assessment scored by the students, attendance, marks secured in assignment etc.
Evidence of success	Minimized dropouts through personal interaction with students. Improved confidence level of students to remain in college. Evidence of success of the practice also includes better results in the internal examination and also in final examinations, more regular attendance, increased participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students. It is needless to say that a mentor gets the job satisfaction.
Problems Encountered and Resources Required	Continues monitoring of students, Maintaining students records

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Bijapur Lingayat District Educational Association (BLDEA) itself is a unique non-profit organisation established in 1910. Its objective is catering to the educational needs of underprivileged children and widening educational opportunities. BLDEA's Shri Sanganabasava Mahaswamiji College of Pharmacy and Research Centre (named after blessings of his holiness Paramapoojya Shri Sanganbasava Mahswamiji of Banthanal), since its establishment in the year 1982, the college is serving to cater the needs of students from all parts of India and outside India. In the circumstantial background of the association, the college has adopted and promoted several programs/schemes by which the college stand distinctive in various aspects as explained below

1. Research activities

Research is to see what everybody else has seen and to think what nobody else has thought. The BLDEA's SSM College of Pharmacy and Research Centre (SSMCOP) is one of premier institution in northern part of Karnataka. The staffs working in the institution were actively involved in research apart from the teaching. The research ideas of students and staff members are supported by various granting agencies performing

ground breaking research in the pharmaceutical sciences for development and progression. The research grant received by all department shows the research eco system in the college. The number of teachers submitting their proposals for grant is appreciable and it is uniqueness of SSMCOP. Students from all parts of India are admitted for M. Pharm and Ph. D Programs. In the past 5-6 years, the college has received a research grant of Rs. 1.91 Cr. from various funding agencies such ICMR, VGST Govt. of Karnataka, RGUHS Bangalore, AICTE New Delhi etc, which include fellowships, grant for individual researcher, grant for organising seminars/workshops/conferences. Another distinctive feature of our organisation is awarding research incentives to Principal Investigator. Institute awards an incentive calculated @ 3% on non-recurring amount of the grant received. BLDE (Deemed to be University), a sister concerned organisation also supports financially to our staff members to carryout joint research works with Medical College. The quality and quantity of research work is published in indexed journals (<https://bldeapharmacy.irins.org>). Patents granted and published indicate committed research being carried out at our institute. Our faculty members are nominated as editorial board members of journals published by RGUHS, Elsevier, Bentham Science, Wolters Kluwer Health etc, One of our staff member served as Editor-in Chief, for “Drug Invention Today (2012)” published by Elsevier.

2.Faculty representation in Universities/Apex bodies/Professional bodies/BLDEA Administration authorities.

- 1.Faculty representation in Universities:** The SSMCOP is one of the reputed and well known colleges in RGUHS-Bangalore for having experienced staff. Staff members are recognised nominated by the Vice-Chancellor for the various categories of the administration such as Asst. Registrar, Academic Council Member, Faculty of Pharmacy, Board of Studies, members of Local Inspection Committee, resource persons for curriculum design workshops, etc. Our staff members are also representing in BLDE (Deemed to be University)’s various statutory bodies such as Board of studies, Doctoral Committee, Chairman for scientific committee of International Conference supported by UNESCO.
- 2.Faculty representation in Apex bodies:** A good number, about twelve, staff members are in the “Panel of Inspectors” at Pharmacy Council of India which is an apex body established by Govt. of India to regulate Pharmacy Education in India.
- 3.Faculty representation in Professional bodies:** Staff members hold positions like President, Vice-President, Secretary and Treasures in “Association of Pharmaceutical Teachers of India (APTI)”.
- 4.Faculty representation in BLDE Association’s Administrative authorities:** Our faculty members hold honorary positions such as administrative officer, SOP Cell Coordinator, Central Purchase Committee Member.

3. E-Governance in administration/academic

Over the years, the SSMCOP has implemented a large number of initiatives; one among them was e Governance. Sustained efforts have been made at multiple levels to improve the delivery e governance services and simplify the process of accessing them. e-Governance has steadily evolved from computerization that encapsulate the finer points of Governance, such as fee management system, learning management system, admission module, staff and student attendance, payroll, etc. to provide better service, orientation and transparency.

