SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

SHELLINO EDUCATION SOCIETY'S ARUNAMAI COLLEGE OF PHARMACY

GAT NO. 285, VIDGAON ROAD, MAMURABAD, TALUKA AND DISTRICT - JALGAON
425002
https://acopmamurabad.com/

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Arunamai College of Pharmacy, which is a part of Shellino Education Society (SES), was founded on 15th June 1941 by Nanasaheb R. G. Patil, a dedicated Social Serviceman. He possessed remarkable insight into the struggles and aspirations of the common people, particularly those residing in tribal areas, and he envisioned the importance of education in addressing their needs. The founder's vision emphasized the continual progress of education to serve the community effectively. He advocated for "Community Services," which refers to social work aimed at assisting people in a specific region. The founder's cherished aspiration was to bring about social transformation through education. Presently, the institution offers quality education in various fields, including Pharmacy and English Medium School. Arunamai College of Pharmacy in Mamurabad, a part of SES, was established in 2005. It is affiliated with KBC North Maharashtra University, Jalgaon, and holds recognition from key regulatory bodies such as the Pharmacy Council of India, All India Council for Technical Education, and Government of Maharashtra. The college holds ISO certification of 9001:2015. The institute's primary objective is to provide pharmacy education and training that caters to the needs of both the pharmacy profession and society, with a particular focus on tribal and rural students.

The laboratories of the different departments are also equipped with sophisticated instruments. The library has 150 sq. mt area and seating capacity of 50 students at a time. The library is equipped with more than 853 book titles, 7703 books and 33 CD-DVD-ROMS of volumes, online International Journals subscription. The institute is also having museum and well-maintained medicinal plant garden with rare medicinal plants. The institute is equipped with up-to-date pilot plant. The classrooms are mounted with LED Projector. More than 15 faculties and students are contributing research publications every year and so far published more than 20 research papers and published 04 books. The Institute has organized 03 Workshop.

Vision

"Arunamai College of Pharmacy will be the global leader in pharmacy education, research and service, committed to providing a transformative learning experience in a collaborative and diverse environmental focused on improving the health and well-being of the communities we serve"

Mission

Promotes the health and welfare of the citizens of India and the nation by preparing graduates in pharmacy to take independent professional responsibility for the outcome of drug therapy in patients, Graduates will have a strong scientific foundation,, sensitivity to cultural diversity and the ability to assume leadership roles in practice, community and the profession.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

Pleasant, pollution-free, and close to nature location.

Spacious and well-equipped laboratories with sophisticated facilities.

Furnished computer lab with internet and Wi-Fi facilities. Library with various books, journals, periodicals and E-journals.

Institutional Weakness

Institutional Weakness

Located in a rural area

No pharmaceutical industry in the vicinity of the institute leads to challenges in placements No Direct railway connectivity

Institutional Opportunity

Institutional Opportunity

To establish industry-institute interactions.

To encourage students to attend skill development and add-on courses.

To encourage faculty to apply for research funding from different agencies To encourage students for Entrepreneurship Development.

Institutional Challenge

Institutional Challenge

Awareness about the potential of pharmacists in the rural area students.

Bring pharmaceutical companies for on-campus recruitments.

Being self-financed institute, funding for research projects is not adequate

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

1. **Curricular Aspects**

Shellino Education Society's Arunamai College of Pharmacy, Mamurabad, Jalgaon running programs of B. Pharmacy affiliated to KBCNMU, Jalgaon, and recognized by AICTE and PCI. The College has a process to ensure effective curriculum and delivery which has input from different committees including the Program committee. The delivery of effective curriculum is the prime objective of institute and is done by planning and execution of well-balanced academic calendar of university and institute. To meet the vision, mission and smooth conduct and monitoring of curricular, co-curricular and extracurricular activity institute prepares different committees, which review coverage of the syllabus, conduct of internal examinations, continuous evaluation, attendance of students, and organization of co-curricular and extracurricular events towards the betterment of students. Conduct of examination is joint activity of institute and university. The internal examination and continuous evaluation is done by institute authority while end semester exams are planned by university but conducted under the supervision of institute.

Academic flexibility in the college is attained through additional courses, certificate courses for improving students' employability where maximum students got benefitted. The academic achievements so far, are the outcomes of a well-established academic policy, well-planned and documented mechanism for effective curriculum planning and execution.

The curriculum enrichment is achieved through experiential learning where students have participated in project work, fieldwork, Industrial visits etc. Other activities like Guest lectures, training sessions, seminars, and workshops are regularly organized to inculcate a research attitude and keep them shoulder to shoulder with the latest industrial developments.

The college integrates crosscutting issues related to professional ethics, gender, human values, environment and sustainability in transacting the curriculum through participation in regular curriculum, co-curricular, extra-curricular and sports activities. Unbiased representation of students in college is offered equally which also inculcates crosscutting issues.

Feedback collected from the all stake holders provides the institution with an opportunity to become proactive and bridge the existing lacunae from time to time. Feedback is collected and analyzed and action-taken reports are made available to all stakeholders for continuous improvement in the quality of education at the college.

Teaching-learning and Evaluation

Teaching-learning and Evaluation

Arunamai College of Pharmacy, Mamurabad is affiliated with Kavayatri Bahinabai Chaudhari North

Maharashtra University, Jalgaon and regulated by the Pharmacy Council of India. Student intake sanctioned by these two authorities is considered for admission. The admission process is conducted by Admission Regulating Authority with due consideration to the reservation of seats framed by the Government of Maharashtra for SC, ST, OBC, General and other category. The college has almost full admissions every year. The college has highly qualified, experienced and skilled full-time faculty members. The total faculty strength is 12 out of which 3 faculties are PhD qualified. College recruits sufficient and well-qualified staff which focuses on student-centric learning with the utilization of ICT tools. The internal assessment is transparent and follows the timeline received by the affiliating University guidelines. The college adheres to the academic calendar for the conduct of examinations. Students are made aware of the examination process in the induction program. Evaluation of assessment is done by faculty and answer scripts are shown to students to analyse their performance. Examination grievances are handled by the examination committee. Faculty and students are made aware of POs and COs. The attainment of POs and COs is measured using direct methods and indirect methods. The average pass percentage of final year B. Pharmacy students is more than 95% which is above than average University result.

Research, Innovations and Extension

Research, Innovations and Extension

In alignment with our vision statement to create competent pharmacy professionals, research, the college has been regularly organizing innovation and extension activities. The Central Instrument Lab of the institute houses state of the art facilities and advanced instruments. The
college has participated and performed well at inter-university Avishkar Research Convention. The college has signed MoUs/ collaboration with different organizations like Haffkine Ajintha Pharmaceuticals Jalgaon, Khandesh Ayurvedic Pharmacy, Jalgaon, S. P. Pharmaceuticals, Jalgaon, JCPL Pharma, Jalgaon etc. for conducting collaborative research, consultancy services, industrial training, industrial visits, soft skill development etc. The college has functional collaboration with local organisation like Dr. Ulhas Patil Medical College, Jalgaon Khurd and Reliable Shree Institute Training Center Jalgaon. Faculty have published numerous research / review articles in UGC approved journals over last five years. All these initiatives will help in cultivating and strengthening the innovation culture throughout the institute. As the initiatives of different committees, the students have been carrying out various social activities like Blood Donation Camps, Awareness Drives and Health Camps. The students thus contribute in educating the community regarding various diseases/ health issues through their campaigns.

Infrastructure and Learning Resources

4. Infrastructure and Learning Resources: Summary

The modern facilities accomplish the requirements of instruction, administrative and services as per AICTE and university norms. Based on the provided information, the criteria focuses on evaluating the infrastructure and learning resources of the college. Here are the key points mentioned:

Physical Facilities: The College has adequate infrastructure and facilities for the teaching-learning process, including classrooms, laboratories, and computing equipment. Cultural and Sports Facilities: The College provides facilities for students to engage in various cultural activities, participate in sports events, and practice yoga. This includes both indoor and outdoor game. Smart Classroom: The College has ICT-enabled smart

classrooms, which enhance the learning experience through technology integration. Library: The college library is semi-automated with an Integrated Library Management System. It regularly subscribes to various e-resources to enrich and update students' knowledge. In the library adequate books more than 7000/e-books and subscribing to journals more than 15. Institute is a member of National Digital Library and subscribed to National Library.IT Infrastructure: The College regularly updates its IT facilities, including Wi-Fi connectivity. There is a student-computer ratio to ensure access to computers for students. The internet connection bandwidth ranges from 10 Mbps to 20 Mbps. Maintenance of Infrastructure: The College has a separate maintenance committee to ensure proper upkeep of the campus infrastructure. A budget is allocated for both augmentation and maintenance of physical and academic support facilities, excluding the salary component. Systems and Procedures: The College has well-defined systems and procedures for maintaining and utilizing physical, academic, and support facilities. This includes laboratories, the library, sports complex, computers, and classrooms. These points highlight the college's efforts to provide adequate infrastructure and learning resources for the students, as well as its commitment to maintaining and utilizing these facilities effectively.

Student Support and Progression

5. Student Support and Progression

The college is committed to fostering the overall development of students and aims to provide comprehensive support in various areas, including student welfare, personal growth, and involvement in co-curricular and extracurricular activities. To ensure holistic development and assist students in making informed career choices, the college arranges a range of activities such as guest lectures, seminars, webinars, interactive sessions, and coaching by industry experts and renowned academics. Additionally, the college organizes specialized sessions for GPAT, conducted by professors and experts from external academic institutions.

Workshops on personality development, cyber security, and interview skills are conducted to equip students with diverse skill sets. The college actively maintains committees dedicated to preventing ragging, addressing grievances, supporting OBC students, handling internal complaints, addressing minority concerns, promoting SC-ST welfare, and combating sexual harassment. Students actively participate in various committees, including Anti-ragging, Alumni, and the Student Council.

