



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	MET'S Institute of Pharmacy Bhujbal Knowledge City
• Name of the Head of the institution	Dr. Sanjay J. Kshirsagar
• Designation	Principal and Professor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02532555860
• Mobile no	09689932180
• Registered e-mail	sanjayjk@rediffmail.com
• Alternate e-mail	sanjayjk@rediffmail.com
• Address	Bhujbal Knowledge City, Adgaon
• City/Town	Nashik
• State/UT	Maharashtra
• Pin Code	422003
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	Dr. Santosh S. Chhajed				
• Phone No.	02532555861				
• Alternate phone No.	02532555940				
• Mobile	9923117500				
• IQAC e-mail address	metiopnaac@gmail.com				
• Alternate Email address	principal_iop@bkc.met.edu				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/METIOP%20AQAR/METIOP%20AQAR%202019-20%2021-22.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/METIOP%20AQAR/METIOP%20AQAR%202019-20%2021-22.pdf</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/IOP%20Academic%20Calender%202020-21.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/IOP%20Academic%20Calender%202020-21.pdf</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.56	2021	15/02/2021	14/02/2026
<b>6. Date of Establishment of IQAC</b>			27/06/2015		
<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	
00	00	NA	NA	00	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>01</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>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<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>Faculty Development :IQAC promoted the faculty development by encouraging them to attend faculty development programs sponsored by AICTE, UGC or any other professional bodies. Several faculty members attended the faculty development program, seminars, conferences and workshops. National Level online FDP on Virtual Practical Training, Industrial visit to Reve Pharma Nashik, Industrial training at Core Analytical Pvt. Ltd, Entrepreneurship Development Workshop: For Staff and Students, One day national level seminar on: Unconventional career path for Pharmacy ,UG and PG students Nashik</p>		
<p>Continuous Improvement 1. IQAC organized specialized coaching classes for GPAT aspirants throughout the year. (No. of student qualified GPAT 2020- 11, Study Abroad : 03 IELTS ) 2. Students were motivated for higher education at premium National institutes like NIPER.</p>		
<p>Infrastructure As per IQAC decisions, PG research laboratories has been upgraded and modernized with sophisticated instrument High Pressure Homogeniser Shear Vlife MDS drug discovery software</p>		
<p>Accreditation As the institute has been reaccredited by NBA for 3 years and NAAC with B+ grade for 5 years, Institute is submitting regular AQAR .</p>		
<p>COVID-19 Help: Desptie of the Lockdown across the country, Students of the Institute extended the helping hands in the critical situation of COVID Pandemic. MET Students distributed Masks,</p>		

Sanitizers and provided the grocery to the old age homes as well as orphanage homes of the town

**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**

Plan of Action	Achievements/Outcomes
<p>To organize training program for staff and students.</p>	<p>1. Two days Industrial training organized at Core Analytical Ltd. Nashik on 05/01/2021-06/01/2021, METs Institute of Pharmacy, Nashik. 2. Basics of optimization and use of different DoE techniques in pharmaceutical research on 25/11/2021 3. Institute has organized two days training for three students at Chaitanya Pharmaceuticals , Pvt Ltd Nashik, for three students dated 07.03.2021 to 08.03.2021 4. Students has done industrial training at different industries Institute has undertaken certificate course in Pharmacovigilance in association with Elite institute of pharma. Skills Pune, India : Aug. 2020 to Jan 21</p>
<p>To plan various co-curricular and extra-curricular activities.</p>	<p>1. Resume Writing Workshop on 17/10/2020 by Neha Vij (Alumni) 2. Institute has organized various competition in online mode MET REEDEM 20-21, dated on 07th July 2021. Competitions such as elocution, book review, debate competition, dance competition , drawing and singing competition</p>
<p>To organize seminar, workshop, UG research conference, industrial visit, soft skill session, guest lectures etc as a part of quality improvement</p>	<p>1. A National Level One Day Seminar on Recent Development in Drug Engineering Date: 06/08/2021 2. Webinar on Herbal Drug Industry: Mind to Product</p>

programmes	<p>on 28th Sept 2021</p> <ol style="list-style-type: none"> <li>3. National level Seminar on Patenting Innovations of Academicians on 22/05/2021</li> <li>4. Staff visit to Reve Pharma on 27/09/2021</li> <li>5. Webinar on new carrier opportunities in pharmacovigilance 19-07-2020</li> <li>6. Mock Interview and guidance session on 10/04/2021 by alumni association</li> <li>7. Introduction to The Current Trends in Experimental Pharmacology 16/07/2021</li> <li>8. MPC Online Employability and Soft Skills Training Program from 5th October to 9th October 2020</li> <li>9. National level Seminar on Patenting Innovations of Academicians on 22/05/2021</li> <li>10. Webinar on how to become successful entrepreneur 09-sep-2020</li> </ol>
To discuss purchase of equipment, instrument, software, advanced teaching tool for improving the quality of research	<ol style="list-style-type: none"> <li>1. High Pressure Homogenizer</li> <li>2. Vlife MDS Software package for drug discovery</li> </ol>
major research project for grants	Members reviewed status of major research project submitted for grants
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>• Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2019	20/01/2020

**15.Multidisciplinary / interdisciplinary****16.Academic bank of credits (ABC):****17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1	07
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	575
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	161
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	116
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	31
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	30
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	6
Total number of Classrooms and Seminar halls	
4.2	8.54411
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	58
Total number of computers on campus for academic purposes	
<b>Part B</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

By the continuation with facing the same situation of Covid 19 pandemic, we are following guidelines directed by SPPU Pune, Maharashtra Government and District magistrate office Nashik to online teaching with google meet, moodle. As per guidelines, academic calendar, exam calendar are prepared for smooth conductance of the curriculum.

Time tables are provided by course monitoring committee. For the proper content delivery, separate google classrooms for each year with link for google meet for all the subjects is created to conduct lectures.

Teachers share notes in the form of soft copies like ppt, pdf or books, research /review articles on Moodle account. All notifications/ announcements are provided on moodle account. Students can easily access this moodle account through their username and password without any difficulty. Examinations are also conducted on moodle account in the form of quiz, assignments, MCQ, etc. and also google meet is used for conducting viva and synopsis.

