SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

ROFEL SHRI G.M. BILAKHIA COLLEGE OF PHARMACY

ROFEL SHRI G.M. BILAKHIA COLLEGE OF PHARMACY, VAPI-NAMDHA
ROAD, VAPI (WEST)
396191
www.rofelpharmacy.ac.in

SSR SUBMITTED DATE: 31-03-2022

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

ROFEL SHRI G. M. BILAKHIA COLLEGE OF PHARMACY is a modern temple of learning founded in 1999 by "ROTARY FOUNDATION FOR EDUCATION AND LEARNING "Trust popularly known as ROFEL Trust, where quality education is more than a philosophy. It is one of the old and established pharmacy colleges, imparting quality pharmaceutical education and training for more than two decades offering B.Pharm (Undergraduate) and M.Pharm (Post graduate) with 03 specialisation viz. Pharmaceutical Quality Assurance, Pharmaceutics, and Pharmacology. The foundation of the college was laid from the generous donation from well industrialist Shri G. M. Bilakhia.

More than 1000 pharmacists of ROFEL now hold prominent positions in industry and academia, both in India and abroad. The college is located in ROFEL Namdha Campus about 2 km from VAPI GSRTC Bus stand and about 1.5 km from Vapi Railway Station. The Vapi Railway Station is on the Ahmedabad-Mumbai Rail Route. The ROFEL Namdha Campus is about 5 km from GIDC-Vapi Gunjan Highway Cross Road on Vadodara-Mumbai #NH 48.

Institute Achievements/Recognition:

The Institute is approved by Pharmacy Council of India, New Delhi and is affiliated to Gujarat Technological University (GTU), Ahmedabad.

ROFEL Shri G.M. Bilakhia College of Pharmacy is ISO 29990:2010 & ISO 9001: 2015 Certified since 2018.

Goals:

- To build and develop excellent quality institutions for creating and imparting knowledge and training in various fields.
- To facilitate academic interaction at national and international levels in various disciplines.
- To establish and maintain close links with industry in order to make the teaching, research and training at the university relevant to the needs of the economy at national and global levels.
- To contribute towards the enhancement of quality education in the country.

Objectives:

- Toning up the level of pharmaceutical education and research by training the future teachers, research scientists and managers for the pharmaceutical industry and health care profession.
- Creation of facilities at par to cater to the needs of pharmaceutical industries and other research and teaching institutes.
- To excel in academia and research.
- Continuing education programmes.
- Collaboration with industries/research organisations.
- Curricular and co-curricular development.

Vision

Vision of College:

Shaping a better future for mankind by developing effective and socially responsible world class pharmacy and health-care professionals and organization.

Mission

Mission of College:

Mission of College is to educate and train students in the knowledge and practice of Pharmaceutical Sciences and to contribute to improvement of health of the society through educational and research programs. College emphasizes on all round development of its students. It aims at not only producing good professionals, but also good and worthy citizens of a great country aiding in its overall progress and development.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Committed Leadership with a vision to establish an institute to provide an opportunity for students to pursue their higher education.
2. Well qualified and experienced faculty. More than 40% with Ph.D. qualification.
3. Adequate Infrastructure for teaching-learning processes.
4. Improved academic performance at UG & PG level.
5. Availability of senior faculty with research and administrative backgrounds to help the growth of Institution.
6. Adequate research facilities
7. Student's participation in various training programs and internships in industries and laboratories.
8. Six Students have secured gold medals at University level.
9. Use of audio-visual aids and other online tools by all faculty members.
10. Well-equipped and maintained Laboratories.
11. Training & Placement Cell.
12. Self-learning space and time for the students.
13. Active participation of students in GTU organized TECH-FEST, sports and other activities
14. Availability of 12093 Books, 24 Journal, and 91 e-Journal.
15. Student start-up and innovation cell established at institute with grants from Gujarat knowledge Society, Government of Gujarat.
16. College has been awarded one PATENT.