Cultural activities like annual social gatherings, fresher's parties, ceremonies, and farewell programs are organized, along with celebrations of different days, festivals, national icon birth anniversaries, Indian traditional occasions, and Independence Day. The college has a dedicated training and placement officer who guides students in finding placements and pursuing higher studies. Furthermore, there is an alumni association registered with the college, ensuring continued support and growth for students. The Student Council plays a crucial role in addressing student concerns and acts as a representative for multiple committees, further enhancing the overall college experience.

Governance, Leadership and Management

6. Governance, Leadership and Management

Visionary, multidimensional thinking and guidance of the Hon'ble Shri. Nanasaheb R. G. Patil Shellino Education Society's Arunamai College of Pharmacy was takeover in the year 2012. The institute are evident from it sever growing performance in imparting quality technical education. The Vision and Mission of

the institution has been developed based on the recommendations and opinions of the stakeholders. The distribution of daily tasks is done effectively by forming the Governing body (GB), College Development Committee (CDC) and other internal working committees. All the stakeholders have adequately represented in decision-making process regarding cooperation with management. The perspective plan is based on the Vision and Mission of the institute. The institute has well developed administrative setup which takes decision for development of institute. E-Governance is used in all the areas of operation such as Administration, Examination, Admission and Finance. The institute has various measures for faculty welfare including teaching and non-teaching staff. The institute follows PCI/AICTE/DTE/KBCNMU norms for staff recruitment. Teaching and non-teaching staff members attend national and international conferences, seminars and workshops and are trained to enhance their professional competencies through various staff development, orientation and skill gradation programmes. Performance appraisal system is developed and is done annually. The college is self-financed. The major sources of income are fees and proper actions are taken for its optimum utilization for salary, purchases, operational, administrative and student expenses. The accounts are audited by hired auditors, internally and externally once annually. Feedback is collected from all stakeholders and analysed for the review of implemented quality policy. The institution has established an Internal Quality Assurance Cell (IQAC) whose operations help provide the quality assurance needed for students and necessary for the development of the institute.

Institutional Values and Best Practices

7. Institutional Values and Best Practices

We at ACOP, Mamurabad strongly believe in the Institutional values and establish an approach for attainment of these values. It starts with infrastructure facilities, Green initiatives and the campus is declared as Plastic free zone. Design of building assures maximum usage of natural light and fresh air. The campus is surrounded with greenery and many trees. The campus promotes water conservation through rain water harvesting system. The security of students is a top priority and ensured through prompt vigilance of security personnel (24x7) and also through surveillance of CCTV cameras. Institute has zero tolerance policy in any type of harassment for students and employee and prevents through various committee such as Sexual harassment prevention committee/Anti-ragging committee; and also through timely redressal of grievances. The Institute encourages gender sensitization through various programmes. The student's problems are addressed through assigned local guardian. The objective of the Best practices that we follow is Practicing Stakeholder Feedback and Analysis in the college togather insights, opinions, and feedback from individuals or groups who have a invested interest in our college, such as students, faculty, staff, parents, alumni, and community members. The feedback and analysis process aims to understand stakeholders' experiences, needs, and expectations to improve various aspects of the college environment and operations. We also practicing Administrative Office Streamlined Process for students and Staff to create an easy and efficient process that supports students and staff needs and enhances their overall experience in administrative work. Improving administrative office efficiency and also to create Student Centric Administrative Environment. The institute organizes various activities includes birth anniversary of freedom fighters, inspiring Indian personalities, cultural activities and Pharmacist day to promote inclusiveness and social harmony. The institute also follows Code of Conduct for students and employees monitored by constituted committee and the same is circulated on the college website. The awareness about code of ethics is created during induction program for students and in meetings with teaching and non-teaching staff. We are keen in frequently arranging the Skill Development Trainings for Students. These programmes are intended to boost the confidence, improve the personality and polish the employability skills of students

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHELLINO EDUCATION SOCIETY'S ARUNAMAI COLLEGE OF PHARMACY
Address	Gat No. 285, Vidgaon Road, Mamurabad, Taluka and District - Jalgaon
City	Mamurabad
State	Maharashtra
Pin	425002
Website	https://acopmamurabad.com/

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Tushar Atmaram Deshmukh	091-9403710774		-	
IQAC / CIQA coordinator	Nilesh Bhagvat Chaudhari	091-9403739090	9970384456	-	nileshmpharm@gmail.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 minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	Kavayitri Bahinabai Chaudhari North Maharashtra University	[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
PCI	[View Document](#)	04-05-2023	12	

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	Gat No. 285, Vidgaon Road, Mamurabad, Taluka and District - Jalgaon	Rural	7.66	3720

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,Pharmacy	48	HSC	English	69	69

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	4				4				7			
Recruited	1	0	0	1	0	0	0	0	2	0	0	2
Yet to Recruit	3				4				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				4				5			
Recruited	0	0	0	0	4	0	0	4	1	4	0	5
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				11
Recruited	7	4	0	11
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	4	0	0	4
Yet to Recruit				1

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	2	0	0	0	0	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	4	0	9
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

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	44	0	0	0	44
	Female	25	0	0	0	25
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	3	2	3	3
	Female	1	4	2	1
	Others	0	0	0	0
ST	Male	1	0	2	0
	Female	0	1	2	0
	Others	0	0	0	0
OBC	Male	14	26	21	27
	Female	16	17	13	15
	Others	0	0	0	0
General	Male	12	7	5	10
	Female	4	3	9	6
	Others	0	0	0	0
Others	Male	6	5	7	4
	Female	4	2	2	3
	Others	0	0	0	0
Total		61	67	66	69

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Arunamai College of Pharmacy is planning to promote a multidisciplinary/interdisciplinary approach to teaching and learning. The curriculum needs to be more flexible and adaptable, allowing

	students to pursue their interests and passions across a range of disciplines. Arunamai College of Pharmacy is encouraging the training and professional development of its faculty members to enable them to adopt a multidisciplinary/ interdisciplinary approach to teaching and research. Arunamai College of Pharmacy is promoting inter-institutional collaborations with non-pharmaceutical institutes to create a platform that enables students and faculty members to work together with peers from different disciplines and institutions. The college is investing in infrastructure that supports multidisciplinary/interdisciplinary research and teaching. This includes creating spaces that facilitate collaboration and teamwork. The college has organized expert lectures from a basic science background, has collaborative research with other disciplines, and provided instrument facilities for interdisciplinary institutes to promote a holistic interdisciplinary academic and research culture.
2. Academic bank of credits (ABC):	Arunamai College of Pharmacy identified the need for quality assurance in the credit transfer process in the New Education Policy (NEP) and supporting Kavayatri Bahinabai Chaudhari North Maharashtra University, Jalgaon to create a centralized platform for the Academic Bank of Credit which will act as a repository for all the academic records of students. This platform will ensure that the credits earned by the students are secure and easily accessible. Teachers of Arunamai College of Pharmacy are guiding students to create the login for ABC. Currently, all the students of Arunamai College of Pharmacy have created ABC profiles. The ABC would ensure that the credits earned by the students are of high quality and meet the necessary academic standards. The ABC would provide a platform for students to earn credits for non-formal education, such as online courses, workshops, and internships. The ABC would ensure that the credits earned by the students are easily transferable and recognized by all participating institutions. The ABC would support students for lifelong learning with a flexible education system that enables them to learn at their own pace and convenience. The teaching faculties of the college have prepared their own designed laboratory practical manuals that fulfil the additional needs of the students to cope with the industry and

	the outside world.
3. Skill development:	The NEP aims to promote a holistic education system that enables students to acquire both academic knowledge and practical skills that are relevant to their future careers. The Arunamai College of Pharmacy taking several efforts to promote skill development focusing on practical skill and instrument training to develop skills and competencies in students. Arunamai College of Pharmacy strengthening collaboration with industry to bridge the gap between education and the workforce and supporting them for industrial training, internships, and apprenticeships through MOUs, guest lectures, and Industrial projects. Arunamai College of Pharmacy recognized the importance of entrepreneurship in creating job opportunities and economic growth and established Entrepreneur Development Cell (EDC) to encourage students to entrepreneurship by organizing seminars and workshops. The college promotes digital literacy among students to prepare them for the digital age. The college has designed soft skill development programs for second-year undergraduate students and conducted them through industrial persons and other experts in that area. The students are being trained and developing mentorship abilities too.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	In spite of its rural location, the college has recognized the importance of traditional languages in understanding concepts of subjects. The management and principal instruct teaching faculties to incorporate traditional language whenever necessary. The college celebrates 'Shellino Shining' every year to promote regional/local languages. Additionally, the Indian traditional knowledge of medicines like 'Ayurveda' is being taught in Pharmacognosy-related subjects. The college promotes students to include cultural day and cultural themes in institutional and inter institutional cultural activities. The policy proposes to collaborate with traditional practitioners to incorporate their knowledge into the curriculum and create opportunities for students to learn from them.
5. Focus on Outcome based education (OBE):	The National Education Policy (NEP) of India emphasizes the Outcome-Based Education (OBE) approach that focuses on the learning outcomes of students rather than the inputs or processes of education to improve the quality of education in the

country. The college has designed a vision and mission based on learning outcomes that align with the vision of the University. The course faculty mentions learning outcomes in the introductory session of the course every semester. Based on the outcomes, the faculty prepares a teaching plan and inserts necessary topics that students would gain regarding knowledge, skills, and attitudes aside from the syllabus to fulfill the outcomes. These outcomes are more related to interdisciplinary and traditional concepts. The assessment methods are robust, multiple, and aligned with the learning outcomes. The choices are given in the assessment methods. The college has planned the curriculum to be more flexible for the students, based on the interests and skills. We have prepared domain courses for final-year students which are opted for their interest. Students are being monitored continuously through attendance, assignments, viva voce, presentations, quizzes, etc. throughout the semester. We have a mentoring system to percolate any sort of issues to the principal. The students are monitored continuously through the system, both academically and for non-academic activities. Feedback on each event, including the curriculum, is collected from possible stakeholders and analysed. Any issues are trying to solve as soon as possible. In conclusion, the college has a realistic focus on OBE by adopting outcome-based education to succeed in the 21st century.

