



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>	
	Shri Gajanan Maharaj Shikshan Prasarak Mandal's Sharadchandra Pawar College of Pharmacy, Dumbarwadi
• Name of the Head of the institution	Prof. Dama Ganesh Yogiraj
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02132265729
• Mobile no	09860971334
• Registered e-mail	principalspcop2004@gmail.com
• Alternate e-mail	gydama2004@gmail.com
• Address	AT DUMBARWADI POST KHAMUNDI NEAR TOLL GATE NAGAR KALYAN HIGHWAY TALUKA JUNNAR DIST PUNE
• City/Town	OTUR PUNE
• State/UT	MAHARASHTRA
• Pin Code	410504
<b>2.Institutional status</b>	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education

• Location	<b>Rural</b>												
• Financial Status	<b>Self-financing</b>												
• Name of the Affiliating University	<b>SAVITRIBAI PHULE PUNE UNIVERSITY PUNE</b>												
• Name of the IQAC Coordinator	<b>DR JOSHI SUMIT ASHOK</b>												
• Phone No.	<b>02132265730</b>												
• Alternate phone No.	<b>02132265729</b>												
• Mobile	<b>7875526666</b>												
• IQAC e-mail address	<b>iqacspcopotur@gmail.com</b>												
• Alternate Email address	<b>sumit.ajoshi87@gmail.com</b>												
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://spcop.in/aqar/">https://spcop.in/aqar/</a>												
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://spcop.in/academic-calender/">https://spcop.in/academic-calender/</a>												
<b>5.Accreditation Details</b>													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td align="center"><b>Cycle 1</b></td> <td align="center"><b>B</b></td> <td align="center"><b>2.49</b></td> <td align="center"><b>2021</b></td> <td align="center"><b>23/02/2021</b></td> <td align="center"><b>22/02/2026</b></td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	<b>Cycle 1</b>	<b>B</b>	<b>2.49</b>	<b>2021</b>	<b>23/02/2021</b>	<b>22/02/2026</b>	
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
<b>Cycle 1</b>	<b>B</b>	<b>2.49</b>	<b>2021</b>	<b>23/02/2021</b>	<b>22/02/2026</b>								
<b>6.Date of Establishment of IQAC</b>	<b>23/07/2016</b>												
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DR JOSHI SUMIT ASHOK	MODROB RURAL	ALL INDIA COUNCIL FOR TECHNICAL EDUCATION, NEW DELHI	2019	1798000
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>		<b>4</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>		No File Uploaded		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		<b>No</b>		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
<p>1. Participation in NIRF All India Ranking Framework 2. Regular IQAC Meeting was conducted during the academic year 2021-2022 for continuous improvement of academic activity. 3. Conducted various community services and extension programs. 4. Staff development: All faculties enrolled at the SWAYAM portal for attending the self-development courses. 5. Prepared the annual magazine "PHARMA-DARPAN-2021-2022 and displayed it on the college website. 6. Organised various scientific sessions by industry experts and professionals for the students.</p>				
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>				

Plan of Action	Achievements/Outcomes
<p><b>Strengthening Industry - Academia interactions</b></p>	<p>College had prepared the Training and Placement Cell Brochure with current year passout students short bio data with their area of interest etc. The Information boucher circulated with the more than 100 industries in hardcopy and soft copy of the same had been sent to the remaining industry as part of industry- Academia interaction. College organised the campus placement drive for the existing and pursuing students with the IKS and TCS as placement activities.</p>
<p><b>Promoting Research</b></p>	<p>The institute had promoted faculties and students to publish their research with the various reputed publishers and the outcome is more than 30 research papers and more than 6 patents published and granted with the reputed national and international publishers during the current academic year. Three faculties received the national level award as recongination for making valuable contributions in the field of pharmaceutical sciences. We had distributed final year B. Pharmacy students under the four major departments to carry out the minor research projects under the guidance of respective departmental faculties.</p>
<p><b>Implementation of NEP</b></p>	<p>All the students did the registration with DigiLocker as per the instruction given by the affiliating university Savitribai Phule pune</p>

	university, pune. Appointed one nodal officer agent. All the preliminary details communicated to students.
Promoting students for Higher studies	College organised various scientific sessions for the students to be aware regarding best possible opportunities available after graduation as part of career guidance like, pharma business workshop, GPAT guidance more than 40 Hrs coaching from the expert. Pharma MBA as a carrier and opportunities by the experts from the same field.

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
COLLEGE DEVELOPMENT COMMITTEE	10/09/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-2022	14/12/2022

**15. Multidisciplinary / interdisciplinary**

Sharadchandra Pawar College of Pharmacy, Otur SPCOP was established in 2004 in the pleasant environment of Sahyadri Hill ranges with the dream to provide job-oriented professional courses in Pharmacy. The courses started with, Diploma in Pharmacy (2003) followed by B. Pharm (2004), Research programs are in progress in the discipline of M. Pharm (2008) Pharmaceutics and Pharmaceutical Quality Assurance. All courses at the College are recognized by the Government of Maharashtra, Pharmacy Council of India (PCI), and All India Council for Technical Education (AICTE) New Delhi. The College is accredited by National Assessment and Accreditation Council (NAAC) and is permanently affiliated with Savitribai Phule Pune University, Pune.

SPCOP has 18 Years of existence in the field of Pharmacy. The College was established under the great vision of founder President Lat Vilasraoji Tambe. The Trust Shri Gajanan Maharaj Shikshan Prasarak Mandal offers various courses (Management, Engineering, Education, B.Sc., Etc.). The college is permanently affiliated with SPPU, Pune, and implemented the Choice Based Credit System (CBCS) / elective pattern as per the guideline of SPPU, Pune/ UGC, New Delhi. The University follows the syllabus framed by the pharmacy council of India, New Delhi & it is outcome-based. To enhance the multidisciplinary/interdisciplinary approach the syllabus content is wide like minor research projects, and internships for the third-year completed students in the pharma industry. The computer applications in the pharmaceutical application and computer-aided drug design (CAAD). various simulated experiment alternatives to animal experimentation by using the software. To Develop the formulation with more focus on natural products, and synthetic/semisynthetic products. The college has active collaborations with the various academic/ training institutes and Industry College is conducting various co-curricular activities which will enrich the interdisciplinary/ multidisciplinary approach. The Master of pharmacy in pharmaceuticals, and pharmaceutical quality assurance students are performing the interdisciplinary projects and it will lead to the various publications, patents. The college is approved by the Pharmacy Council of India and All India Council for Technical Education, New Delhi, as per government regulations we can not allow lateral exit. To bridge the gap between the academic and industrial needs, Value-added Certificate Courses are conducted regularly at our Institute. It is important for higher education institutions to supplement the curriculum to make students better prepared to meet industry demands as well as develop their own interests and aptitudes. Following various Value-added Certificate Courses are conducted at SPCOP Soft Skill Training, Disease Reversal Programme Course, Intellectual Property Rights, Clinical Research Regulatory Affairs, and Pharmacovigilance, These courses are conducted by professionals and industry experts to help students stand apart from the rest in the job market by adding further value to their resume.

#### **16.Academic bank of credits (ABC):**

The college is affiliated with Savitribai Phule Pune University, Pune and we followed the curriculum design by the Pharmacy Council of India, New Delhi, there are credits assigned to papers that are not transferable. As per the instruction given by the university college students had created an account with Digilocker and assigned Dr. Sumit Ashok Joshi as a nodal officer for the same. As per

guidelines received from the affiliating university students are educated on the aims and significance of such efforts. With the upcoming implementation of NEP, students will create a bank of credit that will be transferable and inter and multi-disciplinary in nature. The SPCOP shall abide by the curriculum and structure prepared by the PCI and affiliating university in this regard.

#### **17.Skill development:**

The curriculum is defined by the affiliating university and it follows the curriculum design by the Pharmacy Council of India. For the development of skills in tandem with the changing needs, colleges conduct add-on certificate courses for the students. Every semester one certificate course arranged in association with the industry expert and reputed academic organizations was conducted for the students. The courses are offered in association with their organization as soft skill development (Wisshwa Solution, Ptv Ltd.), disease reversal program (Intellect Institute), intellectual property rights (Intellect Institute), clinical research (M Prex Pvt. Ltd.), pharmacovigilance (Think Sharp), regulatory affairs (Melenti Institute), etc to the students. End of the course students will be evaluated on the basis of examination and personal interviews will be conducted by experts from the same field. Apart from the curriculum students council, environmental club, alumni committee, and National Service Scheme in which a large number of students are involved and actively participated and organized the different social activities slogan competition, face painting, rangoli making competition on the theme. The days are celebrated by them during the academic year like Independence Day, Dr. Ambedkar Jayanti, Mahatma Gandhi Jayanti, Shiv Jayanti, etc for the overall development and inculcation of universal values. Apart from celebrating these days, the institute calls on experts to be aware of gender sensitization and constitutional responsibilities. The students also underwent the compulsory subject of governance, leadership, and constitution during the first year of B. Pharmacy as part of the curriculum. The institute is planning to start in association with the NSDC in this regard various customized training programs for the overall development of skills like, employability skills, interpersonal skills, communication skills, interview skills, organizing faculty development programs, seminars, conferences, workshops, and hands-on training workshops. The college provides hands-on training to the existing students from the expert faculties on sophisticated instruments. Third-year and Final Year B. Pharmacy student's industrial visit was organized for the overall development.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,**

**using online course)**

College is affiliated to the Savitribai Phule Pune University, Pune and approved by Pharmacy Council of India (PCI), New Delhi. University affiliated colleges follow the curriculum designed by PCI. As per the statutory requirement, to deliver the content and evaluate the same in English language. To percolate the required knowledge to the students' subject experts explains the terminologies and topics in the regional language (Hindi/Marathi) for their better understanding. College celebrates the Marathi bhasah diwas/ vachan prerana din to create awareness about the literature that exists in the regional language. SPCOP organised various cultural events in which students showed their talent by performing group, solo dance, dramas, musical performances in regional language. Students had shown their interest in the indian tradition by wearing the traditional dress during the cultural fiest.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

College is focused on the outcome based education, and at the end of every semester prepared Course Outcome (COs) mapped with the Program Outcome (POs) and attained on the scale of 01 to 03 (03 being Highest) was calculated. Teachers are connected with the students and provide the remedial coaching to the slow learner students for their understanding. Continuous assessment is carried out to understand the expected outcome. The following reforms were followed in the evaluation a) Drafting of question paper by distributing equal importance of each syllabus topic and following the blooms taxonomy.

**20.Distance education/online education:**

The Covid-19 pandemic and government directive college had adopted online teaching to the students during the academic year 2021-2022. The college created the platform for the teacher to deliver the online content to the students and organized various national and international level webinar series. All the classrooms have ICT facilities to conduct the online sessions of the industry and academic experts. All the faculties have used the Google classroom, Microsoft Teams Applications, etc.). The students were encouraged to take-up free online courses through SWAYAM. The faculty also benefitted from AICTE ATAL Faculty Development Programme and international FDP conducted online during the academic year 2021-22. Teaching material is provided to the students through e-platform. During the academic year college organized various online pool campus drives in association with the TCS, IKS Healthcare Pvt. Ltd.