- 1.E-Governance in administration:** Management has deployed GreytHR, All-In-One cloud based Payroll and HR software (<https://blde.greylhr.com>) which will facilitate online capture of attendance which is linked to payroll and leave management. Admission and fee management is

done through an online portal (<https://payment.bldea.org/finance>). In the year 2016, BLDEA management has established a 3-tier system of quality frame work to monitor Institute's operations. Management committee-Principal-Institute level committees will work on a common agenda set by the hierarchy for inculcating quality procedures. It operates through a portal (<http://bldeasopcell.in>) wherein annual targets have been set by management committee and the progress is reviewed monthly. Staff appraisals are collected and evaluated by experts other than our institute. All teaching staff, PG & internship students will update their daily work-done report on online SOP portal.

2. **E-Governance in academic:** Institute established "Advanced Teaching and Innovation Cell (<http://ssmcati.in>). The Cell is undertaking various innovative steps in advancing teaching methodologies and developed a user friendly online platform to facilitate the Teaching-Learning activities.

4.Social Responsibility: Since its establishment, the institute has contributed in bringing awareness among society through various programs regarding usage of medicine, protection of environment and maintenance of healthy life. The distinctive work, undertook was manufacture and distribution of about 4500L of alcohol based sanitizer during Covid-19 1st lockdown period. With the help of Nandi Distillery, we manufactured and distributed the sanitizer to Vijayapur District Administration, District Hospitals & PHCs, Police department, State Transport departments. This herculean task was carried out with the financial support from BLDE Management; management has provided its vehicles, additional staff and other facilities. One more CSR was taken by our college was during first wave of Covid-19, PUC Board decided to conduct examination for English paper. DDPIPU requested to distribute sanitizer; our staff members took part in this noble cause, sprayed sanitizer to 9623 students and 300 staffs. The district administration, DDPIPU and Vice Chancellor, RGUHS, Bangalore has given the appreciation letter. (<https://bit.ly/Appreciationletter>)

5. CONCLUSION

Additional Information :

Quality Policy

We at SSMCOP, strive to bring out and nurture the talents and skills of youth with Quality professional education in the field of pharmacy, motivate them to be self-disciplined and develop their competence to face the challenges of globalization. We shall achieve this by

- Provide value-based education.
- Produce Industry-ready Professionals through training in Soft-Skills and Personality development. Undertaking networking with Industry, Academic and Research Institutions
- Provide adequate and furnished infrastructure for academic and research activities.
- Organize national level Seminars/Conferences.
- Promote Creativity and Innovation among students.
- Conduct Career -Vision program to facilitate right career choice by students.
- Encourage Entrepreneurship among students.
- Motivate the students to participate in Co-curricular and Extra-curricular activities.
- Train teachers in modern instructional methodologies to improve their teaching skills.
- Motivate the faculty to publish papers in National/International Conferences and Journals.
- Provide Hostel and Residential accommodation to students and staff.
- Develop and promote Green Environment.
- Provide quality environment and services to all Stakeholders.
- Attention to issues of national relevance.
- Responding to the changes in both technology and applications.
- Provide systems, resources, and opportunities for continuous improvement.

.....AN INSTITUTE WITH A DIFFERENCE.....

- Where we believe that education should stimulate the minds of the young and inflame their intellect.
- Where global citizens of tomorrow are groomed by dedicated and trained faculty.
- Where the focus is on teaching not just to make a living but how to make a life.
- Where there is holistic development and human values.
- Consistent institutional growth with respect to student intake, faculty, infrastructural facilities, etc. Students performance at university examination.
- Campus placement for eligible students.
- Increase in number of students planning for higher studies.
- Organization of successful national and international level events.
- Conduct of university curriculum with full effectiveness and performance monitoring.
- Mock test to boost confidence and performance in campus placement.
- Emphasis on extra-curricular and co-curricular activities for overall growth of personality.

Concluding Remarks :

Institute has well framed vision and mission, considering the needs of the society. Best academics,

infrastructure, laboratories, industry-interaction, self-learning and co-curricular and extra-curricular activities are some of the special features which cater to the comprehensive development of the students.

The governance comprising of Governing Council, Governing Body, Internal Quality Assurance Cell, Academic Monitoring Committee and various institute level committees. These all play significant role in the evolutionary reforms towards positioning the Institute in the preferred list of all stake holders.

The Institute believes in promoting a culture of delegation of powers through strategic policies. The Principal of Institute is assisted by HODs, Administrative Head, Section in-charges and coordinators of various committees in decision making process at the Institute.

Institute executes strategic planning from time to time for producing quality Pharmacists and overall growth of the institute. Institute has well established organizational structure to execute smooth functioning of administrative and academic processes. SSMCOP has deployed e-governance in all the areas of academic processes to ensure better academic planning and monitoring. Institute regularly conducts training to staff and faculty members for implementation of quality procedures. External audit by various agencies like PCI, RGUHS and internal audit is undertaken periodically to improve institutional activities.