6. Distance education/online education:	Arunamai College of Pharmacy is a pioneering institute that has sufficient infrastructure/instructional facilities at the college to run offline and online academic activities. We have designed offline courses for students to prepare for competitive examinations. Some online classes are also conducted at the college. The college promotes teaching faculty to learn online-based programs. Students and teaching staff have completed online courses in SWAYAM and NPTEL. During the COVID-19 situation, we have arranged academic online meetings through Google Meet and Zoom. Our faculties are well aware of online platforms and their implementation in academics. The college would benefit from its online experience in developing online and or distance learning education courses. Also, the management has a positive attitude about

	providing online and distance education to the students.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Our college has formed an Electoral Literacy Club (ELC) for New Voters passing the age of 18 and it is aimed for civic participation. Through engaging activities, college students are made aware of their electoral rights and acquainted with the registration and voting process. The Electoral Literacy Club at our College, aims to educate students about their democratic rights, which include voting in elections. Vision of ELC: The goal of the Electoral Literacy Club is to strengthen the culture of voting among young and future voters. Objectives: 1) ELC's primary objective is to raise awareness of the 'Right to Vote' among students, faculty, and the larger community. 2) To cultivate a culture of electoral participation, maximize ethical voting, and adhere to the tenets "Every vote counts" and "No voter should be left behind." 3) To foster critical thinking about election rights, democracies, and their processes.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes. The college has a functional ELC with the following members. The members of ELC are selected considering their character and involvement in social activities. Name - Designation Dr. T A Deshmukh - Chairman Dr N B Chaudhari - Member Dr K R Patil - Member Mrs Vaishnavi Khadke - Student member Mr. Manav Chaudhari - Student member
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	We conduct a variety of activities to provide experiential learning about the democratic system. Additionally, we conduct poster presentations, elocution, and other programs to raise awareness of electoral procedures. Some of the specific activities carried out by the students under ELC are 1. Our students took part in voter education campaigns in the neighboring villages. 2. Through discussion among villagers the students have generated voter awareness and interest. 3. Students have educated the population in general about voter registration, electoral process and related matters through election commission app of the Government. 4. Some

	students have volunteered to encourage people to attend voting sessions during election days.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The ELC undertakes initiatives that are socially pertinent to electoral issues, such as awareness campaigns, content creation, and publications highlighting their contribution to the advancement of democratic values and participation in electoral processes. Some of the activities that ELC members, along with other students, have undertaken with the aim, 1. To help the people comprehend the importance of their vote so that they will exercise their suffrage right with confidence, comfort, and integrity. 2. To cultivate a culture of electoral participation, maximize informed and ethical voting, and adhere to the tenets "Every vote counts" and "No voter will be left behind."
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Students over the age of 18 who are eligible to be registered as voters are encouraged to register for a voter card. We conduct a variety of activities to provide experiential learning about the democratic system. In addition, we conduct debates, simulated parliaments, elocution, and essay writing programs to raise awareness of electoral procedures.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
287	285	286	276	259

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 12

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	11	13	13

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
58.66077	55.49821	36.24762	52.55176	60.44025

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Arunamai College of Pharmacy, Mamurabad, Jalgaon, is affiliated with the KBCNMU, Jalgaon. The institution adheres to the university's curriculum framework and structure, ensuring that the duration, content, delivery, evaluation, and certification meet the minimal requirements, standards, and quality of education established by the Pharmacy Council of India and AICTE, New Delhi.

Curriculum Planning:

At the beginning of each semester, the institute creates and distributes an academic calendar to facilitate successful programme planning and delivery. This calendar corresponds to the University calendar and covers crucial events such as the beginning of the academic year and tentative end-of-semester exam dates. It details the semester-by-semester course load, holidays, and schedule continuous internal assessment. The implemented curriculum involves social, academic, industrial, hospital trends and skill developments.

Curriculum Delivery:

To enhance teaching methods, frequent meetings with the institution's leader and department heads are held. To stay current with recent developments in the field, faculty members are encouraged to take part in syllabus orientation programs run by the university. The college conducts personality and skill development programs for all students as part of its dedication to holistic development, and it organizes workshops on self-defense and cyber security for girl students in particular.

Continuous Internal Evaluation Implementation:

The evaluation and assessment procedures outlined by the University are strictly followed in the planning and implementation of the curriculum including CIE. Internal exams conducted on a regular basis as per the academic calendar, and each theory subject has continuous internal assessment that considers participation, academic activities, and student-teacher interaction. The evaluation also includes students' participation in industrial training under the supervision of an in-charge teacher.

1. Teachers assess internal exam papers.
2. Students view their answers.
3. Teacher explains solutions.
4. Clarifications addressed promptly.
5. Marks recorded on sheet.

Practical Exams:

1. Marks given during sessions.
2. Journals evaluated, marks assigned.
3. Experiment totals calculated, journal average used.
4. Marks entered on sheet.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 1

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)
2	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 7.54

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
50	55	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

Our college places a strong emphasis on the incorporation of cross-cutting issues such as professional ethics, gender equality, human values, the environment, and sustainability into the curriculum in order to ensure the holistic development of its students. The institution aspires to cultivate socially empowered individuals who contribute to the nation's development while upholding these core values.

One of the objectives of SES's Arunamai College of Pharmacy, Mamurabad, Jalgaon, is to cultivate well-rounded individuals who are committed to honoring Professional ethics, Gender equality, Human values, and Environmental and Sustainability.

The Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon, to which the institution is affiliated, also plays a role in addressing these cross-cutting issues by incorporating theory and practical aspects into the curriculum.

Inculcating Professional ethics:

Various courses, including Pharmacy Practice, Social and Preventive Pharmacy, Pharmaceutics-I, Regulatory Affairs, Quality Management System, Pharmaceutical Jurisprudence, Biopharmaceutics, and Pharmacokinetics, incorporate professional ethics. For instance, courses such as Pharmaceutical

Jurisprudence and Pharmaceutics address topics concerning the role of pharmacists, FDA regulations, acts and penalties, and drug regulations, demonstrating the significance of professional ethics in pharmacy education. In addition, the college promotes professional ethics via training, research, co-curricular, extra-curricular, and extension activities, among other means. Activities such as blood donation campaigns, tree plantation, and participation in the fight against the COVID-19 pandemic through NSS camps taught students about ethics.

Awareness of gender equality:

Human Anatomy and Physiology, Remedial Biology, Medicinal Chemistry, and Novel Drug Delivery System address gender equality, ensuring that the program is accessible to all students without regard to gender. The curriculum imparts knowledge of reproductive systems in human anatomy and physiology, nurturing an inclusive learning environment. College was conducted 07 programs during past 5 years related to gender. All students have equal access to co-curricular and extracurricular activities such as seminars, conferences, cultural events, and sports.

Nurturing human values:

Through courses such as Pharmacy Practice, Pharmacology, Environmental Sciences, and Pharmaceutical Jurisprudence, human values are instilled. In the Pharmacy Practice course, topics such as patient counseling and drug information systems prompt students to consider human values. Additionally, activities such as NSS camps, blood donation, tree planting, and hospital visits contribute to students' comprehension of the significance of human values.

Consciousness towards sustainability and environment:

Environmental and sustainability issues are incorporated into courses such as Environmental Sciences, Product Development, and Technology Transfer, where environmental concerns and safety risks in the pharmaceutical industry are highlighted.

There is a separate subject "Environment Science" for the study throughout one complete semester for second year B. Pharm. students. One of the subjects introduces students to the use of plants in medicine, food, and nutrition, thereby fostering an awareness of the need for environmental preservation. Additionally, study excursions to medicinal plant gardens are organized to instill a respect for natural resources and environmental sustainability in students. The college has an Herbal Garden where medicinally important species of plants, herbs are maintained.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

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

Response: 41.11

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 118

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 98.17

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
69	68	65	59	60

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
69	69	69	60	60

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 61.88

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
19	19	18	22	21

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

2022-23	2021-22	2020-21	2019-20	2018-19
30	30	30	40	30

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 23.92

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Curriculum courses such as Computer Applications (F Y B Pharm Sem-II, BP205T) offer opportunities for hands-on experience with ICT tools. The College has a subscription to the academic software CAL Pharm and also utilizes free software such as Ex-Pharm to conduct the pharmacology practical.

Students are permitted industrial training, during which they have the opportunity to develop ICT skills by operating instruments in pharmaceutical manufacturing and quality control and presenting data reports. Students complete college assignments utilizing spectrophotometric software.

In the final semester of the B. Pharm program, students enhance their knowledge of pharmaceutical sciences, including software and ICT tools, through a project work course. The college organizes visits by specialists to conduct seminars on the operation of sophisticated instruments and software. Regularly, college-level seminars on sophisticated instruments and software management are conducted.

The college has organizes various Students Development Programs through a variety of awareness activities, seminars, and workshops to instil recent advances in pharmaceutical education through experience in developing values, cultivating skills, and advancing in knowledge.

Participative Learning

Students are encouraged to participate in university-level programs such as Avishkar and college-hosted state and national seminars and research conventions. The college has committee that organize webinars and seminars on competitive exams to prepare students for a variety of entrance exams. Whenever possible, the use of online platforms such as YouTube videos and PowerPoint presentations enhances participatory learning through ICT tools.

