

2017-18



Ambe Durga Education Society's
Dadasaheb Balpande College of Pharmacy
Near Swami Samarth Mandir, Besa, Nagpur-37

Submission of First Annual Quality Assurance Report (AQAR)

For academic year 2017-18
(1st July 2017-30th June 2018)

Submitted to
National Assessment and Accreditation Council (NAAC)
(An Autonomous Institution of the University Grants Commission)
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072,
K.A. India

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्



विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

Submitted by

Internal Quality Assurance Cell (IQAC)
Dadasaheb Balpande College of Pharmacy, Besa,
Nagpur-37, M.S. NAAC Track ID: MHCOGN27530



Submission of
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NAAC Track ID: MHCOGN27530

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Part – A

AQAR for the year (*for example 2013-14*)

2017-18

1. Details of the Institution

1.1 Name of the Institution

Dadasaheb Balpande College of Pharmacy

1.2 Address Line 1

Near Swami Samarth Mandir

Address Line 2

Besa Square, Besa, Nagpur

City/Town

Nagpur

State

Maharashtra

Pin Code

440037

Institution e-mail address

dbcop.office@gmail.com, iqac.dbcop@gmail.com

Contact Nos.

8275013831, 9503056353, 9158460077

Name of the Head of the Institution:

Dr (Mrs.) Ujwala Mahajan

Tel. No. with STD Code:

07103-281277, 281244

Mobile:

8275013831, 9503056353, 9158460077

Submission of First Annual Quality Assurance Report (AQAR)

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID :

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.37	2017	2022
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR _____ (DD/MM/YYYY)4
ii. AQAR _____ (DD/MM/YYYY)
iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College ☐ Yes ☐ No

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.10 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☒ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Rashtrasant Tukdoji Maharaj
Nagpur University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / Univer

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	04
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	03
2.9 Total No. of members	14
2.10 No. of IQAC meetings held	06

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount ☒

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Level Total Nos. International National ☒ State Institution

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Following contributions are made by IQAC from its establishment:

1. Preparation for NAAC accreditation was done during 2017-18. Institution achieved NAAC accreditation with 2.37 score (B) for five years.
2. "Examination Manual" was restructured for smooth functioning of the exams in institution.
3. "Environment Protection Policy" was restructured for better execution and environment protection.
4. In order to promote research culture at institution, IQAC has prepared Research Promotion Policy. An initiative "Research Club" was also planned and executed by IQAC.
5. One day National seminar on "Writing Manuscripts, Research Proposals, and Extending Consultancies" was organised by IQAC in 2017-18.
6. GPAT club was initiated to encourage students for competitive examination.
7. One week Advanced Analytical Equipment Handling Certificate Course (AAEHC) was planned to provide skill based training to students.
8. Applied for Center for Higher Learning and Research at Dadasaheb Balpande College of Pharmacy.
9. Applied for Institution's permanent affiliation to RTM Nagpur University.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

S.N.	Plan of Action	Achievements
01	Preparation for NAAC accreditation was done during 2017-18.	Institution achieved NAAC accreditation with 2.37 score (B) for five years in 2017.
02	“Examination Manual” was restructured for smooth functioning of the exams in institution.	Examination was smoothly conducted as per guidelines of restructured Examination Manual.
03	“Environment Protection Policy” was restructured for better execution and environment protection.	Environment Protection Policy was executed promptly for academic year 2017-18.
04	In order to promote research culture at institution, IQAC has prepared Research Promotion Policy. An initiative “Research Club” was also planned and executed by IQAC.	<ol style="list-style-type: none"> 1. Research activities are promoted at institution, it has been evident from increased number of publications, conference presentations and conference attendance. 2. MoU has been signed with five companies and academic institutions. 3. Number of projects submitted for getting grants has been increased.
05	One day National seminar on “Writing Manuscripts, Research Proposals, and Extending Consultancies” was planned.	One day National seminar on “Writing Manuscripts, Research Proposals, and Extending Consultancies” was organised by IQAC on 24 th Feb 2018.
06	GPAT club was initiated to encourage students for competitive examination.	Nine students were qualified GPAT examination.
07	One week Advanced Analytical Equipment Handling Certificate Course (AAEHC) was planned to provide skill based training to students.	One week Advanced Analytical Equipment Handling Certificate Course (AAEHC) was organised to provide skill based training to students on 29 th May- 03 rd June 2017. 19 students enrolled for the course.
08	Applied for Center for Higher Learning and Research at Dadasaheb Balpande College of Pharmacy.	Center for Higher Learning and Research is granted on 20.03.2018 at Dadasaheb Balpande College of