## Extended Profile

1.Programme	
1.1	<b>3</b>
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.Student	
2.1	<b>325</b>
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	<b>250</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	<b>65</b>
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.Academic	
3.1	<b>25</b>
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	25
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	10
Total number of Classrooms and Seminar halls	
4.2	109.97
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	50
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institute is being affiliated to Savitribai Phule Pune University (SPPU), following curricular framework and structure prescribed by the University in the aspect of tenure, content, delivery, evaluation and certification of the program. At present different patterns of the syllabus like 2018 and 2019 are being followed by the institution. Reviewing and restructuring of the syllabus content and curriculum by the University authorities at regular interval by maintaining minimum requirements, standards and quality of education as per the norms of statutory bodies like PCI and AICTE. Critical evaluation and suggestions of members of Board of Studies (BOS) and subject experts of respective course are being considered during syllabus framing workshops. Examination department asks for the handwritten sessional theory question paper from individual teacher and it is being checked by the examination department, verified by academic department and further approved by the Principal. Academic advisory committee monitors the total number of theory and practical hours completed and syllabus covered under individual subject and prepare plan for the additional lectures and

practical to be conducted. Seminars, guest lectures, workshops, Pharma model expo competition, Pharma Rally, NSS activities, career guidance, coaching related to higher education, campus interview, etc. is organized.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://spcop.in/academic-calender/">https://spcop.in/academic-calender/</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1. SavitribaiPhule Pune University declare schedule of examination regarding last date of acceptance of examination form, date of Commencement of examination and probable date of result declaration on the website. Examination department of college prepares the tentative examination schedule according to the university schedule.

2. The tentative schedule of examination for theory and practical is displayed on the notice board for students.

3. Same schedule is communicated to faculty of the college.

4. Faculty members declare the dates for conduction of the internal continuous assessments and schedule is to be displayed on Notice Board.

5. Time Table for each examination is prepared in advance and accordingly examinations are conducted.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://spcop.in/examination-cell/">https://spcop.in/examination-cell/</a>

**1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility**

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

485

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

**Gender issues:** The institute has been conducting different schemes implemented as per the guideline given by SavitribaiPhule Pune University as follows

Students were made aware of Gender equality and issues related with same by means of showing short films, videos of concern topics in the seminar hall.

Annual day function and cultural events, International Women's, Yoga workshop day were also included with such gender related concepts within premises.

**Environment and sustainability:**

Various field trips are organized as a part of Environmental science subject (F. Y. B. Pharm.) which is attended by staff and students with a specialized tour operator to give information of the flora and fauna of the region being visited.

Environment science projects were allotted to the students.

**Human Values**

NSS unit of the college has been actively conducting activities like health Covid-19 Awareness Rally, Village survey and Medicine awareness at dingore, Mask and Sanitizer distribution, Cleaning of village, Woman Empowerment, , etc.

**Professional Ethics**

Code of Ethics of Pharmacist is displayed and circulated among students and staff. Institute is actively involved in various activities of Pharmacy Week celebration covering sports, indoor, outdoor games, cultural events, quizzes, debates, etc every year.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

65

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
Students  
Teachers  
Employers  
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://spcop.in/feedback-2/">https://spcop.in/feedback-2/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://spcop.in/feedback-2/">https://spcop.in/feedback-2/</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

100

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of**

supernumerary seats)

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

125

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Students evaluated in terms of knowledge and skills by oral questionnaire on the basic concepts of the subject. Further students are assessed regularly by one to one discussion by faculty during practical. Slow learners identified on the basis of class test, internal continuous assessment, sessional marks and oral viva.

- Slow learners are engaged in remedial lectures.
- Question bank and course material is provided.
- Previous question papers are solved.
- Remedial classes are conducted.
- Assignments are given to solve.
- Attendance of slow learners is maintained.
- Awareness to Good Laboratory Practices.
- Trained by hands on training.
- Questioner on previously taught syllabus given solve in practical hours.
- Tutorial classes conducted.
- Counselling during mentoring session.
- Continuous communication with parents.

Advanced learners are motivated by:

- Extra guidance provided by faculty through personal interaction.
- Motivation of the students for improvement in competitive exams.
- Conducting mock test of GPAT
- Conducting guest lectures on career guidance.
- Interacting the students with alumni
- Motivational mentoring.



- Assigning seminars, mini projects, extension work on syllabus.
- Providing hands on training.
- Motivation to participate in model competition, poster presentation.
- Exploring to health check up camp, field and industry visits.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/value-added-certificate-courses/">https://spcop.in/value-added-certificate-courses/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
277	23

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Special equipment available for students to designing on projects. The students studying within laboratories is monitored on daily basis. The experimental work to students is offered and evaluated. The institution provide opportunity to play a position as a trainer. Students constantly endorsed to arrange programs at departmental level. Workshops prepared to offer palms on revel in. Hands on training carried out for students on various equipment.

Group Discussions, Small Group Exercises, Assignments, Quiz, house Project, workshop, seminar, poster presentation, publication are carried. Departmental seminars and interaction through organization build self-belief. Learner centric coaching techniques includes organization work, role play, challenge work, discipline go to, commercial visits, seminars, displays make coaching and studying effective. Guest lecturers to expand the scholars to research on their own. Visiting faculties provide the information to bridge the distance between industry and academia. Sports activities promote leadership qualities inside the students. It inculcates the spirit

of group work. Gathering of audio-visual aids inside the library on vital subjects, Interactive lectures with Industry professionals are initiated. Departmental libraries and internet facility to get right of entry to all the journals, e-books. Conduction of orientation programs / workshops on new pedagogy methods. The institute also encourages getting MOU with the industries for better training in middle fields and bridging the gap between teachers and the industry.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://spscop.in/industrial-visit/">https://spscop.in/industrial-visit/</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Institute practice ICT enabled teaching in addition to the conventional classroom teaching. All the classrooms are ICT enabled with projectors and smart boards. Campus is enabled with high speed wifi connection.

During pandemic, teaching conducted in an online mode. The faculty used various ICT enabled tools to enhance the quality of teaching-learning like:

Google meet, Zoom, M S Teams software to conduct tests and lecture delivery. Also used many interactive methods for effective teaching such as PPT with animations, Video clippings, Use of online resources from NPTEL, YouTube links, Virtual labs , online assessment tools like etc.

WhatsApp group used as platforms to communicate, make announcements, address queries, and share information.

To teach problem solving subjects in an online mode, faculty have used various online tools like- whiteboard in Microsoft teams etc. Also used.

All teaching materials and instructional material for conducting Experiments are uploaded by faculty members in advance on Moodle. Online tests are conducted and e-assignments are given through Moodle.

Other important activities such as Project presentation, Group discussions, Mentoring also conducted online through Google meet or Zoom platforms for quality teaching learning process.

The research journals and eBooks are available on online library to our faculty and students.

All the departments conduct webinars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by Industry experts and Alumni on Zoom platforms and also broadcasted the same on YouTube.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

**2.4.3.1 - Total experience of full-time teachers**

105

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College affiliated to Savitribai Phule Pune University, follows syllabus set by university. Examinations conducted as internal and

external examination. Internal examination (2 sessional examination, 2 Internal continuous assessments).

College follows 2018 and 2019 pattern syllabus.

In this internal and external examination of 25marks and 75marks respectively for core theory course and 15 marks and 35 marks for other theory and practical course.

Criteria: Continuous assessment, Attendance, Academic Activity: Quiz/ Assignment/Open book test/Field Work/Group discussion/seminar, Student-Teacher interaction, Practical Record, Regular Viva-voce & attendance for practical.

Syllabus displayed on notice board. Sessional papers set by the subject teacher, reviewed by the HOD and submitted to examination department.

Timetable for examinations communicated to staff and students. Theory exams are conducted by allocating students blockwise. Practical examinations are conducted in 3 batches.

Two sessional and two CIA conducted per semester. On completion of examination the answer bundles assessed by subject teacher. Answer papers shown to students. Marks displayed on notice board. Marks entered in mother register, signed by student for confirmation. Later internal marks are sent to University.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://spcop.in/sop-internal-examination-2/">https://spcop.in/sop-internal-examination-2/</a>

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

For internal examination grievances, following mechanism is followed

1. In case of any grievance, student asked to submit written application to examination

department.

2. Grievance related to subject; conveyed to subject teacher and resolved.

3. Other exam related grievance is dealt by CEO (chief examination officer) and

resolved.

4. On verification by student, application is counter signed by teacher when

the grievance resolved.

For university examination related grievances through Web-mail facility college can communicate to Exam-Support system or Exam coordination to rectify grievances as follows.

1. Application by students addressed to exam section is accepted.

(Exam form /photocopy/ revaluation, Hall tickets, marksheet)

2. Queries are conveyed to university on web mail or letter is sent, enclosing the application of student and necessary documents forwarded through the Principal.

3. On verification, grievance is resolved by University within a week.

4. On verification by student, application is countersigned by student, mentioning the

grievance as resolved. Thus all the grievances are efficiently resolved within the time

deadlines mentioned by the university hence mechanism to deal with examination related

grievances is transparent, time-bound and efficient.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://spcop.in/exam-grievance-management/">https://spcop.in/exam-grievance-management/</a>

## 2.6 - Student Performance and Learning Outcomes

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

**Programme Outcomes (POs):** It is Knowledge and skills of the programme that student should possess after completion of the programme.

**Course Outcomes (COs):** It is knowledge and skills that students acquire after completion of the course.

**Programme specific outcome (PSOs):** It is an outcome of programme the programme which realizes the student about fact that knowledge and the skills acquired during the course has to be utilized for betterment of the society.

The POs, PSOs and COs are designed, approved by department and institute head and conveyed to stake holders of the programme through institute website. POs and PSOs are displayed at visible locations in the premises for knowledge of students, staff and other stake holders. It is also displayed in the library, Laboratory, delivered to students through Practical records, annual magazine. COs for each course are discussed with students during course work by respective faculty. CO mapping with POs is performed during designing of question papers of internal examinations and after external examinations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://spcop.in/programme-outcomes/">https://spcop.in/programme-outcomes/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

#### Attainment of Course Outcomes

As per the curriculum prescribed by Savitribai Phule Pune University, Pune, weightage of end semester exam marks and internal exam marks were considered, and it was decided to calculate the CO attainments as 75% weightage to the University term end examination and 25% weightage to the Internal Examination. (For curriculum 2018/19 Pattern)

$$75\% \text{ of } 3 + 25\% \text{ of } 3 = 2.25 + 0.75 = 3$$

As the University does not provide average or median marks, we have

set 55% percentage marks as the target level for theory courses and practical courses.

1. If 60% of students have obtained marks above target then the level is considered as low level 1.
2. If 70% of students have obtained marks above target then the level is considered as medium level 2.
3. If 80% of students have obtained marks above target then the level is considered as high level 3.

#### Attainment of Program Outcomes

PO attainment level will be based on attainment levels of direct assessment and indirect assessment.