Students visit nearby hospitals and pharma industry to get acquainted with their operations and functioning.

Students are encouraged to take part in programs, such as cultural events, pharmacist day, NSS camps, and health check-up camps, helps students develop life skill values, professional values, health, and overall development. The industrial visits enhance students' participation in learning by exposing them to diverse instruments and pharmaceutical industrial sections.

Problem-solving Learning:

For their future development, webinars and online expert lectures are conducted on important topics such as numerous entrance exams like the GPAT and career opportunities after B Pharm. According to the curriculum, the college instructor assigns homework on a variety of subjects and topics. The college library contains access to the National Digital Library (NDL) of India.

Both faculties encourage students to direct their learning toward problem resolution and personal fulfilment. Colleges organize expert lectures on share marketing, retail marketing, video lectures of instructors, and NPTEL lectures for this purpose. All of these activities, including field trips, role-playing, serve to assuage their concerns about a problem that arose during class.

It also provides them with opportunities for self-evaluation and self-assessment by enhancing their

listening, speaking, reading, and writing skills. All of these measures are designed to ensure that students can connect theory with practice, employ their knowledge, and engage in active learning.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	11	13	13

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 12.9

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	1	1	1

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The College has established an Examination Committee (EC) that is responsible for the examinations' planning, coordination, and administration. The Exam in-charge and exam supervisor are responsible for ensuring that all examinations are administered in accordance with the planned schedule and prescribed format outlined in the course outline and directed by the rules and regulations of the University.

Mechanism for Internal Assessment:

As part of an institutional initiative, the College Exam Officer briefs first-year students and their parents on the assessment pattern outlined in the KBCNMU, Jalgaon Rules and Regulations during the induction program. The academic calendar is displayed on the website and communicated to each class's students.

Internal examinations are conducted as per the curriculum.

The examination section prepares and posts the examination schedule on the notice board at least 10 days prior to the examination. Important exam-related university circulars are also posted on the notice board.

Internal evaluation consists of sessional examinations and continuous evaluations.

The assessment work is carried out by the concerned subject faculty in the institution.

The examination section ensures that students are evaluated in accordance with Bloom's Taxonomy to meet course outcomes (CO) and program outcomes (PO).

The evaluation reports are prepared within the stipulated time and communicated to the students in the classroom as well as displayed on the notice board. The answer books are shown on the demand of the students and guid them for their better performance in the forthcoming examination of the university.

The exam section routinely monitors the students' performance and report to the head of the institution on regular basis.

Appointment of invigilators:

The examination section appoints invigilators during the examinations, and the conduct procedure is monitored by CCTV.

Grievance Redressal Mechanism

For Internal Assessments:

The Students Section, Internal Examination In-Charge, College Examination Officer, and the Principal address examination complaints. Students' complaints regarding the internal examination are addressed by the person in charge of the examination, with the sanction of the principal.

The student can file a complaint about internal evaluation through Examination section of the college, which then analyzed and proper action is taken accordingly.

For External Assessment:

KBCNMU conducts the verification and reevaluation procedure after announcing the results.

Through the university's portal, students can request photocopies of answer sheets, reevaluation of answer sheets, and substantiation of their grades. Student can raise re-evaluation request through online mode and exam in-charge of the college keep track of it.

The resolution of grievances is carried out within stipulated time-frame.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

As per the University Curriculum designed for B. Pharmacy, Course Outcomes are given for each subject. The course outcomes for each subject are around 3 - 5 for each subject. There are separate syllabus results for theory and practical subjects. Program Outcomes based on course outcome are prescribed for B.Pharmacy. Before starting each subject in the syllabus, the teacher discusses the syllabus outcomes of that subject with the students. They are informed about it in advance and what are the consequences.

In addition, through WhatsApp groups, students are informed which subject teachers will be allotted to teach in the coming weeks and what their objectives will be. Also, regular mock exams are also arranged to evaluate the subject result. These are displayed in the college building and on the college website for the knowledge of teachers and students. Further, teachers are also creating correlations between course outcomes and program outcomes in their academic diaries to improve student skills.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Any program's ultimate objective is to achieve the defined program outcomes, assuring the holistic development of the learner and preparing him or her with professional skills and attitudes.

Program Outcomes are informed to the stakeholders especially parents to persuade maximumstudents towards the skill oriented and value-based courses.

The Institute ensures that course objectives are met by disseminating knowledge through classroom instruction and experiential learning to understand the subject's application.

The Course Outcomes, Program Outcomes, and Program Specific Outcomes are defined to ensure that students acquire, comprehend, and subsequently implement the knowledge and skills during program completion and thereafter in their respective professions.

According to the B. Pharmacy University Curriculum, Course Outcomes (CO) are specified for each subject. The course outcomes for each subject range between three and five. There are distinct curriculum outcomes for theoretical and practical subjects.

Program Outcomes (PO) are prescribed for B.Pharmacy based on course outcome. Before beginning each subject on the curriculum, the teacher discusses the curriculum outcomes with the students.

In addition, students are informed via notice board of which instructors will be assigned which subjects and what their objectives will be.

Regular practice exams are administered to assess subject performance. These are displayed on the notice board.

In addition, teachers create correlations between course outcomes and program outcomes in their academic diaries in order to enhance student skills.

Each Program outcome is addressed by a set of program courses, thereby increasing the likelihood that the outcome will be attained by the end of the program.

The outcomes of each course are mapped to the Program Outcomes with a level of mapping being (1) Low / Slight, (2) Medium/ moderate, or (3) High/Substantial.

Mapping Course Outcomes:

Target is set in terms of percentage of students getting more than predefined percentage in the final /mid semester examination.

Attainment Level 1: 50% students scoring more than target percent in the End Semester and mid semester examination considered to be attainment of "1"

Attainment Level 1: 60% students scoring more than target percent in the End Semester and mid semester examination considered to be attainment of "2"

Attainment Level 1: 70% students scoring more than target percent in the End Semester and mid semester examination considered to be attainment of "3"

The CO attainment is calculated for all the subjects by calculating the percentage of students getting more than and equal to the "Target percentage marks".

The CO attainment is calculated according to attainment levels for e.g If CO attainment is more than 50% then attainment level is "1", If CO attainment is more than 60% then attainment level is "2", If CO attainment is more than 70% then attainment level is "3"

Measuring Program Outcomes:

Various courses cater to various POs, with successful completion of all courses and the program resulting in the attainment of POs.The course outcomes are assessed quantitatively and mapped to the program outcomes, which are mapped to the program-specific outcomes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 95.65

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

2022-23	2021-22	2020-21	2019-20	2018-19
66	74	77	72	41

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

2022-23	2021-22	2020-21	2019-20	2018-19
67	74	77	72	55

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.66

File Description	Document
Upload database of all students on roll as per 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 in the institution during the last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The college offers a dynamic environment for research. In an age of global competition, it is crucial to comprehend the significance of research. As a well-known and recognized institution of higher education and research, we are committed to providing a quality and value-centered education to in still a positive attitude in future pharmacists. Through Seminars, Conferences, and Workshops, the students and faculty interact with a multitude of eminent researchers and academics to foster a culture of research and excellence among them.

The faculty's accomplishments are summarized as follows. The organization has signed memorandums of understanding (MOU) with numerous pharmaceutical companies and medical institutions. The institute's faculty has published 13 research articles and 03 books in reputable national and international journals and publishers over the past five years.

Prior to this point, faculty and students have participated in National/International Seminar Conferences/Workshops. Faculty and students participate in the Avishkar research festival of the University.

Establishing a research ecosystem on our college campus required the creation of an environment that promotes and supports student and faculty research activities. Here are the measures we are taking to establish a research ecosystem on our campus:

1. Develop a Research Culture:

The college has established a "Research Cell" of which the first step in setting up a research ecosystem is to establish a research culture in our college. The Research cell has setup the procedures and policies for the research. This involves following steps.

- **Encourage undergraduate research**:

    We encourage students and faculty to attend seminars, workshops, conferences.

- **Organize research events:**

Organize research events such as seminars, workshops, and conferences to foster a culture of research among faculty and students.

2. Create Research Infrastructure and Facilities:

The college invest in building research infrastructure and ecosystem by providing several facilities to staff and students,

1. Central instrument laboratories
2. Analysis Laboratories
3. Medicinal garden
4. Library with digital knowledgebase
5. Internet availability through LAN and Wi-Fi
6. Computer lab with internet connection
7. Subscription of journal
8. Research related software

3. Develop MOU With Industry:

College Develop partnerships with industry to provide students and staff with opportunities for research. Currently we have 09 functional MOUs.

i) Provide Instrument handling and working training :

    The college provide training opportunities for students and faculty to develop research skills, such as research methods, data analysis.

4) Code of ethics

The research cell of the college has setup a code of ethics which outlines all necessary policies regarding the research.

Planning to setup incubation center and IIC:

The institute is on the verge of establishing a dedicated incubation center, but for the time being, faculty members counsel students individually on how to nurture their start-up concepts.

To cultivate mentor-mentee relationships for the development of an innovative ecosystem, we have made research a key academic responsibility for local guardians. The proposed incubator will maximize the utilization of existing infrastructure and resources. We are planning to set up Institution Innovation Council (IIC) as per the norms of MHRD in coming years.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 8

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	2	3

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during

the last five years

Response: 0.5

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	1	1	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

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: 0.17

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	1	1

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

In view of its social accountability, the institute through its NSS unit has made momentous efforts to sensitize its faculty and students about their social responsibilities through their participation in several directly or indirectly associated with burning social issues. It includes organization of cultural events, seminars/workshops/training, awareness programs, blood donation camps, and other such outreach programs.