		Pharmacy by Rashtrasant Tukdoji Maharaj Nagpur University.
09	Planned to apply for permanent affiliation with RTM Nagpur University.	Applied for Institution's permanent affiliation to RTM Nagpur University.

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body ☒ Yes ☐ No

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Prepared AQAR was placed before Governing Body for discussion. IQAC Co-ordinator presented details on AQAR. Governing Body members reviewed details and suggested for initiation of new policies and effective implementation for coming academic year.

Part – B

Criteria - I

Criterion – I (2017-18)

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	01	01	-
PG	02	-	02	-
UG	01	-	01	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	01	01
Others	-	-	-	-
Total	04	01	05	01

Interdisciplinary	01	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

Credit Grade Based System (CGBS) : B. Pharm Ist year. M. Pharm Ist year.

Credit Based System (CBS) : B. Pharm IInd, IIIrd, IVth year. M. Pharm IInd year.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	NA
Annual	NA

**1.3 Feedback from stakeholders*
(On all aspects)**

Alumni
Yes

Parents
Yes

Employers
Yes

Students
Yes

Mode of feedback : Online Manual Co-operating schools (for PEI)

☐ Partial ☐ Yes ☐

****Please provide an analysis of the feedback in the Annexure***

-----Format attached

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus given by Pharmacy Council of India, New Delhi, was adopted in institution as per the guidelines given by the Rashtasant Tukadoji Maharaj Nagpur University, Nagpur.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Center for Higher Learning and Research (Ph. D) was granted by Rashtasant Tukadoji Maharaj Nagpur University, Nagpur.

Criteria - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	13	05	02	01

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	-	01	-	-	-	-	-	02	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

03

01

2.5 Faculty participation in conferences and symposia:

No. of Faculty (21)	International level	National level	State level
Attended Seminars/	09	16	14
Presented papers	01	07	00
Resource Persons	-	01	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Institute installed projectors and screen in each classroom and almost all faculties use power point presentations.
2. Entire syllabus is covered by using different novel teaching techniques such as group discussion, case based studies, assignments etc. Students are encouraged to deliver seminars on given topic in the syllabus.
3. Students are motivated to participate in the scientific meetings, cultural events organized at inter-institute level. Mentor-mentee system is adapted to counsel at personalized level.

2.7 Total No. of actual teaching days during this academic year

263

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

None

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

-

2.10 Average percentage of attendance of students.

85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division percent (no. of students)				
		Distinction %	I %	II %	III %	Pass %
B. Pharm. 1st Year (Sem II)	56	16.07 (9)	21.42 (12)			37.5 (21)
B. Pharm. 2nd Year (Sem IV)	59	20.33 (12)	37.28 (22)			57.62 (34)
B. Pharm. 3rd Year (Sem VI)	58	22.41 (13)	63.79 (37)			86.20 (50)
B. Pharm. 4th Year (Sem VIII)	54	00.00 (Nil)	81.48 (44)	5.56 (03)		87.03 (47)
M. Pharm. Q.A. (Sem IV)	3	00.00 (Nil)	100 (3)			100
M. Pharm. P'ceutics (Sem IV)	20	25 (05)	75 (15)			100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC monitors Teaching Learning process in following way-

1. Academic committee is authorised to prepare academic plan and time-table well in advance.
2. Academic plan and time-table is communicated to students through display on notice board.
3. Faculty members are advised to use novel teaching techniques to make Teaching-Learning more effective.
4. Regular feedback is obtained from students and other stakeholders to ensure quality in Teaching-Learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	Orientation program for the faculties were organized on following topics 1. Endangered medicinal plants and their role in Pharma research 2. Financial Education 3. NAAC preparation and Inspection.
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	National level Seminar was organized at Institute on ‘Writing Manuscripts, Research Proposals and Extending Consultancies’ All faculties were benefitted.