It is assumed that while deciding on the overall attainment level, 80% weightage may be given to direct assessment and 20% weightage to indirect assessment through surveys from students (largely).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://spcop.in/programme-outcomes/">https://spcop.in/programme-outcomes/</a>

#### 2.6.3 - Pass percentage of Students during the year

##### 2.6.3.1 - Total number of final year students who passed the university examination during the year

65

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://spcop.in/result-analysis-2/">https://spcop.in/result-analysis-2/</a>

#### 2.7 - Student Satisfaction Survey

##### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may



design its own questionnaire) (results and details need to be provided as a weblink)

<https://spcop.in/feedback-2/>

## 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 year (INR in Lakhs)**

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

17.98

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://spcop.in/grant-received/">https://spcop.in/grant-received/</a>

### 3.2 - Innovation Ecosystem

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

Colleges are hubs for innovative thinking minds and it is important to nourish them and provide ideal environment to incubate their ideas. At College we try to promote the industrious thinking amongst the students through Incubation of ideas. We try to provide the skills of students through development of skill sets needed for successful in industry and entrepreneurship alike. The training and placement cell organizes regular training sessions on personality development, communication skills to make the students understand how to present and express themselves. The experts from industry are invited to update their technical knowledge and latest happenings in industry. Efforts are undertaken to make them aware about the importance of Intellectual property rights (IPR) & Patent filing through lectures from experts We also promote the research environment through the 'Research Advisory Committee' (RAC) of our college which consists of Principal and senior members from each discipline of pharmaceutical sciences. The cell has conducted entrepreneurship awareness programmes such as Pharmacovigilance and Drug Regulatory Affairs for all B. Pharm students. Also expert talks from eminent Pharma professionals and skill development workshops were organized.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/workshop/">https://spcop.in/workshop/</a>

#### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

25

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published

**in national/ international conference proceedings per teacher during the year**

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

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

Sharadchandra Pawar College of pharmacy is related to social activities in encompassing space. Through NSS, we've got been conducting Health check up camps At a same period of time college has conducted Swachha Bharat Abhiyan at Dumberwadi. Our institute NSS students had participated in rally organized by Government on the occasion of "Mahatma Gandhi Jayanti" In order to spread awareness about road safety, "Road Safety Abhiyan" was organized by NSS unit of the institute our NSS unit has adopted a village, named Dingore ; Taluka- Junnar, District-Pune and is carrying out various activities like cleaning of village, Yoga sessions, discussions on social topic with villagers, free health checkup camp, street plays on drug addiction, rally on the theme of "Save Girl". The institute has organized "Woman's Grievance Redressal program Associated with Nirbhaya pathak police Department". Students had participated in rally organized by International Pharmaceutical Federation on the occasion of "World Pharmacy Day" on 25 September. The theme of the program was Safe and effective medicine for all. NSS unit arrange tree plantation program every year.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/nss/">https://spcop.in/nss/</a>
Upload any additional information	<a href="#">View File</a>

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

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

5

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

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

465

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

1

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

### INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 - Physical Facilities

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

### Physical Facilities

The sprawling college campus at Dumbarwadi, Otur, Pune. is spread over an area of over 5.00 Acres which includes 5669 sq meters of built up area & 0.5 acres of open space for garden and sports facilities. The teaching- learning process is facilitated in 5 class rooms with two smart class room, 2 tutorial rooms, 12 specialized laboratories, 01 computer centers with high speed Internet connectivity, a seminar room, conference room, an auditorium and a fully spacious library. The entire college campus is Wi-Fi enabled.

### Facilities

Computer Lab -The institute has very well equipped Computer laboratory with unrestricted internet access with bandwidth 32 Mbps is made available for students to refer the online resources for curricular and co-curricular needs. Moreover, all the computers in departments are well equipped with computers, printers, and internet facilities.

Animal House- Institution has a well ventilated animal house and has build-up area of 75 sq mt and is maintained in accordance with CPCSEA guidelines.

Chemical Store- The centralized Chemical store is divided into separate sections for acids, solid chemicals and inflammable solvents. From chemical store, required glassware and chemicals are distributed to respective departments as per their requisitions and maintain the record.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>

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

Extracurricular activities are important in overall development of students. Institute organizes the sports and cultural programs to motivate the students to participate in various sports activities in institute and intercollegiate level events. Besides providing basic facilities, the institution also offers flexibility in academic schedules to the students representing the institution at various events. The followings facilities are available for the students:

**Sport and Outdoor Games:** The institute has huge and well maintained playgrounds for outdoor events like cricket, volley ball and throw ball.

**Indoor games:** The institute has provided the facilities for indoor games like Table Tennis, Chess, Carom, Badminton etc.

**Gymnasium:** In order to motivate the students, institute has provided the gymnasium facility such as Yoga, Meditation; multipurpose gymnasium hall is available for students.

**Cultural activity:** Institute has activity hall for organizing cultural days. Students are promoted to participate in various cultural activities like Fresher's Program, Ganesh festival celebration, Navaratri celebration, etc. The institute provides open space pendol for organizing Annual social gathering.

1. Sports ground for outer games, Cricket, Volleyball, Throw ball : 10000 sq m
2. Indoor games Carom, Chess, Table Tennis : 97.19 sq m
3. Indoor games (Workshop) Badminton : 170 sq m
4. Open space pendol Annual Social Gathering : 400 sq m

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/amenities/">https://spcop.in/amenities/</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

132.02

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is well organized and stocked with books, titles, national and international journals as well as electronic resources such as e-journals, e-books from K-Hub for use of students, research scholars and faculty. There are separate sections of library such as administrator area, book issue section, reading & reference section, journal section and e-Library. All books are segregated subject wise and shelved in cupboards. All books are given accession number, reference books and books for issue-return are stored separately. Latest volumes and issues of the subscribed journals are displayed in library in journals section in hard bound copy. Library is register with NDL.

**Services:**

1. **Computerized Library:** Library is equipped with library automation software. It provides facility of book search with title or author wise. The cataloging & monitoring of issue-return is important attribute. Library computed with the ERP Software.
2. **Reference Service:** This section is open from 9:30 a.m. to 5:30 p.m. except on Sunday. It has a copy of all the books procured by the library and it is for use within the library only.
3. **Borrowing Service:** This section has a collection of all the textbooks and back volumes of periodicals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://spcop.in/library/">https://spcop.in/library/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**      A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

5.65

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

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

29

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college is committed to provide and update information technology (IT) facilities, access to required internet contents with network security.

##### Information Security

College is providing the security, privacy, confidentiality and full integrity of all the information, assets, data through AMC services.

##### Network Security

Quick heal Total Security Antivirus package prevents access to data from any unauthorized outside person through internet or through intranet.

##### Risk Management

The college has established the centralized data backup centre to recover the data in case of any incidences like crashing the system, any disaster as and when required to recover the data and information.

## Software Asset Management

The college has outsourced the Annual Maintenance Contract for all the hardware and have subscribed Quick Heal total security antivirus package, Microsoft Campus License Agreement for the software.

## Open Source Resources

The college through its IT Cell does focus and encourage the proactive use of open source products, some specialized useful applications including operating systems and fosters an easy access to adapt.

## Green Computing

The college is committed to upkeep and maintain the environment by using efficient low power consuming IT products

## LAN Facility

The college has a structured LAN and internet network facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>

### 4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

63.65

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Maintenance department of college is handed over to Office Superintendent; it is taken care of by Office Superintendent and the respective departments. Each department is assigned the responsibility providing and maintaining the common facilities.

In every department one of the staff members is assigned as a lab incharge to supervise the laboratories, equipments and its maintenance. The demonstration of working and maintenance of every new instrument or equipment is arranged for faculty and supporting staff whereas use of sophisticated instruments and their maintenance is done under the supervision of in charge.

In Library, all the books are given accession number. The books are segregated subject wise.

All the computers in the premises are monitored and maintained from

time-to-time by the full time system analyst. All the computers and printers in the institute are checked for maintenance of systems and software every month.

The class rooms are kept neat and tidy on daily basis. The fans, electrical fixtures, LCD projectors are maintained by the electrician available in college. Annual Maintenance Contract (AMC) have been made to check, inspect and resolve the issues related to water coolers, aqua guard water purifiers, printers and major sophisticated equipments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

162

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

03

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://spcop.in/value-added-certificate-courses/">https://spcop.in/value-added-certificate-courses/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

826

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

28

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**28**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### **5.2.2 - Number of students progressing to higher education during the year**

#### **5.2.2.1 - Number of outgoing student progression to higher education**

**13**



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

07

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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 year**

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

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

**Response:**

The Institute has a dynamic 'Student Council' and representation of students on various academic and administrative committees. Students play a key role under the guidance of staff in initiating, planning and executing various co-curricular, extra-curricular and extension activities in the Institute.

The details of student council and representation of students on various committees is given below.

1) Student Council/Gymkhana Committee: Sharadchandra Pawar College of Pharmacy has well defined structure of Student council as per public University act 2016 under section 99(3). The student council actively participates in extracurricular and co-curricular activities and is involved in college working committees. Extracurricular activities like Sports, Cultural, Annual Fest and National Service Scheme and Co-curricular activities like workshops, conferences and professional activities like, Pharmacist Day celebration is conducted by Student council.

2) College Development Committee

3) Magazine Committee

4) Training & Placement Committee

5) Alumni Committee

6) National Service Scheme Committee (NSS)

7) Internal Complaints Committee / Women Development Cell

8) Anti-Ragging Committee:

9) Grievance Redressal Committee

10) Environmental Club

11) Educational Tour Committee

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/student-council/">https://spcop.in/student-council/</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

11

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

## 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

The Institute has active Alumni functional committee as well as Alumni registered Committee. It represents dynamic, talented, versatile and energetic network of Alumni of the Institute. Students who completed B. Pharm. or M. Pharm. from college are eligible as a member of the Alumni Committee. Alumni of the Institute are working

in highly reputed organizations at good positions and contributing towards the success of their organizations. Some of the Alumni have become successful entrepreneurs and started their own enterprise. Alumni Association of the Institute includes alumni working at higher positions in reputed corporate organizations and successful entrepreneurs.

The Alumni Association is significantly contributing for the development of the Institute in manifold ways.

1. Alumni Association Meetings:

2. Alumni Meet

3. Participation of Alumni in Co-curricular, Extra-curricular and Extension Activities of the Institute:

4. Feedback from Alumni and Employers:

5. Financial Support:

To enrol pass out students of SPCOP as an Alumni, Registration fees of Rs. 1000/- is charged. Hence Alumni registration process started since 1/02/2020 onwards. 288 Alumni are Registered uptill now

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/alumni-association/">https://spcop.in/alumni-association/</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Response:-** The institution has established the vision and mission

through a consultative process involving internal and external stakeholders. Consideration of the future scope of the program and the societal requirements are shown below. Step 1: Vision and Mission of the institute are taken as an origin. Step 2: Views are taken from stakeholders of the Department such as industry, management, parents and professional bodies Step 3: The accepted views are analyzed and reviewed to check the consistency with the vision and mission of the institute.

**Vision Statement:-** "To develop a center for academic excellence and get recognized globally in the field of value added based pharmaceutical education building competent pharmacist imparting quality pharmacy education to them".

**Mission Statement:-** "To ensure achieving of the potential and growing needs of higher technical education, inspiring pharmacy students from both rural and urban areas with updated technologies, methodologies, well acquainted knowledge and training skill-sets, serving needs of pharmacy discipline and society in future".

The Governing Body is the Supreme Body responsible for the management of the Institution. Its function shall include the following:

Academic Committee

Internal Quality Assurance Cell (IQAC)

College Development Committee (CDC)

Women Development Cell

Student Grievance Redressal.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/grievance/">https://spcop.in/grievance/</a>
Upload any additional information	<a href="#">View File</a>

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

Institute delegates with autonomy to the head of the departments and various coordinators to work towards improved decentralized

governance system in the following way: 1. The Principal appoints heads of the department to execute various quality policies. 2. The coordinators of the various important bodies such as NSS, Training and placement, Research and development etc. work independently and report directly to the Principal. 3. Examination committee, grievances and anti-ragging committee, IQAC Cell, Training & Placement Committee, Hostel Committee, work independently in Decentralized manner and report directly to the Principal. 4. Senior and qualified faculty is appointed as Head of the Department. The respective heads are given freedom in framing, executing and fulfilling departmental policies. 5. The respective heads in consultation with departmental colleagues can finalize laboratory requirements and suggests future plans for development/ expansion.

Participative management: The institute believes in participative management involving majority of its stakeholders Following committees reseptes students, and various stakholders: Institutional Animal Ethical Committee (IAEC), Internal Complaint committee/ Women's Development Cell, Internal Quality Assurance Cell (IQAC), College development Committee (CDC), Students Council, Hostel Committee, Anti-ragging Committee, Internal Complaint committee, Alumni Committee, Grievance Redressal Committee, Institutional Magazine Committee, Anti-ragging Committee

File Description	Documents
Paste link for additional information	<a href="https://spscop.in/organogram/">https://spscop.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan for the academic year 2020-2025 was prepared and approved by management of Shri Gajanan Maharaj Shikshan Prasarak Mandal's and Academic Monitoring Committee now IQAC (Internal Quality Assurance Cell). The prepared perspective plan contains various activities for the improvement like academic robust To promote the innovation in the profession of pharmacy and pharmaceutical sciences by young pharmacist by using imagination and creativity, with a view of securing through innovation having positive impact of community.

01) Academic Plan

02) Research and Innovation

03) Social Responsibilities and Social Services

04) Strengthen the Skills in pharmacy educations

05) Plan for Training and Placement Cell (Industry Institute Interaction)

06) Plan for Finance and Infrastructure

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://spscop.in/perspective-plan/">https://spscop.in/perspective-plan/</a>
Upload any additional information	<a href="#">View File</a>

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

The Principal of the institution shall be the member secretary of the governing body. The constitution is so prescribed that collective wisdom of the members of the society, government officials of the affiliating body and expert members are available for smooth running of the institution. Powers and Functions of Governing Body To form the following Sub-Committees and consider the recommendations made by them: Finance Committee, Equipment Committee, Building Committee, Staff Selection Committee, Academic Committee, Internal Quality Assurance Cell (IQAC), The Meeting of Governing body shall be called twice in a year. The Principal Secretary shoulders the responsibility to finalize the date and agenda of meeting and communicate the same to the constitutional members. The agenda of meeting should cover points mentioned Development of Infra Structure & Renovation Admission process to be discussed as per government policies Purchase of chemicals, Glassware's, Equipment's, instruments, stationary, printing jobs, maintenance, Xerox Machine, LCD projector, Generator, Power Backup, Furniture etc. Tentative budget allocated and finalize for all types of purchase Different vendors to be finalized for respective purchase New recruitment for teaching and non-teaching staff to be discussed Planning regarding curricular and co-curricular activities Budget to be sanctioned for affiliation fees.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/governing-body/">https://spcop.in/governing-body/</a>
Link to Organogram of the institution webpage	<a href="https://spcop.in/organogram/">https://spcop.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

**Following Welfare measures are provided for Teaching and Non-teaching staff**

1. The institute offers promote, healthy, research oriented and supportive professional work environment to its faculty.
2. Institute provides necessary infrastructure and facilities to undertake research work
3. Duty leave and financial assistance is provided to staff participating in outside scientific session.
4. Various appreciation awards, recognition and felicitation are provided to the faculty securing professional achievements.
5. Free transport facility is provided to the teaching and non-teaching staff
6. Maternity leave is allowed for women faculty

**Teaching and Non-Teaching Staff Key Benefits:**



Casual Leave, Duty Leave, Employer Provident Fund (EPF), Maternity Leave, Service Book, Group Insurance, Free Transport, Canteen, Credit Society Benefits to Enrolled Employees, Compensatory Off.

File Description	Documents
Paste link for additional information	<a href="http://spcop.in/wp-content/uploads/2022/03/Staff-Welfare-Scheme.pdf">http://spcop.in/wp-content/uploads/2022/03/Staff-Welfare-Scheme.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

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

**9**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college has a transparent performance appraisal system for teaching and non teaching staff. Appraisal is conducted at the end of every academic year. Student's feedback is taken twice a year and on that basis individual score is issued to teaching staff thereafter. According to portfolios office orders to be given to every teaching staff member at the beginning of the year and job

accomplishment of which is submitted by them at the end of year. Job responsibilities of non teaching staff are also defined. On the basis of students feedback and completion of delegated work, appraisals, decisions regarding their annual increment, promotions and confirmation for permanent employment are taken and conveyed accordingly. The teaching and non teaching staff gives the review of the tasks completed in the previous academic year by means of Appraisal forms given to them. The appraisal form for teaching staff consists of two parts i.e. General information and academic performance indicators. The academic performance indicators include a comprehensive formation about

1. Teaching, Learning & Evaluation related activities, Institutional responsibilities & Student development and Extension activities.
2. Curricular and extracurricular and administrative activities.
3. Research, Publications and academic contributions.
4. Official conduct.
5. Any other information.

For non teaching staff appraisal parameters include

1. Punctuality.
2. Accuracy & Speed of work.
3. Ability to take up additional workload.
4. Integrity and character.
5. Interaction with colleagues & students.
6. General performance assessment.
7. HODs Remarks

File Description	Documents
Paste link for additional information	<a href="https://spscop.in/governing-body/">https://spscop.in/governing-body/</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution has an efficient mechanism of internal and external auditing in accordance with the auditing standards generally accepted in India. The accounts and procedures of internal control of finance are carried out by the head of the accounts team on a day to day basis and an annual audit is done by the statutory auditor. The audit of accounts and submission of income tax returns are being carried out regularly each year. The accounts of the College are audited regularly as per the Government rules by competent and registered C.A.s (Chartered Accountants). The external auditor conducts statutory audits at the end of the financial year. Books of accounts are prepared as per statutory requirements. The Balance sheet and Income and Expenditure account referred in agreement with books of account are submitted to the auditor. The auditor ensures the evidence supporting the amounts, disclosures in financial statements, accounting principles used and significant estimates made by management. After the audit, the report is sent to the Management for review.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/audit-report/">https://spcop.in/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has taken the necessary steps for resource mobilization. The tentative budget of the college for each financial year is finalized by respective heads of each department, library, and office and submitted to the Principal. Consequently, The same budget is forwarded to the management for approval through the principal. The purchaseCommittee invites quotations from various suppliers. The quotations submitted by suppliers are evaluated, the comparative statement is prepared, suppliers are called for personal discussion and after comparing all aspects from various suppliers, orders are placed. The college also receives financial assistance and support as funding through the SPPU and AICTE for the development of infrastructure, library gradation, seminar and workshop purchase of types of equipment, research and development, and academic activities, and funds granted are utilized as per their guidelines. The college has Decentralized administration to utilize the funds allocated to different heads such as (the National Service Scheme, personality development, Minor research projects, and Seminars) providing financial support and release of funds for scholarship disbursement to students who need financial assistance. Management and institution encourage and motivate the faculties to apply for research grants to various funding agencies. The members of the faculty are promoted to take up various industries and organizations.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/audit-report/">https://spcop.in/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

### 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

IQAC was established with the goals to promote the measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. Also aim to develop a system for conscious, consistent and catalytic action to improve the academic and administrative activity of the institution.

#### Academic Advisory Committee

It has been constituted and comprised of academic in charge, HOD's of concerned departments, class in charge and Principal Chairman. The members work efficiently and with consistent efforts to enhance teaching learning-related activities. At the start of every academic year, newly admitted students are made familiar with the academic curriculum, examination pattern, institutional facilities, curricular, and extracurricular activities and introduction to available faculty via the conduct of an induction program. It includes framing and displaying of academic timetable, consultation and allotment of workload among teachers, designing and circulation of the academic calendar. Monitoring of regular academic activities. The committee advises the respective class in charge to monitor the student attendance on a monthly basis and cumulative student attendance before the university examination. The college organized expert sessions for final-year students for GPAT Examination.

File Description	Documents
Paste link for additional information	<a href="http://spcop.in/iqac/">http://spcop.in/iqac/</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Institutional IQAC has been established as per norms with predefined goals strategies and functions. The basic objective of the IQAC is to act as a nodal agency of the institution coordinating quality enhancement activities involving adoption and dissemination of best practices. IQAC members take reviews on teaching learning process, administrative and committees on portfolio, feedback response at the level of internal and external stakeholders. There is frequent and periodical monitoring of mentor mentee system, examination result analysis. Periodic review on student attendance by the academic

monitoring committee and check over the completion of syllabus as prescribed by the university. Defaulter students in attendance are identified and displayed on notice board and counselling is being carried out. Decentralized administrative committee members maintain activity records as in form of minutes of meeting reviewed by the IQAC.

Accomplishment of the performed work is been filed at the end of every academic year supporting enhancement in the quality of the work.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/academic-advisory-committee/">https://spcop.in/academic-advisory-committee/</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://spcop.in/">https://spcop.in/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender sensitization may be seen as "the awareness informed propensity to behave in a manner which is sensitive to gender justice and gender equality issues." There are some ways through which the college shows gender sensitivity by providing necessary facilities and undertaking appropriate initiatives and sensitisation programmes. College provides different safety and security facilities in the campus. College corridors, library and office premises are under CCTV vigilance. Fire extinguishers are mounted in all laboratories for safety purpose. Napkin Vending machine & incinerator are available in girls common room. Personalized Mentorship and counselling programs that give support and trust towards progression to higher education and placement. Personal counselling is done with all students by their respective mentors to solve all types of problems. There are different grievance committees like Anti Ragging Committee, Grievances Redressal Committee, Internal Complaints Committee which help the students to resolve their issues where equal opportunity is given to boys and girls. Emergency telephone numbers of hospitals, blood bank, fire brigade, police station, ambulance and antiragging toll free numbers are displayed prominently in the premises.

File Description	Documents
Annual gender sensitization action plan	<a href="https://spcop.in/grievance/">https://spcop.in/grievance/</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://spcop.in/grievance/">https://spcop.in/grievance/</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste**



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

#### Solid Waste:

Solid waste is produced through regular activities includes paper, glass, food residue and packaging material, regular different useless material, wood, metals, leather, cardboard etc. we get duly thrown into appropriate bins which later are emptied by the proper waste disposal area in our college campus. Solid waste is regularly collected in separate Dry and Wet Dustbins. Which is later are empty by the garbage collection van.

Liquid Waste: Liquid Waste is mostly generated in our college by:

#### Sewage Waste

Liquid waste is generated during regular Practicals and cleaning activities. Liquid waste from the college Washrooms is safely Well-maintained by underground drainage system and it Disposed off big underground chamber which suck naturally in soil that influence to make recharge ground water.

#### Biomedical waste management

College has contract with Life Secure Enterprises which is authorized by Maharashtra Pollution Control Board Under Biomedical Waste and Environment Protection Act 1986. Company person regularly collects biomedical waste material from college and dispose as per their protocol.

#### E-waste management:

Electronic Scrap component Such as Computer parts mainly and electrical device are sometimes reparable for use or appropriately disposed, ensuring no accumulation of such hazard elements inside the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **A. Any 4 or All of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities** **A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

**5.**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like (1) Women's day (2) Yoga**

day, along with many regional festivals like Sankranti, Navaratra, Ganesh Utsav etc are celebrated in the college. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities. NSS also organize gender sensitization programmes to disseminate Communal & socioeconomic messages. Hindi Day also celebrated every in the college to maintain harmony towards linguistic diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in blood donation camps, study tours for them that make them understand the importance of protecting the cultural heritage of the country. The college has also conducted various activities on Move towards constitution where principal sir enlightened the students about importance of the Indian constitution and how we must work in the direction of saving our constitution. The students have also taken up Plantation drives to provide a clean and green environment for all. Swachh Bharat Abhiyan has also been an important initiative taken up by the college where we have organized an awareness rally for the students and took a tour in entire town to create awareness among all. The college has also conducted a Voter awareness programme for all the students and were sensitized about their constitutional powers of voting. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence day is also celebrated each year to highlight the struggle of freedom and the importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://spcop.in/cultural-sport/">https://spcop.in/cultural-sport/</a>
Any other relevant information	<a href="https://spcop.in/cultural-sport/">https://spcop.in/cultural-sport/</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**      **A. All of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals**

The unity which India has in its diversity that serves as the melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. The sacrifices which great leaders and personalities like Mahatma Gandhi, Jawaharlal Nehru, Bhagat Singh, Swami Vivekananda, Maulana Abul Kalam Azad, Dr. APJ Abdul Kalam and others have made to make India for what it stands for - a Democracy that is developing and setting example to the rest of the world that a country in a short span of 70 years can achieve self-reliance and economic stability.

The SPCOP Observes the Following Days Regularly through out the

year...

12th January - National Youth Day - Swami Vivekananda

19th February- Shiv Jayanti

28th February - National Science Day - Sir C V Raman

23rd March - Shaheed Diwas - Bhagat Singh

5th September - Teachers Day - Dr. Sarvepalli Radhakrishnan

25th September - World Pharmacists Day

2nd October - Gandhi Jayanthi

11th November - National Education Day - Maulana Abul Kalam Azad

These activities are organized by staff and students of the College by initiating many of the activities like motivational speeches, lectures, book stalls, Swacchata Abhiyan, visit at GMRT Narayangaon science exhibition.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title of the Practice:**

**Value-added Certificate Course**

**Quick Review**

**Objectives of the Practice:**

To make students familiar with all the modern and updated concepts

of the industry.

To provide important information about a particular subject.

#### The Context

Value-added Certificate Courses offered are chosen based on current trends, their relevance and value in the job market.

Quick review is a review experience that is optimized for high-speed and high-volume evaluation of documents.

#### The Practice

Value-added Certificate Courses play an important role in the development of the students overall personality,

Quick review had prepared on PCI approved syllabus.

#### Evidence of Success

During year 8 value added courses were offered . A total of 278 students got enrolled and completed Courses.

All quick reviews are kept in college library and also shared on college website.

#### Problems Encountered and Resources required

Technical issues at times are confronted during the usage of ICT. Due to internet connectivity concerns, there are difficulties raised during the conduct of the course.

#### Notes (Optional):

Soft skill Training, Disease Reversal Program, Soft Skill Training, Intellectual Property Rights, Clinical Research, Pharmacovigilance, Regulatory Affairs

File Description	Documents
Best practices in the Institutional website	<a href="https://spscop.in/best-practises/">https://spscop.in/best-practises/</a>
Any other relevant information	<a href="https://spscop.in/best-practises/">https://spscop.in/best-practises/</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Various possible efforts are made in teaching learning process and are compiled in the academic file at the end of every semester. The institution have three number of digital classrooms provided with the LCD projector and LAN facility.

Institute provided Microsoft teams software for smooth running of online teaching learning activities. Teachers are advised to use online teaching learning methods like PPT, videos, notes, e-books, e-journals, digital library etc.

Teachers are encouraged to organized and attend various Online seminars, workshop, conference, guest lectures on competitive examination, higher education, soft skill development etc.

National Service Scheme NSS unit conduct activities at the social level includes swatch bharat abhiyan.

Institute has implemented online systems for activities like, alumni meet , Parent meet, Feedback system, Mentor mentee system.

By considering thrust areas of our institution and achieving the vision and mission we propose plan to give more emphasis on generation of more projects funds from different funding agencies, organizing of campus interview by inviting pharmaceutical companies, enhancement of research activity in term of research publications, scientific presentation and filing patents. In accordance to promote the social awareness and social responsibility of the institution we have planned to conduct different activities at the social level.



## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institute is being affiliated to Savitribai Phule Pune University (SPPU), following curricular framework and structure prescribed by the University in the aspect of tenure, content, delivery, evaluation and certification of the program. At present different patterns of the syllabus like 2018 and 2019 are being followed by the institution. Reviewing and restructuring of the syllabus content and curriculum by the University authorities at regular interval by maintaining minimum requirements, standards and quality of education as per the norms of statutory bodies like PCI and AICTE. Critical evaluation and suggestions of members of Board of Studies (BOS) and subject experts of respective course are being considered during syllabus framing workshops. Examination department asks for the handwritten sessional theory question paper from individual teacher and it is being checked by the examination department, verified by academic department and further approved by the Principal. Academic advisory committee monitors the total number of theory and practical hours completed and syllabus covered under individual subject and prepare plan for the additional lectures and practical to be conducted. Seminars, guest lectures, workshops, Pharma model expo competition, Pharma Rally, NSS activities, career guidance, coaching related to higher education, campus interview, etc. is organized.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://spsop.in/academic-calender/">https://spsop.in/academic-calender/</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1. SavitribaiPhule Pune University declare schedule of examination regarding last date of acceptance of examination form, date of Commencement of examination and probable date of result declaration on the website. Examination department of

college prepares the tentative examination schedule according to the university schedule.

2. The tentative schedule of examination for theory and practical is displayed on the notice board for students.

3. Same schedule is communicated to faculty of the college.

4. Faculty members declare the dates for conduction of the internal continuous assessments and schedule is to be displayed on Notice Board.

5. Time Table for each examination is prepared in advance and accordingly examinations are conducted.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://spcop.in/examination-cell/">https://spcop.in/examination-cell/</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
3	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
7	
File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
485	
File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
Gender issues: The institute has been conducting different schemes implemented as per the guideline given by SavitribaiPhule	

### Pune University as follows

Students were made aware of Gender equality and issues related with same by means of showing short films, videos of concern topics in the seminar hall.

Annual day function and cultural events, International Women's, Yoga workshop day were also included with such gender related concepts within premises.

### Environment and sustainability:

Various field trips are organized as a part of Environmental science subject (F. Y. B. Pharm.) which is attended by staff and students with a specialized tour operator to give information of the flora and fauna of the region being visited.

Environment science projects were allotted to the students.

### Human Values

NSS unit of the college has been actively conducting activities like health Covid-19 Awareness Rally, Village survey and Medicine awareness at dingore, Mask and Sanitizer distribution, Cleaning of village, Woman Empowerment, , etc.

### Professional Ethics

Code of Ethics of Pharmacist is displayed and circulated among students and staff. Institute is actively involved in various activities of Pharmacy Week celebration covering sports, indoor, outdoor games, cultural events, quizzes, debates, etc every year.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

<b>01</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
<b>65</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>

File Description	Documents
URL for stakeholder feedback report	<a href="https://spcop.in/feedback-2/">https://spcop.in/feedback-2/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://spcop.in/feedback-2/">https://spcop.in/feedback-2/</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**100**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**125**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Students evaluated in terms of knowledge and skills by oral questionnaire on the basic concepts of the subject. Further students are assessed regularly by one to one discussion by faculty during practical. Slow learners identified on the basis of class test, internal continuous assessment, sessional marks and oral viva.

- Slow learners are engaged in remedial lectures.
- Question bank and course material is provided.
- Previous question papers are solved.
- Remedial classes are conducted.
- Assignments are given to solve.
- Attendance of slow learners is maintained.
- Awareness to Good Laboratory Practices.
- Trained by hands on training.
- Questioner on previously taught syllabus given solve in practical hours.
- Tutorial classes conducted.
- Counselling during mentoring session.
- Continuous communication with parents.

Advanced learners are motivated by:

- Extra guidance provided by faculty through personal interaction.
- Motivation of the students for improvement in competitive exams.
- Conducting mock test of GPAT
- Conducting guest lectures on career guidance.
- Interacting the students with alumni
- Motivational mentoring.
- Assigning seminars, mini projects, extension work on syllabus.
- Providing hands on training.
- Motivation to participate in model competition, poster

presentation.

- Exploring to health check up camp, field and industry visits.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/value-added-certificate-courses/">https://spcop.in/value-added-certificate-courses/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
277	23

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Special equipment available for students to designing on projects. The students studying within laboratories is monitored on daily basis. The experimental work to students is offered and evaluated. The institution provide opportunity to play a position as a trainer. Students constantly endorsed to arrange programs at departmental level. Workshops prepared to offer palms on revel in. Hands on training carried out for students on various equipment.

Group Discussions, Small Group Exercises, Assignments, Quiz, house Project, workshop, seminar, poster presentation, publication are carried. Departmental seminars and interaction through organization build self-belief. Learner centric coaching techniques includes organization work, role play, challenge work, discipline go to, commercial visits, seminars, displays make coaching and studying effective. Guest lecturers to expand the scholars to research on their own. Visiting faculties provide the information to bridge the distance between industry and academia. Sports activities promote leadership qualities inside the students. It inculcates the spirit of group work. Gathering of



audio-visual aids inside the library on vital subjects, Interactive lectures with Industry professionals are initiated. Departmental libraries and internet facility to get right of entry to all the journals, e-books. Conduction of orientation programs / workshops on new pedagogy methods. The institute also encourages getting MOU with the industries for better training in middle fields and bridging the gap between teachers and the industry.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://spcop.in/industrial-visit/">https://spcop.in/industrial-visit/</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Institute practice ICT enabled teaching in addition to the conventional classroom teaching. All the classrooms are ICT enabled with projectors and smart boards. Campus is enabled with high speed wifi connection.

During pandemic, teaching conducted in an online mode. The faculty used various ICT enabled tools to enhance the quality of teaching-learning like:

Google meet, Zoom, M S Teams software to conduct tests and lecture delivery. Also used many interactive methods for effective teaching such as PPT with animations, Video clippings, Use of online resources from NPTEL, YouTube links, Virtual labs , online assessment tools like etc.

WhatsApp group used as platforms to communicate, make announcements, address queries, and share information.

To teach problem solving subjects in an online mode, faculty have used various online tools like- whiteboard in Microsoft teams etc. Also used.

All teaching materials and instructional material for conducting Experiments are uploaded by faculty members in advance on Moodle. Online tests are conducted and e-assignments are given through Moodle.

Other important activities such as Project presentation, Group discussions, Mentoring also conducted online through Google meet or Zoom platforms for quality teaching learning process.

The research journals and eBooks are available on online library to our faculty and students.

All the departments conduct webinars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by Industry experts and Alumni on Zoom platforms and also broadcasted the same on YouTube.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

**8**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

**2.4.3.1 - Total experience of full-time teachers**

**105**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College affiliated to Savitribai Phule Pune University, follows syllabus set by university. Examinations conducted as internal and external examination. Internal examination (2 sessional examination, 2 Internal continuous assessments).

College follows 2018 and 2019 pattern syllabus.

In this internal and external examination of 25marks and 75marks respectively for core theory course and 15 marks and 35 marks for other theory and practical course.

Criteria: Continuous assessment, Attendance, Academic Activity: Quiz/ Assignment/Open book test/Field Work/Group discussion/seminar, Student-Teacher interaction, Practical Record, Regular Viva-voce & attendance for practical.

Syllabus displayed on notice board. Sessional papers set by the subject teacher, reviewed by the HOD and submitted to examination department.

Timetable for examinations communicated to staff and students. Theory exams are conducted by allocating students blockwise. Practical examinations are conducted in 3 batches.

Two sessional and two CIA conducted per semester. On completion of examination the answer bundles assessed by subject teacher. Answer papers shown to students. Marks displayed on notice board. Marks entered in mother register, signed by student for confirmation. Later internal marks are sent to University.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://spsop.in/sop-internal-examination-2/">https://spsop.in/sop-internal-examination-2/</a>

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

For internal examination grievances, following mechanism is followed

1. In case of any grievance, student asked to submit written application to examination

department.

2. Grievance related to subject; conveyed to subject teacher and resolved.

3. Other exam related grievance is dealt by CEO (chief examination officer) and

resolved.

4. On verification by student, application is counter signed by teacher when

the grievance resolved.

For university examination related grievances through Web-mail facility college can communicate to Exam-Support system or Exam coordination to rectify grievances as follows.

1. Application by students addressed to exam section is accepted.

(Exam form /photocopy/ revaluation, Hall tickets, marksheet)

2. Queries are conveyed to university on web mail or letter is sent, enclosing the application of student and necessary documents forwarded through the Principal.

3. On verification, grievance is resolved by University within a week.

4. On verification by student, application is countersigned by student, mentioning the

grievance as resolved. Thus all the grievances are efficiently resolved within the time

deadlines mentioned by the university hence mechanism to deal with examination related

grievances is transparent, time-bound and efficient.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://spcop.in/exam-grievance-management/">https://spcop.in/exam-grievance-management/</a>

## 2.6 - Student Performance and Learning Outcomes

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

**Programme Outcomes (POs):** It is Knowledge and skills of the programme that student should possess after completion of the programme.

**Course Outcomes (COs):** It is knowledge and skills that students acquire after completion of the course.

**Programme specific outcome (PSOs):** It is an outcome of programme the programme which realizes the student about fact that knowledge and the skills acquired during the course has to be utilized for betterment of the society.

The POs, PSOs and COs are designed, approved by department and institute head and conveyed to stake holders of the programme through institute website. POs and PSOs are displayed at visible locations in the premises for knowledge of students, staff and other stake holders. It is also displayed in the library, Laboratory, delivered to students through Practical records, annual magazine. COs for each course are discussed with students during course work by respective faculty. CO mapping with POs is performed during designing of question papers of internal examinations and after external examinations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://spcop.in/programme-outcomes/">https://spcop.in/programme-outcomes/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

### Attainment of Course Outcomes

As per the curriculum prescribed by Savitribai Phule Pune University, Pune, weightage of end semester exam marks and internal exam marks were considered, and it was decided to calculate the CO attainments as 75% weightage to the University term end examination and 25% weightage to the Internal Examination. (For curriculum 2018/19 Pattern)

$$75\% \text{ of } 3 + 25\% \text{ of } 3 = 2.25 + 0.75 = 3$$

As the University does not provide average or median marks, we have set 55% percentage marks as the target level for theory courses and practical courses.

1. If 60% of students have obtained marks above target then the level is considered as low level 1.
2. If 70% of students have obtained marks above target then the level is considered as medium level 2.
3. If 80% of students have obtained marks above target then the level is considered as high level 3.

### Attainment of Program Outcomes

PO attainment level will be based on attainment levels of direct assessment and indirect assessment.

It is assumed that while deciding on the overall attainment level, 80% weightage may be given to direct assessment and 20% weightage to indirect assessment through surveys from students (largely).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://spcop.in/programme-outcomes/">https://spcop.in/programme-outcomes/</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

65

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://spcop.in/result-analysis-2/">https://spcop.in/result-analysis-2/</a>

## 2.7 - Student Satisfaction Survey

### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://spcop.in/feedback-2/>

## 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 year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

**17.98**

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

##### 3.1.2.1 - Number of teachers recognized as research guides

**3**



File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://spcop.in/grant-received/">https://spcop.in/grant-received/</a>

**3.2 - Innovation Ecosystem**

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

Colleges are hubs for innovative thinking minds and it is important to nourish them and provide ideal environment to incubate their ideas. At College we try to promote the industrious thinking amongst the students through Incubation of ideas. We try to provide the skills of students through development of skill sets needed for successful in industry and entrepreneurship alike. The training and placement cell organizes regular training sessions on personality development, communication skills to make the students understand how to present and express themselves. The experts from industry are invited to update their technical knowledge and latest happenings in industry. Efforts are undertaken to make them aware about the importance of Intellectual property rights (IPR) & Patent filing through lectures from experts We also promote the research environment through the 'Research Advisory Committee' (RAC) of our college which consists of Principal and senior members from each discipline of pharmaceutical sciences. The cell has

conducted entrepreneurship awareness programmes such as Pharmacovigilance and Drug Regulatory Affairs for all B. Pharm students. Also expert talks from eminent Pharma professionals and skill development workshops were organized.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/workshop/">https://spcop.in/workshop/</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website

**during the year**

**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

25

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

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

Sharadchandra Pawar College of pharmacy is related to social activities in encompassing space. Through NSS, we've got been conducting Health check up camps At a same period of time college has conducted Swachha Bharat Abhiyan at Dumberwadi. Our institute NSS students had participated in rally organized by Government on the occasion of "Mahatma Gandhi Jayanti" In order to spread awareness about road safety, "Road Safety Abhiyan" was organized by NSS unit of the institute our NSS unit has adopted a village, named Dingore ; Taluka- Junnar, District-Pune and is carrying out various activities like cleaning of village, Yoga sessions, discussions on social topic with villagers, free health checkup camp, street plays on drug addiction, rally on the theme of "Save Girl". The institute has organized "Woman's Grievance Redressal program Associated with Nirbhaya pathak police Department".

Students had participated in rally organized by International Pharmaceutical Federation on the occasion of "World Pharmacy Day" on 25 September. The theme of the program was Safe and effective medicine for all. NSS unit arrange tree plantation program every year.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/nss/">https://spcop.in/nss/</a>
Upload any additional information	<a href="#">View File</a>

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

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

5

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

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

**465**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

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

**1**

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

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

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

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

**Physical Facilities**

The sprawling college campus at Dumbarwadi, Otur, Pune. is spread over an area of over 5.00 Acres which includes 5669 sq meters of built up area & 0.5 acres of open space for garden and sports facilities. The teaching- learning process is facilitated in 5 class rooms with two smart class room, 2 tutorial rooms, 12 specialized laboratories, 01 computer centers with high speed Internet connectivity, a seminar room, conference room, an auditorium and a fully spacious library. The entire college campus is Wi-Fi enabled.

**Facilities**

Computer Lab -The institute has very well equipped Computer laboratory with unrestricted internet access with bandwidth 32 Mbps is made available for students to refer the online resources for curricular and co-curricular needs. Moreover, all the computers in departments are well equipped with computers, printers, and internet facilities.

Animal House- Institution has a well ventilated animal house and has build-up area of 75 sq mt and is maintained in accordance with CPCSEA guidelines.

Chemical Store- The centralized Chemical store is divided into separate sections for acids, solid chemicals and inflammable solvents. From chemical store, required glassware and chemicals are

distributed to respective departments as per their requisitions and maintain the record.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>

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

Extracurricular activities are important in overall development of students. Institute organizes the sports and cultural programs to motivate the students to participate in various sports activities in institute and intercollegiate level events. Besides providing basic facilities, the institution also offers flexibility in academic schedules to the students representing the institution at various events. The followings facilities are available for the students:

**Sport and Outdoor Games:** The institute has huge and well maintained playgrounds for outdoor events like cricket, volley ball and throw ball.

**Indoor games:** The institute has provided the facilities for indoor games like Table Tennis, Chess, Carom, Badminton etc.

**Gymnasium:** In order to motivate the students, institute has provided the gymnasium facility such as Yoga, Meditation; multipurpose gymnasium hall is available for students.

**Cultural activity:** Institute has activity hall for organizing cultural days. Students are promoted to participate in various cultural activities like Fresher's Program, Ganesh festival

celebration, Navaratri celebration, etc. The institute provides open space pendol for organizing Annual social gathering.

1. Sports ground for outer games, Cricket, Volleyball, Throw ball : 10000 sq m
2. Indoor games Carom, Chess, Table Tennis : 97.19 sq m
3. Indoor games (Workshop) Badminton : 170 sq m
4. Open space pendol Annual Social Gathering : 400 sq m

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/amenities/">https://spcop.in/amenities/</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

07

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

132.02



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Library is well organized and stocked with books, titles, national and international journals as well as electronic resources such as e-journals, e-books from K-Hub for use of students, research scholars and faculty. There are separate sections of library such as administrator area, book issue section, reading & reference section, journal section and e-Library. All books are segregated subject wise and shelved in cupboards. All books are given accession number, reference books and books for issue-return are stored separately. Latest volumes and issues of the subscribed journals are displayed in library in journals section in hard bound copy. Library is register with NDL.

#### Services:

1. **Computerized Library:** Library is equipped with library automation software. It provides facility of book search with title or author wise. The cataloging & monitoring of issue-return is important attribute. Library computed with the ERP Software.
2. **Reference Service:** This section is open from 9:30 a.m. to 5:30 p.m. except on Sunday. It has a copy of all the books procured by the library and it is for use within the library only.
3. **Borrowing Service:** This section has a collection of all the textbooks and back volumes of periodicals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://spcop.in/library/">https://spcop.in/library/</a>

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>
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<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>
---

**5.65**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>
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<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>
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**29**

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File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college is committed to provide and update information technology (IT) facilities, access to required internet contents with network security.

##### Information Security

College is providing the security, privacy, confidentiality and full integrity of all the information, assets, data through AMC services.

##### Network Security

Quick heal Total Security Antivirus package prevents access to data from any unauthorized outside person through internet or through intranet.

##### Risk Management

The college has established the centralized data backup centre to recover the data in case of any incidences like crashing the system, any disaster as and when required to recover the data and information.