The institute has well established NSS unit which promotes holistic development of the students by engaging them in various activities. This leads to development of social responsibility and concern toward healthcare and community services. Major activities undertaken are: World Pharmacist Day, Swatch Bharath Abhiyan, Awareness program, Tree plantation, Blood donation camp, Health checkup camp, Teaching and training of mentally disabled students

On the occasion of World Pharmacist Day on 25th September, rallies have been organized to create awareness about the prevention of certain deadly diseases such as AIDS, swine flu, polio, malaria, etc., and also to understand the role of Pharmacists in human health care and safe use of medicine in the community.

During the COVID-19 pandemic, an Awareness program was conducted for precautions to be taken on covid 19, regular use of sanitiser, and masks, maintaining social distancing, getting vaccinated, etc. through online and offline mode which increased awareness in the community of the disease. During the pandemic, our students were aware of the people and distributed masks, sanitisers, fruits, and sanitiser pumps in rural areas. Students also helped the doctors and nurses at the vaccination centre (PHC) and encouraged the people to get vaccinated and stay prevented from infection. They approached door to door to take feedback from people about the awareness campaign.

Society became aware of cleanliness in the "Swachh Bharat Abhiyan" campaign. The extension and outreach activities impact such as helping underprivileged needy people, promoting cleanliness, and building relationships and links with Governmental & Non- governmental organizations for carrying out humanitarian activities. The activities also cultivate skills such as social skills, communication skills, management skills among underprivileged communities and protect the environment for healthy living and promote the holistic development of the society.

The institute ensure the students involvement in various social movements / activities that promote citizenship roles include through continuous monitoring :

1. Through NSS coordinator:

The institute has one faculty member as NSS coordinators, who critically monitor the involvement of each and every student of the institute students in various social activities, besides also tracking the achievement of students.

2. Student Council activities:

The student council of the institute motivates student involvement in various activities social and cultural events held at the institute. The student council also finalized and monitors various social activities to be conducted throughout the year.

The institute addresses the issues of empowering the underprivileged and the most vulnerable sections of society through various extension activities.

Some of the initiatives undertaken by the institute include:

1. Awareness program on social issues like Save the girl child, Mental awareness, Cleanliness drive, Eradication of superstition through rallies.

2. Orientation program on various social issues

3. Awareness program about rationale use of medicine

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Extension and outreach activities focus on communicating ideas and the welfare of underprivileged, rural, tribal, and urban populations. It also allows us to use acquired knowledge and skills to improve the overall standard of living for the community for the advancement of the underprivileged sections of the society to make communities better and progressive as a strength to the nation. Our students have been actively serving humanity through the NSS activities and extending services such as General health check-ups, Blood donation towards the welfare of the underprivileged people living in the nearby community. The college student got an appreciation for rendering these services in turkheda village, The students of our college received a letter of appreciation for cleaning the area and plantation at turkheda Grampanchayat and Clean India Campaign (Swatch Bharat Abhiyan) programs.

Our college received a letter of appreciation from Robin hood Army Jalgaon for active participation as "Corona Yoddha" during the COVID-19 Pandemic. NSS volunteers were appreciated at the sub-district magistrate office for distributing fruits, masks, and sanitisers to the frontline workers. Indian Red cross blood bank Jalgaon honoured the college with a letter of appreciation and a trophy for excellent contribution to donating blood.

Nearby Village Panchayat offices awarded the letter of appreciation for adopting the villages and their remarkable contribution through the NSS camp. The member of parliament Unmesh bhaiyashaheb Patil honoured the college with a letter of thanks and appreciation for donating food, sanitizer, masks, in the form of Community Kitchen to the people who need it during the COVID pandemic.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 25

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

2022-23	2021-22	2020-21	2019-20	2018-19
8	3	1	10	3

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	**View Document**
Institutional data in the prescribed format	**View Document**
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 5

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	**View Document**
List of year wise activities and exchange should be provided	**View Document**
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college has sprawling campus of 7.8 acres. The built up area is 3720 sq. mts.

The college's primary objective is to provide students with an education that includes personality development and professional training. To facilitate this, a policy-making mechanism is in place that assures the transparency and efficacy of the distribution of funds.

All the activities including academic, administrative, research, examination and other curricular and extracurricular activities are quartered in seemly designed building.

Classrooms:

For conducting effective delivery of its curriculum, the college has
03 spacious classrooms, with ergonomic furniture for students.

Laboratories:

There are 8 well-equipped laboratories with storeroom and preparation room. Laboratories are equipped with the necessary equipment, water supply, gas connections, electric points, exhaust fans, and fire extinguishers to ensure ventilation and safety.

Central **Instrumentation** laboratory has instruments and equipment like UV, tablet dissolution apparatus and more. Logbooks are maintained for equipment to monitor their usage.

College library:

The library is a key learning resource integral to the teaching learning process. There is spacious well-lit reading room with the capacity of 60 seats. The library comprises with distribution counter, newspaper area, journals and magazines. There are a total of 7703 books and 853 Title.

ICT facilities:

The college caters to the e-curriculum requirements of computer practical in the college and academic

work by having a computer laboratory with 56 computers with LAN and Wi-Fi Connectivity. The college has 30 dedicated computers for students. Each department has one computer. College has 4 LCD projectors, 10 printers, 6 scanners and 1 reprographic machine.

Sports and recreational facilities:

The college has 1 Acre sq. mts of sports area outdoor and 450 sq. mts   area of indoor sports. The equipment are stored in separate cupboard in staff room. The college uses indoor sports area for recreational activities / auditorium.

Girl's common Room:

Girls have been provided with spacious and clean girl's common room with a sanitary pad vending machine and an incinerator while there is separate staff room for faculty.

Facilities for physically challenged students

To facilitate movement of persons with disabilities, wheelchair is made available.

Drinking water:

The water required for drinking, laboratories, landscape, water for gardening and other similar purpose are met. Students and staff have access to RO system and water cooler that provide pure potable water.

Canteen:

A canteen is available in the college campus for refreshment requirements of the college assuring food safety and quality.

CCTV Surveillance:

The campus is monitored by 24x7 CCTV with recorder for security and safety.

Along with these the college also has other facilities such as,

1. Administrative office
2. Central instrumentation facility
3. Medicinal garden
4. Rainwater harvesting system
5. Solid & liquid waste management
6. Energy conservation
7. Medical/emergency facilities
8. First aid service
9. Drug museum
10. Transportation facility

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 14.78

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
9.14076	12.00490	2.97527	6.63650	8.17187

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Library of ACOP, Mamurabad is located on the Second floor of the college building with a total area measuring 4800 sq.m. The security features such as CCTV Cameras, Fire Extinguisher & various important notice display boards are also available. The college has adequate resources with respect to computers, Wi-Fi and LAN facility. Library is organized into various parts like property counter, Circulation Counter, Journal section, Reading Hall, computer for E-Resource Access, Reprography & Scanning Section as well as daily 10 to 15 student surveillance in library. The college library currently

uses e-Granthalaya Integrated Library Management Software (ILMS) developed by National Informatics Centre, Ministry of Electronics and Information Technology, Government of India. The library is partially automated. The modules in e-Granthalaya are admin, book acquisition, cataloguing, circulation, serial control, micro documents, and budget search. The details are as follows:

Name of the ILMS Software: e-Granthalaya
Nature of Automation: Fully
Version: 3.0
Revision: 31
Year of Automation: 2018, 2020.

The college has opted as well as a VRIDDHI Software Solution which is fully automated integrated library management system. Other than this library includes a huge collection of Books, bound journal volumes.

- Total No of book Titles: 853
- Total No of book Volumes: 7703
- Hard copy Journals: 15
- Bound volumes of journal: 65
- List of CDs: 33
- Competitive exam books: 48

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college ensures that its students and faculty have access to the most up-to-date computers and software in order to meet the growing demand for technically savvy professionals in the global marketplace.

Computers and Accessory instruments:

At present the college has 56 number of computers of which 30 computers are available for students, 1 computer are attached with instruments and also available for students and 26 computers are distributed over the premise for the use by office and faculty.

There are 8 printer.

The institute tries to upgrade the infrastructure with latest technology as possible.

Internet Facilities:

The computer lab, office, laboratories and library areas are connected with LAN facilities providing them with high-speed internet. The college inner premise is provided with internet through Wi-Fi connectivity. All the systems are regularly monitored, replaced, and upgraded as per the norms specified. Some classrooms are provided projector with internet facility.

The college currently harbors internet service from two ISPs – BSNL and SKYNET INDIA INTERNET SERVICE, Mamurabad to provide uninterrupted internet connectivity.

The speed of the internet service is 10 MBPS and 50 MBPS respectively.

Software:

The institute used CALpharm, X-Pharm cology Software for Experimental Pharmacology. The computers are provided with Windows 10 operating service with updated antivirus software.

Vriddhi and e-Granthalaya software is subscribed by college library for its work.

IT Security:

The information in the computers is effectively protected by passwords for individual folders and updated antivirus software. Sites other than academic or informative are blocked. IT Help Desk and a network administrator are employed to resolve the problems, if any.

Old computers have been written off and replaced with new ones from time to time. Up gradation in ICT services, Internet Line connectivity and hardware improvement has been taken care of.

CCTV:

Complete campus is monitored through CCTV surveillance system 24x7 with recording facility.

File Description	Document
Upload Additional information	[View Document](#)

4.3.2

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

Response: 9.57

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 30

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 85.21

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)**

2022-23	2021-22	2020-21	2019-20	2018-19
49.52	43.49	33.27	45.91	52.26

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 50.54

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
167	151	130	122	134

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 38.69

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

2022-23	2021-22	2020-21	2019-20	2018-19
137	184	0	42	176

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for 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: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 53.64

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
10	45	52	53	17

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
66	74	77	72	41

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 3.92

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	0	2	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.3 Student Participation and Activities

5.3.1

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) during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

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

Response: 3.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
6	1	0	3	8

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[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 SES Arunamai College of pharmacy, Mamurabad was established in 2005 and registered officially in 2009 with the registration number as **MH/21095/JAL**. The Alumni association of ACOP MAMURABAD has been functioning for many years as a supportive organ of the college.