Institutional Weakness

1. Being an affiliated institute of GTU - Ahmedabad; Curriculum design flexibility is limited.
2. Research work for societal development and publication of patents needs to be strengthened.
3. Student-staff interaction on thrust areas of research is limited in the affiliated university curriculum.

Institutional Opportunity

1. To educate the students of this small part of Country and make them employable.
2. To groom the personality of students.
3. To encourage remaining faculty to acquire Ph.D qualification.
4. To encourage entrepreneurship spirit among the students by creating sensitization, awareness and capacity building programmes.
5. To provide training and awareness for healthcare of the rural people.

Institutional Challenge

1. Competition from other neighbouring institutions.
2. Admitting quality students with keen interest in pharmacy.
3. Providing scope for employability of the students in currently dynamically changing industry due to continuous change in technology.
4. Exposing the teaching faculty to the industrial-professional practices.
5. Generating funds through Research, Patents and Consultancy.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

ROFEL Shri G.M. Bilakhia College of Pharmacy is affiliated with Gujarat Technological University (GTU), Ahmedabad and follows the curriculum duly prescribed by the University. Academic calendar provided by the University is taken as the base for making curriculum delivery plan. Detailed academic calendar is prepared by Academic Head for conduct of curricular, co-curricular, extra-curricular activities during each semester. Academic Head/HODs, in turn, conduct meetings with their faculty for the distribution of workload, preparation of class wise and course wise time tables and course plan. All faculty members prepare lesson plans for subjects allotted to them before the commencement of every semester. Documentation of delivery of course contents is done by maintaining course files by the concerned faculty. The contents of the course file include syllabus, lesson plan, lesson notes, and question bank. Learner centric techniques such as assignments, group discussion, guest lectures, case studies, industry visits, projects, and quizzes/MCQs are employed for the effective delivery of the academic courses. Preparation of academic calendar, departmental meetings, allotment of workload, preparation of time table, use of audio-visual aids, feedback mechanism are some of the tools implemented by the college for effective curriculum delivery. Institute organizes seminars/ workshops, guest lectures etc. for curriculum enhancement. Institute collects feedback related to the syllabus and curriculum collected from all the stakeholders.

The institution integrates the cross-cutting issues like Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum by taking following steps:

1. **Gender:** Women empowerment cell is run in the institute, under which talk sessions touching women issues are arranged. Karate learning program is carried out to train female students for their self-defence.
2. **Environment** - Apart from teaching, Environmental Studies is a mandatory course. The institution also

conducts NSS activities and Tree plantation programs.
3. **Human Values** - The institute integrates Human Values by conducting Awareness programs, Motivation camps for the school students. Students are also involved in such extension activities organized by the parent ROTARY Organisation, Vapi.
4. **Professional Ethics** - To make the students as successful professionals in future, the institution conducts soft skills and personality development programs.

Teaching-learning and Evaluation

The admission process is regulated by Admission Committee for Professional Courses (ACPC). The rules and regulations of admission, allotment and final endorsement of admission is being carried out by ACPC. The list of such endorsed admitted candidates is provided to the affiliated University; GTU for the purpose of further enrolment process.

Institute organizes orientation program for all newly admitted students. Adequate requirement for student-teacher ratio is maintained by the institute with qualified and experienced faculty. Class co-ordinators are allocated 20-25 students for monitoring their attendance, punctuality, and discipline as well as to guide them whenever needed. In addition to traditional teaching-learning methods, the institute is highly interested in providing innovative methods for enriching the learning experience. Apart from regular academics, we encourage the students to participate in various cultural and sports events and also provide in-house platform for their overall personality development. The methodologies for academics include illustration based lectures, guest lectures and experimental methods. The facilities arranged by the institute are (i) Lecture method: this conventional method is commonly adopted by all the teachers. This method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners. (ii) Interactive method: includes group discussion, subject quiz, and discussion with question/answers. The course outcomes are assessed through Direct and Indirect methods. The mapping of Program Outcomes (POs) with Course Outcomes (COs) is carried out.

We encourage teachers to use modern tools and various usage of ICT (such as audio-visual tools) in effective teaching and learning. To nurture creativity, analytical skills and innovation among students, minor research/ review projects are given. As per number of posts sanctioned by the ROFEL Trust, faculty are appointed in place. Most faculty of college have either completed or pursuing their Ph.D. studies. Our institute adheres to the University academic calendar for the conduction of regular academics and take due measures for the effective implementation of the examination reforms introduced by the University.

Research, Innovations and Extension

The institute has a Research Development and Monitoring Committee that comprises of most PG dissertation supervisors to monitor and address the issues of research in PG courses. This cell encourages the faculty members and students to take up research activities by utilizing the existing facilities. It creates research culture among faculty members and students. It helps to create network with industries and research institutions for funding and cooperation. It provides guidance for publication of papers/articles. However, serious efforts are required to bring in externally funded research projects and publish quality research articles in peer reviewed reputed journals. Institute conducts seminars and continuous education programs for the knowledge upgradation of students and faculty.

The National Service Scheme (NSS) under the aegis of GTU in the Institute actively involve the undergraduate students in voluntary social service activities. Various extension activities like plantation drive, awareness program etc are carried out under this scheme.

Infrastructure and Learning Resources

ROFEL Shri G. M. Bilakhia College of Pharmacy has good infrastructure to cater to the needs of students. The Institute has sufficient classrooms with LCD projector facility and well-equipped laboratories with good ambience for academic activities, adequate sports facility for sports activities, library, free WI-FI access to students and computer centre. The primary objective of the library is to support the educational and research programs of the Institute by providing physical and online access to information. The library of the institute has adequate number of book titles, volumes, journals and reference books to address the academic needs. Koha Open-source software makes search of all available books easy. DELNET Subscription access all subscribed databases, and E-resources, accessible on campus. The library has adequate number of book titles and volumes to address the academic needs.

The available facilities fulfil the requirements of instruction, administrative and amenities as per Pharmacy Council of India and University norms. Physical facilities strive for efficient performance in scholastic environment that permits change with new technology. Institute classrooms are set-up with facilities such as high-speed internet, LCD projectors, etc. Institute has well-equipped laboratories with sophisticated facilities such as central instrument facility, animal house, and aseptic processing area.

The CCTV surveillance is there for the smooth functioning. Office of the Institute is computerized and have LAN and Wi-Fi connectivity. The internet facility of the Institute is provided by GTPL, Vapi. The Institute maintains cleanliness of its Green Campus. Training and Placement Cell provides training in aptitude, technical and personal competencies and facilitates job placements. In addition, the cell also attempts to create awareness on career opportunities in emerging fields.

Student Support and Progression

The institute is always ready to support and offer guidance to all students. Many of the students are beneficiaries of scholarships, freeships or tution fee waivers relevant to government policies. Workshops, conferences and training sessions are arranged annually to groom skills and employability of students to facilitate holistic development of students. Training and Placement Cell provides training in aptitude, technical and personal competencies and facilitates job placements.

Grievance redressal committee of the institute operates under vigilance of the Principal. Institute has constituted an anti-ragging committee and squad to prohibit incidences of ragging of students. Women development cell is established to look after grievances of female students and take proper actions against complaints. Anti-Sexual harassment Cell is established to look after prevention and resolution of the related grievances. SSIP and Entrepreneurship Development Cell is established for student development and inculcate a spirit of research and entrepreneurship in them.

The institute has culture of sports activities that has reflected in award winning participations of students in sports. Institute encourages and continuously motivate the students' contribution in social awareness through cultural programs. The Alumni cell plays a pivotal role in bridging the links between the institute and its

alumni.

Governance, Leadership and Management

Rotary Club of Vapi- a member Club of Rotary International chartered in 1971 devoted to social work; established an Educational Trust in 1985 named **"Rotary Foundation for Education and Learning"** popularly known as **"ROFEL"** to provide educational facilities in the region at all levels. In the initial years, the trust organised and awarded scholarships to local students to enable them to study outside Vapi in various disciplines of business administration, arts and commerce. The Trust started the first college (Arts and Commerce College) in Vapi in 1989, followed by many educational institutions as follows:

1. ROFEL Shri G.M. Bilakhia College of Pharmacy, Vapi
2. GIDC Rajju Shroff ROFEL Institute of Management Studies, Vapi
3. GIDC Rajju Shroff ROFEL Institute of Management Studies (BBA) Programme, Vapi
4. ROFEL Shri G.M. Bilakhia College of Applied Sciences, Vapi
5. ROFEL Smt. C.D. Jhobalia College of Arts and Smt. I.S.R. Achchhariwala College of Commerce, Vapi

ROFEL Shri G.M. Bilakhia College of Pharmacy is a modern temple of learning founded in 1999 by ROEFL Trust where quality education is more than a philosophy.

The visionary Trustees of ROFEL trust are eminent industrialist and member of Rotary Club of Vapi. The Institute has clearly stated vision and mission which reflects in academic and administrative governance. As per the policy, in the beginning of the academic session the Principal of the institute assign different portfolios for smooth functioning of academic activities. The directives of the Principal is forwarded through proper organizational structure through decentralization and transparency. In the scheduled meetings, the departments are accessed for their academic progress, attendance records, quantum of syllabi completed, tutorials, assignments and student's presentation (if any), etc.

Purchase of books, equipment and other necessary items are made as and when required following the appropriate procedure. The academic and infrastructural qualities have been strengthening through well-defined policies.

Institutional Values and Best Practices

We at ROFEL strongly believe in the institutional values and establish an approach for attainment of these values. Design of building assures maximum usage of natural light and fresh air. The conservation of electricity is done by installation of LED bulbs with due replacement of old fixtures. The campus is surrounded with greenery and many trees. The security of students is ensured through prompt vigilance of faculty and staff and also through surveillance of CCTV cameras. Institute has zero tolerance policy in any type of harassment for students and employee and prevents through various committee such as Anti-Sexual harassment committee/ Anti-ragging committee; and also through timely redressal of grievances. The institute organizes various activities including cultural activities to promote inclusiveness and social harmony. Skill Development sessions are arranged for Students to boost their confidence, improve their personality and polish their employability skills. Transparency is maintained in internal assessment and answer booklets after valuation are shown to students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ROFEL SHRI G.M. BILAKHIA COLLEGE OF PHARMACY
Address	ROFEL SHRI G.M. BILAKHIA COLLEGE OF PHARMACY, VAPI-NAMDHA ROAD, VAPI (WEST)
City	Vapi
State	Gujarat
Pin	396191
Website	www.rofelpharmacy.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Arindam Paul	0972-7723722	9099063139	-	rofelpharm@gmail.com
IQAC / CIQA coordinator	Komal Parmar	-	9714037405	-	komal.parmar2385@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	18-03-1999

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Gujarat	Gujarat Technlogical University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
PCI	View Document	25-08-2021	24	

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	ROFEL SHRI G.M. BILAKHIA COLLEGE OF PHARMACY, VAPI-NAMDHA ROAD, VAPI (WEST)	Urban	2	5816

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BPharm,Pharmacy	48	HSC	English	100	100
PG	MPharm,Pharmacy	24	B.PHARM	English	15	15
PG	MPharm,Pharmacy	24	B.PHARM	English	12	10
PG	MPharm,Pharmacy	24	B.PHARM	English	9	5

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				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				2				8				16
Recruited	2	0	0	2	4	4	0	8	1	12	0	13
Yet to Recruit				0				0				3

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	11	2	0	13
Yet to Recruit				0

31-03-2022 04:13:29

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	3	5	0	8
Yet to Recruit				1

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	0	0	4	4	0	0	0	0	10
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	12	0	13

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	38	4	0	0	42
	Female	50	11	0	0	61
	Others	0	0	0	0	0
PG	Male	5	2	0	0	7
	Female	22	1	0	0	23
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4	
SC	Male	3	0	0	2	
	Female	2	4	3	3	
	Others	0	0	0	0	
ST	Male	1	3	3	4	
	Female	9	7	5	5	
	Others	0	0	0	0	
OBC	Male	4	6	6	2	
	Female	8	22	20	12	
	Others	0	0	0	0	
General	Male	30	25	22	21	
	Female	45	44	36	32	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		102	111	95	81	

Institutional preparedness for NEP

| 1. Multidisciplinary/interdisciplinary: | a) Delineate the vision/plan of institution to transform itself into a holistic multidisciplinary institution. Response: Institution is currently affiliated to Gujarat Technological University, Ahmedabad. Thus, it is bound to the curriculum prescribed by the University. Institute is looking forward for short term certificate courses in collaboration with the University, along with the regular offered programs (B.Pharm and M.Pharm). b) Delineate the Institutional approach towards the integration of humanities and science with STEM and provide the detail of programs with combinations. Response: Institution follows the curriculum provided by the Gujarat Technological University, Ahmedabad. The syllabus offers the courses such as Environmental studies, Integrated Personality Development Course/Contributor Personality Development Course, Practice School. Students studies about the issues related with environment. In NSS, students involve in the activities integrating science and the curriculum. In Practice School, students carry out survey on certain diseases or medicines used in the community, enriching integration of humanity and the curriculum. c) Does the institution offer flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education. Explain Response: Institution follows the curriculum provided by the Gujarat Technological University, Ahmedabad. The syllabus offers the courses such as Environmental studies, Integrated Personality Development Course/Contributor Personality Development Course, Practice School. In the mentioned courses, students learn and engage with community. d) What is the institutional plan for offering a multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st, 2nd and 3rd years of undergraduate education while maintaining the rigor of learning? Explain with examples. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Currently, GTU is not offering such multidisciplinary flexible curriculum in the courses offered by the institution. e) What are the institutional plans to engage in more multidisciplinary research endeavours to find solutions to society's most pressing issues and |

	challenges? Response: Institute offers B.Pharm and M.Pharm program. The curricula includes research work. In research work, B.Pharm students carry out research pertaining to survey which provide data related to disease/medicine used in community. The data analysis further helps in understanding issue, which will provide and insight in finding the appropriate solution. M.Pharm students carry out research work involving newer formulations, re-purposing of drugs/bioactives etc. The outcomes may help in developing the treatment strategies for the benefit of community. f) Describe any good practice/s of the institution to promote Multidisciplinary / interdisciplinary approach in view of NEP 2020. Response: Institution follows the curriculum provided by the Gujarat Technological University, Ahmedabad. Curricula involving interdisciplinary approach includes Environmental studies, Integrated Personality Development Course/Contributor Personality Development Course. Environmental studies course enables students to learn about the pressing issues related to environment. Integrated Personality Development Course/Contributor Personality Development Course prepare students for the modern challenges they face in their daily lives. The course focuses on morality and character development at the core of student growth, to enable students to become self-aware, sincere, and successful in their many roles.
2. Academic bank of credits (ABC):	a) Describe the initiatives taken by the institution to fulfil the requirement of Academic bank of credits as proposed in NEP 2020. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Currently, GTU is not offering such multidisciplinary flexible curriculum in the courses offered by the institution. b) Whether the institution has registered under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme? Provide details. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Currently, GTU is not offering such multidisciplinary flexible curriculum in the courses offered by the institution. Thus, institution is not registered under the ABC programme. c) Describe the efforts of the institution for seamless collaboration, internationalization of education, joint degrees between Indian and foreign

	institutions, and to enable credit transfer. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Currently, GTU is not offering such multidisciplinary flexible curriculum in the courses offered by the institution. Further, as of now, institution solely has not made any such collaborations with other institutions. d) How faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments etc. Response: Faculty are encouraged to prepare material of their respective subjects. Faculty has published book and chapter in books on various topics. e) Describe any good practice/s of the institution pertaining to the implementation of Academic bank of credits (ABC) in the institution in view of NEP 2020. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Currently, GTU is not offering such multidisciplinary flexible curriculum in the courses offered by the institution.
3. Skill development:	a) Describe the efforts made by the institution to strengthen the vocational education and soft skills of students in alignment with National Skills Qualifications Framework Response: Institution believes in the vocational development of students. Development of soft skills in students help them to prepare themselves professionally. Institution organizes soft skill development seminars for the students which helps to strengthen their vocational skills. b) Provide the details of the programmes offered to promote vocational education and its integration into mainstream education. Response: To promote vocational education and its integration, soft skill seminars are organized by the institute. The speakers provide training and guidance to develop personality, communication skill, interview etiquettes. To conduct technical seminars & workshops as per the industry scope. To develop awareness of participation in different events. c) How the institution is providing Value-based education to inculcate positivity amongst the learner that include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper,

citizenship values, and also life-skills etc. Response: Institution understands the importance of value-based education to inculcate positivity among the students. Vocational courses offered by GTU are Integrated Personality Development Course/Contributor Personality Development Course. The course focuses on morality and character development of student. To enable students to become self-aware, sincere, and successful in their many roles - as an ambitious student, reliable employee, caring family member, and considerate citizen. To help a student manifest the ideal of contributor ship in one's life. d) Enlist the institution's efforts to: i. Design a credit structure to ensure that all students take at least one vocational course before graduating. ii. Engaging the services of Industry veterans and Master Crafts persons to provide vocational skills and overcome gaps vis-à-vis trained faculty provisions. iii. To offer vocational education in ODL/blended/on-campus modular modes to Learners. iv. NSDC association to facilitate all this by creating a unified platform to manage learner enrolment (students and workers), skill mapping, and certification. v. Skilling courses are planned to be offered to students through online and/or distance mode. e) Describe any good practice/s of the institution pertaining to the Skill development in view of NEP 2020. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Credit based vocational courses offered by GTU are Integrated Personality Development Course/Contributor Personality Development Course in UG. Student have to compulsorily take either of the course in the semester. In addition to this, in first semester of UG, Communication Skills Course (credit based) is offered by GTU which is also mandatory for the students. Guest lectures are organized for the students, in which the speakers from academia or industry provide knowledge of the field to fill the gap of curricula and industry practice. In addition, soft skill development seminars are organized for the personal development of students. Further, faculty provides guidance to the students regarding various areas.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	a) Delineate the strategy and details regarding the integration of the Indian Knowledge system (teaching in Indian Language, culture etc,) into the curriculum

using both offline and online courses. b) What are the institutions plans to train its faculties to provide the classroom delivery in bilingual mode (English and vernacular)? Provide the details. c) Provide the details of the degree courses taught in Indian languages and bilingually in the institution. d) Describe the efforts of the institution to preserve and promote the following: i. Indian languages (Sanskrit, Pali, Prakrit and classical, tribal and endangered etc.) ii. Indian ancient traditional knowledge iii. Indian Arts iv. Indian Culture and traditions. e) Describe any good practice/s of the institution pertaining to the appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) in view of NEP 2020. Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Integration of Indian Knowledge system in the professional course is yet not made. However, considering the students of first semester, faculty do make use of vernacular Language along with English language for the ease in learning of the concepts.

5. Focus on Outcome based education (OBE):	i. Describe the institutional initiatives to transform its curriculum towards Outcome based Education (OBE)? ii. Explain the efforts made by the institution to capture the Outcome based education in teaching and learning practices. iii. Describe any good practice/s of the institution pertaining to the Outcome based education (OBE) in view of NEP 2020. Response: Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. Course outcomes (CO) are defined for each subject by the faculty. Program outcomes (PO) are defined by NBA. Mapping of CO & PO is done for each subject by the faculty. For continuous teaching-learning, internal exams, multiple choice quiz, viva voce is taken. Performance of the students is mapped with CO and calculated. Further, mapping of COPO is done in context to performance of the students.
6. Distance education/online education:	a) Delineate the possibilities of offering vocational courses through ODL mode in the institution. b) Describe about the development and use of technological tools for teaching learning activities. Provide the details about the institutional efforts towards the blended learning. c) Describe any good practice/s of the institution pertaining to the Distance

	education/online education in view of NEP 2020 Response: Institution is affiliated to Gujarat Technological University (GTU), Ahmedabad. Currently, vocational courses through ODL mode is not in the curriculum. For teaching learning modes, power point presentations, video lectures are prepared. Considering the Covid-19 situation, online mode of delivery such as google meet is employed. Use of power point presentation, video lectures, google classroom for delivery of the lectures and materials are found to be helpful in providing continuous learning.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
76	64	65	67	67

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	4	4

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
329	326	298	274	251

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
31	45	36	36	51

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
96	100	79	82	58

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
22	21	21	22	23

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
22	21	21	22	23

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 11

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
47.39	87.47	64.82	40.53	72.17

4.3

Number of Computers

Response: 37

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The curriculum prescribed by the affiliated university is observed strictly. Apart from this prescribed curriculum, the Institute has designed ways and means to reinforce the teaching-learning process. The curricular planning and implementation is performed in a systematic way.

- **Preparation of Academic Calendar:** At the beginning of each academic session, academic head prepares academic calendar incorporating curricular, co-curricular and extra-curricular events in alignment with the institute academic calendar.
- **Library books Upgradation:** The library is informed for required text books, reference books and e- journals for the forthcoming academic year.
- **Course Allocation:** Courses are allocated to the faculty members based on their preferences by the department academic in-charge and approved by the Principal.
- **Timetable Preparation:** Time tables are prepared incorporating individual theory and lab courses. Individual time tables are prepared for each faculty member reflecting the work load. All these time tables are prepared by Time Table Committee.
- **Design and Dissemination of Course Plan:** Each faculty member prepares detailed course plan including the text book(s), reference book(s), and (if) web resource(s) to be used for each topic.
- **Preparation of Course file:** Each faculty member prepares the course file which includes the syllabus, course plan, course outcomes, materials, question papers, and question bank. After the completion of the semester, it is updated with attainment of COs.
- **Content Delivery:** In addition to the traditional lecture method, New and innovative teaching techniques are adopted to deliver the content. Employing of learner-centric techniques such as group discussion, power-point presentation, video lectures, interaction in class encourages students' active participation.
- **Reviews:** Periodical review on the coverage of syllabus and regularity of the students is performed by the Academic In-charge and Principal. Faculty reviews the coverage of syllabus through Daily Class Work Register.
- **Assessments:** As per the regulations of the affiliated university, the assessment is in two ways:
- **Internal Assessment (20 Marks):** There are two internal assessment tests, the first one after about seven weeks of the commencement of the semester and the second at the end of the session, i.e., about after fourteen weeks (it is known as remedial exam). The internal assessment for theory includes descriptive test for 20 Marks. Practical exam of subject (if any) includes 20 marks.
- **External Assessment (80 Marks):** The external assessment (theory and practical (if any)) is based on the semester end examinations conducted by the university.

File Description	Document
Upload Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

- In the beginning of the academic year, academic calendar is published by the University for Respective Course. The institution ensures effective time management and strictly follows timeliness given by the affiliating university (GTU). The Institute carries out effective planning to stick to academic calendar. This allows the teachers and the students to carry out their teaching-learning and regular assessment of the same.
- Every academic year consists of two semesters. Each semester is to be of about 15 weeks. The first Continuous Internal Examination (CIE- I) known as MID-I along with the Lab Internal-1 is conducted after about 7 weeks of class work. CIE- II (known as REMID/Improvement) is conducted after about 14 weeks of class session. Within the above-mentioned period of class session, the concerned syllabus is taught to the students. They are then evaluated on the same material.
- The Institute conducts assessment to the students in theory components. The descriptive component is marked out of 20. These tests are conducted in adequately spaced-out intervals to avoid pressuring the students with too many examinations.
- Best of these examinations is taken as final internal marks of the student. These marks are also utilised to identify the slow learning students and solve their doubts (if any) to improve their performance before the external examination.
- All questions are mapped with their respective course outcomes that are stated in the beginning of the course.
- Objective test is taken to address the un-attained course outcomes. This helps the student to attain objective based knowledge of the syllabus. Assignments (if any) are given to the students to improve themselves. The students need to complete them within the time allotted.
- Following the university calendar, every faculty creates internal course plan to ensure timely delivery of syllabus. This is followed by distribution of day-to-day division of topics and chapters. These topics and chapters are chosen keeping the upcoming CIE in mind. The timeline created allows to complete the given syllabus in enough time.
- In case of any required change, the university communicates the modification to the college and the college enforces the same. In any condition, the academic calendar is followed by all teachers.