Evaluation of exam is made after submitting answers student can directly access their scores and generation of mark sheet.

SPPU Pune conducted the final semester examinations through online mode by providing separate username and password. Institute is conducting different online webinars, seminars, workshops, competitions on various important topics for students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C1/1.1.1%20Other%20Information_course%20file%20content.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C1/1.1.1%20Other%20Information_course%20file%20content.pdf</a>

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



The academic calendar is prepared with consideration to guidelines by the state government for COVID 19 and Savitribai Phule Pune University. FDP for online practicals was planned in virtue of the requirements of the pandemic situation. Competitions like UG research conference, poster, and elocution were conducted online for the overall development of students. Parent meetings, Industrial Advisory Council meetings and guest lectures were planned and conducted by using online platforms. Pharmacist day is celebrated on the 25th of September every year and was celebrated by the distribution of study material to needy students. Theory and practical sessional exams were planned by using moodle sites and google meet platforms where question papers were based on MCQ, long answer questions, and oral. Final theory and Practical exams are planned by the university and separate online platforms were used. All activities are planned by forecasting the pandemic situation. The details of plans and adherence to them are attached as files separately.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://metbhujbalknowledgecity.ac.in/MET%20ATA/IOP/NAAC/AQAR%202020-21/1.1.2.pdf">http://metbhujbalknowledgecity.ac.in/MET%20ATA/IOP/NAAC/AQAR%202020-21/1.1.2.pdf</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****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

06

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)**

1

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**

16

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

## 1.3.1

## Gender:

Institute has working women cell, Girls Student Council, Nirbhay Kanya Abhiyan, where activities focusing on gender education and girl students were undertaken. Institute conducted lectures addressing gender equity, nutritional care for girl students and arranged skin and hair care camp.

## Environment and Sustainability:

Environment subject and related examination is part of the curriculum. Pharmacognosy subject includes topics like plants, environment issues, need of plantation, organic farming, biopesticides.

## Human values:

B. Pharm curriculum includes human values like community pharmacist, patient counseling, ethical guidelines related to the handling of animals e.g. CPCSEA, OECD, and ethical issues in clinical trials, Good Clinical Practices. Human values are inculcated through social welfare cell like visit to orphanage and old age homes and celebration of Pharmacist day.

## Health Determinants:

Under, 'Drug and Health Information Center (DHIC)' cell, the institute makes awareness regarding various drugs and their uses, adverse reactions, and contraindications, diseases.

## Right to health

Institute arranges health check-ups under NSS for various parameters. Syllabus includes health education describes our body, diet, nutrition

## Professional Ethics

Syllabus explains professional ethics related to manufacturing and community pharmacy, regulations, rules, and acts in the Pharmacy profession, guidelines like ICH, WHO, and regulatory bodies like WHO, USFDA, TGA

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

2

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	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

69

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	A. All of the above
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Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C1/c1%201.4.1.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C1/c1%201.4.1.pdf</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	No File Uploaded
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C1/c1%201.4.1.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C1/c1%201.4.1.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>196</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	

161

File Description	Documents
Any additional information	No File Uploaded
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

Advanced Learners and Slow Learners are identified based on their performance in-class tests, and sessionals, Institute has various policies to promote them;

### Advanced Learners

1. MET RATNA Award: For Academic Topper
2. Best outgoing students are identified on the basis of academic and co and extracurricular achievements being appreciated
3. MET Scholarship: Rs.7,500/- to 12,000/- per student per year
4. GPAT practice tests: The practice test series is conducted
5. Research Guidance: Students are promoted by Institute for research work and regularly guided by faculties, for those among the advanced learners preparing for GRE, the research and technical facilities are provided
6. Students are also promoted to publish or present their research work at different seminars and conferences.
7. Journal club: Conducted at the department level for PG students to make aware of current research trends and updates

### Slow Learners

1. Tutorials : Critical topics are revised and queries are solved
2. Counseling (Psychosocial): Individual counseling of students is carried out through the counseling head.
3. Special guidance Scheme: University-sponsored scheme is implemented.
4. Improvement exams: for those students who are unable to score passing marks in the previous semester.
5. Preliminary examinations: For those scoring less than 50 % marks in sessional exams

**6.Question paper solving:**

File Description	Documents
Paste link for additional information	Nil
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
551	31

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

**Effective teaching-learning process.**

Faculty members prepare to teachplans, Teaching is executed by preparing course files. Advanced teaching aids,Interactive teaching boards,models, software, and Mobile applications are also used. For lateral entry students, extra lectures and practicals are conducted.

Assignments:Students are given assignments

**Problem-based learning:**

Students find the probable feasible solutions for some problemsidentified in applications of the topic.

Communication skills sessions:Conducted by professionals.

Quiz, Group Discussions:On recent topics

Certificate courses and training:On Intellectual Property Rights, Pharmacovigilance, and Hands-on training on instruments and equipments

**Industrial, Hospitals, and Medicinal garden Visits:**

To introduce the students to industrial technologies, hospital working/ patient counseling techniques, and plants varieties

Research projects: It is presented and defended before the expert teachers.

**Industrial training:**

Scrutiny of the research envisaged by industrial and academic experts :

For useful suggestions to enrich the project

Self-learning charts: Charts consisting of chemical structures, dosage forms, body systems, and medicinal plants are displayed in laboratories.

**Library resources:**

Subscriptions of E-journals, National Digital library, Jaykar Library, and British Council Library are available.

**Topic Tracking :**

Students' feedback on completed topics

Experiments out of syllabus: To enhance the experimental learning

A language Laboratory software is subscribed

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

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

1. LCD projectors: Used to deliver presentations and show videos & animations.
2. Smart classrooms: There are smart classrooms enabled with a camera device wherein the lecture content can be saved in pdf



or continuous format.