Alumni association actively participates in various activities such as cultural programme, alumni meet, parent teacher meet, and farewell function of the final year students organized by college.

Alumni maintain connections to our educational institution regularly. Many times they come to the college and try to share their experiences with the current students. This will help to the student for building their future. They share their knowledge to existing students to availed various opportunities at different field. Alumni network has a real-life benefit for current students. Alumni also spend their valuable time to offer career support to current students. This enhances the students' experience and gives them competitive edge in today's tough job market. Alumni can help students in getting placed at their respective organizations. Alumni Meet is organized to celebrate and refresh old relationships and form new ones. The alumni are thrilled to be back in the campus again and interact with new students.

Objective of Alumni Association:

- To provide a good and strong bridge for students, faculty and the institute for the mutual benefit and synergy.
- To organize and establish scholarship funds to help the needy and deserving students.
- To provide career development opportunities and guidance.
- To bring about contact between the past and present student by holding periodical alumni meets.

Contribution from Alumni:

Our alumni have contributed to the growth and development of the college in the way of non-financial support to the students.

Non-financial contributions:

- Non-financial support includes donation of books, appearance as guest/speaker for various career-oriented workshop/lectures and seminar and organizes placement services for college students.
- Guidance to current students about available career opportunities.
- Member of alumni association shared their experiences and memories linked with college and those are nostalgic recollection of the good old days.
- The college aims to further strengthen alumni association for the benefit of the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision

"Arunamai College of Pharmacy will be the global leader in pharmacy education, research and service, committed to providing a transformative learning experience in a collaborative and diverse environmental focused on improving the health and well-being of the communities we serve"

Mission

Promotes the health and welfare of the citizens of India and the nation by preparing graduates in pharmacy to take independent professional responsibility for the outcome of drug therapy in patients, Graduates will have a strong scientific foundation,, sensitivity to cultural diversity and the ability to assume leadership roles in practice, community and the profession.

This esteemed institution flourishes due to its transparent, participatory, and visionary governance, which inspires success among its stakeholders. Recognizing the importance of effective delegation, the governing body delegate's authority to the Hon. Secretary and Coordinator, who play pivotal roles in supervising Academics and General Administration.

In accordance with its expansive vision, the college is committed to becoming a leading provider of exceptional pharmacy education, empowering students to confidently confront challenges and effectively serve humanity. Each and every decision made by the governing body and College Development Committee (CDC) reflects these values.

The college has established a highly effective Internal Quality Assurance Cell (IQAC) on 13/09/2019 that assiduously monitors various aspects of the institution's performance in order to ensure continuous improvement and enhance quality.

Students' participation in significant committees such as the Student Council and Anti-ragging committee exemplifies the institution's inclusive approach. This participation provides students with a meaningful role in decision-making and fosters a sense of belonging and responsibility.

The institute is distinguished by its effective decentralization, which is accomplished through the formation of multiple committees, each of which is charged with specific tasks and responsibilities. The Principal and Registrar demonstrate exceptional leadership and accountability by managing financial matters, campus maintenance, and regulatory compliance.

The Exam committee chief plays a crucial role in managing all exam-related matters and promptly resolving any issues that may arise by serving as a liaison between the University and the College.

To ensure the safety and well-being of students, the institution has Anti-ragging and Anti-sexual harassment committees comprised of representatives from all stakeholder groups, demonstrating its dedication to student welfare.

Recognizing the importance of cultivating leadership qualities and latent abilities, the Student Council and Cultural Committee take the lead in organizing a diverse array of extracurricular activities, motivating and encouraging students to participate unreservedly in cultural events and competitions.

Additionally, under the direction of designated in-charges, various other committees diligently concentrate on specific tasks, promoting further decentralization and fostering a participative management style in the institution's daily operations.

The institution's unwavering commitment to its vision and mission, combined with collaborative efforts, quality education, and inclusiveness, positions it as a shining example in pharmacy education, thereby enhancing the future for all its members.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The Institute's motto is to encourageits stakeholders by following the norms and guidelines of the PharmacyCouncil of India and KBCNMU, Jalgaon. The institute has well defined organizational structure, Governing Body(GB), and is established as per the regulations. The GB works with relevant statutory bodies andimplements administrative and academic policies for the overall development of stakeholders andinstitutes. Roles and responsibilities are well-defined for GB, CDC, IQAC, and various academic andadministrative committees. The Principal is the core of the academic and administration of the instituteand is the primary link between top management and employees of the institute. The teaching and nonteachingstaff is actively participating in day-to-day activities for the smooth functioning of theinstitute as per their assigned roles and responsibilities. The working and reporting of administrative andacademic departments, cells, and committees are visible from Organogram for a better-decentralizedmanagement.Policy decisions regarding the organization's work are made at GB meetings.

At theinstitute level, different functional/working committees are constituted as per the norms, which takecare ofthe developmental plans and routine institute activities. Institute believes that the appropriate use of staff and resources is reflected in actual practice. As a part of the administrative rules andregulations, service conditions and regulations, roles and responsibilities, appointments, and leave ruleshave been framed and effectively implemented. Further, the institute is attentive to its stakeholders forwhom a strategic/perspective plan for consideringtheir future needs and developments.

The all-round development of the institute is approved in the GB broadly as follows:

- *Accreditations/Approvals/Recognitions*
- *Academic and Examinations*
- *Resource Generation and Research & Development*
- *Training Placement, Industry-Institute Interaction*
- *Curricular, Co-curricular and Extra-curricular, Extension and Outreach Activities*
- *Infrastructure*
- *Institutional Social Responsibility/ Community Pharmacy*
- *Alumni*

The impact of policies: The policies and perspective plans are the driving forces of achieving the strategic goals and stories of successful students with best practices.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document

6.2.2

Institution implements e-governance in its operations

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

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The objective of SES, Arunamai College of Pharmacy in Mamurabad is dedicated to empowering its employees with welfare measures. The institute has recognized the importance of performance appraisal and welfare measures for both teaching and non-teaching staff and has prepared a policy to ensure their effective implementation.

To evaluate the academic skills and performance of the staff, the institute conducts an annual academic and administrative performance appraisal. This appraisal is carried out in a structured form, allowing for a comprehensive evaluationThe Head of the Department (HOD) plays a role in critically evaluating the staff's accomplishments, and subsequently, the Principal reviews and provides feedback to encourage the overall development of the staff.

By implementing performance appraisal and welfare measures, SES, Arunamai College of Pharmacy aims to support and enhance the skills and performance of its employees. This approach demonstrates a commitment to fostering a positive and conducive environment for both the staff and the students.

Nature of Assistance available under the Scheme

Under the welfare scheme at our college, various forms of assistance may be available to employees. While the specific details of the scheme would need to be obtained from the college administration, here are some common types of assistance that are often included in employee welfare schemes:

1. **Employee Provident Fund:**

Institute shall provide EPF Scheme to all teaching and Non-teaching staff for every month the specified amount will redacts from **Employee**salary and deposited, with management share to **Employee** PF Account. The **Employee can** contact to institute accountant and Administrative stafffor further details.

1. **Financial support for Conferences/Seminar/Workshop/Membership:**

Teachers will get financial assistance for attending State notational/International level Seminars, Workshops, Conference in the field of pharmaceutical sciences. Teachers also get financial support to obtain professional membership of relevant field.

1. **Organization of Conferences/Seminar/Workshop/Administrative training program of teaching/Non- teaching staff.**

The institute will conduct various academic/administrative training programs to improve the skill knowledge of teaching and non-teaching staff.

1. **Leaves:**

Staff members are able to advantage the leave facilities as per the eligibility criteria and norms of SES, Arunamai College of Pharmacy, Mamurabad.

Casual Leave: The teacher shall be entitled to Twelve days casual leave in an academic year.

Duty Leave: A teacher attending a meeting/seminar/workshop will be treated on duty if he has received prior permission for any other non-salaried official business of the university college institution.

Medical Leave: All the employees are entitled for Ten Medical Leaves in an academic year.

The various welfare measures for the staff:

- Provident Fund is given to employees as per the norms.
- Wi-Fi enabled campus is there to facilitate the teaching learning & research activities.
- Leave facilities as per the college policy (Casual /Medical/Earned leaves, On duty leave).
- Financial support for skill gradation- attending seminars/workshops/ conferences/ FDPs /training programs/poster presentations/oral presentations etc.
- Women's grievance redressal cell: The organization has an internal grievance committee to deal with employee issues.
- To encourage non-teaching staff to attend laboratory training programs, fire safety training, library training.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

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

Response: 0

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**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 17.52

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
15	2	3	2	2

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	15	15	15

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institute has well-defined strategies for resource mobilization and optimum resource utilization. The institution is self-sufficient, and tuition fees is its primary source of revenue. Permanent affiliation with the Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgoan. Annually, the budget estimates and audited financial statements are prepared.

Every significant financial decision is made by the institution. The institution has taken the necessary measures to mobilize resources. The institution's mechanism for utilizing available financial resources is proficient and efficient.

The college receives the funds broadly from the following sources:

1. The tuition fees of students.
2. The alumni financial donations.
3. Donations received from other stakeholders.
4. Any other fund by government or non-government agencies.

Optimal Utilization

Following process is adopted by the institution for optimal utilization of resources:

- · The college invites requirements from all department ad prepare the budgetary plan.
- · The budget is prepared by Account department and submit it to through Principal for getting Sanctioned.
- · For purchase of chemicals, equipment etc. quotation ae invited from various vendors.
- · After receipts of quotations, purchase and prepares the comparative statement.
- · The comparative statement is sent to hon. Academic coordinators for final approval.
- · Hon. Academic coordinators reviews the comparative statements and gives final approval.
- · All transaction have transparency through bills and vouchers.