2.14 Details of Administrative and Technical staff.

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	00	00	03
Technical Staff	10	00	00	02

Criteria - III

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC monitors research culture through Research and Innovation Cell of institution in following ways:

1. Research Promotion Scheme is framed and implemented by (RIC) as per the directives of IQAC to promote research culture. Under this scheme incentives are offered for the research publications/presentations/awards/recognitions.
2. Concept of Research Club is initiated to promote research culture under the mentorship of experienced Ph. D faculty member.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---NIL---	---NIL---	---NIL---	---NIL---
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---NIL---	---NIL---	---NIL---	---NIL---
Outlay in Rs. Lakhs				

3.4 Details on research publications:

	International	National	Others
Peer Review Journals	14	05	-
Non-Peer Review Journals	--NIL--	-	-
e-Journals	19	-	-
Conference proceedings	01	-	-

3.5 Details on Impact factor of publications:

Range 0 – 3.11 Average --- h-index 36 Nos. in SCOPUS 05

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--NIL--	-	-	-
Minor Projects	2017-18	Maharashtra State Biodiversity Board (MSBB)	1,00000 /-	1,00000 /-
Interdisciplinary Projects	2017-18	Nagpur Veterinary College, (MAFSU)	35,000/-	35,000/-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	2017-18	Dept. of Cosmetics, LAD College, Nagpur	43,000/-	43,000/-
Students research projects (other than compulsory by the University)	--NIL--	-	-	-
Any other(Specify)	--NIL--	-	-	-
Total	-	-	1,78,000/-	1,78,000/-

1,78,000/-

3.7 No. of books published i) With ISBN No.

02

Chapters in Edited Books

00

ii) Without ISBN No.

00

3.8 No. of University Departments receiving funds from ---NA---

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

Rs. 78,000/-

3.11 No. of conferences
organized by the
Institution

Level	International	National	State	University	College
Number	-	01	01	-	-
Sponsoring agencies	-	01	01	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	02
	Granted	01
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
of the institute in the year

Total	International	National	State	University	Dist	College
--NIL--	01	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	50	State level	00
National level	00	International level	00

3.22 No. of students participated in NCC events:

University level	00	State level	00
National level	00	International level	00

3.23 No. of Awards won in NSS:

University level	00	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	00	State level	00
National level	00	International level	00

3.25 No. of Extension activities organized

University forum	04	College forum	08		
NCC	00	NSS	12	Any other	00

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Health awareness camp
- Swacchata Abhiyan
- Dengue awareness
- Drug information on occasion of Pharmacy Week Celebration
- Blood donation program
- Health check-up camp

Criteria - IV

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.5 acre	-	Institution	2.5 acre
Class rooms	06	-	Institution	06
Laboratories	14	-	Institution	14
Seminar Halls	01	-	Institution	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	13	01	Institution	14
Value of the equipment purchased during the year (Rs. in Lakhs)	4532882.00	1450000.00	Institution	5982882.00
Others (medicinal garden)	01	-	Institution and MSBB, India	01

4.2 Computerization of administration and library

1. College Management Software -Sac info 2.5. (MIS)
2. DELNET
3. Digital Language Lab.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4658	887387.00	340	149856.00	4998	1037243.00
Reference Books	815	1268800.00	116	134249.00	931	1403049.00
e-Books
Journals	74	179081.00	22	45211.00	96	224292.00
e-Journals	01 01	128655.00 50116.00	01	16500.00	03	195271.00
Digital Database
CD & Video	18	...	01	...	19
Others (Donated Books)	10	1404.00	25	5845.00	35	7249.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others (library)
Existing	58	01	58	01	40	05	06	07
Added	02	00	02	00	00	02	00	00
Total	60	01	60	01	40	07	06	07

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. E-governance through Sack info 2.0
2. Digital classrooms
3. Wi-fi zone
4. Library repository
5. E-notes, power point presentation
6. FTIR Training
7. Advanced Analytical Equipment Handling Certificate Course

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 1,00,771
ii) Campus Infrastructure and facilities	Rs. 15,31,032
iii) Equipments	Rs. 1,56,046
iv) Others	Rs. 6,57,343

Total : Rs. 24,45,192

Criteria - V

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Awareness through notices and circulars on Student Support Systems such as Teacher Guardian Mechanism, Encouragement for Publications and Conference Presentation through monetary support, encouragement for participation in inter-collegiate, national, state level co-curricular activities.
- Various guest lectures of diversified subject are delivered by eminent speaker on the topic such as higher studies, career guidance, health and spirituality etc.
- One day national seminar was organised on “Writing Manuscripts, Research Proposals and Extending Consultancies” on 24th Feb 2018.