3. ERP System: ERP-based Learning Management System developed at the campus level for teachers to record and monitor the daily attendance of students, students can access subject Notes, PowerPoint presentations, etc. as E- material through their login.
4. Computer-aided Drug Design software: The Vlife MDS software is used formolecular docking and QSAR projects.
5. The Pharmacology software: Composed of Simulated physiological systems and their functions. This software simplifies the difficult body systems and their functions.
6. Google classroom method is utilized by teachers to distribute presentations, videos, notes, and continuous assessment assignments.
7. E-journals: Institute has subscribed to the E-journal package from 'DELNET' which is accessed by teachers and students.
8. A language Laboratory software is subscribed
9. E-Library Resources: The institute has subscriptions of the British Council Library, and National Digital Library to access books and literature of other disciplines.
10. Moodle Course: The subject in Incharge conducted class tests and assignments through Moodle platform. The lecture notes are also shared among students through the Moodle

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

27

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

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
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

13

File Description	Documents
Any additional information	No File Uploaded
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

219

File Description	Documents
Any additional information	No File Uploaded
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.

As Prescribed University in the Course Structure, the Internal assessment is conducted in the form of

1. Continuous assessment which includes class tests, assignments, open-book tests, seminars, viva, Synopsis, etc.
2. Sessional examination (Theory and Practicals)

### Mechanism

The academic calendar and examination calendar are prepared at the start of each academic year, taking into account the academic calendar and examination schedule prescribed by Savitribai Phule Pune University. The Institute's academic and examination calendar anticipates a time of internal examinations. Every semester, one or two sessional examinations are held.

### Transparency

At the start of the academic year, The calendar is displayed on notice boards for students. Teaching faculty also keep track of it in their course files. The checked answer papers are shown to the students, and the subject in charge discusses the expected answers for the questions asked, as well as any queries made by the students. On the mark lists, students' signatures are then obtained

### Robustness

The schedule for conducting continuous internal examination is followed according to the calendar. The subject In-charge must adhere to deadlines for the submission of question paper manuscripts, and the evaluation of answer sheets. Academic audits are also carried out.

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

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

Grievances -Internal examination:Solved by the principal, and the College Exam committee.

Grievances: Related to Internal marks Mechanism: The CEO in consultation with the subject in charge verifies the marks in the mother register, mark sheet, and answer sheets and resolves the query.

Grievances: Re-sessional for medical-related or unavoidable circumstances.Mechanism: Such a student writes an application to appear to the class teacher. S/he verifies the reason. Then the application is approved by the principal and forwarded to the exam section. The exam section confirms the application.

Grievances: Provision for a writerMechanism: The student's application is forwarded to the exam section through the principal, The separate block, invigilator, and writer are assigned to the student with15 min extra time.

Grievances-University examination: Addressed by the College Exam officer in coordination with the university officials.

Grievances:Request for answer sheet photocopy and revaluation forms Mechanism: S/he contacts the exam section. CEO writes an email to revalsupport@pun.unipune.ac.in and gets it solved.

Grievances: 1. Change in name/marks in the mark sheet. 3. Change in name, subject in hall tickets. 4. online Submission of examination forms 5. Change in name or faculty on the degree certificate. 6. Change in the practical timetable.

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

## 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.

### PROGRAM OUTCOMES :

1. Pharmacy Knowledge
2. Planning Abilities
3. Problem analysis
4. Modern tool usage.
5. Leadership skills
6. Professional Identity
7. Pharmaceutical Ethics
8. Communication
9. The Pharmacist and society
10. Environment and sustainability
11. Life-long learning

### Program Specific outcomes

Program: Bachelor of Pharmacy

After completion of the program students is able:

PSO 1. To impart theoretical & Practical knowledge among students in the various fields of pharmaceutical sciences viz., Pharmaceutics, Pharmaceutical Chemistry, Pharmacology, and Pharmacognosy.

PSO 2. To promote the development of communication skills, and leadership qualities among the students.

PSO 3. To upgrade the practical skills of the students through industrial training and research to meet the challenges of the Pharmaceutical field.

PSO 4. To make aware the students of the fundamental regulatory aspects of Pharmaceuticals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C2/2.6.1%20Program%20Outcomes-Program%20specific%20outcomes%20and%20Course%20outcomes.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C2/2.6.1%20Program%20Outcomes-Program%20specific%20outcomes%20and%20Course%20outcomes.pdf</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.

Program outcomes (POs) are assessed through direct and indirect assessment tools.

Direct assessment is done through the assignment of correlation levels; 1 (Low), 2 (Medium), 3 (High) for each PO with respect to each course outcome.

The indirect assessment considers various tools such as industrial visits, Industrial training, NSS- EDC activities, Grooming sessions, National Pharmacy Week Events, Students exit surveys, and Parent-Alumni surveys to achieve the POs

The final attainment levels for each PO are calculated by summing up the 80 % weightage of Direct and 20 % of Indirect assessment

Assessment of Course Outcomes (COs): Program shall have set Course Outcome attainment levels. The levels shall be set considering average performance levels in the university examination or any higher value set as a target for the assessment years. Attainment level is to be measured in terms of student performance in internal assessments with respect to the course outcomes of a course in addition to the performance in the University examination.

Target may be stated in terms of the percentage of students getting more than the university average marks in the final examination.

Attainment is measured in terms of the actual percentage of students getting a set percentage of marks.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 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

114

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="http://metbhujbalknowledgecity.ac.in/MET%20ATA/IOP/NAAC/Pharmacy%20NAAC%20Annual%20report_SPPU.pdf">http://metbhujbalknowledgecity.ac.in/MET%20ATA/IOP/NAAC/Pharmacy%20NAAC%20Annual%20report_SPPU.pdf</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://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C2/2.7.1%20Student%20Satisfaction%20Survey%202020-21.pdf>

### 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)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

### 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

14

File Description	Documents
Any additional information	No File Uploaded
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

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://www.chaitanyapharma.com/">https://www.chaitanyapharma.com/</a>

## 3.2 - Innovation Ecosystem

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

MET's institute of pharmacy has taken following are the few



initiatives;

- Institutions Innovation Council (IIC) Institute has consisted IIC to undertake threshold activities round the year to generate awareness, trigger creative tendency, motivate to take a choice of entrepreneurship as career and promote innovation and start-up ecosystem, and culture among students and faculties in campus
- Contingency for the UG and PG students for hiring services which are not available in house.
- Metrxplore :In order to instill research atmosphere among the undergraduate students of institute and other colleges, institute organizes undergraduate research conference
- Financial support for attending conference seminars for teachers
- Guest lectures and industrial visit and for students
- Appreciation of teachers for their achievements by providing certificates
- Seed grants for teachers
- MET Scholarship for the teachers for pursuing their Ph.D
- As consequence of research facilities available, seminars, industrial visit contingency provided, results in to filling of patents for the projects

1. "A nasal efavirenz nano formulation for neuroAIDS treatment" Patent no: 202121026222 A.