The college has an external auditing system. A Chartered Accountant has been appointed as the auditor. He is responsible for the college's concurrent audit. Quarterly, the Head clerk submits expenditure details to the institution and relevant authority.

Communication and Implementation of Audit Objections – As the External Auditor observe/detect a defect while examining the records, they notify the responsible party of their objections/questions. Following the audit, the auditor notifies the Principal of any remaining questions. The auditor identifies errors for which corrective action is required to prevent repetition in the future

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) was established in the college on 13/09/2019 accordance with NAAC's guidelines to attain the institution's vision and mission. Based on the suggestions/inputs, the IQAC members meets to discuss the quality improvement initiatives to be implemented in the various institute areas. The IQAC conducts two meetings annually each one at the start of the semester and plan the semester accordingly.

Through a feedback mechanism, IQAC receives and evaluates the inputs of all parties involved. Academic and administrative committees assure the effective implementation of quality initiatives in areas such as faculty/student training, academic planning, conduct, and examination, among others. The outcomes of the undertaken initiatives are discussed at the upcoming meeting.

Objectives of IQAC:

The primary objective of IQAC is to establish a system for deliberate, consistent, and catalytic action to enhance the academic and administrative performance of the institution. Through the internalization of quality culture and institutionalization of best practices, it also promotes measures for institutional functioning geared toward quality enhancement.

IQAC evolve mechanisms and procedures for:

• Ensuring timely, efficient and progressive performance of academic, administrative and

financial tasks.

• The relevance and quality of academic and research programmes.
• Equitable access to and affordability of academic programmes for various sections of society
• Optimization and integration of modern methods of teaching and learning.
• The credibility of evaluation procedures.
• Ensuring the adequacy, maintenance and functioning of the support structure and services.
• Research sharing and networking with other institutions in India.

Throughout the academic year, the IQAC reviews all scheduled activities. Under the supervision of IQAC, the academic committees work to ensure that teaching-learning activities are efficient and expeditious.

Each subject instructor creates a course file for their respective subject. A course file is a professional, systematic compilation of each and every academically relevant aspect of a subject. It includes a schedule, workload, academic records of grades, notes, CO, PO of the subject with mapping, university examinations, a question bank, etc. Monthly academic progress is evaluated based on the number of lectures and/or labs completed for each subject.

Appraisal System, Stakeholders feedback with action taken Report, and new plans are prepared, evaluated, and recommended for approval by the IQAC.

The IQAC promotes the formulation of a learner-centered environment by heeding student, parent, and other stakeholder feedback. On the basis of feedback, gaps are identified and positive adjustments are made to the institution.

IQAC regularly oversee the activities of important academic committees and discuss possible issues.

The IQAC guide departments to organize guest lectures, seminars, and conferences for the improvement of personality and overall performance.

IQAC periodically assess self-performance and try to bring necessary action plant for the improvement.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)	
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The Arunamai College of Pharmacy is dedicated to advancing gender equality and fostering a gender-sensitive environment. The College annually hosts events on gender sensitivity. The objective of these events is to educate participants about gender issues, gender stereotypes, gender-based violence, and gender equality.

The College has made efforts to establish infrastructure that is gender-neutral. Additionally, the College provides a secure and welcoming environment for students of all genders.

The College has a policy of zero tolerance for sexual harassment. The College has established a Sexual Harassment Prevention Cell to address any sexual harassment complaints. The committee raises sexual harassment awareness to prevent it. Boys and girls have separate, spacious common rooms to spare their extra time.

The College organizes women empowerment programs, such as career guidance, personality development, and social media awareness workshops. These programs seek to equip women with the skills and knowledge necessary for professional success. The College has installed CCTV surveillance cameras in strategic locations, including the college's entrance gates, buildings, and corridors, in order to monitor any suspicious activity.

In addition to its infrastructure, the college offers a variety of special programs, workshops, and seminars on gender sensitivity, mental awareness, cyber crime, and other pertinent topics.

Internal Complaints Committee (ICC) and Anti-ragging Committee, sexual harassment prevention committee are in place to address sexual harassment or gender-based discrimination-related complaints.

So far no complaints have been received in this regard.

Students are instilled with patriotism and national pride through cultural programs and lectures held on National and International Days such as Republic Day, Independence Day, and Sardar Patel Jayanti.

The College also commemorates national holidays such as National Youth Day, National Constitution Day, and World Tobacco Addiction Free Day in an effort to promote democratic values and civic responsibility among students. The College commemorates Women's Day and recognizes their contributions to society on this day. In addition to encouraging students to live a healthful lifestyle, the

College celebrates International Day of Yoga. College also commemorates Pharmacist Day to raise society's awareness of health and hygiene in order to highlight the significance of pharmacists. The College also recognizes the value of teachers' contributions on Teachers' Day, expressing appreciation to the teaching staff for their hard work and commitment.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution is highly committed to promote a cultural harmony in our students, faculty, staff and visitors. The cultural committee of the college works with the objective of developing the academic and cultural talents of the students, improving their capabilities to work as a team and raising their level of self confidence in interacting with fellow students and peers, which aid to develop the overall personality of students.

ACOP's cultural activities motivate students by giving full support for participation in national and international events. The college has very dynamic Cultural Committee
managed by students themselves with guidance of faculty members. This committee serves as a platform for enhancing and exposing the often hidden talents and skills of the students in various fields. The students actively participate in various extracurricular activities including Dance, street Plays, Social Awareness programs, Fine Arts, Drama, Elocution, quiz, debate, fashion-show, Rangoli, etc.

Few Initiatives taken by the institute are as follows,

Constitution day is celebrated sensitizing students about the constitution of India and creating awareness about practicing social harmony. Faculty members and students take pledge on Rashtriya Ekta Diwas to preserve unity, integrity and security of the nation. The college celebrates religious festivals includes Ganesha Festival, Shiv Jayanti, etc. giving spiritual sense to the students/faculty of the Institute. Traditional dance in Maharashtra, Lazim performance on the arrival of Lord Ganesha provides enthusiasm and team spirit among students. Garba dance on the occasion of Navarati has been organized in the campus.
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 and 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.

In addition to cultural events, the college has also organized various NSS activities like health check-ups and blood donation camps. These initiatives not only benefit the community but also help sensitize students to the needs of people from different socioeconomic backgrounds. The college's efforts towards promoting inclusivity are not limited to events and activities alone. It has also taken proactive steps

toward ensuring the safety and well-being of its students and employees during the ongoing COVID-19 pandemic by organizing distribution drives for sanitisers, face masks, and hand gloves.

Some prominent cultural events include Fresher's Day, Founders Day, Teachers day, Voters day, Pharmacist day and Farwell function have been organized during the calendar year
As a part of our tradition we are also celebrating birth anniversary of great Indian personalities includes Mahatma Gandhi, Dr. B. R. Ambedkar Dr. A. P. J. Abdul Kalam, have been celebrated in college.

Faculty members are appointed as Local Guardians, who are providing support to students in all aspects.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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-I

1. Title of Practice:

Practicing Stakeholder Feedback and Analysis

1. Objective of the Practice:

The objective of college stakeholder's feedback and analysis is to gather insights, opinions, and feedback from individuals or groups who have a vested interest in our college, such as students, faculty, staff, parents, alumni, employee and community members. The feedback and analysis process aims to understand stakeholders' experiences, needs, and expectations to improve various aspects of the college environment and operations.

1. The Context:

Practicing stakeholder feedback and analysis by using following factors, College is taking into account the perspectives and needs of stakeholders and making informed decisions that are aligned with their satisfaction.

1. **Enhancing student satisfaction:-**

Identify their satisfaction levels with academic programs, support services, facilities, extracurricular activities, and overall college experience.

1. **Strengthening faculty and staff satisfaction:-**

Gathering feedback from faculty and staff helps assess their satisfaction levels with work environment, professional development opportunities.

1. **Improving teaching and learning:-**

Feedback from students and faculty regarding teaching methodologies, course content, assessment methods, and classroom environment.

1. **Engaging alumni: -**

Feedback from alumni provides insights into their experiences at the college.

1. **Enhancing community relationships:-**

Feedback from community members helps gauge their perceptions of the college's impact on the local community.

1. **Informing strategic planning and decision making:-**

Stakeholder feedback and analysis provide valuable input for strategic planning processes, helping colleges align their goals

1. **Evaluating college performance.**

1. The Practice:

Practicing stakeholder feedback and analysis our college involves the following steps

- **Identification of College stakeholders:**

The first step is to identify who are stakeholders of college. This can be done by creating a stakeholder map, which identifies all the parties that are affected by or have an interest in your organization.

- **Engage with stakeholders:**

Engage with our stakeholders and ask for their feedback. This can be done through surveys or Feedback. We create an environment where stakeholders feel comfortable providing honest and open feedback.

- **Analyze feedback:** Once we collected feedback, analyze it to identify Score. Look for commonalities among the feedback to identify the key issues that need to be addressed.

- **Develop and implement action plan:** Develop an action plan to address the issues that have been identified. This plan should include specific actions, timelines, and responsibilities.

- **Communicate Result with Stakeholders:** We Communicate the action plan to our stakeholders

1. Evidence of success:

After examining the feedback, it's evident that the combined average percentage of ratings 2 and 1 consistently remains below 10%. This serves as evidence that our college is indeed delivering quality services to its stakeholders.

1. **Problems Encountered and Resources Required:**

- Difficult to Collect Feedback From Stakeholders like Local Community, Alumni and Parent as per our sample size
- Lack of Human Resources to conduct feedback survey.

BEST Practice-II

1. Title of Practice:

Administrative Office Streamlined Process for Students and Staff.