5.2 Efforts made by the institution for tracking the progression

- Continual monitoring system of various committees such as academic monitoring, GPAT club, feedback mechanism, teacher guardian system.
- Continual monitoring of co-curricular as well as professional activities of students by faculty in-charge.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
232	48	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

No	%
94	33.57

Men

No	%
186	66.42

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
46	41	04	147	01	239	53	37	07	170	01	268

Demand ratio: 157 inquiries for 60 seats

Dropout %: 10 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- GPAT Club has been established which regularly organize expert talk for motivation and guidance.
- Regular guidance and information is provided on competitive examinations by Teacher Guardians and Class Teachers.
- Career guidance has been done through several guest lectures.

No. of students beneficiaries

5.5 No. of students qualified in these examinations.

NET SET/SLET GPAT CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance.

- Student counselling is done by Teacher-Guardian and Class Teachers on their performance.
- Career Guidance is done by Teacher-Guardian, Class Teachers, Guest lecture, and GPAT club.
- Students get exposure regarding career orientation during industrial visit planned by institution.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	17+15 (UG+PG) = 32

5.8 Details of gender sensitization programmes

- Guest lecture on “Self Protection and Social Behaviour of Girls” by Assistant Police Inspector, Mr. Arvind Ghodke.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	59	Rs. 7,016,115 /-
Financial support from government	167	Rs. 1,04,83,197 /-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil.

Criteria - VI

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision Statement

We at DBCOP aspire to be an academic leader in central India in imparting quality Pharmacy education and promoting innovations in the area of Pharmaceutical Sciences and Pharmacy Practice.

Mission Statement

DBCOP is committed to the intellectual, personal and professional growth of its students, faculty and staff.

Goal of DBCOP is to empower diverse population of students by imparting quality Pharmacy education to make them globally recognised valuable asset.

DBCOP is dedicated to excellence in teaching and innovation in the area of Pharmaceutical Sciences and Pharmacy Practice.

6.2 Does the Institution has a management Information System

Yes, DBCOP uses Sack info 2.0 software as Management Information System. This software manages data and information of student admissions, student fees, library services, and other necessary details.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

We at DBCOP adopt curriculum given by Pharmacy Council of India *in-toto*. Therefore institute does not play any role in curriculum development given by PCI. But, faculty members have identified gaps in curriculum which are addressed through Daily Advanced Training Activity (DATA).

6.3.2 Teaching and Learning

Teaching and Learning process at DBCOP is monitored by IQAC through Academic Monitoring Committee. Academic Monitoring Committee is responsible for preparation of academic calendar, allotment of subjects, time table, communication of teaching plan to students, execution of teaching plan, and monthly review of execution.

Faculty members are guided with novel teaching techniques to be used to make teaching-learning more effective.

6.3.3 Examination and Evaluation

1. Institution has developed its own examination manual considering regulations and guidelines given by Rashtrasant Tukdoji Maharaj Nagpur University, PCI, and AICTE.
2. Conduction of examination, paper setting, paper moderation, valuation and result declaration are done as per guidelines given in DBCOP's examination manual.

6.3.4 Research and Development

In order to promote research culture at institution following mechanism is adopted:

1. **Research Promotion Scheme:** Institute has developed its own Research Promotion Scheme to promote research culture in DBCOP. Incentives are given to students, faculty members for presenting / publishing their research work. Project titles are designed as per need of healthcare market demand.
2. **Research Club:** Institute has developed the concept of 'Research Club' to promote research attitude among faculty members and students. Under this experienced Ph. D faculty member is assigned as team leader of individual research club. This faculty member shall mentor group of junior faculty members and students to encourage research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library is automated with installation of advanced software for book entry and issue. Bar code system is adopted. Library has separate website and repository.
2. Old question sets, e-notes and PPTs are preserved with Chief Librarian at library to make it available for students.
3. 58 computers with internet LAN connections are made available at computer center.
4. Entire campus is Wi-fi enabled, websites are monitored and controlled from main server.
5. All necessary sophisticated analytical equipment including HPLC, FTIR are available at Central Instrumentation Lab.
6. Physical Infrastructure is designed as per need of institution following guidelines given by regulatory bodies.

6.3.6 Human Resource Management

1. Recruitment is done for vacant posts by Staff Selection Committee. Confirmation of services, promotions are done as per guidelines of regulatory bodies.
2. Faculty Retention Policy is adopted at institution to retain competent staff members and to attract expert faculty members.
3. Attractive leave structure is implemented at institution which provides Special Casual Leaves, Medical Leaves, Maternity Leave, Compensatory Leave etc.
4. Regular feedback is obtained to identify satisfaction level of employees.

6.3.7 Faculty and Staff recruitment

1. Faculty and staff recruitment is done by Staff Selection Committee. Applications are invited through advertisement publishing in news paper.
2. Candidates are shortlisted based on their resume.
3. Shortlisted candidates are then asked for demonstration.
4. Candidates shortlisted through demonstration are then asked for interview.

6.3.8 Industry Interaction / Collaboration

1. We at DBCOP encourage industrial collaboration. Institute has established four MoUs with companies for training, research and placement.
2. Eight industrial linkages are established for student projects and placement.
3. Training and Placement Cell of DBCOP authorised to initiate MoUs and Linkages.

6.3.9 Admission of Students

Admission committee of institution handles responsibility of admission. Admission process is carried out as per the guidelines given by Directorate of Technical Education and Rashtrasant Tukdoji Maharaj Nagpur University.

6.4 Welfare schemes for

Teaching	1.Group Insurance 2.Faculty Retention Policy 3.Provision of Provident Fund 4.Recreation Tour 5.Research Promotion Scheme 6.Flexible Leave Structure 7. 50 % discounted fees for child of faculty member in admission at DBCOP.
Non teaching	1.Group Insurance 2.Provision of Provident Fund 3.Recreation Tour

	4.Flexible Leave Structure 5. 50 % discounted fees for child of non-teaching staff in admission at DBCOP.
Students	1.Group Insurance 2. Monitory support for conference presentation / attending seminar, publishing the paper. 3.Monitory support for participation in inter-collegiate, university, state, national level cultural and professional activities. 4. Incentives and recognition for award. 4.50 % discounted fees for child of alumni in admission at DBCOP.

6.5 Total corpus fund generated Rs. 3,00,000 /-

6.6 Whether annual financial audit has been done ☒ Yes ☐ No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Academic Monitoring Committee
Administrative	No	NA	Yes	Internal Quality Assurance Cell

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

1. DBCOP is affiliated with Rashtrasant Tukdoji Maharaj Nagpur University, therefore all the regulations given by RTMNU on conduction of examination are followed by institution.
2. We at DBCOP have designed Examination Manual which provides guidelines for paper setting, moderation of question paper, valuation, malpractices controlling mechanism, etc.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

1. Alumni association is registered with Charity Commissioner, Maharashtra State.
2. Alumni regularly visit college for interaction with students.
3. Alumni support students for placement.
4. Involvement of alumni in different committees of DBCOP.

6.12 Activities and support from the Parent – Teacher Association

1. Regular follow-up with parents on student's progression
2. Regular Parent-Teacher Meeting
3. Involvement of parents in different committees of DBCOP

6.13 Development programmes for support staff

1. Faculties are encouraged to attend conferences, seminars, workshops for their research presentations.
2. Faculties are encouraged to attend FDPs.
3. Regular programs, conferences, seminars are organised at college for faculty members.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Institute has developed its own Environment Protection Policy for spreading awareness about environment protection.
2. Solar lamps are installed at campus.
3. Traditional fluorescent bulbs are replaced with modern LED lamps.

Criteria - VII

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Daily Advanced Training Activity (DATA): Topics for advanced learning are identified which are not included in curriculum. Training has been provided on this topic daily in DATA session. It helps students to improve subject knowledge beyond the syllabus that also increase interest in studies. It helps in overall growth and development of students.
2. Pharma Cricket League (PCL): PCL is organized by DBCOP as one of the innovative practice. Every year, we invite cricket teams of Pharmacy Colleges from different states. It helps to develop the sportsmanship spirit between the students. It also helps to improve their physical fitness and provide platform to interact with the students and faculties from different institutes.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

S.N.	Plan of activity	Action Taken
01	Daily Advanced Training Activity (DATA) It was planned before starting of academic session 2017-18 to find out advanced topics in each subject which are not included in given curriculum. These topics are included in time table under the heading DATA. Faculty members are advised to complete the DATA topics in daily schedule.	Daily Advanced Training Activity (DATA) Faculty members identified advanced topics for DATA. These topics were communicated to students by display on notice board. DATA topics were taught by faculty members as well as guest lectures. Feedback was taken after completion of the course.
02	Pharma Cricket League (PCL) It was planned to organise National level PCL in the month of January 2018. Schedule was communicated to different Pharmacy colleges in India. Committee was framed to organised national level PCL.	Pharma Cricket League (PCL) National level Pharma Cricket League was planned in the month of Jan 2018. 32 teams from Pharmacy colleges throughout India were participated for the event. Pharma Cricket League was scheduled for five days in last week of January 2018. Feedback was obtained from team members and mentors.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Daily Advanced Training Activity (DATA): Topics for advanced learning are identified which are not included in curriculum. Training has been provided on this topic daily in DATA session. It helps students to improve subject knowledge beyond the syllabus that also increase interest in studies. It helps in overall growth and development of students.
2. Cause for Cause (CFC) and Differently abled persons (DAP)
This practice was initiated with the objectives to make best use of human resources in the form of differently abled person by providing him/her a dignified way to earn livelihood and to sensitize young generation on usefulness of DAPs and create an acceptability for such person. One of the DAP is appointed as Environmental protection officer, He monitors the consumption of water and printing papers.

7.4 Contribution to environmental awareness / protection

Institute has developed its own Environmental Protection Policy which includes proper utilization of papers, discouraging the use of papers by promoting e-communications of notices through social media and e-mail. Reduction in electricity consumption is one of the main initiatives taken under this policy. Rain water harvesting mechanism is implemented, proper disposal of expired chemical waste, broken glassware, canteen waste and bio-waste is maintained. Installation of solar panel in the campus is initiated which helps in reduction of electricity consumption. Replacement of traditional fluorescent lamps with LED bulbs.

Classrooms are well ventilated and constructed in such a way that maximum utilization of natural light should be done. Project regarding environmental awareness are given to students to initiate social responsibility.

7.5 Whether environmental audit was conducted ? Yes ☐ No ☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:

1. Physical infrastructure of institution.
2. Qualified (Ph. D.) and dedicated faculty.
3. Value adding additional training program.
4. Examination process govern through institute's own Exam Manual.

Weakness:

1. Difficulties in obtaining Government funding for research work.
2. Weak industrial exposure.

Opportunities:

1. Competent research output.
2. Competency based education.
3. Interactive learning experiences.

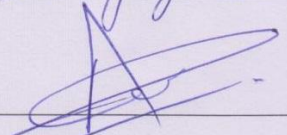
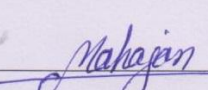
Threats:

1. Mushrooming of Pharmacy colleges in vicinity.


8. Plans of institution for next year

1. Continuation of Daily Advanced Training Activity (DATA)
2. Compilation of Endangered Medicinal Plant information in the form of book.
3. Gender sensitization program for promoting gender equity.
4. Employability Skill Development Certificate Course.
5. National conference.

Name Dr. Ajay G. Pise Name Dr. Ujjwala Mahajan


 

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC



Annexure I

Academic Calendar 2017-18

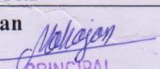


Ambe Durga Education Society's
Dadasaheb Balpande College of Pharmacy (DBCOP)
 Near Swami Samarth Mandir, Besa, Nagpur-37

Academic Calendar
 Academic year 2017-18
 With effect from 15th June 2017

S.N.	Activities	Date
01	Commencement of Semester III, V, VII	15 /06/ 2017
02	Orientation Program for First Year Students	29 /06/ 2017
03	Parent Meet	29 /06/ 2017
04	Commencement of Semester I	01 /08/ 2017
05	Library Orientation Program	05 /08/ 2017
06	Independent Day Celebrations and Tree plantation programm	15 /08/ 2017
07	First Class Test of Semester III, V, VII	16-22/08/ 2017
08	Ganesh Festival and Freshers' Day Celebrations	25 - 29 /08/ 2017
09	Establishment of Student Council	26 /08/ 2017
10	Teacher's Day Celebration	05 /09/ 2017
11	First Class Test of Semester I and III Sem (Direct)	11-16/09/2017
12	Career Guidance Seminar	29 /09/ 2017
13	Workshop / Seminar organized by Research Committee	07/10/ 2017
14	National Pharmacy Week Celebration	9-14/10/2017
15	Second Class Test (Theory and Practical)	9-14/10/ 2017
16	Diwali Vacation	16-26 /10/ 2017
17	Workshop on Supporting Staff Development	28 /10/ 2017
18	Commencement of Semester II, IV, VI	15/11/2017
19	Workshop / Seminar organised by Entrepreneurship Development Cell	25/11/2017
20	Workshop / Seminar organized by Intellectual Property Rights Cell	02/12/2017
21	Sports Day Celebrations	20-22/12/2017
22	Pharma Cricket League Organised by Sports Committee	23-27/12/2017
23	Annual Day Celebrations	28-29/12/2017
24	Alumni Meet	30/12/2017
25	One day college Tour	31/12/2017
25	Republic Day Celebrations	26 /01/2018
26	Workshop / Seminar organised by Pharmaceutical Care Nagpur Chapter	03/02/2018
27	Program organised by NSS Cell	10/02/2018
	First Class Test	1-7/02/2018
28	Faculty Development Program	24/02/2018
30	Workshop / Seminar organised by Training and Placement Committee	24/02/2018
	Farewell Program	31/03/2018
31	Second Class Test (Theory and Practical)	02-07/04/2018
33	Commencement of AAEH Certificate Course	14/04/2018
34	Commencement of ED Certificate Course	21/04/2018
35	Commencement of Employability Skills Certificate Course	28/04/2018
36	End of Academic Year	15 May 2018

Dr (Mrs) Ujwala Mahajan
 Principal
 DBCOP, Besa, Nagpur



 PRINCIPAL
 DADASAHEB BALPANDE COLLEGE OF PHARMACY
 BESANAGPUR-440034

Dadasaheb Balpande College of Pharmacy (DBCOP), Besa, Nagpur

Academic Calendar 2017-18

Annexure II

Feedback Analysis Report (Sample)

<div style="text-align: center;">  <p>Ambe Durga Education Society, Nagpur DADASAHEB BALPANDE COLLEGE OF PHARMACY Near Swami Samartha Dham Mandir, Besa, Nagpur Dist. Nagpur, Maharashtra - 440037</p> </div>							
<div style="text-align: center;"> Student Evaluation of Faculty B. Pharm First Year-2017-18 (Ist Sem) </div>							
Sr. No.	Mo. A. P. Bhaane	Mos. M. P. Ambekar	Mos. V. V. Rokde	Mo. S. P. Borikar	Mos. M. S. Nagpure	Do. A. G. Pise	Do. A. S. Wankar
44	36	36	48	33	36	48	43
45	32	60	60	38	60	47	-
46	31	63	54	50	48	57	54
47	48	53	45	52	53	47	42
48	43	43	58	32	46	55	44
49	36	34	34	45	40	41	37
50	60	57	60	57	57	60	60
51	40	42	55	50	54	60	-
52	60	80	60	45	60	60	-
53	50	53	54	51	50	51	53
	2421	2598	2882	2268	2671	2823	2158
	2421	2598	2882	2268	2671	2823	2158
	60	60	60	60	60	60	60
	= 40.35	43.3	48.03	37.8	44.51	47.05	= 35.96
	40 out of 60	43 out of 60	48 out of 60	38 out of 60	45 out of 60	47 out of 60	36 out of 60
	(5)	(4)	(1)	(6)	(3)	(2)	(4)

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