2. Patent no. 202121027264, Fabrication of surface modified nanoparticles of PPAR-gamma agonist for noninvasive management of Diabetic Retinopathy

3. Patent no. 202121027250, Formulation of nanoparticles laden in situ gel (NPLISG) for treatment of Dry Eye Disease,

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

### **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**

26

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
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

4

File Description	Documents
URL to the research page on HEI website	<a href="https://metbhujbalknowledgecity.ac.in/metpharm/research-development/">https://metbhujbalknowledgecity.ac.in/metpharm/research-development/</a>
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	No File Uploaded

#### 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

30

File Description	Documents
Any additional information	No File Uploaded
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**

7

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

In spite of the COVID- 19 pandemics Institute has organized several extension and outreach activities like

Indian constitution day, fit India movement to promote fitness across the country and youth. "mission begins again" activity, "my plant my earth competition" activity., "national unity day 2020" "shiv swarajya divas 20-21" "woman's day celebration" " international yoga day celebration Diwali Celebration Mother Teresa Old age home, Vatsalya Old Age Home. Distribution of Grocery to Following Old Age/Orphanage Homes Vatsalya Old Age Home, anath Balakashram, Trymbakeshwar Nashik,

As a result of this, we have received certificates and appreciation letters from the following agencies

Nashik Municipal Corporation about the Green campus

Name of the activity

Name of the Award/ recognition

Name of the Awarding government/ government-recognized bodies

Year of award

Cleanliness Survey 2021

Appreciation Certificate

Nashik Municipal Corporation

2021

Distribution of Grocery to Adhartirth orphanage home, Anjaneri, Trymbakeshwar, Nashik

Recognition

Adhartirth Aashram

2021

Distribution of Grocery to Dayasagar Social and Educational Trusts Late Anuradha Dharmadhikari Old age home Nashik Road

Recognition

Dayasagar Samajik shikshan santha

2021

Ashirwad Sevadham Charitable Trusts Shrimati Garda Balsadan, Trymbakeshwar, Nashik

Recognition

Ashirwad Sevadham Charitable Trust

2021

Distribution of Grocery to Vatsalya Old Age Home Anath Balakashram, Trymbakeshwar Nashik

Recognition

Shrimati Garda Balsadan

2021

File Description	Documents
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/metpharm/social-welfare-cell/">https://metbhujbalknowledgecity.ac.in/metpharm/social-welfare-cell/</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

04

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

16

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
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

300

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
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

153

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

19

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
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.

Institute ensures the availability of adequate physical infrastructure considering AICTE and SPPU norms. For UG and PG courses every department has dedicated laboratories. Total 18 laboratories are available including the machine room and instrument room. Each laboratory is equipped with the required experimental setups. Laboratories are adequately utilized and maintained. Adequate safety measures are available at each laboratory. Each lab is having student capacity of 26 per batch.

Updates for the year 2020-21 is as below:

Instruments: Dyhydromatics High-Pressure Homogenizer ShearJet HL60 from Dyhydromatics India;

Probe Sonicator from TECSYS India

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c4.1.1.php">https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c4.1.1.php</a>

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

Institute is availing a well-equipped gymnasium in sports complex which have facilities such as machine exercises, free weight exercises, aerobics, zumba and a separate hall for yoga and meditation as well as music room "MWM- MET" World of Music separately maintained and utilized. The gymnasium has qualified and trained instructors. Gymnasium also provides yoga certification courses. Specialized coaches are appointed to train the students participating in various zonal, state and national level tournaments. Institute is having huge football ground, running track, tennis court, basket ball court and cricket pitch. Amphitheater is available for cultural activities during MET utsav, Antarag etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c4.1.2.php">https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c4.1.2.php</a>

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

05 (classroom) & Seminar hall (01)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c4.4.1.php">https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c4.4.1.php</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)

3.1288



File Description	Documents
Upload any additional information	No File Uploaded
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)

Various services provided by library are registration for National Digital Library [NDL] and online subscription for British Council Library, Pune. Access to OPAC [online public access catalog] Pune university library provides free article search service, national/international Journals & E- Journals from K-HUB Package.

#### Library Management System [ILMS]: (Updated)

- Name & Features of the ILMS Software: Fully automated Student Information System (SIS) developed in house, utilization since 3 July 2016. Version : 1.0.0891
- Front .End: Vb.net [Desktop Based], Asp.net [Web Based], Back End: MS SQL Server 2012. Library module is integrated with other modules like students & employer module.

Educational ERP: (Old version) An Educational Enterprise resource planning [ERP] is software that manages the entire administration, campus operations & academic management in an efficient way. It is fully automated system completed in 2012.

Online Public access catalogue [OPAC]: Special OPAC module helps students & faculties for searching library material. An online public catalog [often abbreviated as OPAC or simply library catalog] is an online database of materials held by a library. Utilization of OPAC IS started since 2016.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**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)**

**1.54517**

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**

**33**

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

Institution frequently updates its IT facilities including Wi-Fi .MET's Institute of Pharmacy, Regularly upgrades and updates its IT facilities.