1. Objective of the Practice:

1. The goal is to create an easy and efficient process that supports students and staff needs and enhances their overall experience in administrative work.
2. Improving administrative office efficiency.
3. To create Student Centric Administrative Environment.

1. The Context:

College administration offices have a crucial role in ensuring the smooth functioning of educational institutions and providing services to students and staff. Here is some key area or context for this best practice,

- Clear Policies and Procedure
- Efficient Enrolling Processes
- Timely Communication
- Train administration staff

By implementing these key areas of context for an institution's administration office can create an easy student and staff-friendly process that supports students and staff needs effectively and contributes to their success.

1. The Practice:

For practicing administrative office streamlined process to our College involves the following steps

- **Clear Communication Channels:**

We establish clear and accessible communication channels for students and Staff to reach the administration office. This includes phone lines, providing timely and accurate information regarding administrative procedures, academic policies, deadlines, and campus events. It also involves active listening to students and Staff

Concerns. We ensure that students and Staff are aware of these channels and that their queries or concerns are addressed promptly.

- **Easy Accessibility:**

The Administrative office created such as easily accessible to students and Staff. It is located in a convenient location on campus have clear sign

- **Friendly and Welcoming Staff:**

We trained administrative staff to provide friendly and helpful assistance to students and Staff.

- **Prompt Response:**

We create administrative office process manual with responsibility for each procedure so our administrative staff provides response in reasonable time frame

- **Regular Updates and Announcements** communicated to students and Staff through Notice board, Social Media, Website for regular Updates and Announcements.
- **Streamlined Processes:**

We developed simplified administrative processes to minimize bureaucracy and make it easier for students and staff to navigate administrative tasks. We have automated repetitive processes wherever possible, such as online registration, fee payment, and document submission, to reduce paperwork and waiting times. All administrative procedures relevant to students and staff is clearly documented in plain language.

- **Single Window Access for Admission:**

Administrative office and admission committee establish admission help desk for students.

- **Technology Integration:**

We follow leverage technology to enhance administrative processes and improve students and Staff experiences. We have online portals from Vruddhi Software.

- **Collaborative Approach:**

Foster collaboration between the administration office and other departments Like Admission and Examination within the institution. This ensures a holistic approach to supporting students and enables efficient coordination between different areas of responsibility.

- **Feedback Mechanisms:**

We seek feedback from students and Staff regarding their experiences with administrative services. Conduct surveys to gather insights and suggestions for improvement.

1. Evidence of success:

After examining the feedback, it's evident that the combined average percentage of ratings 2 and 1 consistently remains below 10%. This serves as evidence that our college administrative offices indeed delivering quality services as well as Streamlined Process for Students and Staff.

1. **Problems Encountered and Resources Required:**

Lack of funds to develop or adopt latest technological improvements in administrative office is a one of the most hurdles.

File Description	Document	
Best practices as hosted on the Institutional website	[View Document](#)	
Any other relevant information	[View Document](#)	

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:

"Our Path to Rural Pharmacy Leadership"

The journey of Shellino Education Society (SES) began in 2005 with the aim to provide professional education in various fields. There are several directors from various backgrounds, with the great vision of our visionary President of the society, Shri Nanasaheb R. G. Patil. Shri Nanasaheb R. G. Patil, who has an overwhelmingly cherishable leadership personality, who has more than 25 years of experience in the

field of education & without whom the society may not have seen the light of the day. Shri Nanasaheb R. G. Patil devoted all his energy for strengthening and enlarging the activities of the Shellino Education Society. He was very successful in achieving Success of Education in rural areas through his untiring efforts and dedication. Taking this great legacy forward Arunamai College of Pharmacy was established in 2005, to provide high-quality Pharmacy education to rural students.

Our mission is to offer students education based on advanced technology in various fields and to use knowledge as a tool of social transformation. Additionally, we aim to equip them to participate in the nation-building activity with a view to promoting their overall progress. Right from its inception, our college has been on a mission to provide state-of-the-art educational facilities to our rural students so that they can confidently compete with the outer world. This achievement has been made possible by focusing on the following thrust areas.

1. Faculty: The College has strived to build a strong academic foundation for students by appointing highly qualified and well-experienced faculties. Over 07 faculty members have more than 14 years of teaching experience which shows the commitment of the management to retain the faculty for the betterment of the students. The College has 03 faculty members with PhD which has given a boost to academic and research activities.

2. Facilities: The College has always given priority to providing high-quality facilities to the students. The College has several sophisticated instruments like UV-Visible Spectrophotometers, Dissolution Test Apparatus, Tablet Compression Machine and All purpose apparatus etc. The College library has over 7700 textbooks and reference book with 15 national and international journals worth around Rs.20 Lakhs. The College provides reliable bus facilities from each destination to both girls and boys. A healthy canteen facility is provided to both girls and boys with continuous monitoring by the College authorities. All departments and classrooms in the College are equipped with ICT tools like Computers, LCD projectors, Education software packages, etc. The College also provides 24-hour Wi-Fi service throughout the campus. Every premises of the College is under the cover of CCTV to ensure the security of our students. The College, although belonging to a rural area, has always tried to provide facilities in the College that are otherwise available to the students in the urban areas.

3. Co-curricular: Apart from routine academic activities, College has always been at the forefront to organize and conduct activities like Conferences, Workshops, Seminars, Training, Expert lectures, etc. Apart from this College conducts guest/expert lecturers and workshops for competitive examinations, personality development, soft skills development, etc. The Training and Placement department of the College is actively conducting training programs to improve placements like Interview skills, CV writing, etc. The College has arranged several Industrial visits to provide an onsite industrial experience to our students.

4. Extracurricular: To ensure the 360-degree progress of the students; College has adopted an integrated approach to the overall development of the students. For many years college has been organizing different extracurricular programs like blood donation camp, mental health awareness program, health checkup camp, cyber crime awareness, tree plantation etc. During these events, Students experienced a life-saving impact through blood donation, gained valuable insights into mental health, improved their overall health awareness, and became equipped to navigate online safety and cyber threats. Students contributed to environmental conservation and sustainability through tree plantation, fostering a sense of responsibility towards nature and the ecosystem.

The college's annual function features a range of enriching extracurricular activities like dancing, singing, drama, and debate. These extracurricular activities at the annual function offer a well-rounded educational experience, empowering students to grow socially, emotionally, and intellectually while exploring their passions and talents in diverse domains.

The College has a lush green campus with around 2 acres of well-rolled ground dedicated to sports like Cricket, Volleyball, Football, Basketball, etc.

Outcomes:

The College's endeavors have yielded remarkable results, as evidenced by the success of rural students who have established themselves as accomplished professionals in reputable organizations or have become entrepreneurs. There are numerous testimonies showcasing the achievements of students from underprivileged backgrounds, overcoming socio-economic challenges to excel in their careers within Multinational Companies or pursue higher education at esteemed National and International Institutes.

Furthermore, the College remains dedicated to ensuring equal opportunities for all its students, enabling them to compete on a global scale. The ultimate goal of these efforts is not solely to produce highly skilled professionals but also to nurture individuals with strong ethical principles, values, and a profound commitment to serving society.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

Arunamai College of Pharmacy is recognized as a socially cautious centre of excellence in innovative education through its contribution to training, scholarly research in the pharmacy profession and services to society.

Concluding Remarks :

Arunamai College of Pharmacy (ACOP) provides higher education to students in ruralareas. Most of ourstudents are from farmer's families. ACOP always strived to work for thebenefit of rural people by impartingvalue-based student-centric education. The collegemaintained a pool of qualified staff along with excellentinfrastructure facilities. The lush greencampus contributes to the academic ambience. Although college islocated in rural areasstudents are not lagging behind the students of urban areas. One of our students Participated as university representative for National Boxing Competition. The percentage of students opting for highereducation and takingadmissions to premier institutes is quite high along with a good placement record. Our students are also activein cultural and social activities. In future,we are planning to strengthen research andinnovation activities together with the all-around development ofstudents.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.2	*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
30	30	30	40	30

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
19	19	18	22	21

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
30	30	30	40	30

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
30	30	30	40	30

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	1	2	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

3	1	1	1	0

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	1	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	1	1

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
21	09	05	15	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
8	3	1	10	3

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

Answer before DVV Verification :

Answer After DVV Verification :5

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

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

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)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
49.31	43.50	33.27	45.91	52.10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
49.52	43.49	33.27	45.91	52.26

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.1.1	*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

5.1.1.1. **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	151	130	122	134

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
167	151	130	122	134

Remark : As per clarification received from HEI, DVV input is recommended.

5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability*

1. Soft skills

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

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.1.3	**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**
	5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
167	267	0	197	176

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
137	184	0	42	176

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.1.4	*The institution adopts the following for 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**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years**
	5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

| 07 | 29 | 32 | 32 | 11 |

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	45	52	53	17

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
65	74	77	72	41

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
66	74	77	72	41

Remark : As per clarification received from HEI, DVV input is recommended.

5.2.2	*Percentage of students qualifying in state/national/ international level examinations during the last five years*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	0	1	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	0	2	0

Remark : As per clarification received from HEI, DVV input is recommended.

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

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	0	0	1	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	1	0	3	8

Remark : As per clarification received from HEI, DVV input is recommended.

| 6.2.2 | *Institution implements e-governance in its operations* |

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

| 6.3.3 | *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years* |

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	2	3	2	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	2	3	2	2

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
7	7	7	7	7

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	15	15	15

	Remark : As per clarification received from HEI, DVV input is recommended.
6.5.2	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented** 2. **Academic and Administrative Audit (AAA) and follow-up action taken** 3. **Collaborative quality initiatives with other institution(s)** 4. **Participation in NIRF and other recognized rankings** 5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.** Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: B. Any 3 of the above Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations