



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**MET'S INSTITUTE OF PHARMACY**

**BHUJBAL KNOWLEDGE CITY, ADGAON, NASHIK  
422003**

[www.metbhujbalknowledgecity.ac.in/pharmacy/](http://www.metbhujbalknowledgecity.ac.in/pharmacy/)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Mumbai Educational Trust (MET), with the vision to shape professional to conquer the present and future challenges to the socioeconomic fabric of our society by institutionalizing search, development, research and dissemination of Knowledge through the structured learning system, was established in the year 1989. MET is an ISO9001:2015 certified NGO with special consultative status United Nations (ECOSOC)

Embarked its journey in the year 2006, MET'S Institute of Pharmacy have been committed to become center of excellence by virtue of its vision and mission.

The Institute is affiliated to Savitribai Phule Pune University (SPPU), Pune and approved by AICTE, New Delhi, PCI, New Delhi and DTE, Mumbai.

### Some of the breakthroughs of our Journey are as follows

- 2006: Establishment of B. pharmacy with intake capacity of 60 students
- 2010: Introduction of M. pharmacy in Pharmaceutical Chemistry and Quality Assurance Techniques
- 2011: M. Pharmacy course in Pharmaceutics was added
- 2016: Recognized as Ph.D. Centre by Savitribai Phule Pune University
- 2018: Got permanent affiliation for B. Pharm from SPPU and increased intake capacity of B. Pharmacy from 60 to 100
- 2019: M. Pharmacy course in Pharmacology

MET'S Institute of Pharmacy is a **NBA accredited** Institute, winner of the award of **Best College** for the effective implementation of the Student Development Board activities by Savitribai Phule Pune University. The institute is also in receipt of the Highest Rank "**Platinum**" by AICTE and Confederation of Indian Industry (CII) survey of Industry linked technical Institutes consecutively for two years 2017 and 2018. We are committed towards Socio-technical development of the students by providing quality education along with their social sensitization, continuous up gradation in the quality of staff and with the state of the art infrastructure.

### Vision

To be recognized as an institute of excellence by providing value based pharmacy education in developing graduates with continuous learning, research and leadership qualities to serve the society

### Mission

1. To develop MET BKC as a superior centre by providing quality education to create competent, skilled graduates to tackle pharmaceutical, technological and social challenges in diversified areas.
2. To provide state of the art infrastructure and facilities to promote quality research.

3. To inculcate leadership qualities in the students to develop them as responsible pharmacy professionals.
4. To create a competent manpower equipped to deal with professional challenges.
5. To strengthen the bond between pharmacist and the society by disseminating the professional value.
6. To instill in the student skills of life-long learning and ethical behavior.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. State of the art infrastructural facilities
2. NBA Accreditation
3. Highly qualified and devoted faculty
4. Enriched library
5. Instrument and machine room
6. Training and placement cell
7. Industry -institute interaction
8. Mentoring and counseling
9. Excellent Research activity
10. Short term certificate courses.
11. Extension and Outreach Activities
12. Student Welfare Activities
13. Staff Welfare Activities

### **Institutional Weakness**

1. Distant location from the heart of the city
2. Placements of students with high package.
3. Enrollment of outside Maharashtra students.
4. Unavailability of Post Doctorate Faculty

### **Institutional Opportunity**

1. To become Innovation Center
2. To be identified as a center for Industrial training and learning
3. International tie-up
4. Increasing Industrial Projects and consultancy work
5. Introduction of new courses.
6. Collaborative Research

### **Institutional Challenge**

1. Increased number of colleges giving Pharmacy Education
2. Lack of Pharmaceutical Industries in nearby area.
3. Encouraging undergraduate students for research activities.

4. To attract high quality students.
5. Less opportunities for placements
6. Increased cost of professional education

### 1.3 CRITERIA WISE SUMMARY

#### Pharmacy Part

MET'S Institute of Pharmacy is NBA Accredited institute located in the lush green campus of Bhujbal Knowledge City, Adgaon Nashik.

Institute has Started certificate courses for the enrichment of the curriculum in association with the industries

Name of the Certificate Course	Associate Partner
Hands on Training on HPLC, UPLC and LC MS	Nutralytica Research
Hands on Training on Pharmaceutical Equipments	Anish Pharma Equipments Pvt. Ltd
Intellectual Property Rights	Intangible Innovations
Pharmacovigilance	Inclination Research Solutions

For the Continuous up gradation of Knowledge and training of the Faculty members, Institute promotes the organization of Quality Improvement Programs in the institute and extends financial support to the staff members for participation in programs organized by other institutes. Staff members are also promoted to be members of Professional bodies like APTI, IPA etc.

Efforts are taken for continuous upliftment of the facilities. As stated earlier MET Bhujbal Knowledge City has state of the art infrastructure equipped with ultra modern teaching and learning facilities including modular laboratories equipped with Instruments, Equipments, Soft wares.

Experiential learning is facilitated with

- Medicinal Plant Garden
- Model Pharmaceutical Equipment room
- Departmental Museum
- Central Sophisticated Instrument Room
- Drug and Health Information Center

Safety and security of the students and staff members is the topmost priority of the institute, which is taken care in the form of various safety measures like installation of CCTV cameras, round the clock security system, availability of the emergency medical care, fire fighting system, awareness for care and handling of hazardous chemicals etc.

The facility and support system is continuously monitored and maintained with the help of Central Maintenance System and internal audits.

## Curricular Aspects

MET's Institute of Pharmacy, Bhujbal Knowledge City, Nashik is a self-financing institute which is permanently affiliated to the esteemed Savitribai Phule Pune University (SPPU), Pune. The institute has an intelligible vision of value-based pharmacy education which is induced with the curriculum which is further delivered with methods of teaching and learning. The faculty members play an important role in contributing and enriching the syllabus during the syllabus orientation programs. Constant feedbacks are taken from the students, other stakeholders, industry persons, research bodies and professionals. Their inputs are communicated to the university and for certificate courses implemented at the institute level.

In the past, SPPU has revised the curriculum for annual pattern in 2008 and then it was gradually revised from 2013 under semester pattern (Credit Based Credit System with CGPA) which is then updated in 2015 with certain modifications in a few subjects. Recently since 2018, SPPU has adopted the syllabus framed by the Pharmacy Council of India with a complete change in the number of subjects and topics.

The curriculum planning is done by the principal and course monitoring committee which is then exercised by teaching staff with the effective help of teaching, laboratory experiments, ICT tools, seminars, class tests, synopsis, and viva. Innovative tools of teaching are developed including use of smart classrooms, Google classrooms, animations and ERP (Enterprise Resource Planning) system for uploading the contents as a learning media. The institute conducts certificate courses like Intellectual Property Rights, Hands-on Training, etc by industry-institute collaboration to meet industrial needs and to enhance students' employability skills. The institute organizes undergraduate research competition and projects at industry sites thereby developing their research and technical skills.

Guest lectures, tree plantation, camp, rallies, and programs are conducted to raise standards and inculcate social values in our students. Multiple personality development sessions offering life lessons are conducted. The students are always encouraged to participate in seminars, workshops, conferences, guest lectures, and industrial visits to research and development centers, manufacturing plants, analytical laboratories, hospitals, etc. The institute makes efforts to give students knowledge, training, skills, and values to make them efficient and successful pharmacy professionals.

## Teaching-learning and Evaluation

The institute has always aimed towards the vision to be recognized as the 'Institute of Excellence'. To fulfil this vision, it caters the learning needs of students coming from different walks of life. Keen efforts are taken to identify the slow and advanced learners and programs like remedial classes and special guidance schemes, GPAT practice tests, etc. are organized to fulfil their requirements. The institute has always focused on student centric approaches viz. participatory and experiential based learning to enhance their learning experience. ICT tools like smart classrooms are used to enhance the teaching-learning process. An effective Mentor-Mentee system is established for the psycho-social mentoring of students supported by professional mentor. To nurture creativity and innovation among students, MET RxPLORE-UG Research conference and other competitions are organised. The back bone of the institute is its qualified and devoted teaching faculty which has 10 years of average teaching experience. A distinct point to note is that, more than 50% of the faculty members are accolades with Ph. D. These are all dedicated teachers who give the best to achieve the vision of the institute. The Faculties are trained for development of e-courses for smart delivery of contents. Some of the teachers are awarded at National and International level for their contribution in teaching and research.

The Examination section headed by Chief Exam Officer supervises the transparent, robust and time bound internal assessment system. Continuous efforts are made to strengthen the internal evaluation strictly adhering to the schedule. The examination related grievances (if any) are solved by the exam section through the subject-in-charge or through university. Various reforms in the examination system are also implemented. For mid-term course improvement of the students, the institute take necessary measures like timely conduction of additional examinations with on-time assessment. Programme Outcomes, Program Specific Outcomes and Course Outcomes are systematically displayed and communicated to teachers and students through institute's website and display boards. The achievement of learning outcomes is reflected in the excellent pass percentage of students (95%) and high level of attainment calculated based on the examination results and indirect assessment tools including the stakeholders' feedback.

### Research, Innovations and Extension

Research etiquette is monitored by the '*Internal Research Review Committee (IRRC)*' of the institute. IRRC is constituted of proficient and experienced faculty members. Further various extension and outreach activities are planned and executed by NSS unit and institutional Social Welfare Committee (SWC) units of the institute. The institute is undertaking research in multi-disciplinary areas which have led to the following major achievements for institute:

- Approved Ph.D. center from the AY 2017-2018; 08 candidates are registered for Ph.D
- Research Grants of Rs. 87500/- From Board of College and University Development Savitribai Phule Pune University, Pune
- Granted with 02 Indian patents and filled 08 MoU with different national and international institutes and pharmaceutical industries
- Published 200 research publications in reputed National and International journals.
- Faculty have authored 19 books with reputed publishers of India.
- PG students undertake research work in various formulation development, analytical and synthesis of small molecule heterocycles.
- Institutes has established *Industrial Advisory Committee (IAC)* who help in giving industry oriented thoughts to the research projects of the PG students. All the PG projects are scrutinized by IAC from the beginning.
- The MoU, linkages and IAC have helped to augment in impacting academic and research progressions and student development and placements.
- Software namely, *METSTAT* useful for performing tedious calculations involved in experimental design which is frequently followed in various research areas of pharmaceutical sciences
- The institute take efforts for the academic development as well as sensitization of its students and faculties about their social responsibilities through participation in various programs such as seminars, workshops, conference training, awareness programs, arranging health camps, and outreach programs.

As result of motivational efforts of institution students and faculty via institutional Social Welfare Committee, and NSS unit took initiatives such as; construction of toilet for girl school at tribal area, installation of sanitary napkin winding machine, donation of school, uniform and shoes, financial assistance for needy one are some of the activities which are

### Infrastructure and Learning Resources

Established in the year 2006, Bhujbal Knowledge city has a beautiful and lush green campus located at Adgaon, Nashik. The institute is NBA accredited and approved by PCI, AICTE and DTE and is affiliated to Savitribai Phule Pune University. Some of the core attractions of the institute are its excellently landscaped, spacious, well-lit, well-ventilated and well-planned building. Institute has excellent properly maintained infrastructure and facilities. The learning resources and facilities available in the institute are optimally used. The classrooms and seminar hall, as stipulated by regulatory requirements are available for smooth conduct of theory sessions. Keeping up with the ever-changing demand of time, the institute is equipped with ICT facilities like Internet, Digital smart board, LCD projectors etc. The institute has a separate EDP cell for the maintenance and upkeep of the IT facilities. The institute has well-designed and well-maintained 15 laboratories with sophisticated equipment and an air-conditioned animal house. All highly sophisticated instruments are installed in Central instrumentation room and Machine room (Pilot plant).

The library is well-equipped with modern facilities like ILMS software and a huge pool of knowledge resources. A separate e-library, computer room with high speed internet, drug museum and medicinal plants garden are available. The institute also has a spacious AC auditorium with 120 seating capacity for conducting seminars and extra-curricular activities. Keeping in mind the recreational needs of the students, the institute also offers sports complex for outdoor/indoor games, gymnasium, music room, yoga room and an amphitheatre.

To help students to regulate their daily life, a comfortable hostel along with a spacious canteen, transport, ATM, general stores, sick room, drug and health information centre (DHIC) are provided. The students common room and the faculty rooms are well furnished and equipped with IT facilities. Ramp and lifts are available for physically challenged/specially-abled students. The maintenance of the available infrastructure is taken care by the centralized civil and maintenance department. Sufficient security persons are appointed to help regulate the security and safety in the campus. Adequate provision is made in the budget for the proper maintenance of the existing infrastructure.

### **Student Support and Progression**

The MET Institute of Pharmacy offers a holistic learning experience to its students. To fulfill this, the institute offers multiple student-centric activities like mentoring system, personality development, continuous professional and personal counseling. Through Suggestion Boxes and feedback systems opportunity is provided to students to give their valuable suggestions. Scholarships, freships and stipends are provided to GPAT qualified students through various government schemes. The economically poor students are allowed to make payment in installments and also supported by the MET Scholarships. The institute constantly works towards honing students with additional skills along with curriculum excellence. To achieve this, various guest lectures (as per the topics suggested by Industrial advisory committee) on the current requirement in the industry, competitive examinations, career counseling, communication and soft skill development by Digital language laboratory training, entrepreneurship, personality development, etc. are organized for the students. The institute organizes motivational lectures on "Yoga and Meditation" to provide moral support to the students and give them peace of mind. Additional tutorial classes are conducted with the aid of topic-specific charts, models, and audio-visuals to support slow learners. The institute offers various certificate courses to students (on topics of IPR, Pharmacovigilance, etc.) to bridge the gap between academics and industry which eventually raises the placements of the students. The institute has facilitating mechanisms like training and placement cell, student grievance redressal cell, anti-ragging committee, internal complaint committee, and women's grievance committee to support students. The institute has developed Social Welfare Cell (SWC), National Service

Scheme (NSS) which stimulate students for socio-technical responsibilities where various social awareness activities. To boost team spirit and event management skills in the students, the institute organizes activities such as annual MET-Utsav, Antarang and Sports weeks. The institute has a registered Alumni Association. The institute has constituted various academic and administrative committees where student representatives' work in coordination with the faculty members in carrying out various co-curricular and extracurricular activities required for overall development of students.

### **Governance, Leadership and Management**

The MET League of colleges is a conglomerate of premiere educational institutions, driven by a single-minded focus on imparting quality education to make students sharp. In 2006, MET has expanded its horizon to Nashik and established, state of the art Bhujbal Knowledge City campus, offering education in the field of Pharmacy (B. Pharm., M. Pharm. and Ph. D.), Engineering, polytechnic and, management. The Institute is working with the vision to develop graduates with technical and research knowledge, and has a continuous learning approach with leadership quality for the benefit of the society. The organization believes in decentralization and participative administration hence; the organization has HR, Audit, MARCOM, Civil, Purchase and Finance departments which work in parallel with Governing body (GB), College Development Committee (CDC) and Head of Institute. At Institute level Internal Quality Assurance Cell (IQAC), Course Monitoring Committee (CMC), College Examination Officer (CEO), Institute Research Review Committee (IRRC) and Industrial Advisory Committee (IAC) are functioning. The institute has prepared a Five-year broader perspective plan and a developed strategy to achieve the goals. For hassle free work; the Institute has adopted the culture of e-governance. In the context of employee empowerment, the Trust provides various welfare measures like term insurance, accidental death insurance, Mediclaim, zero percent loan and tea coupons to the teaching and non-teaching faculty members. Financial assistance is also provided to teaching and non-teaching staff to attend conferences/seminars/workshops as a part of the Faculty Development Program. Institute promotes the quality improvement initiative by organizing such academic programs. Institute has adopted a performance appraisal system for the promotion of the staff. Appraisal is conducted every year and based on the performance and the feedback received. Being a self-financed institute; the funds are generated through various heads and are utilized properly. The whole process is monitored financial audit. Internal Quality Assurance Cell (IQAC) of the institute is established in 2015 to improve the academic and administrative performance. The cell works through Course Monitoring Committee (CMC), Institute Research Review Committee (IRRC) and Industrial Advisory Committee (IAC) and monitors the teaching-learning processes.

### **Institutional Values and Best Practices**

Institute of Pharmacy holds unity, equality, and integrity as its core values and hence, emphasis is given to maintain an environment that is inclusive for all diverse parts of the society like race, gender, class, generation and geographical parts of the country. The institute is committed to providing an environment that is safe, secure and inclusive to all. MET BKC promotes policies that try to minimize inequality and support for the flexible and tolerant societies that embrace all people. The institution offers utmost importance to the safety and security of learners, faculties, and infrastructure of the college. The institute believes that gender equality must become a lived reality and always ensures that women are safe at the workplace. Special efforts are taken to protect the environment and maintain cleanliness in the campus which includes green landscaping, rainwater harvesting, reuse and recycling of wastes, management and disposal of biomedical and hazardous solid and liquid waste material and promoting the use of solar energy and LED lights in the campus.



Amongst various model practices that the institute has identified, the two best practices that help us stand tall are Industrial Advisory Committee (IAC) and MET RxPLORE Undergraduate Research Conference. The Industrial Advisory Committee is a joint team having representatives of the institute and leading Pharmaceutical Industries. Whereas, the MET Rxplore Undergraduate Research Conference indicates the commitment of the institute to provide an opportunity and a platform for students where they can showcase their innovations, share their ideas and learn to develop an idea into an innovation. Another distinctive activity of the institute is 'Career Prospects Student Categorization' where we create awareness about various opportunities and scope of Pharmacy education amongst our students at an early stage of their graduation and motivate them to set their goal to avail professional assistance to march towards their goal. Institute has developed Entrepreneurship Development Cell, Civil Service Cell, GPAT Guidance Cell, Higher study, and counseling cell, Mentors help their mentees on their career path. Placement cell is dedicated to grooming students to grab placement opportunities which institute make available at the campus and off the campus.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	MET'S INSTITUTE OF PHARMACY
Address	Bhujbal Knowledge City, Adgaon, Nashik
City	Nashik
State	Maharashtra
Pin	422003
Website	<a href="http://www.metbhujbalknowledgecity.ac.in/pharmacy/">www.metbhujbalknowledgecity.ac.in/pharmacy/</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sanjay Jayprakash Kshirsagar	0253-2555860	9370245235	0253-2303203	principal_iop@bkc.met.edu
IQAC / CIQA coordinator	Santosh Subhash Chhajed	932-5173818	9850081911	0253-2555861	chhajedss@gmail.com

Status of the Institution	
Institution Status	Private
Institution Fund Source	No data available.

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	30-06-2006			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Maharashtra	Savitribai Phule Pune University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC				
12B of UGC				
<b>Details of recognition / approval by statutory / regulatory bodies other than UGC (MCI, DCI, PCI, INC, RCI, AYUSH, AICTE etc.)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
AICTE	<a href="#">View Document</a>	29-04-2019	1	
PCI	<a href="#">View Document</a>	10-06-2019	5	

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the college recognized for its outstanding performance by national or international agencies such as DSIR, DBT, ICMR, UGC-SAP, AYUSH, WHO, UNESCO etc.?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Bhujbal Knowledge City, Adgaon, Nashik	Urban	32.89	50077.26

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BPharm, Pharmacy	48	HSC CET	English	100	100
PG	MPharm, Pharmacy	24	B Pharm GPAT	English	15	15
PG	MPharm, Pharmacy	24	B Pharm GPAT	English	15	15
PG	MPharm, Pharmacy	24	B Pharm GPAT	English	6	6
PG	MPharm, Pharmacy	24	B Pharm GPAT	English	6	6
Doctoral (Ph.D)	PhD or DPhil, Pharmacy	36	M Pharm PET	English	8	7

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	3				5				21			
Recruited	1	0	0	1	5	0	0	5	9	8	0	17
Yet to Recruit	2				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
	<b>Lecturer</b>				<b>Tutor / Clinical Instructor</b>				<b>Senior Resident</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				16
Recruited	14	2	0	16
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				16
Recruited	14	2	0	16
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				12
Recruited	8	4	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	8	4	0	12
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	5	0	0	1	5	0	12
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	8	3	0	11
<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Lecturer</b>			<b>Tutor / Clinical Instructor</b>			<b>Senior Resident</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
<b>Highest Qualification</b>	<b>Lecturer</b>			<b>Tutor / Clinical Instructor</b>			<b>Senior Resident</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0



<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
<b>Highest Qualification</b>	<b>Lecturer</b>			<b>Tutor / Clinical Instructor</b>			<b>Senior Resident</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
	2	1	0	3
<b>Number of Emeritus Professor engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
	0	0	0	0
<b>Number of Adjunct Professor engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
	0	0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	143	0	0	0	143
	Female	207	0	0	0	207
	Others	0	0	0	0	0
PG	Male	15	0	0	0	15
	Female	29	0	0	0	29
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	4	0	0	0	4
	Female	3	0	0	0	3
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	4	2	2	3
	Female	9	9	5	6
	Others	0	0	0	0
ST	Male	0	0	1	3
	Female	1	5	3	6
	Others	0	0	0	0
OBC	Male	13	9	14	11
	Female	21	16	21	19
	Others	0	0	0	0
General	Male	6	8	11	18
	Female	13	12	10	34
	Others	0	0	0	0
Others	Male	31	16	15	8
	Female	44	30	20	14
	Others	0	0	0	0
<b>Total</b>		<b>142</b>	<b>107</b>	<b>102</b>	<b>122</b>

<b>General Facilities</b>	
<b>Campus Type: Bhujbal Knowledge City, Adgaon, Nashik</b>	
<b>Facility</b>	<b>Status</b>
• Auditorium/seminar complex with infrastructural facilities	<b>Yes</b>
<b>• Sports facilities</b>	
* Outdoor	<b>Yes</b>
* Indoor	<b>Yes</b>
• Residential facilities for faculty and non-teaching staff	<b>No</b>
• Cafeteria	<b>Yes</b>

<b>• Health Centre</b>	
* First aid facility	<b>Yes</b>
* Outpatient facility	<b>No</b>
* Inpatient facility	<b>No</b>
* Ambulance facility	<b>No</b>
* Emergency care facility	<b>No</b>
<b>• Health centre staff</b>	
* Qualified Doctor (Full time)	<b>0</b>
* Qualified Doctor (Part time)	<b>0</b>
* Qualified Nurse (Full time)	<b>0</b>
* Qualified Nurse (Part time)	<b>0</b>
• Facilities like banking, post office, book shops, etc.	<b>Yes</b>
• Transport facilities to cater to the needs of the students and staff	<b>Yes</b>
• Facilities for persons with disabilities	<b>Yes</b>
• Animal house	<b>Yes</b>
• Power house	<b>Yes</b>
• Fire safety measures	<b>Yes</b>
• Waste management facility, particularly bio-hazardous waste	<b>Yes</b>
• Potable water and water treatment	<b>Yes</b>
• Renewable / Alternative sources of energy	<b>Yes</b>
• Any other facility	<b>MET'S World of Music (Music Center) along with Music Teacher, Yoga Center, Fitness Trainer,</b>

<b>Hostel Details</b>		
<b>Hostel Type</b>	<b>No Of Hostels</b>	<b>No Of Inmates</b>
* Boys' hostel	1	180
* Girls's hostel	1	153
* Overseas students hostel	0	0
* Hostel for interns	0	0
* PG Hostel	0	0

NAAC

## Extended Profile

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### 1 Students

#### 1.1

##### Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
369	334	341	343	351
File Description		Document		
Institutional data in prescribed format(Data templ		<a href="#">View Document</a>		

#### 1.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
100	99	102	97	109
File Description		Document		
Institutional data in prescribed format(Data templ		<a href="#">View Document</a>		

#### 1.3

##### Number of first year Students admitted year-wise in last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
142	107	102	122	127
File Description		Document		
Institutional data in prescribed format(Data templ		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
24	22	20	20	21
File Description			Document	
Institutional data in prescribed format(Data templ			<a href="#">View Document</a>	

## 2.2

### Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
26	24	24	25	25
File Description			Document	
Institutional data in prescribed format(Data templ			<a href="#">View Document</a>	

## 3 Institution

### 3.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
136.60	117.93	141.92	109.28	108.28
File Description			Document	
Institutional data in prescribed format(Data templ			<a href="#">View Document</a>	

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

**1.1.1 The Institution ensures effective curriculum planning, delivery and evaluation through a well defined process as prescribed by the respective regulatory councils and the affiliating University.**

**Response:**

MET's Institute of Pharmacy Bhujbal Knowledge City, Nashik, is self-financing institute, permanently affiliated to Savitribai Phule Pune University and follows curriculum prescribed by it. Faculty members do interact with industry experts, research bodies, civil society and asked their suggestions for curriculum enrichment which are then conveyed to University. Faculty members of institute also have contributed in enrichment of syllabus during syllabus orientation programs conducted by university. In past SPPU, curriculum has been revised in 2008 and syllabus is gradually updated from 2013 when semester pattern is adopted. It was further modified in 2015 with few changes in subjects and topics. The college has adopted the Credit Based System (CBS) with CGPA as prescribed by SPPU. Recently, since 2018, SPPU has adopted syllabus, framed and guided by Pharmacy Council of India.