- The institution provides Wi-Fi facilities in the campus. All the computers of the institution are enabled with LAN connection.
- The internet bandwidth of the institution is 100Mbps.
- The institute has always been reviewing the current needs and accordingly the internet bandwidth is upgraded from time to time.
- The institution has 58computers with a configuration of LenovoThink Centre Core i3, 8GB DDR3 RAM, 500GB HDD, TFT Monitors.
- Detailed configuration of all the computers is available in additional information.
- The institution maintains latest multimedia facilities.
- The institution encourages faculty to utilize NPTL facilities for an effective teaching-learning process and Language Lab.
- The Institution updates its website regularly.
- Institute has upgraded to more than 50 Mbps Leased Line Internet connectivity.
- The Internet Service Provider (ISP) Tata Tele Services provide connectivity with high fault tolerance.
- Internet connectivity is available in class rooms.
- The class rooms and seminar hall are equipped with LCD Projectors for online demonstration to students.
- UPS backup facility available 10KVA=03 nos, 3KVA=01 nos
- License Software available - Windows 10, Office professional, i-Tell Digital Language lab, Windows Server CAL, Tally ERP, Seqrite endpoint protection Antivirus
- The plan of up-gradation is shown in table 4.3.1A & 4.3.1B

\* Updations in the AY 2020-21: Camera (06) and Speaker (06)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1LoDhUlKrGGCXMbuns7280RUrCERpqJDj/view?usp=sharing">https://drive.google.com/file/d/1LoDhUlKrGGCXMbuns7280RUrCERpqJDj/view?usp=sharing</a>

**4.3.2 - Number of Computers**

58

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

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

A. ? 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)**

8.54411

File Description	Documents
Upload any additional information	No File Uploaded
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.

- The institution has standard procedure for maintenance and optimal use of infrastructure. Major locations are equipped with CCTV CAMERA services for tracking the performance histories.
- Separate budget heads are allocated to repair maintenance and utilization of physical and academic support facilities.
- There is centralized civil and maintenance department to look after entire infrastructure including all physical academic support facilities, services and equipments.
- Laboratories utilization and maintenance is executed through systems like Lab manuals Standard operating procedures, Log Books for machine utilization etc.
- Maintenance and repair of facilities like equipments, plumbing, electrical repairs, infrastructure etc begins through maintenance requisition e-mail to civil and maintenance department. Email compliant is signed by the respective mailing authority after the work completion, same is considered as work completion report .
- Instruments and equipments repair is done through the respective experts at the defined charges while Some are under Annual maintenance Contract (AMC).
- There is central EDP department for maintenance of Computers and Electronic accessories.
- Housekeeping and Gardening is monitored and maintained on contract basis.
- Institute assets like facilities, equipments, glass wares etc are audited by Central Audit Department on regular basis to generate the reconciliation reports.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C4/4.5%20Maintenance%20of%20Campus%20Infrastructure/4.5.2%20%20Maintenance%20of%20campus%20infrastructur%20record.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C4/4.5%20Maintenance%20of%20Campus%20Infrastructure/4.5.2%20%20Maintenance%20of%20campus%20infrastructur%20record.pdf</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

375

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

04

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://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/AOAR%202020-21/5.1.3.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/AOAR%202020-21/5.1.3.pdf</a>
Any additional information	<b>No File Uploaded</b>
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**

**467**

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

**467**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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**

**A. All of the above**

**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

**38**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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

**34**



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
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**

28

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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 )

Institute has constituted various committees in which student representatives take active participation.

1. Students' Council: As per the provisions of section 99 (3) of the Maharashtra Public Universities Act 2016 institute has constituted a Student council in which student representatives takes active part in each year.

2. College Development Committee: The President and Secretary of the Students' Council are members of the College Development Committee which works mainly to prepare an overall comprehensive development plan of the College

3. Internal Complaints Committee: is established as Sexual Harassment of Women at Workplace (Prevention, Harassment, and Redressal) Act 2013 and same is in active form.

4. Internal Quality Assurance Committee (IQAC): works to ensure an effective teaching-learning process with the application of effective teaching methodology.

5. The Alumni Association: to support the alumni association, Institute possesses working committee consist of representative students from B. Pharm and M. Pharm

6. Institute Girls Student Council: conduct seminar and workshop for girl students.

7. Social Welfare Cell: represents both students and staff members of the institute who provides a financial contribution every month

and that is utilized for different social activities.

File Description	Documents
Paste link for additional information	Nil
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

19

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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 a registered alumni association under the name 'MET's Institute of Pharmacy Alumni Association, Nashik (10/01/2017-Reg. No. 0079988) which actively involved in the overall development of Institute. It also aims to bridge the gap between juniors and alumni.

Alumni association is continuously working for the betterment of institute and students by arranging different events like;

1. JAB WE MET: which is an online platform where the Alumni can interact with the students and share their experience, motivate and guide our students about the challenges to be faced in further life. In this activity our many distinguished alumni interacted with

students viz. Mr. Akashdip Dhanak, Ms. Pallavi Mhatre, Mr. Ravindra Mali, Mr. Prateek Sawant and Mr. Yogesh Mohitewere . All episodes are available on alumni YouTube channel.

2. Mock interviews: Mr. Abhay Dhumal, Mr. Ramesh Pimple, Mr. Mayur Bhongale, Mr. Nitin Dashputre were the resource persons for sessions of mock interviews which was planned for B. Pharmacy and M. Pharmacy students.

3. Resume Writing Workshop: Ms. Neha Vij was the resource person for Professional writing skill training and evaluation.

4. World Pharmacist Day Celebration: alumni association took active part in World Pharmacist Day Celebration.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

E. <1Lakhs

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

In 2006, MET expanded its horizon to Nashik and established, state of the art Bhujbal Knowledge City, offering education in the field of Pharmacy, Engineering, Polytechnic and Management. The Bhujbal Knowledge City, Adgaon campus is headed by Hon. Dr. Shefali Bhujbal, Chief Administrator of campus.

HR, audit, MARCOM, Civil, purchase and Finance departments work in parallel with the Governing body (GB), College Development Committee (CDC) and Head of institutions (HOIs).

Under the guidance of HOI of the institute, Internal Quality

Assurance Cell (IQAC), Head of Departments (HODs) and administrative block is working.

The HR department looks after the human resource planning and maintenance. MARCOM department has the responsibility of publicity of institute and courses. Civil department fulfills the needs of infrastructural requirements and Finance and audit departments involved in the financial aspect of campus.

HODs and teachers are always involved in certain decision - making processes and are part of GB, LMC/CDC, IQAC (Internal Quality Assurance Cell). Other statutory committees of the institute are anti-ragging cell, right to information, internal complaint committee, etc.

File Description	Documents
Paste link for additional information	Nil
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.

The institute has

- Governing Body (GB) and
- College Development Committee (CDC).
- Internal Quality Assurance Cell (IQAC)
- HoD for UG and coordinator for PG.
- The teaching and learning process is monitored through academic monitoring committee. College Examination officer (CEO) and the examination in-charge are responsible for the day to day activity of the examination section during internal and university examinations.
- Institute Research Review Committee (IRRC) and Academic and research coordinator (ARC)
- Training and placement cell.
- Industrial Advisory Committee (IAC) for industry- institute interaction.
- Alumni Association
- Institute Animal Ethical committee
- NSS unit
- In order stay in-tune with premier academic and research institutes, institute is participating in various ranking

activities like

- AICTE-CII,
- NIRF,
- ARIIA and
- IIC
- Temporary committees for conference, seminar, and workshop for smooth functioning.
- The outcome of above-mentioned best practices increase in the research publications by students and faculty, sanction of AICTE MODROBS research grant, etc.
- Number of Research Publications: 265
- Number of Patents filed/ published/Granted: 07
- Number of Books published: 34
- Participation in AICTE-CII, NIRF and ARIIA every year

File Description	Documents
Paste link for additional information	Nil
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

- Approval of 2F and 12B from UGC

The institute had applied for inclusion of the name in the colleges under section 2(f) & 12(B) to receive financial and central assistance from UGC under various schemes.

- Start of Diploma course in B. Pharmacy

A Resolution was passed in Governing Body meeting 2020-21 held on 17/08/2020 (vide Resolution No. 7) to start Diploma in Pharmacy course in B. Pharmacy. The committee had discussed the requirements and directed the Principal to submit the application and take necessary action.

The Diploma in Pharmacy course has started in 2021-22 with the intake of 60 students.

- NBA Compliance Inspection

The institute has submitted the compliance application in December

2019 to NBA. The inspection was conducted on 28/02/2020 and NBA extended the approval from the academic year 2020-21 to 2022-23 (for 3 years). (vide GB Resolution No. 10, GB meeting 2020-21)

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
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 institute has a Governing Body (GB) and College Development Committee (CDC). To ensure effective teaching, learning process and to improve and monitor the research activity in the institute, Internal Quality Assurance Cell (IQAC). The senior faculty members have been given responsibility as department heads for UG and coordinator for PG. Course monitoring committee (CMC) monitors teaching learning. College Examination officer (CEO) and the examination in-charge are responsible for the day to day activity of the examination section during internal and university examinations. Research activities of UG and PG students are organized and monitored through Institute Research Review Committee (IRRC) and academic and research coordinator (ARC). Student training and placement is governed through training and placement cell. To bridge the gap between industry and institute, Industrial Advisory Committee (IAC) is constituted. The institute has Alumni Association.

Policies reflecting effectiveness of institutional bodies.

e.g. Seed grant policy through IRRC. The objective of this policy is to provide financial assistance in order to start innovative research work in the area of specialization.

The service rules and procedures are followed as per the HR handbook of the organization. (The link for the HR handbook is provided)

File Description	Documents
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/HR%20Hand%20Book.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/HR%20Hand%20Book.pdf</a>
Link to Organogram of the institution webpage	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C6/6.1.2/Organogram%20updated.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C6/6.1.2/Organogram%20updated.pdf</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	No File Uploaded
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

#### 1.Group insurance:

Health policies (Group mediclaim Policy, Group Personal Accident Policy, Group family policy) provided to staff members. (Amount decided as per the policy of HR)

#### 2.Zero percent interest loan:

- Personal loan is given only once in three years.
- Staff who have completed one year of service in MET are eligible to avail the loan.



- Maximum loan amount is Rs. 20,000/- per staff.
- Loan is given only for education and medical expenses.
- Authentic documents/ proof are mandatory.
- The loan is recovered from the employee in twelve EMIs.
- The total deduction amount should not exceed 75 % of the gross salary.

### 3. Tea coupons:

- Every teaching and non-teaching faculty receives tea coupons (50 numbers) per month

### 4. Financial assistance for attending workshop/seminar/conference

- The objective of this activity is to promote the research culture as well as skill upgradation of faculty members.
- Every approved faculty who have completed one year in the institute is entitled to have maximum expenditure of Rs. 5000/- per academic year.
- Every non-approved faculty who have not completed one year in the institute is entitled to have maximum expenditure of Rs. 3000/- per academic year.

### 5. Fee-waiver policy:

To motivate the staff members for doctoral degree in the institute, a fee-waiver policy has been implemented. For each year faculty get a 30 % waiver of the total fee.

### 6. Financial assistance to file IPR

### 7. Incentive scheme for faculty

File Description	Documents
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C6/6.3.1/6.3.1.2_Policy%20for%20seminar%20and%20workshop%20attendance.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOP/NAAC/C6/6.3.1/6.3.1.2_Policy%20for%20seminar%20and%20workshop%20attendance.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**

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
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

19

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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

#### A. Appraisal through performance based system:

Each staff member fulfils the functional performance available online through individual login. Appraisal form is generated at the end of academic year and the marks obtained are scaled in four categories. The appraisal form is accessible to individual staff,

Principal and HR manager. The data incorporated through individual login is verified at the time of personal interaction with Trustees, Principal and HR manager. Throughout the year the staff members are encouraged for their achievements, awards, recognitions etc. through appreciation letter by the Trustees and Principal.

#### B. Appraisal through academic audit:

The academic audit process involves verification of course file, upgradation of notes, lectures and practicals conducted and continuous assessment conducted, topic beyond syllabus taught. By considering performance in mentioned parameters and remarks of HOD and HOI, increment and promotion is granted.

#### C. Offline feedback at the end of academic year

At the end of every academic year, feedback from students is collected on the scale of 5. The feedback is analyzed and the action taken report is taken from every teaching staff by the Principal.

File Description	Documents
Paste link for additional information	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/HR%20Hand%20Book.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/HR%20Hand%20Book.pdf</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

#### Audit Process

- Expenses incurred by the Institute and certified by the Principal and internal audit department.
- Preparation and finalization of financial report by financial team of the Institute.
- Presentation to respected Management for approval.
- Forwarding to external Chartered accountant for final audit.
- Final audited report used for various statutory bodies.

- During internal audit, if any query is raised, it is rectified.

External audit: -

Financial External audit is conducted by qualified auditor every financial year to verify the compliance of External Audit report, The same was unanimously adopted and accepted and it was decided that the same may be submitted to Fees regulating authority & Other Statutory Body with necessary compliance.

Internal Audit

Internal audit is done by audit department appointed by management. Internal audit is done quarterly basis for books of accounts and daily routine transactions, bills, vouchers, etc.

1. Petty cash: Cash received from students as per ERP and amount entry to be checking in Talley also. Deposite in bank as well checking negative balance in cash, if any.
2. Bank with RC
3. Purchase and Journal Register
4. Student fees and other fees
5. Scholarship claim
6. Receivable and refundable fees from government, university, student.
7. Library Audit
8. Laboratory Audits
9. Store Audit
10. Salary Audit

File Description	Documents
Paste link for additional information	Nil
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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

The funds are generated through

1. Scholarship from Government.
2. Fees paid by the student.
3. FD & Saving Interest.
4. Exam remuneration (Collage share).
5. Other Course Fees (Ph. D., IPR etc.)

Other funds are obtained by faculty members from Pune University (BCUD) through Research proposals. Heads of Departments are submitting the budget required for the subsequent financial year to Finance Department of Management. All the major & minor expenses which given below are scrutinized and confirmed by Institute governing body with Management finance Department

**Heads of Expenses**

Salary

Laboratory Equipment &amp; Instruments

Library Books &amp; Journals

Furniture &amp; Fixture

Research &amp; Development

Computer &amp; Software

Training &amp; Placement

Repair &amp; Maintenance

Printing &amp; Stationery

After final approval, Institute utilizes the budget. As per the purchase policy, the various quotations called and decision is made. The payments are released after delivery of the respective Material or Services. All accounts are maintained in computer using Tally software and Student Fees & Salary record maintained using ERP software and various reports are generated by ERP software.

File Description	Documents
Paste link for additional information	Nil
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

The IQAC of the Institute works through following ways for institutionalizing the quality strategies:

- To organize seminar workshop, UG conference, industrial visit and guest lectures: Seminar on recent development in drug engineering, herbal drug industry: mind to product and patenting innovations of academicians were organized. 6th METRxPORE-ideathone was organized

- Staff Visit to Pharmaceutical Industry: Visit to Reve Pharma Sinnar was organized
- Soft skill session - Mock interview and guidance by alumni association were conducted.
- To organize training program for staff and students: Industrial training at Core Analytical Ltd. Nashik, Chaitanya Pharmaceutical Nashik and completion of NPTEL Courses.
- To discuss purchase of equipments, instruments and software for improvement of quality of research - e.g. high pressure homogenizer and V-life MDS software package for drug discovery.

\* The IQAC minutes of meeting and action taken report is attached

File Description	Documents
Paste link for additional information	Nil
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

It is done at various levels by

- Topic tracking, continuous assessment, internal and external exams.
- After completion of each topic of curriculum, feedback from the students on classroom teaching which includes parameters like topic understanding, summary, notes, question bank provided, repetition required, etc. Feedback is assessed by Head of Institute and brought to the notice of the staff for corrective measures.
- Problem based learning is included in question papers of internal exam.
- Apart from internal exams, students are also assessed on continuous basis throughout the semester by conducting class tests, assignments, viva-voce, synopsis etc.
- External exam is conducted by university at the end of each semester.



- The programme outcomes for each subject are assessed by direct and indirect assessment method. The direct assessment is measured through the internal and external marks of the student and for the indirect assessment, measurement, survey, feedback etc has been taken into consideration. When the attainment is achieved, next target is set for the subject. In case not achieved action taken report has to be submitted by the staff,
- Academic audit - Internal and external academic audit has conducted by the Institute. Internal audit is conducted by HOD of each department while external audit is conducted by inviting the expert of the subject outside the Institute.
- The learning outcome of the teaching learning process is reflected in
  - Result of the student;
  - Participation in curricular and cocurricular activities;
  - Participation in the undergraduate conference of the Institute etc.

File Description	Documents
Paste link for additional information	Nil
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	Nil
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

The institution offers utmost importance to safety and security of learners, faculties and infrastructure of the college. Gender equality must become a lived reality and how better to do it than ensure that women are safe at the workplace.

#### 1. Specific facilities provided for women in terms of:

##### 1. Safety and Security:

- For the safety and security for feminine staff and students, the security guard is posted round the clock security at gate and different points of campus.
- The College premises, laboratories and corridors are under CCTV observation.
- Institute organizes self-defense workshops every year.
- Institute has zero tolerance policy against discrimination and sexual harassment.
- Internal Complaints Committee has been constituted with objectivesto provide a neutral, confidential and supportive environment for staff members of the college.

##### 2. Counseling

- Institute has appointed a separate and trained counselor for the students.
- Students discuss their problems with the counselor.
- Counseling is done on stress and anger management.
- Counseling offers assistance in identifying and clarifying issues.

### 3. Common Room:

- Common room for girl students is available .
- Separate first aid kit is provided at girl's common room
- Female sweepers who ensure safety of girls and maintain cleanliness in the girl's common room.

File Description	Documents
Annual gender sensitization action plan	<a href="https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c7.1.2.php">https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c7.1.2.php</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://metbhujbalknowledgecity.ac.in/pharmacy/naac-c7.1.2.php">https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c7.1.2.php</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**

**C. Any 2 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 Management:** Handed over to the garbage van of Nashik Municipal Corporation. However, the hazardous chemicals and biomedical waste products are not given to this garbage van but are given to a special van by Watergrace Biomedical Waste Management System run by Nashik Municipal Corporation.

**Liquid Waste Management:** The campus is equipped with its own Sewage Treatment Plant and the water or the liquid waste generated from various sources like laboratories, toilets, canteen is treated and reused for non potable purposes like gardening and flushing.