##### Software Asset Management

The college has outsourced the Annual Maintenance Contract for all the hardware and have subscribed Quick Heal total security antivirus package, Microsoft Campus License Agreement for the software.

##### Open Source Resources

The college through its IT Cell does focus and encourage the proactive use of open source products, some specialized useful applications including operating systems and fosters an easy access to adapt.

### Green Computing

The college is committed to upkeep and maintain the environment by using efficient low power consuming IT products

### LAN Facility

The college has a structured LAN and internet network facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>

### 4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

### 4.4 - Maintenance of Campus Infrastructure

#### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

63.65

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Maintenance department of college is handed over to Office Superintendent; it is taken care of by Office Superintendent and the respective departments. Each department is assigned the responsibility providing and maintaining the common facilities.

In every department one of the staff members is assigned as a lab incharge to supervise the laboratories, equipments and its maintenance. The demonstration of working and maintenance of every new instrument or equipment is arranged for faculty and supporting staff whereas use of sophisticated instruments and their maintenance is done under the supervision of in charge.

In Library, all the books are given accession number. The books are segregated subject wise.

All the computers in the premises are monitored and maintained from time-to-time by the full time system analyst. All the computers and printers in the institute are checked for maintenance of systems and software every month.

The class rooms are kept neat and tidy on daily basis. The fans, electrical fixtures, LCD projectors are maintained by the electrician available in college. Annual Maintenance Contract (AMC) have been made to check, inspect and resolve the issues related to water coolers, aqua guard water purifiers, printers and major sophisticated equipments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/infrastructure-facilities/">https://spcop.in/infrastructure-facilities/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

162

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

03

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
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File Description	Documents
Link to Institutional website	<a href="https://spcop.in/value-added-certificate-courses/">https://spcop.in/value-added-certificate-courses/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
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**826**

<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
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**28**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>5.1.5 - The Institution has a transparent</b>	<b>A. All of the above</b>
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**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**28**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year**

**5.2.2.1 - Number of outgoing student progression to higher education**

**13**



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

07

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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 year**

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

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

**Response :**

The Institute has a dynamic 'Student Council' and representation of students on various academic and administrative committees. Students play a key role under the guidance of staff in initiating, planning and executing various co-curricular, extra-curricular and extension activities in the Institute.

The details of student council and representation of students on various committees is given below.

1) Student Council/Gymkhana Committee: Sharadchandra Pawar College of Pharmacy has well defined structure of Student council as per public University act 2016 under section 99(3). The student council actively participates in extracurricular and co-curricular activities and is involved in college working committees. Extracurricular activities like Sports, Cultural, Annual Fest and National Service Scheme and Co-curricular activities like workshops, conferences and professional activities like, Pharmacist Day celebration is conducted by Student council.

2) College Development Committee

3) Magazine Committee

4) Training & Placement Committee

5) Alumni Committee

- 6) National Service Scheme Committee (NSS)
- 7) Internal Complaints Committee / Women Development Cell
- 8) Anti-Ragging Committee:
- 9) Grievance Redressal Committee
- 10) Environmental Club
- 11) Educational Tour Committee

File Description	Documents
Paste link for additional information	<a href="https://spscop.in/student-council/">https://spscop.in/student-council/</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

11

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 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

The Institute has active Alumni functional committee as well as Alumni registered Committee. It represents dynamic, talented, versatile and energetic network of Alumni of the Institute.

Students who completed B. Pharm. or M. Pharm. from college are eligible as a member of the Alumni Committee. Alumni of the Institute are working in highly reputed organizations at good positions and contributing towards the success of their organizations. Some of the Alumni have become successful entrepreneurs and started their own enterprise. Alumni Association of the Institute includes alumni working at higher positions in reputed corporate organizations and successful entrepreneurs.

The Alumni Association is significantly contributing for the development of the Institute in manifold ways.

1. Alumni Association Meetings:
2. Alumni Meet
3. Participation of Alumni in Co-curricular, Extra-curricular and Extension Activities of the Institute:
4. Feedback from Alumni and Employers:
5. Financial Support:

To enrol pass out students of SPCOP as an Alumni, Registration fees of Rs. 1000/- is charged. Hence Alumni registration process started since 1/02/2020 onwards. 288 Alumni are Registered uptill now

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/alumni-association/">https://spcop.in/alumni-association/</a>
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>D. 1 Lakhs - 3Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Response:-** The institution has established the vision and mission through a consultative process involving internal and external stakeholders. Consideration of the future scope of the program and the societal requirements are shown below. Step 1: Vision and Mission of the institute are taken as an origin. Step 2: Views are taken from stakeholders of the Department such as industry, management, parents and professional bodies Step 3: The accepted views are analyzed and reviewed to check the consistency with the vision and mission of the institute.

**Vision Statement:-** "To develop a center for academic excellence and get recognized globally in the field of value added based pharmaceutical education building competent pharmacist imparting quality pharmacy education to them".

**Mission Statement:-** "To ensure achieving of the potential and growing needs of higher technical education, inspiring pharmacy students from both rural and urban areas with updated technologies, methodologies, well acquainted knowledge and training skill-sets, serving needs of pharmacy discipline and society in future".

The Governing Body is the Supreme Body responsible for the management of the Institution. Its function shall include the following:

Academic Committee

Internal Quality Assurance Cell (IQAC)

College Development Committee (CDC)

Women Development Cell

Student Grievance Redressal.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/grievance/">https://spcop.in/grievance/</a>
Upload any additional information	<a href="#">View File</a>

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

Institute delegates with autonomy to the head of the departments and various coordinators to work towards improved decentralized governance system in the following way: 1. The Principal appoints heads of the department to execute various quality policies. 2. The coordinators of the various important bodies such as NSS, Training and placement, Research and development etc. work independently and report directly to the Principal. 3. Examination committee, grievances and anti-ragging committee, IQAC Cell, Training & Placement Committee, Hostel Committee, work independently in Decentralized manner and report directly to the Principal. 4. Senior and qualified faculty is appointed as Head of the Department. The respective heads are given freedom in framing, executing and fulfilling departmental policies. 5. The respective heads in consultation with departmental colleagues can finalize laboratory requirements and suggests future plans for development/ expansion. Participative management: The institute believes in participative management involving majority of its stakeholders Following committees reseptes students, and various stakholders: Institutional Animal Ethical Committee (IAEC), Internal Complaint committee/ Women's Development Cell, Internal Quality Assurance Cell (IQAC), College development Committee (CDC), Students Council, Hostel Committee, Anti-ragging Committee, Internal Complaint committee, Alumni Committee, Grievance Redressal Committee, Institutional Magazine Committee, Anti-ragging Committee

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/organogram/">https://spcop.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan for the academic year 2020-2025 was prepared and approved by management of Shri Gajanan Maharaj Shikshan Prasarak Mandal's and Academic Monitoring Committee now IQAC (Internal Quality Assurance Cell). The prepared perspective plan contains various activities for the improvement like academic robust To promote the innovation in the profession of pharmacy and pharmaceutical sciences by young pharmacist by using

imagination and creativity, with a view of securing through innovation having positive impact of community.

01) Academic Plan

02) Research and Innovation

03) Social Responsibilities and Social Services

04) Strengthen the Skills in pharmacy educations

05) Plan for Training and Placement Cell (Industry Institute Interaction)

06) Plan for Finance and Infrastructure

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://spcop.in/perspective-plan/">https://spcop.in/perspective-plan/</a>
Upload any additional information	<a href="#">View File</a>

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

The Principal of the institution shall be the member secretary of the governing body. The constitution is so prescribed that collective wisdom of the members of the society, government officials of the affiliating body and expert members are available for smooth running of the institution. Powers and Functions of Governing Body To form the following Sub-Committees and consider the recommendations made by them: Finance Committee, Equipment Committee, Building Committee, Staff Selection Committee, Academic Committee, Internal Quality Assurance Cell (IQAC), The Meeting of Governing body shall be called twice in a year. The Principal Secretary shoulders the responsibility to finalize the date and agenda of meeting and communicate the same to the constitutional members. The agenda of meeting should cover points mentioned Development of Infra Structure & Renovation Admission process to be discussed as per government policies Purchase of chemicals, Glassware's, Equipment's, instruments, stationary, printing jobs, maintenance, Xerox Machine, LCD projector, Generator, Power Backup, Furniture etc. Tentative

budget allocated and finalize for all types of purchase Different vendors to be finalized for respective purchase New recruitment for teaching and non-teaching staff to be discussed Planning regarding curricular and co-curricular activities Budget to be sanctioned for affiliation fees.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/governing-body/">https://spcop.in/governing-body/</a>
Link to Organogram of the institution webpage	<a href="https://spcop.in/organogram/">https://spcop.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

Following Welfare measures are provided for Teaching and Non-teaching staff

1. The institute offers promote, healthy, research oriented and supportive professional work environment to its faculty.
2. Institute provides necessary infrastructure and facilities to undertake research work
3. Duty leave and financial assistance is provided to staff participating in outside scientific session.



4. Various appreciation awards, recognition and felicitation are provided to the faculty securing professional achievements.
5. Free transport facility is provided to the teaching and non-teaching staff
6. Maternity leave is allowed for women faculty

**Teaching and Non-Teaching Staff Key Benefits:**

Casual Leave, Duty Leave, Employer Provident Fund (EPF), Maternity Leave, Service Book, Group Insurance, Free Transport, Canteen, Credit Society Benefits to Enrolled Employees, Compensatory Off.

File Description	Documents
Paste link for additional information	<a href="http://spcop.in/wp-content/uploads/2022/03/Staff-Welfare-Scheme.pdf">http://spcop.in/wp-content/uploads/2022/03/Staff-Welfare-Scheme.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

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

**9**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college has a transparent performance appraisal system for teaching and non teaching staff. Appraisal is conducted at the end of every academic year. Student's feedback is taken twice a year and on that basis individual score is issued to teaching

staff thereafter. According to portfolios office orders to be given to every teaching staff member at the beginning of the year and job accomplishment of which is submitted by them at the end of year. Job responsibilities of non teaching staff are also defined. On the basis of students feedback and completion of delegated work, appraisals, decisions regarding their annual increment, promotions and confirmation for permanent employment are taken and conveyed accordingly. The teaching and non teaching staff gives the review of the tasks completed in the previous academic year by means of Appraisal forms given to them. The appraisal form for teaching staff consists of two parts i.e. General information and academic performance indicators. The academic performance indicators include a comprehensive formation about

1. Teaching, Learning & Evaluation related activities, Institutional responsibilities & Student development and Extension activities.
2. Curricular and extracurricular and administrative activities.
3. Research, Publications and academic contributions.
4. Official conduct.
5. Any other information.

For non teaching staff appraisal parameters include

1. Punctuality.
2. Accuracy & Speed of work.
3. Ability to take up additional workload.
4. Integrity and character.
5. Interaction with colleagues & students.
6. General performance assessment.
7. HODs Remarks

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/governing-body/">https://spcop.in/governing-body/</a>
Upload any additional information	<a href="#">View File</a>

#### **6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution has an efficient mechanism of internal and external auditing in accordance with the auditing standards generally accepted in India. The accounts and procedures of internal control of finance are carried out by the head of the accounts team on a day to day basis and an annual audit is done by the statutory auditor. The audit of accounts and submission of income tax returns are being carried out regularly each year. The accounts of the College are audited regularly as per the Government rules by competent and registered C.A.s (Chartered Accountants). The external auditor conducts statutory audits at the end of the financial year. Books of accounts are prepared as per statutory requirements. The Balance sheet and Income and Expenditure account referred in agreement with books of account are submitted to the auditor. The auditor ensures the evidence supporting the amounts, disclosures in financial statements, accounting principles used and significant estimates made by management. After the audit, the report is sent to the Management for review.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/audit-report/">https://spcop.in/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

#### **6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has taken the necessary steps for resource mobilization. The tentative budget of the college for each financial year is finalized by respective heads of each department, library, and office and submitted to the Principal. Consequently, The same budget is forwarded to the management for approval through the principal. The purchaseCommittee invites quotations from various suppliers. The quotations submitted by suppliers are evaluated, the comparative statement is prepared, suppliers are called for personal discussion and after comparing all aspects from various suppliers, orders are placed. The college also receives financial assistance and support as funding through the SPPU and AICTE for the development of infrastructure, library gradation, seminar and workshop purchase of types of equipment, research and development, and academic activities, and funds granted are utilized as per their guidelines. The college has Decentralized administration to utilize the funds allocated to different heads such as (the National Service Scheme, personality development, Minor research projects, and Seminars) providing financial support and release of funds for scholarship disbursement to students who need financial assistance. Management and institution encourage and motivate the faculties to apply for research grants to various funding agencies. The members of the faculty are promoted to take up various industries and organizations.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/audit-report/">https://spcop.in/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

#### 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

IQAC was established with the goals to promote the measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. Also aim to develop a system for conscious, consistent and catalytic action to improve the academic and administrative activity of the institution.

#### Academic Advisory Committee

It has been constituted and comprised of academic in charge, HOD's of concerned departments, class in charge and Principal Chairman. The members work efficiently and with consistent efforts to enhance teaching learning-related activities. At the start of every academic year, newly admitted students are made familiar with the academic curriculum, examination pattern, institutional facilities, curricular, and extracurricular activities and introduction to available faculty via the conduct of an induction program. It includes framing and displaying of academic timetable, consultation and allotment of workload among teachers, designing and circulation of the academic calendar. Monitoring of regular academic activities. The committee advises the respective class in charge to monitor the student attendance on a monthly basis and cumulative student attendance before the university examination. The college organized expert sessions for final-year students for GPAT Examination.

File Description	Documents
Paste link for additional information	<a href="http://spcop.in/iqac/">http://spcop.in/iqac/</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Institutional IQAC has been established as per norms with predefined goals strategies and functions. The basic objective of the IQAC is to act as a nodal agency of the institution coordinating quality enhancement activities involving adoption and dissemination of best practices. IQAC members take reviews on teaching learning process, administrative and committees on

portfolio, feedback response at the level of internal and external stakeholders. There is frequent and periodical monitoring of mentor mentee system, examination result analysis. Periodic review on student attendance by the academic monitoring committee and check over the completion of syllabus as prescribed by the university. Defaulter students in attendance are identified and displayed on notice board and counselling is being carried out. Decentralized administrative committee members maintain activity records as in form of minutes of meeting reviewed by the IQAC.

Accomplishment of the performed work is been filed at the end of every academic year supporting enhancement in the quality of the work.

File Description	Documents
Paste link for additional information	<a href="https://spcop.in/academic-advisory-committee/">https://spcop.in/academic-advisory-committee/</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://spcop.in/">https://spcop.in/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender sensitization may be seen as "the awareness informed propensity to behave in a manner which is sensitive to gender justice and gender equality issues." There are some ways through which the college shows gender sensitivity by providing necessary facilities and undertaking appropriate initiatives and sensitisation programmes. College provides different safety and security facilities in the campus. College corridors, library and office premises are under CCTV vigilance. Fire extinguishers are mounted in all laboratories for safety purpose. Napkin Vending machine & incinerator are available in girls common room. Personalized Mentorship and counselling programs that give support and trust towards progression to higher education and placement. Personal counselling is done with all students by their respective mentors to solve all types of problems. There are different grievance committees like Anti Ragging Committee, Grievances Redressal Committee, Internal Complaints Committee which help the students to resolve their issues where equal opportunity is given to boys and girls. Emergency telephone numbers of hospitals, blood bank, fire brigade, police station, ambulance and antiragging toll free numbers are displayed prominently in the premises.

File Description	Documents
Annual gender sensitization action plan	<a href="https://spcop.in/grievance/">https://spcop.in/grievance/</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://spcop.in/grievance/">https://spcop.in/grievance/</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**



File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Solid Waste:**

Solid waste is produced through regular activities includes paper, glass, food residue and packaging material, regular different useless material, wood, metals, leather, cardboard etc. we get duly thrown into appropriate bins which later are emptied by the proper waste disposal area in our college campus. Solid waste is regularly collected in separate Dry and Wet Dustbins. Which is later are empty by the garbage collection van.

**Liquid Waste:** Liquid Waste is mostly generated in our college by:

**Sewage Waste**

Liquid waste is generated during regular Practicals and cleaning activities. Liquid waste from the college Washrooms is safely Well-maintained by underground drainage system and it Disposed off big underground chamber which suck naturally in soil that influence to make recharge ground water.

**Biomedical waste management**

College has contract with Life Secure Enterprises which is authorized by Maharashtra Pollution Control Board Under Biomedical Waste and Environment Protection Act 1986. Company person regularly collects biomedical waste material from college and dispose as per their protocol.

**E-waste management:**

Electronic Scrap component Such as Computer parts mainly and electrical device are sometimes repairable for use or appropriately disposed, ensuring no accumulation of such hazard elements inside the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>A. Any 4 or All of the above</b>
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File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the</b>	<b>A. Any 4 or all of the above</b>
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**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like (1) Women's day (2) Yoga day, along with many regional festivals like Sankranti, Navaratra, Ganesh Utsav etc are celebrated in the college. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities. NSS also organize gender sensitization programmes to disseminate Communal & socioeconomic messages. Hindi Day also celebrated every in the college to maintain harmony towards linguistic diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens**

As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in blood donation camps, study tours for them that make them understand the importance of protecting the cultural heritage of the country. The college has also conducted various activities on Move towards constitution where principal sir enlightened the students about importance of the Indian constitution and how we must work in the direction of saving our constitution. The students have also taken up Plantation drives to provide a clean and green environment for all. Swachh Bharat Abhiyan has also been an important initiative taken up by the college where we have organized an awareness rally for the students and took a tour in entire town to create

awareness among all. The college has also conducted a Voter awareness programme for all the students and were sensitized about their constitutional powers of voting. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence day is also celebrated each year to highlight the struggle of freedom and the importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://spscop.in/cultural-sport/">https://spscop.in/cultural-sport/</a>
Any other relevant information	<a href="https://spscop.in/cultural-sport/">https://spscop.in/cultural-sport/</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The unity which India has in its diversity that serves as the

melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. The sacrifices which great leaders and personalities like Mahatma Gandhi, Jawaharlal Nehru, Bhagat Singh, Swami Vivekananda, Maulana Abul Kalam Azad, Dr. APJ Abdul Kalam and others have made to make India for what it stands for - a Democracy that is developing and setting example to the rest of the world that a country in a short span of 70 years can achieve self-reliance and economic stability.

The SPCOP Observes the Following Days Regularly through out the year...

12th January - National Youth Day - Swami Vivekananda

19th February- Shiv Jayanti

28th February - National Science Day - Sir C V Raman

23rd March - Shaheed Diwas - Bhagat Singh

5th September - Teachers Day - Dr. Sarvepalli Radhakrishnan

25th September - World Pharmacists Day

2nd October - Gandhi Jayanthi

11th November - National Education Day - Maulana Abul Kalam Azad

These activities are organized by staff and students of the College by initiating many of the activities like motivational speeches, lectures, book stalls, Swacchata Abhiyan, visit at GMRT Narayangaon science exhibition.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title of the Practice:**

**Value-added Certificate Course**

**Quick Review**

**Objectives of the Practice:**

To make students familiar with all the modern and updated concepts of the industry.

To provide important information about a particular subject.

**The Context**

Value-added Certificate Courses offered are chosen based on current trends, their relevance and value in the job market.

Quick review is a review experience that is optimized for high-speed and high-volume evaluation of documents.

**The Practice**

Value-added Certificate Courses play an important role in the development of the students overall personality,

Quick review had prepared on PCI approved syllabus.

**Evidence of Success**

During year 8 value added courses were offered . A total of 278 students got enrolled and completed Courses.

All quick reviews are kept in college library and also shared on college website.

**Problems Encountered and Resources required**

Technical issues at times are confronted during the usage of ICT. Due to internet connectivity concerns, there are difficulties raised during the conduct of the course.

**Notes (Optional):**

Soft skill Training, Disease Reversal Program, Soft Skill Training, Intellectual Property Rights, Clinical Research, Pharmacovigilance, Regulatory Affairs

File Description	Documents
Best practices in the Institutional website	<a href="https://spcop.in/best-practises/">https://spcop.in/best-practises/</a>
Any other relevant information	<a href="https://spcop.in/best-practises/">https://spcop.in/best-practises/</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Various possible efforts are made in teaching learning process and are compiled in the academic file at the end of every semester. The institution have three number of digital classrooms provided with the LCD projector and LAN facility.

Institute provided Microsoft teams software for smooth running of online teaching learning activities. Teachers are advised to use online teaching learning methods like PPT, videos, notes, e-books, e-journals, digital library etc.

Teachers are encouraged to organized and attend various Online seminars, workshop, conference, guest lectures on competitive examination, higher education, soft skill development etc.

National Service Scheme NSS unit conduct activities at the social level includes swatch bharat abhiyan.

Institute has implemented online systems for activities like, alumni meet , Parent meet, Feedback system, Mentor mentee system.

By considering thrust areas of our institution and achieving the vision and mission we propose plan to give more emphasis on generation of more projects funds from different funding agencies, organizing of campus interview by inviting pharmaceutical companies, enhancement of research activity in term of research publications, scientific presentation and filing patents. In accordance to promote the social awareness and social responsibility of the institution we have planned to conduct different activities at the social level.



File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Internal Quality Assurance Cell (IQAC) of SPCOP has prepared following plans for next academic year.

1. **Academic Activities:** It has been planned to introduce some new ICT enabled teaching-learning processes in order to enhance quality of teaching and learning. Subject rotation is planned for upcoming academic year.

2. **Accreditation:** IQAC has planned to achieve its target of getting completion of NAAC related work to achieve good ranking and score.

3. **Research:** Institution has planned to encourage applied, socially and commercially viable research projects. IQAC has directed to individual research department on submission of research projects for grants.

4. **Publications and Presentations:** Planning for research papers publications in Scopus, web of science, UGC listed journals are targeted. Faculty members are motivated to participate in state, national, international conferences are planned.

5. **Book / Chapters in Book:** Faculty members are encouraged to write a book or text book on their subject.

6. **Academic and administrative audit plan is prepared.**