#### **Curriculum Planning, Execution and Control**

**Planning:-**

- At the beginning of every academic year, subjects and workload are allotted to teaching staff by course monitoring committee followed by scheduling of academic calendar for the institute, as per Savitribai Phule Pune University guidelines.
- Time-table is prepared for each class and subject in-charge prepares lecture wise teaching plan for each subject.
- Students are made aware about syllabus, by display of month wise teaching plan.

**Curriculum Delivery:-**

- Lectures are delivered by using conventional methods, powerpoint presentations as well as use of smart boards along with seminars, workshops, conferences, guest lectures, industrial visits, etc.
- The curriculum is split up into theory and practical hours along with extension of practical teaching in the form of credits.
- Classroom teaching is done as per the standard guidelines including feedback for it.
- Communication skill lectures are conducted in first semester as per syllabus framed by SPPU. It is continued further even in second semester at institute level though not included in SPPU framed syllabus.
- Specific attention is given to the communication and soft skill development of students.
- Seminar, assignment, class test are conducted as a part of continuous assessment process.
- Content beyond syllabus topics are discussed during departmental meetings and same is covered with due justice by staff through case studies, seminars, workshops, conferences, guest lectures and industrial visits to bridge the gap between academia and industry.
- Innovative tools of teaching, including smart classrooms, google classrooms, animations and



ERP (*Enterprise Resource Planning*) system for uploading contents and assignments are adopted as learning media for students.

### Evaluation of teaching and learning process:

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.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Minutes of the meeting of the college curriculum committee	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### Other Upload Files

1	<a href="#">View Document</a>
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### 1.1.2 Percentage of fulltime teachers participating in BoS /Academic Council of Universities during the last five years. (Restrict data to BoS /Academic Council only)

**Response:** 0.83

1.1.2.1 Number of teachers of the Institution participating in BoS/Academic Council of universities year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Provide scanned copy of nomination letter such BoS and Academic Council From University/ Autonomous college	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Link for details of participation of teachers in various bodies	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of inter-disciplinary / inter-departmental courses /training across all the Programmes offered by the College during the last five years</b></p> <p><b>Response: 8.51</b></p>	
<p>1.2.1.1 Number of inter-disciplinary /inter-departmental courses /training offered during the last five years</p> <p>Response: 16</p>	
<p>1.2.1.2 Number of courses offered by the institution across all programs during the last five years</p> <p>Response: 188</p>	
File Description	Document
Minutes of relevant Academic Council/BoS meetings	<a href="#">View Document</a>
List of Interdisciplinary /interdepartmental courses /training across all the the programmes offered by the University during the last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

<p><b>1.2.2 Average percentage of students enrolled in subject-related Certificate/ Diploma / Add-on courses as against the total number of students during the last five years</b></p> <p><b>Response: 15.59</b></p>	
<p>1.2.2.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</p>	

2018-19	2017-18	2016-17	2015-16	2014-15
54	70	28	117	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of the students enrolled in subject-related Certificate/Diploma/Add-on courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

**1.3.1 The Institution integrates cross-cutting issues relevant to gender, environment and sustainability, human values, health determinants, Right to Health and emerging demographic issues and Professional Ethics into the Curriculum as prescribed by the University / respective regulative councils**

**Response:**

**Gender:**

Institute has established separate working cells like Girl's Student Council, Nirbhay Kanya Abhiyan, where activities focusing gender education and girls students were under taken. Institute conducted many lectures addressing gender equity, self defence workshop for female students, work shop on "sexual harassment of women at workplace", sessions on "women empowerment", workshop on communication skill development for both boys and girls.

**Environment and Sustainability:**

In pharmacy curriculum Environment awareness is mentioned in different activities and syllabus.

In the syllabus of F.Y. & S.Y. B.Pharm Environment project and related examination is a part of curriculum. Students need to choose topic related to environment of one's own choice and must prepare one project report on same. Second semester of first year inclusive of Pharmacognosy subject in which separate topic is mentioned named, 'Ecology and Environment'.

As a part of curriculum, S.Y.B.Pharm students (2017-18 batch) have visited Sewage Treatment plant for the awareness about how sewage gets treated and helps to maintain environmental balance in college campus. As per state government and Directorate of technical Education Regional office Nashik, tree plantation is mandatory in college campus i.e. "Van Mahotsav".

### **Human values:**

In the entire B.Pharm curriculum there are many subjects and topics which deal with human values related education such as; subjects like Modern Dispensing Practices which explains how to be a Good pharmacist while working as community pharmacist and when involved in compounding and dispensing of products with patient counselling.

Pharmacology subject inclusive of topics like; ethical guidelines related to handling of animals e.g. CPCSEA, OECD etc. and ethical issues in clinical trials, Good Clinical Practices.

Under social welfare cell, students visit to old age home and orphan home to provide them some requirements.

### **Health Determinants:**

Institute has separate section named, 'Drug and Health Information Center (DHIC)'. Under this cell institute makes awareness regarding various drugs their uses, adverse reactions and contraindications. Various diseases are also considered and discussed at greater height for their awareness.

### **Right to health**

Every year Institute arrange health check-up for first year students. Their health reports are getting reviewed by mentors and informed to parents. Under national Service Scheme unit carry out health checkup programme for various parameters.

First year B.Pharm syllabus inclusive of Human Anatomy and Physiology subject which consists of topics like health education that describes about our body, diet, nutritions etc.

### **Professional Ethics**

In a very first year of Pharmacy branch the subjects named Modern Dispensing Pharmacy explains all the professional ethics related to manufacturing and community pharmacy.

In final year, subject named, 'Pharmaceutical Jurisprudence which completely related to ethics, regulations, rules and acts in Pharmacy profession which have to be followed by all Pharmacist.

Quality Assurance Techniques consist of study of various guidelines related to Quality and GMP of pharmaceutical product such as ICH, WHO and regulatory bodies like WHO, USFDA, TGA etc.

File Description	Document
Link for list of courses with their descriptions	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 1.3.2 Number of value-added courses offered during the last five years that impart transferable and life skills.

**Response: 2**

1.3.2.1 Number of value-added courses offered during the last five years that impart transferable and life skills.

Response: 2

File Description	Document
List of-value added courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document related to value-added course/s	<a href="#">View Document</a>

### 1.3.3 Average percentage of students enrolled in the value-added courses during the last five years

**Response: 52.81**

1.3.3.1 Number of students enrolled in value-added courses offered year-wise during the last five years that impart transferable and life skills

2018-19	2017-18	2016-17	2015-16	2014-15
293	265	203	155	135

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 1.3.4 Percentage of students undertaking field visits/Clinical / industry internships/research projects/industry visits/community postings (data for the preceding academic year)

**Response: 63.14**

1.3.4.1 Number of students undertaking field visits, clinical, industry internships, research projects, industry visits, community postings

Response: 233

File Description	Document
Scanned copy of filed visit report with list of students duly attested by the Head of the institution to be provided	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links to scanned copy of completion certificate of field visits/Clinical / industry internships/research projects/industry visits/community postings from the organization where internship was completed	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Mechanism is in place to obtain structured feedback on curricula/syllabi from various stakeholders. Structured feedback received from:**

1. Students
2. Teachers
3. Employers
4. Alumni
5. Professionals

**Response:** A. All of the above

File Description	Document
Stakeholder feedback reports as stated in the minutes of meetings of the College Council /IQAC/ Curriculum Committee	<a href="#">View Document</a>
Sample filled in Structured Feedback to be provided by the institution for each category claimed in SSR	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**1.4.2 Feedback on curricula and syllabi obtained from stakeholders is processed in terms of:**

**Response:** B. Feedback collected, analysed and action has been taken

File Description	Document
Stakeholder feedback report	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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C

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

**2.1.1 Due consideration is given to equity and inclusiveness by providing reservation of seats to all categories during the admission process. Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years**

**Response:** 99.52

2.1.1.1 Number of students admitted from the reserved categories as per GOI or State Government norms year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
48	41	46	48	50

2.1.1.2 Number of seats earmarked for reserved categories as per GOI or State Govt. norms year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
48	42	46	48	50

File Description	Document
Institutional data in prescribed forma	<a href="#">View Document</a>
Final admission list published by the HEI	<a href="#">View Document</a>
Copy of letter issued by state govt. or and Central Government (which-ever applicable) Indicating the reserved categories to be considered as per the GO rule (translated in English)	<a href="#">View Document</a>
Annual Report/ BOM report/ Admission report duly certified by the Head of the Institution.	<a href="#">View Document</a>
Admission extract submitted to the state OBC, SC and ST cell every year.	<a href="#">View Document</a>
Link for Any other relevant informatio	<a href="#">View Document</a>

**2.1.2 Average percentage of seats filled in for the various programmes as against the approved intake**



**Response:** 92.49

2.1.2.1 Number of seats filled-in for various programmes offered by the College as against the approved intake during the last five years:

2018-19	2017-18	2016-17	2015-16	2014-15
142	107	102	122	133

2.1.2.2 Number of approved seats for the same programme in that year

2018-19	2017-18	2016-17	2015-16	2014-15
145	114	120	129	146

File Description	Document
The details certified by the Head of the Institution clearly mentioning the programs that are not covered under CET and the number of applications received for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**2.1.3 Average percentage of Students admitted demonstrates a national spread and includes students from other states**

**Response:** 0.16

2.1.3.1 Number of students admitted from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	1	0

File Description	Document
List of students enrolled from other states year-wise during the last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
E-copies of admission letters of the students enrolled from other states	<a href="#">View Document</a>
Copy of the domicile certificate as part of the from other states and countries and/or Previous degree/Matriculation / HSC certificate from other state or country	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

<p><b>2.2.1 The Institution assesses the learning levels of the students, after admission and organises special Programmes for advanced learners and slow performers The Institution:</b></p> <ol style="list-style-type: none"> <li>1. Follows measurable criteria to identify slow performers</li> <li>2. Follows measurable criteria to identify advanced learners</li> <li>3. Organizes special programmes for slow performers</li> <li>4. Follows protocol to measure student achievement</li> </ol> <p><b>Response:</b> A. All of the above</p>	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Criteria to identify slow performers and advanced learners and assessment methodology	<a href="#">View Document</a>
Consolidated report of special programs for advanced learners and slow learners duly attested by the Head of the Institution	<a href="#">View Document</a>
Any other information	<a href="#">View Document</a>
Link for any relevant information	<a href="#">View Document</a>

<p><b>2.2.2 Student - Full- time teacher ratio (data of preceding academic year)</b></p> <p><b>Response:</b> 15.38</p>
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File Description	Document
List of students enrolled in the preceding academic year	<a href="#">View Document</a>
List of full time teachers in the preceding academic year in the University	<a href="#">View Document</a>
Institutional data in prescribed format (data Templates)	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

### 2.2.3 Institution facilitates building and sustenance of innate talent /aptitude of individual students (extramural activities/beyond the classroom activities such as student clubs, cultural societies, etc)

#### Response:

Following initiative are taken by the institute to facilitates building and sustenance of innate talent /aptitude

**Certificate courses & Hand-on Training:** Institute has conducted various Certificate courses on Intellectual Property Rights, Pharmacovigilance; Hands on training on Pharmaceutical equipment, Hands on training on HPLC, UPLC, LC-MS to enhance students' theoretical and practical knowledge.

**Entrepreneurship Development Cell:** It is being promoted to create the entrepreneur and to foster techno-entrepreneurship for generation of Pharma business and employment of Pharma students with the objective to promote growth of innovation and entrepreneurship among the students.

**Institutional Research Review Committee (IRRC):** To improve the research aptitude among students IRRC implemented research project policy wherein a group of students undertake a minor project (research/review/field survey) at the level of third year B Pharm which is presented at the end of semester.

**National Service Scheme:** The Institute has Savitribai Phule recognised unit of NSS under which various activities like health check-up camps, blood donation camp, organ donation awareness drive, winter special camp are organised. Various Social activities like tree plantation, health awareness lectures, and cleanliness drive are organised in the villages adopted by the Trust where the camps are organised.

**Institute's Magazine- Pharma Pathfinder:** The Institute publishes the magazine- 'Pharma Pathfinder', wherein the students contributes in the form of their own creation like paintings, poetries, articles, photographs etc. Part of the Editorial work is also undertaken by students.

**Civil Service Cell:** The cell is established to groom the interested students for preparation of various competitive exams like MPSC, UPSC to make career in administrative and other government services after graduation.

**Cultural Events:** Students are participating in various activities like scientific innovative advertisement competition, Pharma Fancy dress competition conducted under 'National Pharmacy Week' organised by

IPA Nashik branch at district level, Dancing , singing etc. held under the Grand cultural event- 'MET-Utsav' at Campus level and 'Anatrang' at Institute level. These activities provide a platform to students to think on Once Feet, to learn coordination and cooperation, test of event management, so as to impart hands on experience to them.

**MET Katta** is organised as open discussion platform on various Technical and non-Technical issues.

**MET AL- Connect:** The institutes Alumni association through its working committee organizes various activities like alumni lectures for current students on guidance for higher studies, job opportunities, entrepreneurship opportunities, World pharmacist day celebration etc.

File Description	Document
Link for Appropriate documentary evidence	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student-centric methods are used for enhancing learning experiences by:

- **Experiential learning**
- **Integrated/interdisciplinary learning**
- **Participatory learning**
- **Problem solving methodologies**
- **Self-directed learning**
- **Patient-centric and Evidence-Based Learning**
- **Learning in the Humanities**
- **Project-based learning**
- **Role play**

#### Response:

##### 1. *Experiential learning:*

**Industrial training:** The in-plant trainings are organized for in-depth understanding of the formulation, testing and packaging methodologies

**Hands-on Training:** Hands-on Trainings on Spheronizer, Extruder, Fluid bed processor in association with Anish Pharma Equipments and on sophisticated instruments like HPLC, UPLC and LC-MS. in association with Nutralytica Research Pvt. Ltd have been conducted by the Institute

##### 2. *Integrated /Interdisciplinary learning*

Students get the knack of few interdisciplinary subjects like Environmental science, Communication and Soft Skill Development, Pharmaceutical Business and Disaster Management, Pharmaceutical Jurisprudence throughout the B. Pharm course.

### ***3. Participatory learning***

**Communication skills sessions:** Interactive sessions are conducted by visiting faculties wherein the students are guided and trained on verbal and nonverbal communication skills.

**Earn and learn scheme:** Economically backwards students are motivated through the University supported Earn and Learn scheme for financial assistance in the course of studying. Students are given office work, field work like looking after medicinal garden etc and they are paid honorarium.

**Conduction of assignments:** Students are given assignments to collect in depth and advanced information on various topics, subtopics from the subject, thus they get a chance to refer various reference books, resources from internet.

**Participation in competitions in NPW/MET Utsav :** The activities like quiz competition, problem solving competition and other technical competitions are organized on recent topics under MET Utsav and National Pharmacy Week celebration

### ***4. Self- directed learning***

**Short term courses:** Short term Certificate courses on Intellectual Property Rights, Pharmacovigilance are organised so as to gain additional knowledge.

**Google Class room:** Teachers through Google class upload presentations, notes, animations related to a particular topic. Students on their own can refer the same at their convenience.

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

**Language laboratory:** Orell Digital Language Lab. Software is professionally engineered, comprehensive and end-user friendly language learning software to get excellence in communication skills of foreign languages.

**Library resources:** Facilities like subscription of E journals, National Digital library, Jaykar library and British Council Library are available for students' access,

### ***5. Problem based learning:***

Students are asked to find the probable feasible solutions for some problems/issues identified on the concepts and applications of the topic. The conceptual clarity is tested through this activity

### ***6. Patient centric learning***

**Hospitals Visits:** The visits are organized to various hospitals so as to foster the awareness amongst them about hospital working/ patient counselling techniques.

**Case studies:** Students were given few pathological reports of a patient for interpretation as a part of case studies during practicals of the subject- Clinical Biochemistry & pathophysiology which help to improve the learning

**7. Project based learning**

**Minor research projects:** Students are asked to carry out minor projects at Third year level and it is presented and defended before the expert teachers.

**8. Role play:** Students are participating in activities like Pharma Fancy dress competition conducted under 'National Pharmacy Week' organised by IPA Nashik branch at district level

File Description	Document
Link for learning environment facilities with geotagging	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**2.3.2 Institution facilitates the use of Clinical Skills Laboratory / Simulation Based Learning The Institution:**

- 1. Has Basic Clinical Skills / Simulation Training Models and Trainers for skills in the relevant disciplines.**
- 2. Has advanced simulators for simulation-based training**
- 3. Has structured programs for training and assessment of students in Clinical Skills Lab / Simulation based learning.**
- 4. Conducts training programs for the faculty in the use of clinical skills lab and simulation methods of teaching-learning**

**Response:** D. Any one of the above

File Description	Document
Report on training programmes in Clinical skill lab/simulator Centre	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**2.3.3 Teachers use ICT-enabled tools for effective teaching and learning process, including online e-resources**

**Response:**

***Details of ICT enabled tools for effective teaching and learning***

- 1. LCD projectors:** Teachers make use of LCD projectors in class rooms as a tool for effective pedagogy to deliver power point presentations, show videos & animations. Complex concepts are effortlessly explained with the help of this type of tools.

2. **Smart class rooms:** There are smart class rooms enabled with camera device for effective and interactive teaching and learning process where in the lecture content can be saved in pdf or continuous format.
3. **ERP System :** There is ERP based Learning Management System developed at campus level which is utilized by teachers to record and monitor daily attendance of students, students can access subject Note, power point presentations etc. as E- material through their login.(erp.bkc.met.edu)
4. **Computer aided Dug Design software:** The Vlife MDS software is used to carry out research projects related to molecular docking and QSAR at PG level, which enable students to have experience of better learning at receptor level to design suitable ligands
5. **The Pharmacology software:** A software composed of Simulated physiological systems and their functions is being used for demonstration purpose during teaching learning. This software simplify the difficult body systems and their functions for in depth understanding by students
6. **Google class room** method is utilized by teachers to distribute presentations, videos, notes, continuous assessment assignments etc. The Google class room technique make student attentive and the keen for learning.
7. **E- journals:** Institute has subscribed E- journal package from 'DELNET' which is accessed by teachers and students to search literature related to their research projects. With the help of this students can access recent literature for better designing of research hypothesis
8. **A language Laboratory** software is also subscribed for the learning of various languages for benefit of students
9. **E- Library Resources:** The institute has subscriptions of British Council Library, National Digital Library to access books and literature of other discipline.

File Description	Document
File for list of teachers using ICT-enabled tools (including LMS)	<a href="#">View Document</a>
File for details of ICT-enabled tools used for teaching and learning	<a href="#">View Document</a>
Link for webpage describing the "LMS/ Academic Management System"	<a href="#">View Document</a>

### 2.3.4 Student :Mentor Ratio (preceding academic year)

**Response:** 14.76

2.3.4.1 Total number of mentors in the preceding academic year

Response: 25

File Description	Document
Log Book of mentor	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Copy of circular pertaining the details of mentor and their allotted mentees	<a href="#">View Document</a>
Approved Mentor list as announced by the HEI Allotment order of mentor to mentee	<a href="#">View Document</a>

### 2.3.5 The teaching learning process of the institution nurtures creativity, analytical skills and innovation among students

#### Response:

Following are the institutional efforts taken to nurture creativity, analytical skills and innovation among students during the teaching learning process:

- 1. Minor Projects:** To boost the creativity and innovation, Third Year B Pharm students are encouraged to undertake minor research / review projects in groups. Students are assigned with a teacher- guide for the project. They present the projects at MET RxPLORE- UG research conference wherein the projects are evaluated by experts. Students are appreciated with participation certificates and cash prizes for the winners. The Project reports are submitted to the IRRC at the end of the academic year.
- 2. Research projects for PG students:** M Pharm students in their second year carry out Research project related to their subject of specialization under the guidance of a university recognised guide. The Dissertations are submitted at the end which are presented before the external examiner who also conducts viva on the same. These project enhance analytical skills and innovative ability among students.
- 3. Problem based learning:** The conceptual clarity and Analytical ability of students is tested by assigning some problems/issues identified on the concepts and applications of the topic in respective subjects, they are asked to find the probable feasible solutions for the problem.
- 4. Problem solving completion :** An 'Industrial Problem Solving Competition' was conducted under the One Day state level conference 'Industrial Perspectives of Natural Product Formulations' The problems were given to the group of participants well before and by applying their knowledge related to the subject they were asked to present the feasible solutions. The best solutions were appreciated and given prizes. This activity tested the analytical skills of the students.
- 5. Pharma model making:** The intercollegiate Model Making competition is being organized under National Pharmacy Week celebration wherein students are participating to enhance their creative and innovative aptitude.
- 6. Gyanguru** is a knowledge platform initiated in order to upkeep students' curiosity for novel drug delivery systems along with theoretical concepts as per syllabus. It will also help students for sharing recent knowledge, understanding of current scenario of pharmaceutical industry and enabling right exposure to nurture the thought process for innovations.
- 7. Plant posters** Students are enthused to prepare plant posters comprising plant information with photograph which has been displayed in the Pharmacognosy laboratories.



**8. Participation in competitions:** Students participate in the intercollegiate competition- 'Scientific Innovative Advertisements' arranged under National Pharmacy Week events. Such competitions nurture innovative ability among students.

File Description	Document
Link for appropriate documentary evidence	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

2.4.1 Average percentage of fulltime teachers against sanctioned posts during the last five years	
<b>Response:</b> 86.26	
File Description	Document
Sanction letters indicating number of posts (including Management sanctioned posts) by competent authority (in English/translated in English)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

### Other Upload Files

1	<a href="#">View Document</a>
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**2.4.2 Average percentage of fulltime teachers with Ph.D./D.Sc./ D.Lit./DM/M Ch/DNB in super specialities /other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences (like MD/ MS/ MDS etc.,) for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils /Affiliating Universities.**

**Response:** 8.15

2.4.2.1 Number of fulltime teachers with Ph.D/D.Sc./D.Lit./DM/M Ch/DNB in super specialities / other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils. Last five years data to be entered.

2018-19	2017-18	2016-17	2015-16	2014-15
4	1	1	1	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Copies of Guideship letters or authorization of research guide provide by the the university	<a href="#">View Document</a>

#### 2.4.3 Average teaching experience of fulltime teachers in number of years (preceding academic year)

**Response:** 11.96

##### 2.4.3.1 Total teaching experience of fulltime teachers in number of years (cumulative experience)

Response: 287

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Consolidated Experience certificate duly certified by the Head of the insitution	<a href="#">View Document</a>

#### 2.4.4 Average percentage of teachers trained for development and delivery of e-content / e-courses during the last 5 years

**Response:** 72.85

##### 2.4.4.1 Number of teachers trained for development and delivery of e-contents / e-courses year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
05	16	18	19	18

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Certificate of completion of training for development of and delivery of e-contents / e-courses / video lectures / demonstrations	<a href="#">View Document</a>

#### 2.4.5 Average Percentage of fulltime teachers who received awards and recognitions for excellence in teaching, student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / academies during the last five years

**Response:** 3.82

2.4.5.1 Number of fulltime teachers who received awards and recognitions for excellence in teaching and student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / *academies* during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	1	1	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-Copies of award letters (scanned or soft copy) for achievements	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

**2.5.1 The Institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation and ensures that it is robust and transparent**

**Response:**

At the beginning of every academic year, the academic calendar and examination calendar is prepared by considering the academic calendar and Examination schedule prescribed by Savitribai Phule Pune University. The Institute's academic and examination calendar includes probable period of continuous internal examinations. The calendar is displayed to students at the start of the academic year. It is also maintained by teaching faculty in respective course file. As per the calendar the schedule of conduct of continuous internal examination is followed. The subject in charges have to follow deadlines for submission of manuscripts of question papers, for assessment of answer sheets and display of results in the form of showing the checked answer sheets to the students and obtaining signatures of students on the mark lists. Respective subject Incharge discuss the question paper along with expected answers in the class and solve any doubt raised by students regarding the assessment. The academic audit is also conducted for respective subject to check the adherence.

The adherence for the conduct of Continuous Internal Evaluation with respect to the Academic and examination calendar for the year 2018-19 is shown below;

**First Year B. Pharm (2018 Pattern) & Second Year /Third Year/ Final Year B. Pharm (2015 Pattern)**

Sr. No	Activities	Planned for	Conducted	Planned for	Conducted
--------	------------	-------------	-----------	-------------	-----------

		Odd Semester	for Odd Semester	for Even Semester	for Even Semester
1.	Continuous assessment (Class tests)	July 2019 & October 2019	11/07/2019 to 18/07/2019 & 03/10/2019 to 10/10/2019	March 2019	28/01/2019 to 04/02/2019 & 25/02/2019 to 07/03/2019 & 11/03/2019 to 20/03/2019
1.	1st Sessional examination F. Y. B. Pharm (Practical)	September 2018	10/09/2018 to 14/09/2018	March 2019	05/03/2019 to 11/03/2019
1.	1st Sessional examination F. Y. B. Pharm (Theory)	September 2018	17/09/2018 to 21/09/2018	March 2019	25/02/2019 to 28/02/2019
1.	Sessional examination S.Y/T Y/ Final Yr. B. Pharm (Practical)	October 2018	15/10/2018 to 19/10/2018	April 2019	25/03/2019 to 29/03/2019
1.	Sessional examination S.Y/T Y/ Final Yr. B. Pharm (Theory)	October 2018	22/10/2018 to 31/10/2018	April 2019	01/04/2019 to 09/04/2019
1.	2nd Sessional examination F. Y. B. Pharm (Practical)	October 2018	25/10/2018 to 31/10/2018	April 2019	25/03/2019 to 29/03/2019
1.	2nd Sessional examination F. Y. B. Pharm (Theory)	November 2018	12/11/2018 to 16/11/2018	April 2019	01/04/2019 to 04/04/2019

### First Year M. Pharm (2018 Credit Pattern)

Sr. No	Activities	Planned for	Conducted	Planned for	Conducted
		Odd Semester	for Odd Semester	for Even Semester	for Even Semester
1	1st Sessional Examination (Practical)	November 2018	15/10/18 to 19/10/18	March 2019	11/03/19 to /03/19

2	1st Sessional Examination (Theory)	November 2018	22/10/18 26/10/18	to	March 2019	05/03/19 08/03/19	to
3	2nd Sessional Examination (Practical)	December 2018	03/12/18 06/12/18	to	March 2019	25/03/19 29/03/19	to
4	2nd Sessional Examination (Theory)	November 2018	26/11/18 29/11/18	to	April 2019	01/04/19 04/04/19	to

File Description	Document
Link for dates of conduct of internal assessment examinations	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for academic calendar	<a href="#">View Document</a>

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

#### Response:

#### Grievances related to Internal sessional examination

The objections/queries raised by students are solved by principal, College Exam committee.

The other queries related to examinations are addressed by College Exam committee in coordination with the university officials.

- **Grievances:** Queries related to Internal marks

**Mechanism of Redressal:** If student has any queries related to internal marks, s/he contacts to exam section. The CEO in consultation with subject in charge verify the marks in mother register, marksheet and answer sheets and the try to resolve the query.

- **Grievances:** Re sessional for medical related issues.

**Mechanism of Redressal:** If student unable to attend regular sessional exam due to medical reason or some unavoidable circumstances are eligible to appear for re sessional exam. Such student writes an application to appear for re sessional exam to class teacher. Class teacher verifies the reason and genuinity of absenteeism and confirm the application. Then the application is approved by principal of institute and forward it to exam section. Exam section confirms the application.

- **Grievances:** Provision for writer for the students who are unable to write exam.

**Mechanism of Redressal:** If student unable to write the examination due medical reason then s/he writes application to principal requesting writer for examination. The application is forwarded to exam section and make arrangement of writer. The separate block and invigilator is assigned to the student and allows 15 min extra time to complete paper.

### Grievances related to University examination

The queries related to university examinations are addressed by College Exam officer in coordination with the university officials.

- **Grievances:** Submission of photocopy and revaluation forms

**Mechanism of Redressal:** If in case students has any doubt or queries related to online application of photocopy of answer books and revaluation of answer book. S/he contacts to exam section. CEO writes an email regarding issue to [revalsupport@pun.unipune.ac.in](mailto:revalsupport@pun.unipune.ac.in) and get it solved.

- **Grievances:**

1. Change in name in mark sheet
2. Change in marks in mark sheet in case valid changes are there.
3. Change in name, subject etc in hall tickets.
4. Submission of examination forms
5. Change in name or faculty on convocation/degree certificate.
6. Change in practical time table in case of overlapping of subject of backlog students.
7. Provision for writer for the students who are unable to write exam.
8. Provision to tackle with copy case or unfair means.

File Description	Document
File for number of grievances regarding University examinations/Internal Evaluation	<a href="#">View Document</a>
File for details of University examinations / Continuous Internal Evaluations (CIE) conducted during the last five years	<a href="#">View Document</a>

### 2.5.3 Reforms in the process and procedure in the conduct of evaluation/examination; including Continuous Internal Assessment to improve the examination system.

#### Response:

As the institute is affiliated, it is mandatory for the institute to follow the examination and evaluation procedures laid down by the University. University publishes the course structure of the program on website (<http://www.unipune.ac.in>) through which the detailed guidelines about scheme of examination, marking and evaluation system and passing criteria has been made available.

**1. Academic pattern of B. Pharmacy**

B. Pharm.	2014-15	2015-16	2016-17	2017-18	2018-19
<b>First</b>	Semester	Credit			
<b>Second</b>	Semester		Credit		
<b>Third</b>	Annual	Semester		Credit	
<b>Final</b>	Annual		Semester		Credit

**2. Processes integrating IT:**

- Examination Forms
- Application of Photocopy and revaluation of answer books
- Stationary Requisition
- Exam forms Inward system
- Internal Marks Entry
- Hall ticket / Junior Supervisor Report / Ordinance 163

**3. Reforms in Continuous Internal Evaluation (CIE) system**

Pattern	2008	2013	2015	2018
Marks Internal	20	30	40 (20 continuous assessment + 20 sessional exam).	25 (10 continuous assessment + 15 sessional exam)
Marks External	80	70	60	75
ATKT	Maximum 2 subjects	Maximum 4 theory and 3 practical	maximum 4 theory and 3 practical	all subjects; provided S/he should clear all

		subjects	subjects	subjects of last to last year
Continuous assessment	-	-	<ul style="list-style-type: none"> <li>• Class test and assignment for theory</li> <li>• Synopsis, viva and seminars for practicals</li> </ul>	<ul style="list-style-type: none"> <li>• Class test and assignment for theory</li> </ul>
Internal Paper Setting pattern	Not defined	<ul style="list-style-type: none"> <li>• Q. 1. 2 marks X 5 questions (out of seven)</li> <li>• Q. 2. 5 marks X 2 questions (out of three)</li> <li>• Q. 3. 10 marks X 1 questions (out of two)</li> </ul>	<ul style="list-style-type: none"> <li>• Q. 1. 2 marks X 3 questions (out of five)</li> <li>• Q. 2. 4 marks X 2 questions (out of three)</li> <li>• Q. 3. 06 marks X 1 questions (out of two)</li> </ul>	<ul style="list-style-type: none"> <li>• Q. 1. 1 marks X 10 MCQ's</li> <li>• Q. 2. 10 marks X 1 questions (out of two)</li> <li>• Q. 3. 05 marks X 2 questions (out of three)</li> </ul>
Other reforms by Institute	-	Inclusion of Problem based learning in Question paper		
	Submission of one sealed Question Paper	Submission of Two sets of sealed Question Papers	Submission of Four sets sealed Question Papers	



**M. Pharm**

Pattern	2008	2013	2018
Total Marks	20	50	25
Internal		(*20 continuous assessment + 30 sessional exam).	(*10 continuous assessment + 15 sessional exam)
Total Marks	80	50	75
External			
Internal Sessional Exam	20 each for Theory and Practical	30 each for Theory and Practical	Out of 30, later converted to 15 marks for Theory and 30 marks for Practical
Continuous Assessment	-	<ul style="list-style-type: none"> <li>• Term Paper</li> <li>• Seminar Presentation</li> <li>• Short Quizzes</li> <li>• Assignments</li> <li>• Extension work</li> <li>• An open book test</li> <li>• Mini research project</li> <li>• Case Study</li> </ul>	08 marks for attendance 02 marks for Student – Teacher interaction
Seminar/Assignment	-	-	50 marks
Journal club	-	-	25 marks
Seminar	Research envisaged	Research envisaged and Recent trends in pharmaceutical sciences	Proposal Presentation

Project Proposal	Scrutinized by guide	Sxcrutinized by Industry Expert
Other reforms at institute level	-	Inclusion of Problem based learning in Question paper
	Submission of one sealed Question Paper	Submission of Two sets of sealed Question Paper

File Description	Document
Link for Information on examination reforms	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

**2.5.4 The Institution provides opportunities to students for midcourse improvement of performance through specific interventions Opportunities provided to students for midcourse improvement of performance through:**

- 1. Timely administration of CIE**
- 2. On time assessment and feedback**
- 3. Makeup assignments/tests**
- 4. Remedial teaching/support**

**Response:** A. All of the above

File Description	Document
Re-test and Answer sheets	<a href="#">View Document</a>
Policy document of midcourse improvement of performance of students	<a href="#">View Document</a>
Policy document of the options claimed by the institution duly signed by the Head of the Institution	<a href="#">View Document</a>
List of opportunities provided for the students for midcourse improvement of performance in the examinations	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 The Institution has stated the learning outcomes (generic and programme-specific) and graduate attributes as per the provisions of the Regulatory bodies and the University; which are communicated to the students and teachers through the website and other documents**

**Response:**

### **PROGRAM OUTCOMES (POs):**

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

#### *Method of assessment of POs*

- Program outcomes are assessed through direct and indirect assessment tools to obtain their attainment levels.
- Direct assessment is done through the assignment of correlation levels as 1 (Low), 2 (Medium), 3 (High) for each PO with respect to each course outcome of the said course and the assignments of overall correlation levels for each course.
- Indirect assessment considers various tools implemented to achieve the POs by the students, the indirect assessment tools are Industrial visits, Industrial training, NSS activities, EDC activities, Grooming sessions, National Pharmacy Week Events, Students exit survey, Parent survey, Alumni survey etc. the correlation levels as defined above are assigned for Each PO with respect to these indirect assessment tools.
- The final attainment levels for each PO are calculated by summing up the 80 % weightage of Direct assessment correlation levels and 20 % of Indirect assessment correlation levels with respect to each course which is then averaged to obtain the attainment levels for the programme.

#### *Method of assessment of COs*

Program shall have set Course Outcome attainment levels for all courses.

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

Target may be stated in terms of percentage of students getting more than the university average marks in the final examination. For cases where the university does not provide useful indicators like average or median marks etc., the program may choose an attainment level on its own with justification.

#### Example related to attainment levels Vs. targets:

- Average Performance levels in the university theory examination -55%
- Average Performance levels in the university practical examination -60%
- Only theory subjects average performance levels in the university examination-50%
- **Attainment Level 1: 60%** students scoring more than University average percentage marks or set attainment level in the final examination is considered to be attainment of “1”
- **Attainment Level 2: 70%** students scoring more than University average percentage marks or set attainment level in the final examination is considered to be attainment of “2”
- **Attainment Level 3: 80%** students scoring more than University average percentage marks or set attainment level in the final examination is considered to be attainment of “3”
- Attainment is measured in terms of actual percentage of students getting set percentage of marks.
- If targets are achieved then all the course outcomes are attained for that year. Program is expected to set higher targets for the following years as a part of continuous improvement.
- If targets are not achieved the program should put in place an action plan to attain the target in subsequent years.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for relevant documents pertaining to learning outcomes and graduate attributes	<a href="#">View Document</a>
Link for methods of the assessment of learning outcomes and graduate attributes	<a href="#">View Document</a>
Link for upload Course Outcomes for all courses (exemplars from Glossary)	<a href="#">View Document</a>

#### 2.6.2 Incremental performance in Pass percentage of final year students in the last five years

**Response:** 95.1

2.6.2.1 Number of final year students of all the programmes, who qualified in the university examinations in each of the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
100	100	102	97	108

2.6.2.2 Number of final year students of all the programmes, who appeared for the examinations in each of the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
100	105	107	102	113

File Description	Document
Trend analysis for the last five years in graphical form	<a href="#">View Document</a>
Reports from Controller of Exam (COE) office/ Registrar evaluation mentioning the relevant details and the result analysis performed by the institution duly attested by the Head of the Institution	<a href="#">View Document</a>
List of Programmes and the number of students passed and appeared in the final year examination each year for the last five years.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.6.3 The teaching learning and assessment processes of the Institution are aligned with the stated learning outcomes.**

**Response:**

*The teaching learning and assessment processes of the Institution are aligned with the stated learning outcomes*

**PSO Mapping with Teaching Learning: B. Pharm (2013 Course)**

Course	PSO 1	PSO 2	PSO 3	PSO 4
Pharmaceutics-I	3	1	3	3
Pharmaceutical Organic Chemistry- II	3	1	3	1
Pharmaceutical Biochemistry	3	2	2	3
Pharmaceutical Analysis-II	3	2	3	3
Analytical Pharmacognosy & Extraction Technology	3	2	3	3
Pharmaceutical Analysis-IV	3	2	3	3
Sterile Products	3	2	2	3
Natural Product Commerce	2	2	3	3
<b>Average</b>	<b>2.87</b>	<b>1.75</b>	<b>2.75</b>	<b>2.75</b>

N/AAC

**PSO Mapping with Teaching Learning: M. Pharm (Quality Assurance Techniques)**

<b>Course</b>	<b>PSO 1</b>	<b>PSO 2</b>	<b>PSO 3</b>	<b>PSO 4</b>
Advanced Analytical Techniques	3	-	3	2
Research Methodology	2	2	2	1
Advanced Quality Assurance Techniques	3	3	2	3
Sterile Product Formulation Technology	3	3	2	3
Pharmaceutical Validation	3	3	2	3
Drug Regulatory Affaires	2	2	2	3
Quality Planning and Analysis	3	3	2	2
Pharmaceutical Plant Design & Operations	2	3	3	3
Research work, Dissertation & Defence	3	2	3	2

<b>Average</b>	<b>2.66</b>	<b>2.33</b>	<b>2.33</b>	<b>2.44</b>
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**PSO Mapping with Assessment tools B. Pharm (2013 Course)**

<b>Assessment tools</b>	<b>PSO 1</b>	<b>PSO 2</b>	<b>PSO 3</b>	<b>PSO 4</b>
<b><i>External Evaluation</i></b>				
University external examination (Theory)	3	1	1	3
University external examination (Practical)	3	2	2	2
<b><i>Continuous Internal Evaluation</i></b>				
Sessional examination (Theory)	3	1	1	3
Sessional examination (Practical)	3	2	3	2
Class tests / Assignments	3	1	2	2
Seminars	3	3	2	2
Viva /Synopsis	3	2	3	1
<b>Average</b>	<b>3</b>	<b>1.71</b>	<b>2</b>	<b>2.14</b>

**PSO Mapping with Assessment tools M. Pharm (Quality Assurance Techniques) (2013 Course)**

<b>Assessment tools</b>	<b>PSO 1</b>	<b>PSO 2</b>	<b>PSO 3</b>	<b>PSO 4</b>
<b><i>External Evaluation</i></b>				
University external examination (Theory)	3	3	3	3
University external examination (Practical)	3	3	3	3
Seminars on specialization subject	3	3	3	3
Seminar on Research envisaged	3	3	3	3
Seminar on Recent trends	3	3	3	3
<b><i>Continuous Internal Evaluation</i></b>				
Sessional examination (Theory)	3	3	3	3
Sessional examination (Practical)	3	3	3	3
Class tests / Assignments	3	3	3	3
Seminars	3	3	3	3
Viva /Synopsis	3	3	3	3
<b>Average</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>



Correlation levels: 1: low; 2: medium; 3: High

File Description	Document
Link for programme-specific learning outcomes	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 2.6.4 Presence and periodicity of parent-teachers meetings, remedial measures undertaken and outcome analysis

##### Response:

##### *Parent Teacher meet*

##### Objectives

1. To help the parents to realize their respective roles in promoting quality education.
2. To make parents aware about their role towards ward's education and sharing responsibilities in college academics and performance of their ward.
3. To assist the parents to realize their respective roles in promoting education and parent's co-operation and involvement in the college education programme for future career.

##### Parent meet processing:

- Parent meet is conducted every year.
- Parents are invited through invitation cards and acknowledgement receipt sent to them through their wards for confirmation.
- Twice follow up taken up by college for their confirmation through reminder letters,ERP system and SMS to attend the parent meet positively

##### Following Activities are being planned for the meet

- Informative Audio-Visual of College, which provides ideas about college mission and vision.
- Presentation of MET organization at a glance provides idea of progress of college.
- Parent meet activity also explored to parents about the Programme Educational Objectives (PEO's) and Programme Outcomes (PO's) of the department. It also appealed to the parents to give feedback which would enable the college to improve and sustain its quality.
- It is followed by keynotes by Resp. Principal Sir and Trustees.
- Prize distribution for Toppers of All Classes based on Savitribai Phule Pune University Results.
- Placed students felicitation
- Talk on scope of pharmacy, parenting by chief guest/resource persons

**Various Issues raised by Parents during parent teacher Interactive session**

- Some of the parents raised the issue of transportation facility to be provided by the institute, Principal on behalf of the management ensures them to provide the transportation facility
- Parents also enquired about conducting any activity regarding overall Personality development of their ward. They were given assurance to arrange some sessions on Personality development.
- Higher Studies guidance, guidance for civil service exams etc. are the other important issued raised by parents. Institute assured them to take necessary action for the same.
- Are students aware of Patenting process? Do faculties and management support them in proceeding for it
- Regarding academic performance and attendance.

File Description	Document
Link for follow up reports on the action taken and outcome analysis.	<a href="#">View Document</a>
Link for proceedings of parent –teachers meetings held during the last 5 years	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 0.68

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1 Percentage of teachers recognized as PG/ Ph.D research guides by the respective University

**Response:** 9.35

##### 3.1.1.1 Number of teachers recognized as PG/Ph.D research guides during the last 5 years

2018-19	2017-18	2016-17	2015-16	2014-15
04	01	01	02	02

File Description	Document
List of full time teacher during the last five years.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Copies of Guideship letters or authorization of research guide provide by the university	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 3.1.2 Average Percentage of teachers awarded national /international fellowships / financial support for advanced studies/collaborative research and participation in conferences during the last five years

**Response:** 0.95

##### 3.1.2.1 Number of teachers awarded national/ international fellowship / Financial support for advanced studies/collaborative research and conference participation in Indian and Overseas Institutions year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	01

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Fellowship award letter / grant letter from the funding agency	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.1.3 Total number of research projects/clinical trials funded by government, industries and non-governmental agencies during the last five years

**Response: 5**

3.1.3.1 Number of research projects/clinical trials funded by government/industries and non-government agencies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	01	03	01

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copies of the grant award letters for research projects sponsored by Government, industries and non-government sources such as industries, corporate houses etc	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

**Response:**

Mumbai Education Trust's institute of pharmacy has taken various initiatives for creation and transfer of knowledge to the students and faculties. Following are the few initiatives;

- **Contingency for the UG and PG students**

Institute has made available *contingency* for the research scholars for hiring services which are not available in house. Further institute also provided *financial support* for the faculties for filing their patents and copy rights.

- **Metrxplore**

In order to instill research atmosphere among the undergraduate students of institute and other colleges, institute organizes undergraduate research conference and appreciate the student/s and research supervisor by cash prize, certificate as well as trophy for best three research papers presented in the form of posters followed by the oral presentation.

- **Financial support for attending conference seminars**

Institute provides financial support for the teachers for attending various conferences, seminars and workshops. Further institute also provided *financial support* for the faculties for filing their patents and copy rights.

- **Guest lectures and industrial visit and technical workshops**

Institute arranges *guest lecturers* of eminent speakers from the field from both academia and industry for up-gradation of knowledge of students. College also arranges for industrial visits and study tours to impart subject knowledge to the students.

Institute do arrange *refresher courses, technical workshops* and seminars for students, research scholars as well as faculties

- **Appreciation of teachers**

Institute appreciate teachers for their achievements by providing certificates

- **Seed grants**

For promoting research among the faculties who are having research ideas but not having funds, institute has taken initiative to provide financial support to such faculties by making available *seed grant*.

- MET Scholarship for the teachers: Institute has given scholarship for the teachers who are persuing their Ph.D

Further institute provides financial support to the faculty for attending various *technical workshops and seminars* across the India and anywhere else. For continuous up gradation of knowledge to match frequency of students for recent findings in the pharmacy field, institute has subscribed for various subject journals, e-journals and other online resources.

In addition to research facilities available, technical seminars, industrial visit contingency provided, financial support provided, results in to development of herbal chocolate and natural oil based nail polish remover process by the faculties and students the patents for the projects are filled and accepted. Details of the patents are as follows;

- Natural oil based nail polish remover composition and process of preparation there of

Patent no: 201721029850

Dr Sanjay Kshirsagar, Dr Nilima A. Thombare, Kanchan Chaudhary, Abhijit Belekar and

Supriya Bhamare

- Herbal nutritional filled chocolate and composition there of

Rais pathan, Shubham Pawar, Malvi Patel, Nikita Nathe, Seema Nikam, Smita Rupvate, Sanjay J.

Kshirsagar,	
File Description	Document
Link for details of the facilities and innovations made	<a href="#">View Document</a>

<b>3.2.2 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) Research methodology, Good Clinical, Laboratory, Pharmacy and Collection practices, writing for Research Grants and Industry-Academia Collaborations during the last five years</b>				
<b>Response: 16</b>				
<b>3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years</b>				
2018-19	2017-18	2016-17	2015-16	2014-15
03	05	03	04	01
File Description	Document			
Report of the workshops/seminars with photos	<a href="#">View Document</a>			
Institutional data in prescribed format	<a href="#">View Document</a>			
Link for Additional Information	<a href="#">View Document</a>			

### 3.3 Research Publications and Awards

<p><b>3.3.1 The Institution ensures implementation of its stated Code of Ethics for research. The Institution has a stated Code of Ethics for research, the implementation of which is ensured by the following:</b></p> <ol style="list-style-type: none"> <li><b>1. There is an Institutional ethics committee which oversees the implementation of all research projects</b></li> <li><b>2. All the projects including student project work are subjected to the Institutional ethics committee clearance</b></li> <li><b>3. The Institution has plagiarism check software based on the Institutional policy</b></li> <li><b>4. Norms and guidelines for research ethics and publication guidelines are followed</b></li> </ol> <p><b>Response: E. None of the above</b></p>
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File Description	Document
Share the code of ethics of research clearly stating the claims of the institution duly signed by the Head of the Institution	<a href="#">View Document</a>
Institutional data in prescribed form	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.2 Average number of Ph.D/ DM/ M Ch/ PG Degree in the respective disciplines received per recognized PG teacher of the Institution during the last five years.

**Response:** 5.94

3.3.2.1 Number of Ph.D.s /DM/M Ch/PG degrees in the respective disciplines received per recognized PG teachers of the Institution during the last five years.

Response: 196

3.3.2.2 Number of PG teachers recognized as guides by the Regulatory Bodies / Universities during the last five years.

Response: 33

File Description	Document
PhD/ DM/ M Ch/ PG Degree Award letters of students (with guide's name mentioned)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.3 Average number of papers published per teacher in the Journals notified on UGC -CARE list in the UGC website/Scopus/ Web of Science/ PubMed during the last five years

**Response:** 2.66

File Description	Document
Institutional data in prescribed form	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Web-link provided by institution in the template which redirects to the journal webpage published in UGC notified list	<a href="#">View Document</a>

### 3.3.4 Average number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings indexed in UGC-CARE list on the UGC website/Scopus/Web of Science/PubMed/ during the last five years

**Response: 0**

File Description	Document
List of books and chapters in edited volumes/books published with ISBN and ISSN number and papers in national/ international conference proceedings year-wise during the last five years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional Information	<a href="#">View Document</a>

### 3.4 Extension Activities

**3.4.1 Total number of extension and outreach activities carried out in collaboration with National and International agencies, Industry, community, Government and Non-Government organizations engaging NSS / NCC / Red Cross / YRC / Institutional clubs etc. during the last five years.**

**Response: 51**

3.4.1.1 Number of extension and outreach activities carried out in collaboration with National and International agencies, Industry, community, Government and Non-Government organizations engaging NSS/NCC/Red Cross/YRC/Institutional clubs etc. during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
05	14	12	07	13



File Description	Document
Photographs or any supporting document in relevance	<a href="#">View Document</a>
List of students in NSS/NCC/Red Cross/YRC involved in the extension and outreach activities year-wise during the last five years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed program report for each extension and outreach program should be made available, with specific mention of number of students and collaborating agency participated	<a href="#">View Document</a>
Any additional informatio	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Average percentage of students participating in extension and outreach activities during the last five years

**Response:** 34.36

3.4.2.1 Number of students participating in extension and outreach activities year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
145	108	101	112	133

File Description	Document
Institutional data in prescribed forma	<a href="#">View Document</a>
Detailed program report for each extension and outreach program should be made available, with specific mention of number of students and collaborating agency participated and amount generated Photographs or any supporting document in relevance	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.4.3 Number of awards and recognitions received for extension and outreach activities from

**Government / other recognised bodies during the last five years****Response:**

MET's institute of Pharmacy, Nashik, have received various awards and recognitions for extension and outreach activities undertaken

The Nature of such recognition/Awards is as follows:

Ø Awards by Savitribai Phule Pune University

Ø Recognition by Government Agencies like Nashik Municipal Corporation and Grampanchayat

Ø Recognition by NGO's

The basis for such awards and recognition has been the nature and output of activities. Savitribai Phule Pune University awards best NSS Unit and Best NSS Program Officer Every Year. The University also gives away the award of Best College for performance of the Institute for the welfare of the Students. The criteria for such recognition include the extent and output of activities like tree plantation, blood donation, health Checkup, organ Donation Awareness, AIDS awareness, road safety, construction of toilets, gender sensitization and gender equity programs.

Institute of Pharmacy has been consistently conducting all such activities in adopted villages like Nagosali, Gaulane, Vinchur Gavli, Odha (adopted for the Winter Special Camps as per the Guidelines of the University). These activities have been executed through sub committees like National Service Scheme, Social welfare cell, Drug Health Information cell.

Grampanchayat of the Adopted Village have also appraised and recognized the efforts of the Institute and activities that were conducted during the Winter special camps in those villages these recognition letters were given for activities like

- v Environment protection by Tree plantation,
- v Cleanliness Drive
- v Lord Ganesha idol collection,
- v Community service and interaction
- Ø Thallasemia and Sickle Cell Anemia
- Ø Gyaenacological Health Check Camp
- Ø Seminar on the topic: Skin Care and Check up Camp,
- Ø Seminar on: Generic medicine
- Ø Organization of Organ Donation awareness rally,

v Yoga Day Celebration.

Volunteers from the Institute participate in the Idol Collection drive on the occasion of Ganesh Chaturdashi ( day of festival on which People bring the idols of Lord Ganesha and immerse it in Rivers/Lake). We protect the water pollution by collecting these idols and preventing peoples from immersing them in river. Nashik Municipal Corporation has appreciated our efforts and have given recognition letter by the Hands of Commissioner for this activity.

The institute have received awards and appreciation letters for various extension and outreach activities from following agencies.

Ø Savitribai Phule Pune University

Ø Yashodamata Secondary School

Ø Pune ZP Primary School Khodad

Ø Grampanchayat, Kone, Tryambakeshwar, Nashik

Ø Nashik Blood Bank

Ø Nashik Blood Bank

Ø Nashik Municipal Corporation, Nashik

Ø Nashik Blood Bank

Ø Odha Grampanchayat

Ø Infant India

Ø Jagrudhi Karnbadhir(Dum/deaf) Nivasi Vidyalay

Ø Knowledge bank

Ø Knowledge bank

Ø Grampanchayat Nagosali , Nasik

Ø Nashik Blood Bank

Ø Nashik Blood Bank

Ø Sudarshan Hospital, Nashik

File Description	Document
Link for list of awards for extension activities in the last 5 year	<a href="#">View Document</a>
Link for e-copies of the award letters	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 3.4.4 Institutional social responsibility activities in the neighborhood community in terms of education, environmental issues like Swachh Bharath, health and hygiene awareness, delivery of free/ subsidized health care and socio economic development issues carried out by the students and staff, including the amount of expenditure incurred during the last five years

#### Response:

MET's Institute of Pharmacy taking efforts for extension activities in the neighbor-hood villages for the ripening of students as socially responsible citizens by organizing workshops /camps to serve the society. To sensitize students on various social issues in order to promote contribution of students various activities and efforts were taken via *National Services Scheme* and in house constituted *Social Welfare Cell* and *Drug and Health Information Center (DHIC)* activities, like;

1. Construction of toilet for girls at triable school
2. Organ Donation Awareness Rally in Nashik
3. Eye donation pledge form
4. Sanitary napkin vending machine donation
5. MET Arpan : Health check up camp for orphanage home- Vatsalya: old age home, Nashik
6. Distribution of uniforms and school kit to tribal kids at Trimbakeshwar, Dist: Nashik
7. Distribution of shoes to kids at Vinchurgavali
8. World Kidney Day 2017: Participated in Rally organized by Apolo hospital, Nashik undertaken in Nashik
9. Pharmacist Day celebration and distribution of first aid boxes to orphanage homes
10. Lord Ganesha Idol Collection
11. AIDS Awareness Rally: in Nashik
12. Pharmacist day- Handwash distribution at various oldage home in Nashik
13. Gandhi Jayanti 2017 Cleanliness Drive: at Vatsalya: old age home
14. Health check up camp Jan 2017 in association with Shrinivas Hospital Nashik.
15. Yuwa Din 2017: Blood donation camp in Vinchurgavali Village

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for details of Institutional social responsibility activities in the neighbourhood community during the last 5 years	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Average number of Collaborative activities for research, faculty exchange, student exchange/ Industry-internship etc. per year for the last five years

**Response:** 16.4

##### 3.5.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	15	24	23	10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Certified copies of collaboration documents and exchange visits	<a href="#">View Document</a>

#### 3.5.2 Total number of Functional MoUs/linkages with Institutions/ Industries in India and abroad for academic, clinical training / internship, on-the job training, project work, student / faculty exchange, collaborative research programmes etc. for last five years

**Response:** 10

##### 3.5.2.1 Number of functional MoUs/linkages with Institutions/ industries in India and abroad for academic, clinical training / internship, on-the job training, project work, student / faculty exchange, collaborative research programmes etc. for the last five years

Response: 10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copies of the MoU's with institution/ industry/ corporate house, Indicating the start date and completion date	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

**Response:**

- The institute is situated on a sprawling 33 acres of lush green campus with built-up area of 0.75 acres.
- Institute is structured with four classrooms, one tutorial room and a seminar hall.
- The classrooms are equipped with internet, ICT teaching aids like LCD projector, smart board class and teleconferencing facility etc. Seating capacity is 70 students. Class rooms, tutorial room and seminar hall are well ventilated. Seminar hall of seating capacity 120 is equipped with 120 fixed chairs, air conditioning system and internet connection. Seminar hall is utilized for conducting of guest lectures, training, conferences and workshops.
- Institute ensures availability of adequate physical infrastructure considering AICTE and SPPU norms.
- For UG and PG courses every department has dedicated laboratories. Total 15 laboratories are available including machine room and instrument room. Each laboratory is equipped with required experimental setups. Laboratories are adequately utilized and maintained. Adequate safety measures are available at each laboratory. Each lab is having student capacity of 20 per batch. Facilities like UPS backup and multiple circuit breakers are provided wherever necessary. Fire hydrant system is placed in building for emergency firefighting.
- Computer lab is equipped with 20 computers connected to internet via LAN. Students utilize computer lab for their projects; digital language lab software is available in computer lab.
- The common facilities like amphitheater are utilized in campus for conducting workshops and cultural events. Sport complex for outdoor activities is accessible to all the students.

File Description	Document
Link for list of available teaching-learning facilities such as Classrooms, Laboratories, ICT enabled facilities including Teleconference facilities etc., mentioned above.	<a href="#">View Document</a>
Link for geotagged photographs	<a href="#">View Document</a>

#### 4.1.2 The institution has adequate facilities to support physical and recreational requirements of students and staff – sports, games (indoor, outdoor), gymnasium, auditorium, yoga centre, etc. and for cultural activities

**Response:**

- College has a sport complex in 2.9 Hectare area. Sport complex for outdoor games like cricket, badminton, basketball, football, netball, running track etc.
- Apart from outdoor games college has made provision of indoor games such as snooker, table tennis, carom, chess etc.
- Institute is availing a well-equipped gymnasium with 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.
- Amphitheatre is available for cultural activities during MET utsav, Antarag etc.

**Table 4.1.2a: List of available sports and cultural facilities**

Sr. no.	Name of the facility	Area	Year of establishment
1	Gymnasium	919.53m <sup>2</sup>	2009
2	Sport complex	2.9 Hectare	2017
	Football ground	4050 m <sup>2</sup>	
	Running track	100 m	
		300 m	
	Basketball court	598 m <sup>2</sup>	
	Tennis court	684 m <sup>2</sup>	
	Cricket pitch	133 m <sup>2</sup>	
	Cricket ground (under construction)	5716 m <sup>2</sup>	
	Swimming pool (under construction)	1235 m <sup>2</sup>	
3	Yoga Room	46.71 m <sup>2</sup>	2009
4	Amphitheatre	1967 m <sup>2</sup>	2006
5	Seminar hall	180 m <sup>2</sup>	2006
6	Music room-MWM	47.61 m <sup>2</sup>	2009

**Table 4.1.2 b: User rates for Gym and Indoor games**

Activity	Year	2013-14	2014-15	2015-16	2016-17	2017-18
Gym	No. of Users	53	89	59	124	89
Indoor games	No. of Users	307	154	272	312	190

File Description	Document
Link for geotagged photographs	<a href="#">View Document</a>
Link for list of available sports and cultural facilities	<a href="#">View Document</a>

#### 4.1.3 Availability and adequacy of general campus facilities and overall ambience

##### Response:

**Hostels:** Presently Institute provides well maintained and well equipped Hostel facilities off the campus for both Boys and Girls provided with all necessary amenities. Separate bus services are made available for hostel students. Canteen/Mess Facilities are also provided. Hostels are disciplined and taken care by male and female wardens available for both boys and girls hostel respectively.

**Medical Facilities:** Institute has made provision of sick room for ill students or those who need to take rest or in case of any emergency. First aids are also made available in the central store location and also in the laboratories where chances of accident are likely. College vehicles are available in case students are shifted to Hospitals in case of emergency.

**Toilets and common rooms:** Both girls and boys common rooms and wash rooms are located on every floor of the institute with special toilet facilities for disabled students.

**Canteen:** Institute has spacious well-designed canteen facilities with a suitable aesthetic touch. Primary focus is on providing healthy and nutritious food to our students and staff. There is a separate seating arrangement for staff and students. All types of snacks, soft drinks, meals are available at subsidized rates. The canteen is open at 6 am up to 8 pm every day. In case of late hour working of students, during programs, on arrival of guest the snacks and food is made available to the students with prior permission from HR department.

**Bank:** College is associated with HDFC Bank for all the transactions ATM facility is available in the campus.

**Roads and Signage:** On the main road entering the campus and at the college entrance, there are



prominent boards highlighting the college name. Roads inside the campus are well constructed with signature boards for speed limit and directions towards different location in the campus.

**Alternate source of energy:** Roof Top Solar System (10KW) & 350 KW generator system in the campus.

**Sewage treatment plant:** Sewage treatment plant (Make: Green act services) was established in the year 2015-2017 with capacity of 200 KLD. Located near Bus Bay with 24 hours working with 3 shifts wherein 8 hours per shift. Waste water from canteen and the campus is collected and utilized. Application is garden watering.

**Rain water harvesting:** The system is located on Sports ground, established is 2015-2017. Rain water from campus collected in the tank, sifted wherein solid particles settle down and water is then collected in well nearby which is utilized for maintenance of water table and gardening.

**Miscellaneous:** RO system and water purification plants, Fire hydrant and fire fighting systems, Music room-MWM, Amphitheatre, Yoga Room, Gymnasium & Sport complex, Guest house, 24 hrs Security, Lift and ramp facility, Central Store room, Reprography facility etc are the other important amenities available.

**Environment Friendly Concepts:** The entire campus is planned keeping in mind the holistic perspective of land use, social well being and preservation of the environment. Landscape management of the campus is one of excellent approach to tribute to Mother Nature.

File Description	Document
Link for photographs/ Geotagging of Campus facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure incurred, excluding salary, for infrastructure development and augmentation during the last five years

**Response:** 16.05

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

2018-19	2017-18	2016-17	2015-16	2014-15
26.91	2.78	12	50.50	3.82

File Description	Document
Provide the consolidated expenditure towards infrastructure development and augmentation during last five years duly certified by Chartered Accountant and Head of the institution.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.2 Clinical, Equipment and Laboratory Learning Resources

### 4.2.1 Teaching Hospital, equipment, clinical teaching-learning and laboratory facilities are as stipulated by the respective Regulatory Bodies

#### Response:

The institute has teaching, learning and laboratory facilities as stipulated by respective regulatory bodies like AICTE, PCI etc. Laboratories are well equipped with various instruments and machineries contributing to the research activities. To name some of them, important machines available are, tablet compression machine, Miniquest Tablet coater, Environmental stability chambers, Spray dryer, Orbital shaker, Microwave oven, HPLC, IR, Uv Spectrophotometer etc .

The institute is facilitated with various Clinical equipment for better clinical teaching and learning. Laboratory is equipped with BP apparatus, Glucometer, weighing balance, spirometer, Haemoglobinometer, thermometer, RBC and Platelet count determination kit and height measuring scale.

Drug and health information center is an information center in the institute which dispenses information and knowledge on various health related issue as well as drugs. Relevant information regarding drug and disease is also circulated to the rural area, where BP, Blood group, Haemoglobin, weight and height of villagers are determined.

First aid box is available to serve the patients in emergency. Inclusions in first aid box are antiseptic cream, bandages, cotton ball, plaster strips, OTC medicines etc. For better clinical learning the preclinical researches are performed in the institute. Preclinical research is performed in the animal house which is upgraded according to the recommendations of CPCSEA guidelines. It is provided with proper washing facilities and sanitation conditions. Animal rooms, corridors, storage spaces are properly cleaned with appropriate detergent and disinfectant. Washing and sanitation of animal cages, racks, and water bottles are carried out as per Standard operating procedures. The college has well-established and maintained museum at different locations. Museums are composed of human skeleton, charts, model of various organ system and marketed formulations for better understanding of clinical knowledge.

List of Facilities: B.P apparatus, Weighing balance, Glucometer, Haemoglobinometer, Blood group detection kit, DHIC, Model, Charts, Human skeleton etc.

File Description	Document
Link for the list of facilities available for patient care, teaching-learning and research	<a href="#">View Document</a>
Link for the facilities as per the stipulations of the respective Regulatory Bodies with Geotagging	<a href="#">View Document</a>

#### 4.2.2 Average number of patients per year treated as outpatients and inpatients in the teaching hospital for the last five years

**Response:** 5142.2

4.2.2.1 Number of patients treated as outpatients in the teaching hospital year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
9310	7470	4830	00	00

4.2.2.2 Number of patients treated as inpatients in the teaching hospital year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
1670	1381	1050	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 4.2.3 Average number of students per year exposed to learning resource such as Laboratories, Animal House & Herbal Garden during the last five years.

**Response:** 1.39

4.2.3.1 Number of UG students exposed to learning resource such as Laboratories, Animal House & Herbal Garden year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
414	385	392	371	387

4.2.3.2 Number of PG students exposed to learning resource such as Laboratories, Animal House & Herbal Garden year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
127	79	87	87	93

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed report of activities and list of students benefitted due to exposure to learning resource	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

4.2.4 Availability of infrastructure for community based learning Institution has:

1. Attached Satellite Primary Health Center/s
2. Attached Rural Health Center/s other than College teaching hospital available for training of students
3. Residential facility for students / trainees at the above peripheral health centers / hospitals
4. Mobile clinical service facilities to reach remote rural locations

**Response:** E. None of the above

File Description	Document
Institutional prescribed format	<a href="#">View Document</a>

### 4.3 Library as a Learning Resource

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

**Response:**

The college library is established in 2006 having open access to the students. The library located on ground and first floor has good infrastructure with well equipped sitting arrangement for students having carpet area 180.865 sq.m, reading space of 111.81 sq. m., reading room of 68.19 sq. m. There is provision of sections for stacking, text books, journal, periodicals, reference section, book issue-return counters, and separate section for E-library. Library Budget is near about Rs. 5, 00,000 to 7, 00,000 every year. 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 DELNET IPC Package.

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

The main objective of the system is to develop an intranet based applications for Employee & students to bring transparency & e- governance under the system to provide enhanced services for students, faculty & staff along with parents of students, to provide improved communications & flow of information with less dependency on paper forms using automated approval queues, providing more streamlined processes & easier access to information, better support for institutional planning, analysis, assessment, compliance efforts, & reporting, better use of the resources, improve cooperation & coordination between offices.

- **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. Library Module has the facility to enter the information of the Books, Journals & Magazines. It also provides the facility of Books Issue – Return for students & staff members & has Book Searching feature to claim the book. It provides various kinds of customized reports related to books & book circulation. It is scalable, Customizable, works on the Web, efficient & easy to use. 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. **Key Features:** Students search a library catalog principally to locate books other material available at a library. The library holding [catalogue] of all institutes i. e. Pharmacy, Engineering, Management, Technology [p] IT – CDAC can be searched on URL: - erp.bkc.met.edu Library catalogue can be searched by options like Author, Title, Keyword, Publisher, Journals.

File Description	Document
Link for geotagged photographs of library facilities	<a href="#">View Document</a>

#### **4.3.2 Total number of textbooks, reference volumes, journals, collection of rare books, manuscripts, Digitalized traditional manuscripts, Discipline-specific learning resources from ancient Indian languages, special reports or any other knowledge resource for library enrichment**

**Response:**

- Library is enriched with a huge collection of text Books, reference books, e -books periodicals, national/international Journals & E- Journals for DELNET IPC Package, M. Pharm. thesis from pharmaceuticals, quality assurance, pharmaceutical organic chemistry departments.

- For B.Pharm section, total number of textbooks available with library are 2935. Reference books available are 357. Total number of volumes available are 3293. And total journal national collections are 71 in number.
- For M.Pharm Section total number of textbooks available with library are 1469. Reference books available are 762. Total number of volumes available are 2187. And total number of international journal collections are 26 in number. Moreover there are total 2222 e-journals available in the library.
- Out of print books, limited edition books, early editions, old historical compendia standards etc. can be considered as rare books. In all there are around 609 rare books available with the library.
- Our library is enriched with a large volume of Chemical Abstracts (396 copies) in print. Chemical Abstracts is a periodical index that provides, summarizes and indexes of disclosures in recently published scientific documents.
- Chemical Abstracts in hard copy form was the most comprehensive scientific source of information on chemicals and research on them for the researchers prior to computer technology. It provides a complete bibliographic reference to the original publication and non-critical summary of its content
- There are large number chemical abstracts in the college library from 1927 to 1986.
- Few books that were purchased during the inception of the institute also are now rare books since most of them are out of print or revised with new edition that are totally different from the old copies.
- Some other rare books available in our library are, 'Applications of absorption spectroscopy of organic compounds 1965 by John R. dyer with 40 numbers of copies from PHI learning private limited publication.
- One more collection is, 'Absorption spectroscopy of organic molecules by V. M. Parikh year 1974, one copy from Addison-Wesley publishing company
- Under special reports the Library department also keeps the news cuttings of various government and university circulars, news of college events date-wise and year-wise. The old journals are properly bound volume-wise and year-wise and are available for the students and staff for reference purpose.
- Library also provides books for the preparations of civil service examinations, GRE, GPAT examinations etc.
- To motivate students for reading apart from curriculum, library is also enriched with extra reading materials like, literature, historical books, poetry etc

File Description	Document
Link for geotagged photographs of library ambiance	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for data on acquisition of books / journals /Manuscripts / ancient books etc., in the library.	<a href="#">View Document</a>

**4.3.3 Does the Institution have an e-Library with membership / registration for the following: 1. e – journals / e-books consortia 2. E-Shodh Sindhu 3. Shodhganga 4. SWAYAM 5. Discipline-specific Databases**

**Response:** D. Any two of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copy of subscription letter/member ship letter or related document with the mention of year	<a href="#">View Document</a>

#### 4.3.4 Average annual expenditure for the purchase of books and journals including e-journals during the last five years

**Response:** 3.81

4.3.4.1 Annual expenditure for the purchase of books and journals including e-journals year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
3.85	1.93	5.65	2.17	5.44

File Description	Document
Provide consolidated extract of expenditure for purchase of books and journals during the last five years duly attested by Chartered Accountant and Head of the institution	<a href="#">View Document</a>
Proceedings of library Committee meeting for allocation of fund and utilization of fund for purchase of books and journals	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Audit statement highlighting the expenditure for purchase of books and journal library resources	<a href="#">View Document</a>

#### 4.3.5 In-person and remote access usage of library and the learner sessions/library usage programmes organized for the teachers and students

**Response:**

- **In Person & remote access usage of library & the learner sessions:** Library has open access to students and staff. At the entry into library students and staff make the entries in the entry movement registers. Similarly while leaving the library the entries are to be done in the movement registers. Movement registers have the facilities to mention entry and exit time along with purpose

to visit the library like, reading, referencing, newspaper reading etc. An Educational Enterprise resource planning [ERP] software manages the entire administration, campus operations & academic management in an efficient way. Library Module has the facility to enter the information of the Books Journals & Magazines. It also provides the facility of Books Issue – Return for students & staff members & has Book Searching feature to claim the Book, it provides various kinds of customized reports related to Books & Book Circulation. Special OPAC module helps students & faculties for searching library material. Main goal behind the utilization of this system is bringing transparency in the system & provide a state of the art technical infrastructure to better serve students, faculty, staff, & other stakeholders of the institution. An online public catalog [ often abbreviated as OPAC or simply library catalog ] is an online database of materials held by a library. Students search a library catalog principally to locate books other material available at a library. The library holding [ catalogue] of all institutes i. e. Pharmacy, Enginnering, Management,Technology [p] IT – CDAC can be searched on URL : - erp.bkc.met.edu .Library catalogue can be searched by options like Author, Title, Keyword, Publisher, Journals.

- **Under library usage programmes organized for the teachers & students:** Orientation programs are arranged for the first year students describing the rules a regulation and utilization of library. Various programs are arranged in the library to motivate the students to visit the library. ‘Granthotsav’ (Book fair) is arragned every year during various other programs celebrated in the library. Dr.A.P.J.Abdul Kalam's Birth anniversary is celebrated every year ‘Vachan Prerna Din’. Birth anniversary of Dr. S.R. Ranganathan, father of library science is celebrated as library day with sessions like Book exhibition, Book Review competition for students, Book Talk competition for students etc. ‘Marathi bhasha Savardhan Din’ is celebrated with programs like assay Competition for students on the topic " Marathi bhasha Savardhan Din” , competition for Marathi Hastakshar etc.Other days celebrated with similar activities are ‘Constitution Day’, ‘International Aids Day’, ‘World Cancer Day’, ‘International Women's Day’ etc The main objectives behind such activities is to attract and motivate students to read and refer library data.

File Description	Document
Link for details of learner sessions / Library user programmes organized	<a href="#">View Document</a>
Link for details of library usage by teachers and students	<a href="#">View Document</a>

#### 4.3.6 E-content resources used by teachers: 1. NMEICT / NPTEL 2. other MOOCs platforms 3.SWAYAM 4. Institutional LMS 5. e-PG-Pathshala

**Response:** Any Three of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>



## 4.4 IT Infrastructure

**4.4.1 Percentage of classrooms, seminar halls and demonstration rooms linked with internet /Wi-Fi-enabled ICT facilities (data for the preceding academic year)**

**Response:** 83.33

4.4.1.1 Number of classrooms, seminar halls and demonstration rooms linked with internet /Wi-Fi enabled ICT facilities

Response: 5

4.4.1.2 Total number of classrooms, seminar halls and demonstration room in the institution

Response: 6

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Geo-tagged photos	<a href="#">View Document</a>
Consolidated list duly certified by the Head of the institution.	<a href="#">View Document</a>

**4.4.2 Institution frequently updates its IT facilities and computer availability for students including Wi-Fi**

**Response:**

Policy:

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 40Mbps.
- The institute has always been reviewing the current needs and accordingly the internet bandwidth is upgraded from time to time.
- The institution has 70 computers 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 teachinglearning process and Language Lab.
- The Institution updates its website regularly.
- Institute has upgraded to 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 end point protection Antivirus
- The plan of up gradation is shown in table 4.3.1A & 4.3.1B

**Table 4.4.2 a : Year wise up-gradation of IT Facilities**

Financial Year	IT Facility	
	Specification	Quantity
18-19		
17-18	LCD TV	01
16-17	Desktop Computers	14
	Printers	01
	Projectors	05
15-16	CCTV	10
14-15	-	-
13-14	Desktop Computers	25

**Table 4.4.2 b : Year wise internet up- gradation**

Sr. No.	Financial Year	Internet up gradation
1	18-19	50 mbps
2	17-18	40 mbps
3	16-17	20 mbps

4	15-16	20 mbps
5	14-15	10 mbps
6	13-14	10 mbps

File Description	Document
Link for documents related to updation of IT and Wi-Fi facilities	<a href="#">View Document</a>

#### 4.4.3 Available bandwidth of internet connection in the Institution (Lease line)

**Response:** 50 MBPS-250 MBPS

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Bills for any one month of the last completed academic year indicating internet connection plan, speed and bandwidth	<a href="#">View Document</a>

## 4.5 Maintenance of Campus Infrastructure

### 4.5.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0.00	0.00	0.00	0.00	0.00

File Description	Document
Provide extract of expenditure incurred on maintenance of physical facilities and academic support facilities duly certified by Chartered Accountant and the Head of the institution	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

##### **Response:**

- The institution has standard procedure for maintenance and optimal use of infrastructure. Utilization of various facilities like Seminar Hall, Amphitheater, library, instrument room, Machine Room is through proper entry procedure. 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. All the laboratories are taken care by lab assistants and technical supervisors.
- Maintenance and repair of facilities like equipments, plumbing, electrical repairs, infrastructure etc begins through maintenance requisition e-mail to civil and maintenance department. Based on the type of work the expert person is allotted from the department. Email compliant is signed by the respective mailing authority after the work completion, same is considered as work completion report which is being archived by the department under respective institute sections.
- In case of certain Instruments and equipments repair is done through the respective experts at the defined charges. Some equipments and instruments are covered under Annual maintenance Contract (AMC).
- There is central EDP department for maintenance of Computers and Electronic accessories. Institute has dedicated expert appointed by EDP department for preliminary handling of the problems and routine activities related to computers and electronic assets. In case of any associated major problem complain requisition mail is to be forwarded to the EDP department. The expert from the department attends to the complaint.
- Housekeeping and Gardening is monitored and maintained on contract basis. Deesha Services, Nashik, handles the housekeeping responsibilities and Papaya Nursery, Nashik handles the gardening and landscaping responsibilities.
- Institute assets like facilities, equipments, glass wares etc are audited by Central Audit Department on regular basis to generate the reconciliation reports.

File Description	Document
Link for log book or other records regarding maintenance works	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships /freeships / fee-waivers by Government / Non-Governmental agencies / Institution during the last five years

**Response:** 73.21

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2018-19	2017-18	2016-17	2015-16	2014-15
238	248	251	251	282

File Description	Document
List of students who received scholarships/freeships /fee-waivers	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Consolidated document in favour of free-ships and number of beneficiaries duly attested by the Head of the institution	<a href="#">View Document</a>
Attested copies of the sanction letters from the sanctioning authorities	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

#### 5.1.2 Capability enhancement and development schemes employed by the Institution for students: 1. Soft skill development 2. Language and communication skill development 3. Yoga and wellness 4. Analytical skill development 5. Human value development 6. Personality and professional development 7. Employability skill development

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

### 5.1.3 Average percentage of students provided training and guidance for competitive examinations and career counseling offered by the Institution during the last five years

**Response:** 61.75

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counseling offered by the Institution in a year

2018-19	2017-18	2016-17	2015-16	2014-15
276	248	297	210	40

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for institutional website. Web link to particular program or scheme mentioned in the metric	<a href="#">View Document</a>

### 5.1.4 The Institution has an active international student cell to facilitate study in India program etc.,

**Response:**

#### 5.1.4. The Institution has an active international student cell to facilitate study in India program etc.

The trend of internationalization reflects concerns with global issues in science and technology, politics, economics, and culture; and research collaboration; and the need to attract international scholars and students. From last decade, courses and programs throughout the curriculum now include global perspectives. Day by day collaboration with campuses and research networks around the world are continuously under development.

Bhujbal Knowledge City, MET's Institute of Pharmacy had made an attempt to work on the same path.

The following activities were conducted by the international student cell

- MET's Institute of Pharmacy had arranged METICON-2019 International Conference 'Innovations In Pharmaceutical Technologies' Conference on 15th and 16th February 2019 sponsored by Savitribai Phule Pune University, Pune, Maharashtra, India. Dr. Bharti Nadkarni, Vice President, Sun-Pharma Ltd was present as chief guest. International speakers namely Dr. Jaime Rodriguez Gonzalez, from University of La- Coruna, Spain; Dr. Tin Wui Wong, From University of Technology MARA, Malaysia were present as speakers. Further Dr. J. S. Wagh

- Waters, India, Dr. Pradeep Vavia, Dean ICT, Mumbai, Dr. K. S. Laddha, Professor ICT, Mumbai, Dr. Santosh Bothe, Professor, NMIMS, Shirpur and Mr. Pradeep Khelurkar, Former GM Lupin guided audience by their talks. 275 delegates has participated the conference.
2. Dr. Deokar Gitanjali S. & Dr. Kshirsagar Sanjay J. secured first position at Global Level Pharma excipient Poster award 2018 -Online poster competition which was dedicated to Excipient. Pharmaexcipients International AG 6312 Switzerland.
  3. MET's Institute of Pharmacy signed MOU with Asahi Kasei, 1-1-2 Yurakucho, Chiyoda-ku, Tokyo 100-8440 ,Japan on 20 December 2018 for selection and application of various excipients.
  4. MET's Institute of Pharmacy signed MOU with University of Technology MARA, Malaysia on 21/10/2018 for research development, Post-doctoral studies, Collaborative research work and organization of symposia, conference etc.
  5. Dr. Santosh Chhajed was Nominated as "Focal Point" by European Commission for Horizon 2020 research program (2014-2020) in 2015-2016
  6. Mr. Bhambere Deepak Sunil presented research paper "Emerging Significance of Silymarin as P-Glycoprotein Inhibitors in Management of Breast Cancer" at Pharma-Nutrition 2015 "Linking the Microbiome with Nutrition and Pharma" Hilton Philadelphia City Avenue, Philadelphia, USA dated on 13-15th April 2015

File Description	Document
Link for international student cell	<a href="#">View Document</a>

**5.1.5 The institution has a transparent mechanism for timely redressal of student grievances / prevention of sexual harassment and prevention of ragging**

- 1. Adoption of guidelines of Regulatory bodies**
- 2. Presence of the committee and mechanism of receiving student grievances (online/ offline)**
- 3. Periodic meetings of the committee with minutes**
- 4. Record of action taken**

**Response:** All of the above



File Description	Document
Minutes of the meetings of student Grievance Redressal Committee and Anti-Ragging Committee/Cell	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Circular/web-link/ committee report justifying the objective of the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.2 Student Progression

**5.2.1 Average percentage of students qualifying in state/ national/ international level examinations during the last five years**  
(eg:GATE/AICTE/GMAT/GPAT/CAT/NEET/GRE/TOEFL/PLAB/USMLE/AYUSH/Civil Services/Defence/UPSC/State government examinations/ AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,)

**Response:** 51.69

5.2.1.1 Number of students qualifying in state/ national/ international level examinations (eg: GATE/AICTE/GMAT/ GPAT/CAT/NEET/ GRE/TOEFL/ PLAB/USMLE/AYUSH/Civil Services/Defence/ UPSC/State government examinations/ AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,) year-wise during the last five years ..

2018-19	2017-18	2016-17	2015-16	2014-15
13	11	07	07	13

5.2.1.2 Number of students appearing in state/ national/ international level examinations (eg:GATE/AICTE/GMAT/CAT/NEET/GRE/ TOEFL/ PLAB/ USMLE/AYUSH/Civil Services/Defence/UPSC/ State government examinations / AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,) **during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
25	17	18	16	22

File Description	Document
Scanned copy of pass Certificates of the examination	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of placement / self-employment in professional services of outgoing students during the last five years

**Response:** 47.59

5.2.2.1 Number of outgoing students who got placed / self-employed year- wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
53	49	43	46	50

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
In case of self-employed professional services registration with MCI and documents for registered clinical Practitioner should be provided	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of Placement Cell	<a href="#">View Document</a>

### 5.2.3 Percentage of the batch of graduated students of the preceding year, who have progressed to higher education

**Response:** 21

5.2.3.1 Number of last batch of graduated students who have progressed to higher education

Response: 21

File Description	Document
Supporting data for students/alumni as per data template	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at State/Regional (zonal)/ National / International levels (award for a team event should be counted as one) during the last five years.**

**Response:** 8

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at State/Regional (zonal)/National / International levels (award for a team event should be counted as one) year-wise during the last five years .

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	2	3	1

File Description	Document
Institutional data in prescribed format (data template)	<a href="#">View Document</a>
Duly certified e-copies of award letters and certificates	<a href="#">View Document</a>

**5.3.2 Presence of a Student Council, its activities related to student welfare and student representation in academic & administrative bodies/ committees of the Institution**

**Response:**

**Student council:**

MET's, Institute of Pharmacy, Bhujbal Knowledge City as per the provisions of section 99 (3) of the Maharashtra Public Universities Act 2016 has constituted Student council and student representatives are appointed to carry support from various academic and administrative activities under various institute level committees.

The President and Secretary of Students' Council are members of College Development Committee which works with one of the major objectives as to prepare an overall comprehensive development plan of the College, regarding academic, administrative and infrastructural growth, and enable College to foster excellence in curricular, co-curricular and extra-curricular activities.

Internal Quality Assurance Committee (IQAC) works in order to ensure effective teaching learning process with the application of effective teaching methodology for inculcation and monitorization of research activities in collaboration with renowned research institutes and industry.

The Alumni Association, MET Alconnect contributes significantly for the development of the institution since 2013 for boosting various personality development programs and instilling professionalism among young pharmacists of Institute.

As per Sexual Harassment of Women at workplace (Prevention, Harassment and Redressal) Act 2013, Internal Complaints Committee constituted at Institute level to ensure an organizational climate that is free from caste and gender discrimination and harassment with particular focus on sexual harassment of the members of faculty and students of the Institute

Girls Student Council conduct seminar, workshop to impart knowledge of opportunities and tools available and train the women. It advise and support any girl student, if faced by any gender specific problem. It promotes awareness amongst girl students on occupational, legal and constitutional rights.

Magazine Committee creates an opportunity for the students to enhance and improve their intuitive creative skills. The institute magazine is the cradle of future writers

In order to build confidence in students, Indian Pharmaceutical Association (IPA) through National Pharmacy Week provided good platform for extracurricular and co-curricular development among inter-college competitions. It also helps to build Institute-Industry Interaction chain.

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 to serve the societal need.

Antarang cell contributes to development of students in extracurricular and co-curricular aspects to uplift the students confidence in all perspectives by conducting sports, dance, singing, drawing etc.

MET utsav at campus level event gives opportunities and motivates the students for the development of their technical, non-technical and social aspects skill developments by participating in various workshops, sports, cultural events and seminars etc.

Student development board works for protection of rights and directs various Development activities of the university students and each affiliated college. It also helps the students through various activities for development of better corporate life. It motivates the students to get nurtured mentally, physically, socially with cultural growth through various activities for improvement of their all round personality development and to prepare them socio-technically sound civilized Indian citizens.

File Description	Document
Link for reports on the student council activities	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/competitions organised by the Institution during the last five years

**Response:** 13.8

5.3.3.1 Number of sports and cultural activities/competitions organised by the Institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
32	17	9	7	4

File Description	Document
Report of the events with photographs or Copy of circular/ brochure indicating such kind of activities	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association is registered and holds regular meetings to plan its involvement and developmental activities with the support of the college during the last five years.**

**Response:**

**Alumni Contribution:**

In order to bridge the gap between alumni and their juniors as well as to increase contribution of alumni towards the development of institute, various activities were carried out by Alumni association in each academic year.

**In academic year 2018-19**, Sessions were organized by Alumni association to guide the students regarding career opportunities after B. Pharm. A World Pharmacist Day', was celebrated by Alumni Association on 25/09/2018 by distributing cards to retail pharmacist in different areas of Nashik. 'Best outgoing student Award' for B. Pharm and M. Pharm was given during farewell party session.

**In academic year 2017-18**, a debate competition entitled as 'Drishti' was organized by Alumni association on 04/10/2017 and winners were awarded on 24/03/2018 in MET-IWA 2017-18. A cricket match between alumni team and team juniors was organized on 13/01/2018. 'Best outgoing student Award' was given to B. Pharm and M. Pharm students during prize distribution ceremony MET-IWA-2017-18.

**In academic year 2016-17**, Sessions were arranged by Alumni association to guide students regarding career opportunities after B. Pharm and regarding professionalism. Guest lecture on 'Avenues in Packaging Development & Excipients Sourcing' was also organized by alumni association. World Pharmacists Day celebrated on 25/09/2016 by alumni association. In addition on 21/10/2016 'Flash Mob Dance Drama' was organised by alumni association to percolate message of 'Save Girl Child'. To motivate students, 'Best Outgoing Student Award' was given by Alumni Association during Alumni Meet to B. Pharm and M. Pharm exiting students.

**In academic year 2015-16**, various sessions were arranged by Alumni association to guide students for corporate resume writing, preparation for competitive exams, career opportunities across globe and resume writing competition was also conducted. To express gratitude towards pharmacist for social contribution,

'World Pharmacists Day' was celebrated by alumni association on 25/09/2015.

**In academic year 2014-15,**

Various sessions were arranged by alumni association in order to increase potential of students to withstand firmly in competitive market. Sessions are conducted on 'Campus to Corporate, Career opportunities after B. Pharm, Research and career opportunities' by alumni. Also mock Interview conducted in association with industrial experts.

File Description	Document
Link for frequency of meetings of Alumni Association with minutes	<a href="#">View Document</a>
Link for details of Alumni Association activities	<a href="#">View Document</a>
Lin for quantum of financial contribution	<a href="#">View Document</a>
Link for audited statement of accounts of the Alumni Association	<a href="#">View Document</a>

**5.4.2 Provide the areas of contribution by the Alumni Association / chapters during the last five years**

- 1. Financial / kind**
- 2. Donation of books /Journals/ volumes**
- 3. Students placement**
- 4. Student exchanges**
- 5. Institutional endowments**

**Response:** E. Any one of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Certified statement of the contributions by the head of the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual audited statements of accounts. Extract of Audited statements of highlighting Alumni Association contribution duly certified by the Chartered Accountant and Head of the Institutions	<a href="#">View Document</a>

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The Institution has clearly stated vision and mission which are reflected in its academic and administrative governance.**

**Response:**

**Vision of Institute:**

To be recognized as an institute of excellence by providing value-based pharmacy education in developing graduates with continuous learning, research and leadership qualities to serve the society.

**Mission of Institute:**

- 1.To develop MET BKC as a superior Centre by providing quality education to create competent, skilled graduates to tackle pharmaceutical, technological and social challenges in diversified areas.
- 2.To provide state of the art infrastructure and facilities to promote quality research.
- 3.To inculcate leadership qualities in the students to develop them as responsible pharmacy professionals.
- 4.To create a competent manpower equipped to deal with professional challenges.
- 5.To strengthen the bond between pharmacist and the society by disseminating the professional value.
- 6.To instill in the student skills of life-long learning and ethical behavior.

**Nature of governance:**

The MET League of colleges is a conglomerate of premiere educational institutions, driven by a single-minded focus on imparting quality education to make students sharp. Established in 1989, under the leadership of Hon. Mr. Chhagan Bhujbal, Founder Chairman Mumbai Educational Trust with mission to redefine the system of education. MET is a professionally managed, multi-disciplinary and multi –faceted oasis of knowledge. Hon. Mr. Pankaj Bhujbal and Hon. Mr. Sameer Bhujbal are the trustees of the MET.

In 2006, MET has 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 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.

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 the part of part of GB, LMC/CDC, IQAC (Internal Quality Assurance Cell) and IAC (Industrial Advisory Committee).

### Perspective plan of the institute

A 5 years perspective plan (from 2015 to 2020) for the institute was designed by Principal along with HODs and teachers. Some of the activities mentioned in the perspective plan and executed are NBA accreditation, industrial collaboration, permanent affiliation to SPPU, Pune and recognition as a PhD Centre.

Stakeholder's participation in the decision-making process is well demonstrated by increase in intake of B. Pharmacy program from 60 to 100 in 2017-18.

The agenda was discussed in the GB meeting regarding the increase in intake. The same was approved by all the committee members. The resolution was forwarded to Trust for final approval. The application was submitted by Principal to regulatory agencies. From 2018-19, the intake for B. Pharmacy was increased from 60 to 100.

File Description	Document
Link for additional information	<a href="#">View Document</a>
Link for achievements which led to Institutional excellence	<a href="#">View Document</a>
Link for Vision and Mission documents approved by the College bodies	<a href="#">View Document</a>

### 6.1.2 Effective leadership is reflected in various institutional practices such as decentralization and participative management.

#### Response:

Since inception of intuition, it has adopted decentralization practice. Under this policy, the duties and responsibilities are allotted to each staff. The institute has Governing Body (GB) and College Development Committee (CDC, previously known as LMC). Along with Trustees and Principal, faculty members are the members of GB and CDC. To ensure effective teaching, learning process and to improve and monitor the research activity in the institute, Internal Quality Assurance Cell (IQAC) is established which includes management representatives, Principal, faculty members, industrial expert, parents, alumni and students. The senior faculty members have given responsibility as department heads for UG and coordinator for PG. The teaching and learning process is monitored through course monitoring committee (CMC). 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). Also, academic and research coordinator (ARC) has been appointed for the coordination of research activities. Student training and placement is governed through training and placement cell headed by In-charge. To bridge the gap between industry and institute, Industrial Advisory Committee (IAC) is

constituted comprising of experts from renowned Pharma industry and premier teaching institutes. The institute has its own Alumni Association which consists of students, staff and alumni from academia and industry.

Along with this decentralization practice, institute also constitutes some temporary committees during the conference, seminar, and workshop for smooth functioning of the event. The appointed coordinator and the committee members are responsible for the smooth conduct of the event.

The outcome of above-mentioned best practices is reflected into increased number of research publications, number of UG and PG students placed through placement cell and number of key recruiters. The students are not excelling only in curricular and co-curricular but also in extracurricular activities. For example, in academic year 2017-18, institute grabbed championship trophy in National Pharmacy Week organized by IPA, Nashik branch.

No. of publications:	118	
No. of Patents filled:	03	
No. of copyright obtained:	01	
No. of book published:	18	
Key recruiters: MacleodsPharma, GlaxoSmithkline, Glenmark Pharmaceuticals, Wockhardt, Ajanta Pharma, Bharat Serum, Cognizant, etc.		

Decentralization and participative management in the institute is demonstrated by following example:

#### **Recruitment of faculty:**

The Head of concern department gives the faculty requisition to the Principal. It is forwarded to Trust for approval. After approval from Trust, the interview of short-listed candidate is conducted by Principal, HR and head of department. Further, a demo lecture by the candidates is given before the HOD and departmental senior faculty. The remarks noted by Principal, HR, HOD and senior faculty regarding interview are forwarded to the Trust for the approval and the candidate is appointed.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for relevant information / documents	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## **6.2 Strategy Development and Deployment**

**6.2.1 The Institutional has well defined organisational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed**

**Response:**

Institute is proving quality education in pharmacy from under graduate to doctoral level.

The institute has Governing Body (GB) and College Development Committee. Along with Trustees and Principal, faculty members are the members of GB and CDC.

The GB and CDC of the institute involved in the planning of strategies and decision making of the activities related to the smooth conduct of courses and overall administration.

Committees like RTI, Internal complaint committee, Student Grievance Cell and Anti-ragging committee resolve the grievances. In order to achieve the vision of the institute; a broader strategic plan was prepared. The general methodology adopted in the preparation of strategies/perspective plan is as follows:

- Academic/administrative/regulatory requirement is identified either by Trust or Principal or faculty.
- The identified requirements are discussed with GB and CDC.
- After approval in the meeting, strategy is prepared, and directions are given to the respective authority.
- The strategic plan is executed within stipulated time and regular follow-up is taken and the progress is monitored.
- The outcome of the strategic plan is achieved.

Example: NBA accreditation, Permanent affiliation to SPPU, establishment of PhD research Centre.

### **NBA Case study**

One of the strategic plans was to go for NBA and NAAC accreditation. By considering the regulatory requirement, institute had decided to get NBA accreditation for B. Pharm. program. The plan was communicated to the Trust for approval and further guidance. Trust appreciated the plan, encouraged the Principal and faculty members for NBA accreditation process and assured the support whenever needed. To coordinate this activity, Principal had appointed coordinators. The teams of the faculty members were prepared and SAR criteria was distributed amongst them. Along with the coordinators, in consultation with Principal, weekly meetings were held to take the overview of the progress. After preparation of the first draft, each team had given the presentation before all faculties, coordinators and principal and elaborated the data collected concerned to the points and sub-points of criteria. Suggested changes were made, and the second draft of SAR was prepared.

The coordinators were in contact with NBA office regularly to resolve the difficulties associated with online filing process and overall accreditation process. Support was extended at campus level related to the document and data from HR, MARCOM, EDP, ERP, sports, civil, maintenance and finance department whenever required.

To get, in-depth idea of the inspection process, experts from the field were invited for mock inspection and their suggestions had been incorporated. The final document was uploaded online through the NBA portal. Coordinators in consultation with Principal had prepared the institute presentation describing profile of the institute, faculty and overview of the best practices carried out in the institute. The presentation was approved by chief administrator of the campus and was finalized by incorporating the necessary changes.

The NBA appointed expert committee had visited the institute on 8th and 9th July 2017 for the inspection and scrutiny of data. On 25th September 2017, NBA office issued a letter indicating the accreditation of B.

Pharm. program from 2017-18 to 2019-20.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for organisational structure	<a href="#">View Document</a>
Link for minutes of the College Council/ other relevant bodies for deployment/ deliverables of the strategic plan	<a href="#">View Document</a>
Link for strategic Plan document(s)	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.2.2 Implementation of e-governance in areas of operation

1. Academic Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module Annual e-governance report approved by Governing Council/ Board of Management/ Syndicate Policy document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional budget statements allocated for the heads of E_governance implementation ERP Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Following are the welfare measures adopted by Bhujbal Knowledge City, Adgaon for their employees.

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 is eligible to avail the loan.
- Maximum loan amount is Rs. 20,000/- per staff.
- Loan is given only for education and medical expenses.
- Authentic document/ 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.
- These coupons redeemed at canteen against tea and snacks.
- Along with this, every head of institute receives extra coupons for the guests.

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.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for policy document on the welfare measures	<a href="#">View Document</a>
Link for list of beneficiaries of welfare measures	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

**Response:** 56.63

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

2018-19	2017-18	2016-17	2015-16	2014-15
17	9	13	7	15

File Description	Document
Relevant Budget extract/ expenditure statement	<a href="#">View Document</a>
Policy document from institutions providing financial support to teachers, if applicable E-copy of letter indicating financial assistance to teachers	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.3 Average number of professional development / administrative training programmes organized by the Institution for teaching and non- teaching staff during the last five years (Continuing education programmes, entrepreneurship development programmes, Professional skill development programmes, Training programmes for administrative staff etc.,)**

**Response: 4.4**

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	8	5	3	2

File Description	Document
Reports of Academic Staff College or similar centers Verification of schedules of training programs	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed program report for each program should be made available Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	<a href="#">View Document</a>
Copy of circular/ brochure/report of training program self conducted program may also be considered	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing Faculty Development Programmes (FDP) including online programmes (Orientation / Induction Programmes, Refresher Course, Short Term Course etc.) during the last five years..**

**Response:** 58.17

6.3.4.1 Number of teachers who have undergone Faculty Development Programmes including online programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course and any other course year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	18	8	15	11

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copy of the certificate of the program attended by teacher	<a href="#">View Document</a>
Days limits of program/course as prescribed by UGC/AICTE or Preferably Minimum one day programme conducted by recognised body/academic institution	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

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

The campus has well established performance appraisal system for each institute (It is elaborated in the HR handbook). Each staff member fulfills the functional performance available online through individual login. Functional performance is linked with the day to day activities related to academic and research. Appraisal form is generated at the end of academic year and the marks obtained are scaled in four categories as A: Outstanding, B: Very good, C: Average and D: Poor. Also the SWOC analysis is utilized for the performance appraisal of the individual. The guidelines and SWOC form is available in individual login. 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. This interaction includes evaluation of curricular and extra-curricular performance, result analysis, responsibilities assigned and its fulfillment and new targets for the next academic year. 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 performance of each faculty member is assessed by academic audit. The process involves verification of course file, upgradation of notes, lectures and practicals conducted and the type of continuous assessment conducted, topic beyond syllabus taught through case studies and problem based

learning.

Based on the overall performance of faculty member in academics, research, innovations and efforts at personal, Institute level and campus level; the increment and promotion is granted.

The appraisal system is also applicable to non-teaching staff. Their performance is assessed on the basis of technical knowledge, responding capability, behavior in the laboratory with staff and students, creativity etc. 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 parameters of the feedback include teaching methodology, motivation, discipline, punctuality, etc. The feedback is analyzed and the action taken report is taken from every teaching staff by the Principal.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for performance Appraisal System	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

MET Institute of Pharmacy is a self-financed institution and was established in 2006, where 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.)



Main Student Fees is decided by Fees Regulating Authorities, Government of Maharashtra. After that shortfall or deficit, if any is managed by Trust /Administrative department of the Management. Other funds are obtained by faculty members from Pune University (BCUD) through Research proposals. These funds are utilized for the research and laboratory development.

Consequently, all the departments like Institute Admin. Dept., Library Dept., Research & Development Cell, Training & Placement Cell, Laboratories Dept., NSS Cell etc., 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 & Instruments
- Library Books & Journals
- Furniture & Fixture
- Research & Development
- Computer & Software
- Training & Placement
- Repair & Maintenance
- Printing & Stationery

After final approval of budget by management, Institute adheres to Utilization of budget approved for academic expenses and administrative expenses.

The purchase policy is initiated by all heads of the department; Principal & Internal Audit Department and accordingly the various quotations called for negotiations and after well thought-out purchase orders are placed.

The payments are released after delivery of the respective Material or Services. It is done as per the terms and conditions mentioned in purchase order and after Bills Audit by Internal Audit Department.

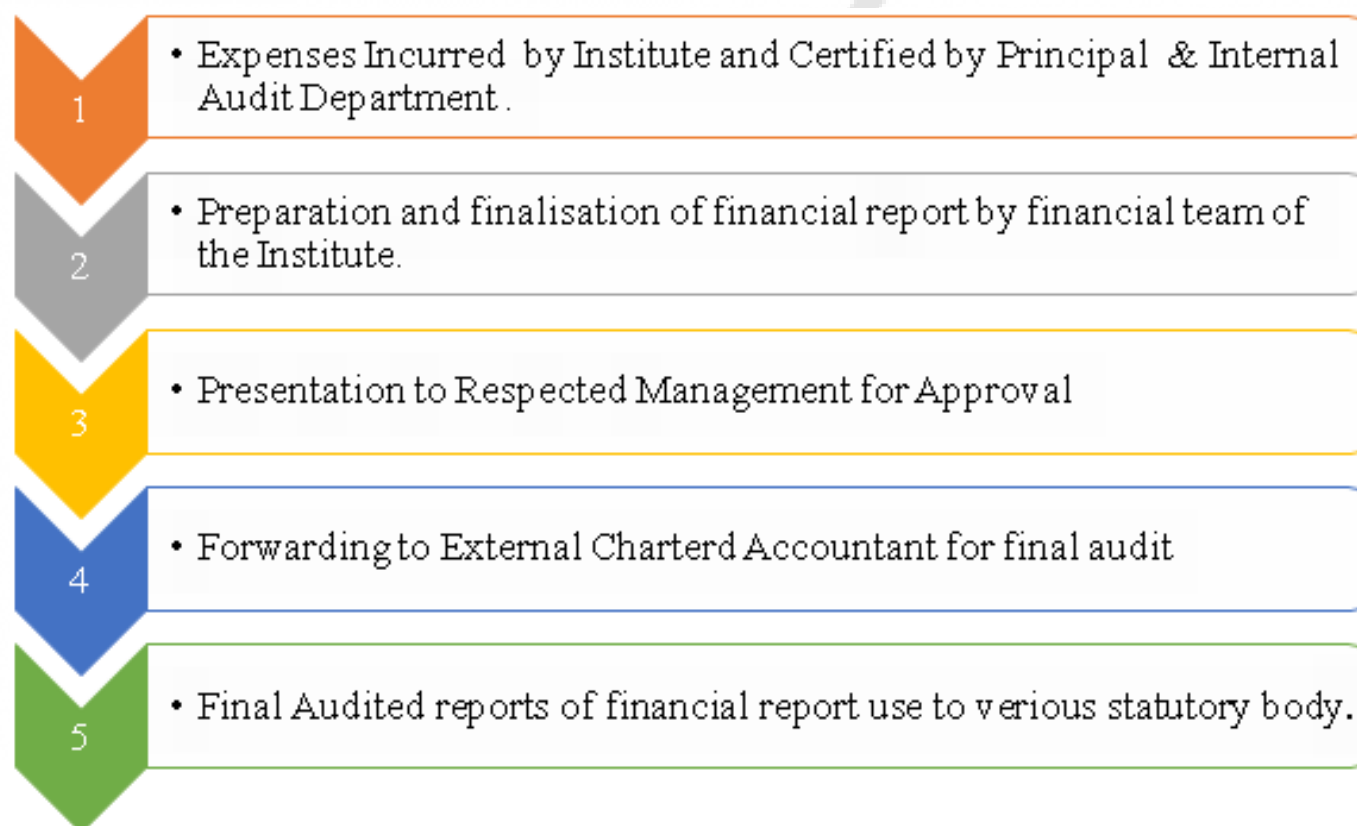
The entire process of the procurement of the material is monitored by the HOD and Principal at institute level, then the Accounts & finance department at Management level.

All accounts are maintained in computer using Tally software and Student Fees & Salary record maintained using ERP software and various report are generated by ERP software.

File Description	Document
Link for resource mobilization policy document duly approved by College Council/other administrative bodies	<a href="#">View Document</a>
Link for procedures for optimal resource utilization	<a href="#">View Document</a>

#### 6.4.2 Institution conducts internal and external financial audits regularly

##### Response:



##### External audit: -

Financial External audit is conducted by qualified auditor C.A. Mukesh Mehta, Partner of N.G.JAIN & CO. chartered accountant every financial year to verify the compliance of External Audit report, The same was unanimously adopts 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 our administrative audit department appointed by management. Internal audit is done quarterly basis for books of accounts and daily routine transactions, bills, vouchers, etc. Audit is done regularly.

List of audit for major heads

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: Verification of reconciliation of bank statement with books of accounts.
3. Purchase and Journal Register: Checking invoice for journal passed register (invoice no., date, party name, delivery chalan, purchase order, expense head, utilized location and if fixed assessts or consumables.
4. Student fees and other fees: Fees structure, receipt with ERP report checking
5. Scholarship claim: Scholarship claim to government with student details given, scholarship claim received from government, scholarship claim received details entry in ERP software, etc.
6. Receivable and refundable fees: from government, university, student.
7. Library Audit: Books, physical verifications as per accession, accession register verification as per bills delivery chalans, student issue books as per register and card.
8. Laboratory Audits: Lab consumables and fixed assesst register, consumable materials, physical vreification.
9. Store Audit: Opening, closing, physical stock verification with chemical, glassware.
10. Salary Audit: Biometric (thumb) punching, ERP report checking its working hours and in and out time and late mark, OD details of staff, if any. Calculation of salary days, entry in ERP by HR department, calculation of PF and PT as per gross salary.

File Description	Document
Link for documents pertaining to internal and external audits year-wise for the last five years	<a href="#">View Document</a>

#### **6.4.3 Funds / Grants received from government/non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III)**

**Response:** 19.36

6.4.3.1 Total Grants received from government/non-government bodies, individuals, philanthropists year-

wise during the last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
7.35	6.32	2.85	3.03	0.12

File Description	Document
Provide the budget extract of audited statement towards Grants received from nongovernment bodies, individuals, philanthropist duly certified by Chartered Accountant and the head of the institution	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Copy of letter indicating the grants/funds received by respective agency as stated in metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Institution has a streamlined Internal Quality Assurance Mechanism

#### Response:

As per the guidelines for the creation of the IQAC provided by NAAC, the IQAC was established in the institute with following objectives

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

The constitution is as follows,

Name of the Member	Designation
Dr. Sanjay Kshirsagar	Chairperson
Dr. JitendraWagh	Management Representative
Mr. SuhasKhairnar	Administrative officers
Mr. Deepak Pardeshi	
Dr. PavanUdavant	Teachers Representatives
Dr. SantoshChhajed	
Dr. SandeepSonawane	

Dr. Dinesh Rishipathak	
Dr. NilimaThombre	
Dr. GitanjaliDeokar	
Ms. SmitaKothmire	Nominees from Students
Ms. PrachiGangurde	
Mr. UmeshLaddha	Nominee from Alumni
Mr. SachinKushare	Nominees from Employers /Industrialists
Mr. RohanPawar	
Dr. Moreshwar Patil	Coordinator

**Mechanism:**

The IQAC of the institute is operated through following sub-committees,

- **Course Monitoring Committee (CMC):**

CMC is established to monitor teaching learning activities. The objectives of CMC include,

1. To ensure effective teaching learning process
2. To help in improvement of students performance
3. To suggest teachers for effective teaching including practicals
4. To ensure smooth conduction of daily academic schedule

Activities of CMC includes

1. Day to day monitoring of teaching-learning
2. Topic tracking
3. Internal and external Academic audit

- **Industrial Advisory Committee (IAC):**

The purpose of the IAC is to build professional and technical input into academic curriculum and industrial activities

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
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
5. To
6. To collect data driven decision making and research based on application
7. To strengthen between various departments and industries with creation of awareness of cooperation(HR Department)
8. To revise Program educational objective (PEO) & Program outcomes(PO)

The activities of IAC include

1. PG research proposal scrutiny
2. Industrial summit

#### **Institute Research Review Committee (IRRC):**

The committee was established with the intention to inculcate the research aptitude/culture in the UG students as well as motivate the PG and faculty members for outcome based research. Through this practice initiatives like collaboration with premier research institute, interaction with scientist and submission of the research proposal for fund has been taken.

The objectives of IRRC are

1. To inculcate research aptitude in undergraduate students
2. To work in collaboration with renowned research institutes.
3. To monitor the activities carried during research work.
4. To review technical appropriateness of research proposal.
5. To submit the proposal for various funding agencies.
6. To provide suggestion, if any in consultation with the chairman and advisory members.

The activities of IRRC includes

1. UG research project
2. UG Research Conference (METRxPLORE)
3. Research proposal submission

<b>File Description</b>	<b>Document</b>
Any additional informaton	<a href="#">View Document</a>
Link for minutes of the IQAC meetings	<a href="#">View Document</a>
Link for the structure and mechanism for Internal Quality Assurance	<a href="#">View Document</a>

#### **6.5.2 Average percentage of teachers attending programs/workshops/seminars specific to quality improvement in the last 5 years**

**Response:** 48.24

6.5.2.1 Number of teachers attending programs/workshops/seminars specific to quality improvement year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	7	11	6	13

<b>File Description</b>	<b>Document</b>
List of teachers who attended programmes/workshops/seminars specific to quality improvement year-wise during the last five years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of programmes/workshops/seminars specific to quality improvement attended by teachers year-wise during the last five years	<a href="#">View Document</a>
Certificate of completion/participation in programs/workshops/seminars specific to quality improvement	<a href="#">View Document</a>

**6.5.3 The Institution adopts several Quality Assurance initiatives The Institution has implemented the following QA initiatives : 1. Regular meeting of Internal Quality Assurance Cell (IQAC) 2. Feedback from stakeholder collected, analysed and report submitted to college management for improvements 3. Organization of workshops, seminars, orientation on quality initiatives for teachers and administrative staff. 4. Preparation of documents for accreditation bodies (NAAC, NBA, ISO, NIRF etc.,)**

**Response:** B. Any three of the above

<b>File Description</b>	<b>Document</b>
Report of the workshops, seminars and orientation program	<a href="#">View Document</a>
Report of the feedback from the stakeholders duly attested by the Board of Management	<a href="#">View Document</a>
Minutes of the meetings of IQAC	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Total number of gender equity sensitization programmes organized by the Institution during the last five years

**Response:** 29

7.1.1.1 Total number of gender equity sensitization programmes organized by the Institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	09	14	02	01

File Description	Document
Report gender equity sensitization programmes	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Copy of circular/brochure/ Report of the program	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 7.1.2 Measures initiated by the institution for the promotion of gender equity during the last five years.

**Response:**

The institution offers utmost importance to the safety and security of learners, faculties, and infrastructure of the college.

##### 1. Safety and Security:

- Gender equality must become a lived reality and how better to do it than ensure that women are safe at the workplace.
- To create an atmosphere favorable to the augmented contribution of women, completely encouraging and supporting them.
- For the safety and security for feminine staff and students, the security guard is posted round the clock security at the gate and different points of the campus.
- The College premises, laboratories, and corridors are under CCTV observation.
- In all Industrial visits, tours, study tours, female teachers accompany the students.
- Institute organizes self-defense workshop every to combat situation, travels, lifestyle, or common potential threats they may face.



- Continuous bus/car facility available in case of a medical emergency of students and staff to carry them to the hospital.
- Institute is equipped with well-maintained lift along with lift man.
- Institute has specialized toilets for handicapped students
- Institute has a zero-tolerance policy against discrimination and sexual harassment. With a view to providing protection against discrimination and sexual harassment of women at the workplace, the Internal Complaints Committee has been constituted in MET's Institute of Pharmacy, Nashik.
- The institute has constituted Anti Ragging Committee & Anti Ragging Squad as per the norms and regulations laid down by AICTE. Institute has zero-tolerance against ragging.
  - <http://metbhujbalknowledgecity.ac.in/pharmacy/antiragging.php>
  - <http://metbhujbalknowledgecity.ac.in/pharmacy/actionagainstragging.php>

## 2. Counseling

- Mentorship and regular parents and students follow up are conducted if a student is irregular the root cause of the problem is deciphered.
- Our institute has appointed separate and trained counselor for the students. Students discuss their problems with the counselor.
- Counseling is done on stress and anger management.
- Counselling offers assistance in identifying and clarifying issues.

<https://metbhujbalknowledgecity.ac.in/index.php/counseling-cell/>

## 3. Common Room:

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

### **Apart from this, the key features of Institutes are:**

- Institute has separate working women cell to consider the issues regarding women teaching and non-teaching staff of MET Institute of Pharmacy.
- A separate cell named "**Spandan**" which is specifically a female staff member's forum wherein the cell hosts various activities like free health checkups, cultural programs, Expert lectures to ensure work-life balance for female employees. The institute offers paid maternity leave of three months.
- Institute has donated napkin vending machine to Odha Village on the occasion of Yuwa Din 2018
- Institute has organized a lecture on polycystic ovarian disease for awareness of this disorder.
- Institute has organized lecture Thalanemia a genetic blood disorder with which patients cannot make a normal form of hemoglobin. The lecture includes awareness of this disorder to help women understand what the disorder is and how it can be treated.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Specific facilities provided for women in terms of a. Safety and security b. Counselling c. Common Rooms d. Day care centre for young children	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.3 The Institution has facilities for alternate sources of energy and energy conservation devices 1. Solar energy 2. Wheeling to the Grid 3. Sensor based energy conservation 4. Biogas plant 5. Use of LED bulbs/ power efficient equipment**

**Response:** D. Any two of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Installation receipts	<a href="#">View Document</a>
Geo tagged photos	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.4 Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

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

**Response:**

**Solid Waste Management:** Solid waste which includes papers, disposable utensils and garbage of various types. This solid waste is divided in two types i.e. dry and wet and 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. All staff members, students and canteen staff members are encouraged to promote the Plastic free campus and the office waste papers are reused for printing the routine printouts in the office. Campus has adopted ERP system whereby most of the administrative and accounting work is done on computers reducing the paper wastage.

**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 nonpotable purposes like gardening and flushing.

**Biomedical Waste Management:** Biomedical Waste is generated in the form of Laboratory Animal Carcass, Isolated Tissues, Blood and other tissue debris which is a potential culture medium for pathogenic microorganisms if left in the premises which can lead to spread of Life threatening infectious diseases. MET'S Institute of Pharmacy have subscribed the service of Biomedical waste Management provided 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 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 routine basis however, Institute abide the guidelines issued for the safe use and disposal of radioactive substances (if any). Non radioactive hazardous chemicals are disposed by following mechanisms

1. By release in to the drainage sewage system ( For readily water soluble substances)
2. Burrial in to pits ( Solid and water insoluble wastes)

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for geotagged photographs of the facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>

#### 7.1.5 Water conservation facilities available in the Institution:

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

**Response:** Any Three of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Installation or maintenance reports of Water conservation facilities available in the Institution	<a href="#">View Document</a>
Geo tagged photos of the facilities as the claim of the institution	<a href="#">View Document</a>
Geo tagged photo Code of conduct or visitor instruction displayed in the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.6 Green campus initiatives of the Institution include 1. Restricted entry of automobiles 2. Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastics 5. Landscaping with trees and plants**

**Response:** B. Any four of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Geotagged photos / videos of the facilities if available	<a href="#">View Document</a>
Geotagged photo Code of conduct or visitor instruction displayed in the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier-free environment**

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

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Geo tagged photos of the facilities as per the claim of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. Add a note on how the Institution has leveraged its location for the services of the community (within 500 words).**

**Response:**

MET's Institute of Pharmacy believes in unity, equality, integrity and hence emphasis is given to maintain an environment that is inclusive for all diverse parts of the society like race, gender, class, generation and geographical parts of the country.

According to the World Summit for Social Development (Copenhagen 1995), an inclusive society is a "society for all in which every individual, each with rights and responsibilities, has an active role to play".

In order to have Such an inclusive environment in the campus, it is ensured that due respect is given for all human rights and fundamental freedoms, cultural and religious diversity, social justice and the special needs of vulnerable and disadvantaged groups, democratic participation and the rule of law.

MET BKC promotes policies that exercise to reduce inequality and support for the flexible and tolerant societies that embrace all people.

Elements necessary for creating an inclusive environment in the Campus

- Representation of maximum diverse elements of the society
- Equal Job opportunity to gents and ladies staff members
- Women empower initiatives of the institute
- Enrollment of all diverse type of candidates who belong to different race, gender, class, generation and geographical parts of the country by virtue of the statutory and regulatory authorities who control the admission procedure.
- Celebration of different festivals in the campus like Diwali, Eid, Christmas, Holi
- Birthday Celebrations of Teaching and Nonteaching Staff members
- Infrastructure and physical facilities that support all
- Financial Assistance to needy staff in the form of interest free loan, Insuarance (Medicclaim and Term)
- Financial Assistance to the students apart from the Govt. Scholarship in the form of MET Scholarship, Research Contingency for PG Students
- Representation of students both girls and boys representatives in various organizing commities of

technical and non technical events of the campus.

- Class representatives and representation on various regulatory and academic committees.
- To deal with students from different region, special care is taken in early stage of the course to accommodate them in the institute

- Mentoring
- Grooming
- Induction Program
- Teacher Parent Interactions

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

**7.1.9 Code of conduct handbook exists for students, teachers and academic and administrative staff including the Dean / Principal /Officials and support staff. 1. The Code of conduct is displayed on the website 2. There is a committee to monitor adherence to the code of conduct 3. Institution organizes professional ethics programmes for students, teachers and the academic and administrative staff 4. Annual awareness programmes on the code of conduct are organized**

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Information about the committee composition number of programmes organized etc in support of the claims	<a href="#">View Document</a>
Details of the monitoring committee of the code of conduct	<a href="#">View Document</a>
Details of Programs on professional ethics and awareness programs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Web link of the code of conduct	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**7.1.10 The Institution celebrates / organizes national and international commemorative days, events and festivals**

**Response:**

1. **Independence Day:** MET's Institute of Pharmacy, Adgaon, Nashik celebrates Independence Day on 15th Aug every year. The faculties and students of Bhujbal Knowledge City gather at Amphitheatre and salute in respect to National Tricolor flag.
2. **Swachata Pakhwada:** As per the initiative was taken by Government of India with the objective of bringing a fortnight of intense focus on the issues and practices of Swachhata, Swachata Pakhwada was held at MET's Institute of Pharmacy. The students and faculty members of the Institute actively participated in the event and helped for the benefits of the nation.
3. **Marathi Bhasha Din:** Marathi Language Day (World Marathi Language Day, Marathi Bhasha Din) is celebrated on 27th February by Marathi speakers worldwide on this occasion of the birth anniversary of the Marathi poet Vishnu Vaman Shirwadkar alias Kusumagraj.
4. **Vachan Prerna Din:** Former President of the country Dr. A.P.J. Abdul Kalam will celebrate the birth anniversary of 15th October in the schools and colleges of the state as a reading inspiration day. Dr. Reading books written by Kalam will be done in schools and colleges this day.
5. **Republic Day:** MET's Institute of Pharmacy, Adgaon, Nashik celebrates Independence Day on 26th Jan every year. The faculties and students of Bhujbal Knowledge City gather at Amphitheatre and salute in respect to National Tricolor flag. The chief guest hoists the national flag followed by National Anthem. The chief guest addresses the student and relives the memories of the freedom fighter.
6. **Yoga Day:** International Yoga Day is celebrated 21st June. The faculties and students of Bhujbal Knowledge City perform "Yogasana" at Morning. Awareness on the importance of Yoga and its benefits to health is explained to the audience by experts
7. **Mahatma Jyotirao Phule Jayanti and Punyatithi:** Bhujbal Knowledge City celebrates Mahatma Jyotirao Phule Jayanti and Punyatithi on 11th April and 28th Nov respectively of Every Year. The contribution of Mahatma Phule is remembered on this day.
8. **Savitribai Phule Jayanti and Punyatithi:** Bhujbal Knowledge City celebrates Savitribai Phule Jayanti and Punyatithi on 3rd Jan and 10th March of Every Year. The contribution of Savitribai Phule is remembered on this day.
9. **Teacher's Day:** September 5 of every year is celebrated as Teachers' day at MET IOP. Marked by the birth anniversary of Dr. Sarvepalli Radhakrishnan, an excellent teacher, who was the first Vice President and the second President of our country. Students organize play and games featuring for teachers.
10. **Vachan Prerna Din (A. P. J. Abdul Kalam Jayanti):** MET's Institute of Pharmacy celebrates Vachan Prerna Din on account of birth anniversary of Dr. A. P. J. Abdul Kalam on 15th Oct.
11. **S. R. Ranganathan Jayanti:** MET's Institute of Pharmacy celebrates the birth anniversary of S. R. Ranganathan on 9th Aug.
12. **Gandhi Jayanti:** MET IOP celebrated Gandhi Jayanthi on 2nd October to commemorate the birthday of Mohandas Karamchand **Gandhi**, a pioneer of truth and non-violence.
13. **Pharmacist Day:** 25th September is celebrated as World Pharmacist Day globally as per the directions of the International Pharmaceutical Federation.

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

## 7.2 Best Practices

### 7.2.1 Describe two Institutional Best Practices as per the NAAC format provided in the Manual

#### Response:

#### 7.2.1 Best Practices (30)

#### 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 mind set 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 in to 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.

##### 3. The Context:

It was observed that most of the undergraduate pharmacy students opt to take higher education where they are required to undertake research activities, however there is a limited (if any) exposure to the research activities in B. Pharmacy curriculum. There is a need of motivation towards research activities at undergraduate level and to address this issue, it was decided to organize the conference and develop a platform where Undergraduate students can explore their innovations and ideas.

##### 4. The Practice:

The Institutional Research and Review Committee organize this competition annually and invite the students from the institute as well as from various other institutes from the state to participate and present their research work in the conference organized at the Institute.

##### Key features:

Undergraduate students are informed about the conference and the consent for the participation are invited at the beginning of the academic year The conference is organized in the month of January/February Approximately 06 months time duration is available for students to carryout research activity at their organization. Winner student, his/her supervisor and the Institute are appreciated.



## 5. Evidence of Success

Sr.	Year	Number of participants from Institute	Number of participants from other institutes	Regions of participating Institutes
1	MET Rxplore 2018	11	89	Mumbai, Nashik, Konkan, Jalgaon, A. Nag
2	MET Rxplore 2017	15	100	Mumbai, Nashik, A. Nag
3	MET Rxplore 2016	14	68	Mumbai, Nashik, A. Nag

Three of the winners so far are in the process of registration for patent is an evidence of success of the conference, moreover many students are motivated to enroll themselves for higher education. To take an example two innovative formulation were exhibited in the MET Rxplore 2018 and the pears appreciated and motivated their innovation and now they have registered their formulation for the patent.

In another incidence winners of MET Rxplore 2017 have also registered their innovation for the patent.

## 6. Problems Encountered and Resources Required:

1. Funding: To initiate such activities, fund is required especially for an arrangements of experts from industries, their honorarium, arrangements of conference etc.
2. Approach of Undergraduate Institutes for research work: Some of the undergraduate institutes are still working on the conventional mode of teaching and are not motivating students for research.
3. Resources required for conducting research: Most of the colleges have basic facilities required to carry out academic research and should offer basic facilities and motivate students for research.

## 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 To develop industry-institution relations and provide two-way communication between institute and industrial community

2. To establish or validate performance based or industry expected technologically sound graduates
3. To shape academic curriculum and practical outcomes so that alignment will exist as per industry requirement

### 3. The Context:

There has been a constant argument that the Curriculum prescribed by the universities and the Knowledge exhibited in books and the current practices of the real world differs widely and Industries are required to train the graduates for the use of current techniques and trends of research and development. There has always been a complaint that there is a huge gap between academics and Industry and so has been a demand to bridge this gap.

### 4. The Practice:

1. With the visionary of the Leaders of the institute, MET IOP constituted Industrial Advisory Committee in Academic year 2015-16 with the representation of the experts from various leading Pharmaceutical Industries.
2. The experts from Industries who specialize in various aspects of Drug Discovery and Development are key persons and think tanks of the institute and can be a huge source of information and inputs for students as well as staff members of the Institute.
3. All of the research projects along with the Dissertation proposals of the Post graduate students are scrutinized by the IAC members and valuable inputs are provided by the committee members.

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 trainings, educational programs and research.
3. IAC can advise institution in the restructuring of education, including integrating academic and work-based learning.

**5. Evidence of Success:** Presence of Experts from Leading Pharmaceutical Industries have paid off heavily in the development of the Institute as evident from MOUs & activities like

First Idea	Surfchem – medicinal chemistry android app made available
RAP Analytical Research and Training Centre	Collaborative research, Training
Anish Pharma Equipment Pvt. Ltd	Training and Placement
In10gible Innovations LLP	Training, Certificate Course on IPR
Neuralytica Research Pvt. Ltd	Training, Certificate Course on Sophisticated Analytical Instruments
Deltafinochem	Industrial Visit, Training
Inclination	Certificate Course on Pharmacovigilance

### 6. Problems Encountered and Resources Required:

1. Funding: To initiate such activities, fund is required especially for an arrangements of experts from industries, their honorarium, arrangements of conference etc.

The trustees and management of the MET Bhujbal Knowledge City were ready to invest for such initiative.

2. Time Constraint: With evergrowing demands and busy schedule of the R&D Experts time has always been a constraint for the IAC members, however all of the members take a meticulous effort to support this activity.

File Description	Document
Link for best practices page in the Institutional web site	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 500 words**

**Response:**

#### **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 scope of pharmacy."

**Objectives of student categorization:**

- To elaborate scope of pharmacy to student from eminent personality.
- To clear the focus or determination of career of student at early stage.
- To provide selective guidance session to the categorized student.
- To encourage student for start preparation at early stage with respect to career.

**Process for student categorization:**

- To arrange induction programme for first year B.Pharm for creating awareness of 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 student of second year B.Pharm in different categories like Job/Business/M.Pharm. /MBA /Education at abroad /Civil services.
- To compile the student of all years in different category.
- To organize the different activities like lecture /camp/competition for each category student separately.

**Activities conducted for students**

<b>2018-2019</b>				
<b>Sr.No.</b>	<b>Date</b>	<b>Title</b>	<b>Resource person</b>	<b>No. of participant</b>
1.	14/07/2018	Career Opportunity In Pharmacy	Mr.SachinShivajiKushare	54
1.	19/07/2017	GPAT And Other Competitive Exam	Mr.PratapPawar	53
1.	24/07/2018	Civil Services	Mr.RamKhairnar	67
1.	27/07/2018	Scope And Common Entrance Preparation For MBA	Dr.Prasad Joshi	56
1.	31/07/2018	Study At Abroad/MS	Mr.RohanPawar	55
1.	02/008/2018	Awareness Of Entrepreneurship As Career Option	Mr.SagarArgawal	56
<b>2017-2018</b>				
1.	18/07/2017	Career Opportunity In Pharmacy	Mr.SachinShivajiKushare	85
1.	19/07/2017	GPAT And Other Competitive Exam	Mr.PratapPawar	69
1.	20/07/2017	Scope And Common Entrance Preparation For MBA	Dr.Prasad Joshi	88
1.	22/07/2017	Civil Services	Mr.B.S.Wagh	49
1.	28/07/2017	Awareness Of	Mr.SagarArgawal	68

		Entrepreneurship As Career Option		
1.	28/07/2017	Study At Abroad/Ms	Mr.DineshChoudhar y Mr.SumitMahamane	63
<b>2016-2017</b>				
1.	04/02/2016	Opportunities in industries	Mr.SachinKushare	112
1.	10/02/2016	Buisness opportunity	Mr. Rohan Pawar	123
1.	10/02/2016	Scope of pharmacy and competitive exam	Mrs. Smitakakad	123

## Evidence of Success

Placememnts: Training and Placement section of the institute keeps

GPAT Results: MET'S Institute of Pharmacy ensures dedicated guidance and mock tests for the GPAT Aspirants as a result of which student performance has been consistently high.

Aditya Darade AIR 01

Archana Kapase AIR 03

EDC: Institute has motivated some of the graduates to become an Entrepreneurs and as a result of which we could contribute in the creation of employment.

Study in Abroad: Many students have got admission to reputed universities across the globe for their higher studies

Civil Examination: Civil Service Cell keeps motivating and training students. Some of the students could crack these exams and have secured a job in Government sector.