**Biomedical Waste Management:** MET'S Institute of Pharmacy have signed a MOU with Watergrace Biomedical Waste Management System run by Nashik Municipal Corporation.

**E-waste Management:** The hazardous E-waste materials like Cables, CD's, Lancables, Printer cartridges, monitors etc are recycled with the help of a vendor from the scrap market of the town.

**Waste Recycling System:** Waste materials which are not decomposable and can be reused are recycled to the scrap market.

**Hazardous Chemicals and Radioactive waste management:** Radioactive Hazardous chemicals are not used on a routine basis. Non radioactive hazardous chemicals are disposed by elase in to the drainage sewage system orBurial in to pits.

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**

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

<b>campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>
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	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Environment audit</b></li> <li><b>4. Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	<b>A. Any 4 or all of the above</b>

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	No File Uploaded

<p><b>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</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

**Inclusive environment of the institute**

**Tolerance and Harmony towards tolerance and harmony towards cultural, regional,**

linguistic, communal socio-economic and other diversities.

Measures for Promotion of Inclusive environment in the Institute

Gender Equity

Representation of Maximum diverse elements of Society amongst Staff members of the institute

Women Empowerment Initiatives of the institute

Working Women Cell

Girls Student Council

Internal Complaint Committee

Self Defense Workshop

Enrollment of diverse type of students by virtue of seat distribution prescribed by statutory authorities

Celebration of various festivals like Holi, Diwali, Christmas etc

Birthday Celebrations of staff members

Financial Assistance to staff members in the form of interest free loan, Insurance Policy etc.

Financial assistance to students in the form of MET Scholarship and research contingency

Orientation Programs

Parent Meetings

Mentoring, Grooming

Measures Initiated for Locational Leverage

Cleanliness Drive

Tree Plantation

Health Checkup camp

Farm Animal Health Check up camp

Generic Medicine Awareness Campaign

Blood Donation Camp

Construction of dam

Pharmacist Day: Felicitation of fellow Pharmacists

Bare Feet Movement

Financial Assistance to needy students and persons by staff in the form of SWC help

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	No File Uploaded

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

Institute organizes orientation program as well as parents meeting every year for creating awareness for duties and responsibilities of students and parents

Institute Celebrated National Unity Pledge on 31st October 2021 and students as well as staff members participated in the National Unity Pledge.

In an another programme, National Constitution Day was celebrated on 26 November 2021 for creating awareness regarding fundamental rights and duties of the citizen.

Anti-discrimination Cell of the institute look after the matters (if any) of depriving staff/student or a group of students and this cell ensures conducive environment for growth of the staff as well as students.

Independence day and republic days are celebrated every year and



emphasis is given to sensitize the students and staff members for the constitutional rights, duties and responsibilities towards the nation.

The National Service Scheme and Social Welfare Cell of the institute sensitizes the students and staff members along with the civilians for the social responsibilities and values for the overall development.

The institute have constituted Girls student council ,Anti Ragging Committee, RTI & Anti Ragging Squad as per the norms and regulations laid down by AICTE.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c7.1.2.php">https://metbhujbalknowledgecity.ac.in/pharmacy/naac-c7.1.2.php</a>
Any other relevant information	Nil

**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

Institute Celebrates Following national and international commemorative days, events and festivals

1. Independence Day (15/08/2020)
2. Pharmacist Day (25/09/2020)
3. Gandhi Jayanthi (02/10/2020)
4. Jyotiba Phule Death Anniversary (28/11/2020)
5. Savitribai Phule Jayanthi (03/01/2021)
6. Republic Day (26/01/2021)
7. Savitribai Phule Death Anniversary (10/03/2021)
8. Jyotiba Phule Jayanthi (11/04/2021)

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	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Best Practice I\_ METRxPLORE (Undergraduate Research Conference)**

**1. Title of the Practice: METRxPLORE (Undergraduate Research Conference)**

**2. Objectives of the Practice:**

**1. To inculcate the research sense in the mindset of the undergraduate students.**

2. To make available a platform for students, where they can showcase their innovations, share their ideas and learn to develop an idea into an innovation.
3. To encourage the undergraduate students for research activity.
4. To promote the students for higher studies and
5. To appreciate the Student, Supervisor/guide and the Institution.

Best Practice II \_ Industrial Advisory Committee

1. Title of the Practice: Industrial Advisory Committee

2. Objectives of the Practice:

1. To determine the need for the new recent technology or modification of existing curriculum at institute level
2. To develop industry-institution relations and provide two-way communication between institute and industrial community
3. To establish or validate performance based or industry expected technologically sound graduates
4. To shape academic curriculum and practical outcomes so that alignment will exist as per industry requirement

Key features:

1. IAC can provide work suggestions and recommendations that help institutions in developing their study programs.
2. Encourage industries and institutes to participate in training, educational programs and research.

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

### 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

#### STUDENT CATEGORIZATION (CAREER PROSPECTIVE)

Categorization of students for their career determination

"Determination/focus is considered to be key to success. Keeping this thing in mind we have categorized students after making them aware about the scope of pharmacy."

Objectives of student categorization:

- To elaborate the scope of pharmacy to students from eminent personalities.
- To clear the focus or determination of a student's career at an early stage.
- To provide a selective guidance session to the categorized student.
- To encourage students to start preparation at an early stage with respect to their career.

Process for student categorization:

- To arrange an induction programme for first year B.Pharm for creating awareness of the pharma field.
- To conduct orientation programme for second year B. Pharm
- To collect feedback from parents and students after fifteen days of orientation programme.
- To categorize students of second year B.Pharm in different categories like Job/Business/M.Pharm. /MBA /Education abroad /Civil services.
- To compile the students of all years in different categories.
  - To organize the different activities like lecture /camp/competition for each category student separately.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

#### To organize following activities

- A guest lecture for overseas opportunities for study as well as career.
- Opportunities and preparation for civil services.
- Opportunity and career roadmap for MBA.
- Entrepreneurship awareness activities.
- HR Summit/ Session on career opportunities in Pharmaceutical Industry.