<b>File Description</b>	<b>Document</b>
Link for appropriate web page in the institutional website	<a href="#">View Document</a>

NAAC

## 8. Pharmacy Part

### 8.1 Pharmacy Indicator

**8.1.1 Module \* developed on competency based curriculum enrichment as per PCI / AICTE guidelines during the last five years**

1. Community Pharmacy training
2. Instruments/Equipment handling
3. Animal Handling for pharmacological experiments
4. Clinical pharmacy training
5. Clinical trial training

**Response:** B. Any 4 of the above

File Description	Document
List of students who participated in the programme.	<a href="#">View Document</a>
List of modules for competency based curriculum enrichment developed by the college	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**8.1.2 Internal assessment methods adopted (preceding academic year data)**

1. Manuscripts /articles /monographs / official books Presentation
2. Project proposal presentation
3. Seminar
4. Lab-book/log-book
5. Written Examination

**Response:** B. Any 4 of the above

File Description	Document
List of students who participated in the Internal Assessme	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Certified year wise certificate from the principal with number of students participated	<a href="#">View Document</a>

**8.1.3 Average percentage of Quality Improvement Programme (QIP)/ leadership training undergone by teachers**

**Response:** 66.41

## 8.1.3.1 No. of Teachers participated in QIP/leadership training during a year

2018-19	2017-18	2016-17	2015-16	2014-15
14	18	16	10	13

File Description	Document
List of teachers who have participated in the QIP / Leadership training programme	<a href="#">View Document</a>
List of QIP programme	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed report of the Quality improvement programs with photographs	<a href="#">View Document</a>

**8.1.4 Percentage of teachers who have membership in professional bodies (i.e., IPA, APTI, IPGA, IHPA, AASP, FIP, IACP etc.,) during the last five years****Response:** 72.9

## 8.1.4.1 Number of teachers with membership in professional bodies during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	16	16	15	12

File Description	Document
List of teachers who are registered members of professional bodies.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**8.1.5 Safety norms adopted and preparedness available in the college.**

1. Maintenance of wiring and electrical installations and earthing
2. Fire fighting measure
3. Handling of hazardous chemicals
4. Availability of emergency medical care



### 5.Safety drills conducted as per prescribed protocol

**Response:** B. Any 4 of the above

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

### 8.1.6 New physical facilities created, Equipment added during the last 5 years

**Response:**

The institute plans for the construction expenditure and purchase of Equipments as per the budget allotted every year for physical facilities and equipments. Some of the equipments are purchased under quality improvement program, SPPU with financial contribution by institute as well. Institute has ample of new constructions, facilities, equipments etc fulfilling the requirements of the statutory bodies. The main target behind is to fulfill the requirements of students and ultimately the accomplishment of the vision and mission of the Institute. In the year 2013-14 and 2014-15 the equipments purchased were UV Vis spectrophotometer, electrical water bath etc. Mini Quest Coater Lab Model and Compressor were purchased in the year 2015-16. In the same year other purchases like Photocopy machine- Canon Copier Model iR 2002, Fax cum printer- Canon icMF217W and DLP projector- Model- PT-VX 42 ZD LCD Projector were done under QIP, SPPU, Pune. Pharma Museum and DHIC were some of the important constitution of the same year. Foam Based Display Charts in Laboratory and Animal House, Melting point apparatus, Electronic weighting balance, UV Cabinet, Electrical water bath, stools etc were some of the equipment purchases of the year 2016-17. Some of the constructions of the year 2016-17 are Lift, Sick Room, Placement Cell etc, whereas CCTV Cameras and Panasonic 43" LED TV were the purchases done under Quality improvement program, SPPU, Pune. Roof top Solar System, Sewage treatment plant, Rain water harvesting, Sports complex (Outdoor), College Buses, Bus Parking Area were the important additions of the year 2017-18 whereas the Ampoule Washing Machine and Vacuum Evaporator were the equipments purchased. Central Analytical Instrument Room, Glass partitioned HOD cabin for Pharmaceutics Dept., Pharmaceutical Chemistry, Pharmacology and Pharmacognosy departments were constructed in the year 2018-19 whereas the equipments purchased were Waters HPLC System with PDA detector, Digital Hardness Tester, Electronic Weighing balance, Glucometer, Digital BP Monitor, Magnetic Stirrer with hot plate etc. Add-ons in the library since 2014 till 2019 are Library Furniture, Racks, Notice Board, One Furniture Cupboard ,Small Counter, Ladders, Chairs, five steel cupboards, library at a glance board, Digital library counter & five computers, and various notice boards etc Some of the construction related to library are Library Reading Room Stair cases and Two catalogue card cabinets.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
New physical facilities created, equipment added during the last 5 years	<a href="#">View Document</a>

### 8.1.7 Software available in the institution for Teaching-Learning Process and Research Type of Software available in the institution for Teaching-Learning Process and Research

1. Statistical analysis
2. Research (Ex: Quality by Design etc.)
3. Monitoring of student activities in clinical/hospital training
4. Drug discovery
5. Pharmacology experiments

**Response:** D. Any 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 8.1.8 Availability and usage of following facilities. Write a brief note on each of facilities and its usages within 500 words.

1. Medicinal herbal garden
2. Model Pharmaceutical pilot plant
3. Departmental Museum
4. Drugs and Poison information centre
5. Sophisticated instrumentation facility

**Response:**

1. **Medicinal herbal garden:** Medicinal garden is developed since its inception which is situated in campus with area of 975 sq. ft. Medicinal garden consists of total 321 plants in varieties such as Trees, Shrubs, Herbs, labelled with name plate consisting of common name & its botanical name. Selection of medicinal plants are based on syllabus of university. The propagation was done by sapling & were procured from Hirvepunya Nursery Nashik. Maintaining and Monitoring the Garden includes watering, de-weeding fertilizing and controlling pests. The Medicinal garden is maintained by external agency (Papaya Nursery) which is under control of MET Trust's maintenance department.
2. **Model Pharmaceutical pilot plant: (Machine Room/Industrial Pharmacy Room)** is well equipped facility covering total area of 75 Sq. meters. The overall area is properly segregated as separate sections or rooms like Documentation section, Solid Section, Liquid section, Semisolid Section, and IPQC section. Machine room is provided with AC as well as UPS facility for the important machines in some sections. Utilization of machine room is through well defined procedure. Every machine is provided with utilization entry log book and SOP for safe handling of machine. The machine room cleanliness is maintained by machine room attendant and Deesha services. Availability of electric earthing, Fire-hydrant system, Exhaust fan, Multi circuit breaker etc are some of the safety measures adopted in the pilot plant.
3. **Departmental Museums :** Pharma Museum is located on ground floor and first floor of the Institute (Pharmacology and Pharmacognosy lab). Museum is categorized into displays covering Scope of Pharmacy, Ancient History, Pharmacy Symbols, Drug Development Processes, History of Indian Pharma Industry, and Pharmacognosy section covering display of crude drugs and

Herbarium. Pharmacology department museum consists of following models. Charts, Histology slides Animal restrainer (Mice and Rat) etc

4. **Drugs and Poison information centre:** Drug and health information center is an information center which dispenses information and knowledge on various health related issue as well as drugs. The objectives of DHIC are: To provide information to maintain health. To provide basic facilities for estimation of body mass index, recording of pressure, detection of blood group, estimation of hemoglobin level, random blood glucose level etc. To be able to identify or give an early indication of probable health related issues. To inform appropriate use of medicines, adverse effects and interactions of medicines. To provide information on non-therapeutic/ lifestyle changes appropriate with particular diseased condition. To improve quality of life of patient suffering from chronic and lifestyle disorder.
5. **Sophisticated instrumentation facility:** Sophisticated, air-conditioned 'Central Analytical Instrument Room' located at second floor of Institute. The major instruments located in instrument room are Two High Performance Liquid Chromatograph (HPLC), two UV-Vis Spectrophotometers and one FT-IR spectrophotometer. Instrument room is provided with separate and dedicated 3 KVa UPS system. Standard Operating Procedures (SOPs) are prepared, maintained and updated regularly. For each instrument separate log-book is provided. Students operate the instruments individually under trained staff. The cleanliness is maintained by instrument room attendant and contract service provider.

File Description	Document
Details of the facilities	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 8.1.9 Maintenance and Utilization of Equipment /Instruments

#### Response:

- The institution has standard procedure for maintenance and optimal use of Equipments/Instruments. Utilization of various facilities like laboratories, instrument room, Machine Room is through proper entry procedure.
- There is centralized civil and maintenance department to look after preliminary problems of equipments /instruments whereas major problems are handled by respective service engineers called through proper procedure for respective equipments/instruments.
- Laboratories utilization and maintenance is executed through systems like Lab manuals Standard operating procedures, Log Books for machine utilization etc. Log books indicate the utilization of the respective instruments. Students are encouraged to use all instruments and equipments located in various laboratories.
- All the laboratories are taken care by lab assistants and technical supervisors.
- Separate budget heads are allocated to repair maintenance and utilization of

Equipments/Instruments. Maintenance and repair of facilities like equipments, plumbing, electrical repairs, infrastructure etc begins through maintenance requisition e-mail to civil and maintenance department. Based on the type of work the expert person is allotted from the department. Email compliant is signed by the respective mailing authority after the work completion, same is considered as work completion report which is being archived by the department under respective institute sections.

- In case of certain Instruments and equipments repair is done through the respective experts at the defined charges. Some equipments and instruments are covered under Annual maintenance Contract (AMC).
- There is central EDP department for maintenance of Computers and Electronic accessories. Institute has dedicated expert appointed by EDP department for preliminary handling of the problems and routine activities related to computers and electronic assets. In case of any associated major problem complain requisition mail is to be forwarded to the EDP department. The expert from the department attends to the complaint.
- Instruments are calibrated in house as well as through external calibration agencies at the regular intervals.
- Institute assets like facilities, equipments, glass wares etc are audited by Central Audit Department on regular basis to generate the reconciliation reports.

File Description	Document
The maintenance records of all the 4 categories	<a href="#">View Document</a>

#### 8.1.10 Annual Pharmacy internal Audits conducted in the following areas

##### Response:

##### Annual Pharmacy internal Audits

The Institute conducts annual audit report for the available equipment and instruments and further action have been taken for the same.

The Institute has implemented the practice of audit for Glassware Audit and Chemicals Audit for every financial year by each Laboratory personnel. The final reports from each laboratory duly signed by respective HODs and HOI has been submitted to store department followed by Central Audit department. The Central Audit committee checks reports and gives their remark with recommendation and also verifies the same.

The safety audit conducted quarterly by Ajinkya Fire protection services, Nashik, Maharashtra India appointed by Nashik Municipal Corporation, Nashik, Maharashtra, India. Preventive measures have taken by the Concern authority for the necessary purpose.

**Note:** Herewith we are procuring the internal audited report of Pharmaceutics Laboratory for assessment year 2018-2019. Apart from this, for other laboratories also we are maintaining the same type of internal

audited reports for last 5 academic years. As per the demand, previous academic year reports will be provided.

File Description	Document
Reports of the Annual Pharmacy Internal audits documents	<a href="#">View Document</a>
e-copies of Certificate/s of Accreditations	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

### 8.1.11 Is the Pharmacy College / laboratory accredited by any National Accrediting agency?

- 1.NBA Accreditation
- 2.NABL Accreditation of the laboratories
- 3.ISO Certification of the departments / divisions
- 4.Other Recognized Accreditation / Certifications

**Response:** D.Any one of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

#### Key Highlights

#### Criteria I

- The curriculum planning is done by the principal along with the course monitoring committee
- Use of the latest pedagogical tools like smart classrooms, Google classrooms etc
- Certificate courses for bridging the gap

#### Criteria II

- Efforts like tutorial classes, practice tests and remedial classes for slow learners
- Effective Mentor-Mentee system
- Excellent pass percentage of students

#### Criteria III

- Approved Ph.D. center
- Nineteen funded research projects received from Govt. and non. Govt. organizations
- Internal Research Review Committee(IRRC) for close monitoring of research
- Research activities in multi-disciplinary areas
- 02 Patents, 10 MoU with different national and international institutes and pharmaceutical industries.
- Rresearch publications in reputed National and International journals and 17 books authored by the faculty members
- Participation of National Service Scheme(NSS) unit and the Social Welfare Committee(SWC) for extension and outreach activities

#### Criteria IV

- NBA accreditation
- State of the art infrastructure
- Air-conditioned Auditorium and and an amphitheatre
- Sports complex for outdoor/indoor games
- Gymnasium, music room and yoga room
- Well equipped Laboratories and Digital Smart Classrooms
- Central Sophisticated Analytical instrumentation room and Machine room

#### Criteria V

- Active participation of students council in various activities
- MET Scholarship for needy students
- Digital Language Laboratory
- Grooming Sessions, Certificate Courses and Training for the student support

- **High Pass percentage with National Rankers in GPAT exams**

#### **Criteria VI**

- **Decentralization and participative administration**
- **Financial assistance to teaching and non-teaching staff in the form of Interest free loan, seed grant for research, mediclaim insurance for the family and term insurance of the staff**
- **Various Quality Initiatives like National and International Level Conferences and workshops/training sessions organized**
- **Performance based appraisal system for the promotion of the staff**

#### **Criteria VII**

- **Eco friendly green campus equipped with solar system**
- **Effective waste management and water management system**
- **Physical facilities for differently able**
- **Safe and secure campus with a inclusive environment**
- **MET Rxplore Undergraduate research conference**
- **Industrial Advisory committee**
- **Career Prospects Student Categorization**

#### **Concluding Remarks :**

Mumbai Educational Trust's Institute of Pharmacy, Nashik embarked the journey in the year 2006 with the of quality education and excellence in Pharmaceutical and healthcare system with state of the art infrastructure. Institutional dictum is to foster and enrichment of knowledge, research abilities and sensitization of students towards social responsibilities that is socio-technical development of students. Skills which laments for the development of successful researchers and entrepreneur are inculcated among the students which is in-turn leads to contribution in development and up-gradation of Indian Pharmaceutical industry. All together social technocrats passed from institute will be an asset for the development of nation and institute will always take continuous efforts in creating such complete package students who will be well-educated leaders and global citizens excelling to address the challenges of the 21st century.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification										
1.3.4	<p>Percentage of students undertaking field visits/Clinical / industry internships/research projects/industry visits/community postings (data for the preceding academic year)</p> <p>1.3.4.1. Number of students undertaking field visits, clinical, industry internships, research projects, industry visits, community postings            Answer before DVV Verification : 267            Answer after DVV Verification: 233</p>										
1.4.2	<p>Feedback on curricula and syllabi obtained from stakeholders is processed in terms of:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken on feedback besides such documents made available on the institutional website            Answer After DVV Verification: B. Feedback collected, analysed and action has been taken</p>										
2.3.2	<p>Institution facilitates the use of Clinical Skills Laboratory / Simulation Based Learning</p> <p><b>The Institution:</b></p> <ol style="list-style-type: none"> <li>1. Has Basic Clinical Skills / Simulation Training Models and Trainers for skills in the relevant disciplines.</li> <li>2. Has advanced simulators for simulation-based training</li> <li>3. Has structured programs for training and assessment of students in Clinical Skills Lab / Simulation based learning.</li> <li>4. Conducts training programs for the faculty in the use of clinical skills lab and simulation methods of teaching-learning</li> </ol> <p>Answer before DVV Verification : B. Any three of the above            Answer After DVV Verification: D. Any one of the above            Remark : Considered conducting training programs</p>										
2.4.2	<p>Average percentage of fulltime teachers with Ph.D./D.Sc./ D.Lit./DM/M Ch/DNB in super specialities /other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences (like MD/ MS/ MDS etc.,) for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils /Affiliating Universities.</p> <p>2.4.2.1. Number of fulltime teachers with Ph.D/D.Sc./D.Lit./DM/M Ch/DNB in super specialities / other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils. Last five years data to be entered.            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>1</td> <td>1</td> <td>2</td> <td>2</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	4	1	1	2	2
2018-19	2017-18	2016-17	2015-16	2014-15							
4	1	1	2	2							



Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	1	1	1	2

2.4.5 Average Percentage of fulltime teachers who received awards and recognitions for excellence in teaching, student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / academies during the last five years

2.4.5.1. Number of fulltime teachers who received awards and recognitions for excellence in teaching and student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / academies during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	2	3	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	1	1	2

Remark : Revised considering awards only from the SSR report and the revised attachment

3.1.1 Percentage of teachers recognized as PG/ Ph.D research guides by the respective University

3.1.1.1. Number of teachers recognized as PG/Ph.D research guides during the last 5 years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
04	01	01	02	02

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
04	01	01	02	02

3.1.3 Total number of research projects/clinical trials funded by government, industries and non-governmental agencies during the last five years

3.1.3.1. Number of research projects/clinical trials funded by government/industries and non-government agencies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
01	03	02	03	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	01	03	01

3.2.2 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) Research methodology, Good Clinical, Laboratory, Pharmacy and Collection practices, writing for Research Grants and Industry-Academia Collaborations during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	05	05	03	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	05	03	04	01

3.3.1 The Institution ensures implementation of its stated Code of Ethics for research.

The Institution has a stated Code of Ethics for research, the implementation of which is ensured by the following:

1. There is an Institutional ethics committee which oversees the implementation of all research projects
2. All the projects including student project work are subjected to the Institutional ethics committee clearance
3. The Institution has plagiarism check software based on the Institutional policy
4. Norms and guidelines for research ethics and publication guidelines are followed

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: E. None of the above

3.3.2 Average number of Ph.D/ DM/ M Ch/ PG Degree in the respective disciplines received per recognized PG teacher of the Institution during the last five years.

3.3.2.1. Number of Ph.D.s /DM/M Ch/PG degrees in the respective disciplines received per recognized PG teachers of the Institution during the last five years.

Answer before DVV Verification : 196

Answer after DVV Verification: 196

3.3.2.2. Number of PG teachers recognized as guides by the Regulatory Bodies / Universities

during the last five years.

Answer before DVV Verification : 54

Answer after DVV Verification: 33

Remark : Revised as per PG teachers recognised as guides from the list provided

3.4.2 Average percentage of students participating in extension and outreach activities during the last five years

3.4.2.1. Number of students participating in extension and outreach activities year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
146	108	101	112	133

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
145	108	101	112	133

Remark : Accepted the input count of students as the overall student in the institute is lesser than the claimed number of students in the excel

3.5.1 Average number of Collaborative activities for research, faculty exchange, student exchange/ Industry-internship etc. per year for the last five years

3.5.1.1. Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
11	47	39	16	17

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
10	15	24	23	10

Remark : Revised as per the supporting excel

4.1.4 Average percentage of expenditure incurred, excluding salary, for infrastructure development and augmentation during the last five years

4.1.4.1. *Expenditure incurred, excluding salary, for infrastructure development and augmentation year-wise during the last five years (INR in lakhs)*

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
27.03	2.78	12	23.38	3.82

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
26.91	2.78	12	50.50	3.82

4.3.4 Average annual expenditure for the purchase of books and journals including e-journals during the last five years

4.3.4.1. Annual expenditure for the purchase of books and journals including e-journals year-wise during last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4.54544	2.426	6.1831	4.2784	7.5818

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3.85	1.93	5.65	2.17	5.44

Remark : Revised based on statement of accounts attached

4.5.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
42.9	19.1	33.2	59.7	18.6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.00	0.00	0.00	0.00	0.00

Remark : No signature of Finance Office / Chartered Account.

5.2.3 Percentage of the batch of graduated students of the preceding year, who have progressed to higher education

	<p>5.2.3.1. Number of last batch of graduated students who have progressed to higher education          Answer before DVV Verification : 20          Answer after DVV Verification: 21</p>
5.4.2	<p>Provide the areas of contribution by the Alumni Association / chapters during the last five years</p> <ol style="list-style-type: none"> <li>1. Financial / kind</li> <li>2. Donation of books /Journals/ volumes</li> <li>3. Students placement</li> <li>4. Student exchanges</li> <li>5. Institutional endowments</li> </ol> <p>Answer before DVV Verification : A. All of the above          Answer After DVV Verification: E. Any one of the above          Remark : Financial kind considered</p>
6.2.2	<p>Implementation of e-governance in areas of operation</p> <ol style="list-style-type: none"> <li>1. Academic Planning and Development</li> <li>2. Administration</li> <li>3. Finance and Accounts</li> <li>4. Student Admission and Support</li> <li>5. Examination</li> </ol> <p>Answer before DVV Verification : A. All of the above          Answer After DVV Verification: A. All of the above</p>
6.5.3	<p>The Institution adopts several Quality Assurance initiatives</p> <p>The Institution has implemented the following QA initiatives :</p> <ol style="list-style-type: none"> <li>1. Regular meeting of Internal Quality Assurance Cell (IQAC)</li> <li>2. Feedback from stakeholder collected, analysed and report submitted to college management for improvements</li> <li>3. Organization of workshops, seminars, orientation on quality initiatives for teachers and administrative staff.</li> <li>4. Preparation of documents for accreditation bodies (NAAC, NBA, ISO, NIRF etc..)</li> </ol> <p>Answer before DVV Verification : A. All of the above          Answer After DVV Verification: B. Any three of the above</p>
7.1.5	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> <li>1. Rain water harvesting</li> <li>2. Borewell /Open well recharge</li> </ol>

	<p>3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus</p> <p>Answer before DVV Verification : All of the above Answer After DVV Verification: Any Three of the above</p>
7.1.7	<p>The Institution has disabled-friendly, barrier-free environment</p> <p>1. Built environment with ramps/lifts for easy access to classrooms 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for 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</p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>
8.1.5	<p>Safety norms adopted and preparedness available in the college.</p> <p>1. Maintenance of wiring and electrical installations and earthing 2. Fire fighting measure 3. Handling of hazardous chemicals 4. Availability of emergency medical care 5. Safety drills conducted as per prescribed protocol</p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 4 of the above</p>
8.1.7	<p>Software available in the institution for Teaching-Learning Process and Research</p> <p>Type of Software available in the institution for Teaching-Learning Process and Research</p> <p>1. Statistical analysis 2. Research (Ex: Quality by Design etc.,) 3. Monitoring of student activities in clinical/hospital training 4. Drug discovery 5. Pharmacology experiments</p> <p>Answer before DVV Verification : B. Any 4 of the above Answer After DVV Verification: D. Any 2 of the above Remark : REvised on the basis of documents provided</p>

## 2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
368	334	341	343	351

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
369	334	341	343	351

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
125	117.93	141.92	109.28	108.28

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
136.60	117.93	141.92	109.28	108.28