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

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	VIEW DOCUMENT
Details of participation of teachers in various bodies/activities provided as a response to the metric	VIEW DOCUMENT

1.2 Academic Flexibility

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

Response: 25

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

Response: 1

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	VIEW DOCUMENT
Institutional data in prescribed format	VIEW DOCUMENT
Any additional information	VIEW DOCUMENT

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	VIEW DOCUMENT

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The curriculum offered by the university addresses the cross-cutting issues like Environment and Sustainability, Human Values and Professional Ethics. The institute believes in maintaining healthy environment for all of its stakeholders. The institution formed Anti-sexual harassment cell and Women's development cell to provide counselling, promote gender equality and also deal with related issues of safety and security of students and lady staff as well to dissolve discrepancies among students and staff. Through the course "Pharmaceutical Jurisprudence" students will be able to know the importance of ethics in pharmacy profession. It focuses on ethical concerns common to professional service situations. The issues in professional ethics are analysed in the context of right understanding with the main focus on the development of ethical competence in the individuals. Another course of GTU is "Contributor Personality Development and Integrated Personality Development Course" which gives the understanding of human values and ethics in life. The course provides guidance of various human values to be developed in one-self in order to have meaningful life. University prescribed course "Environmental Studies" that provide students with understanding of ecological balance for sustainable development, impacts of developmental activities and moderation measures. Institution encourages and supports students to go with plans of protecting environment like planting saplings, and plastic free campus.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.01

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	1	1	1	1

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Any additional information	View Document

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

Response: 28.27

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

Response: 93

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: C. Feedback collected and analysed

File Description	Document
Upload any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 93.49

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
104	111	96	82	79

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

2020-21	2019-20	2018-19	2017-18	2016-17
96	96	96	96	136

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 82.51

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
29	42	37	28	23

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

A well-planned orientation program is conducted to motivate them and familiarize them with the university curriculum and the resources available at the institute.

Initiatives for Assisting the Slow learners:

- Identifying the weak students based on their academic performance based on Objective Test and Mid Exams.
- Problems of students in learning (if any) are discussed by the respective faculty.
- Remedial exam is conducted in courses where student fails in mid exam.
- Providing study material

Initiatives for motivating Advanced Learners:

- Arranging guest lecture/training on various topics.
- The students having orientation towards research are supported by faculty members to conduct their research in right direction and publish their work in Conferences/Journals.

They are motivated and supported to attend conferences, workshops, and other prestigious competitions like GTU TechFest, etc., to exhibit their skills.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

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

Response: 15:1

File Description	Document
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Various Activity-based techniques adopted by the faculty members are listed below:

Lecture method and Interactive learning:

The faculty use chalk and board and audio-visual aids in teaching. Students are also encouraged to actually interact during the lecture hour by getting the doubts clarified on the spot. Faculty use powerpoint presentation, charts, video for interactive teaching.

Project-based learning:

During the period of study in the final semester, projects are given to the students and they are guided by both faculty and Industry/Research personnel (if any).

Computer-assisted learning:

The Institute has adequate number of computers, printers, and LCD projectors. These are effectively used for teaching.

Independent learning:

- The institute provides well stocked library which consists of bulk of books, journals, e-journals, project reports and other teaching materials for the use of students and faculty.
- The department provides well equipped laboratory for improving technical skills.
- DELNET access is provided for effective teaching learning practices.
- Interactive lectures on necessary topics with Industry experts/academicians are initiated.
- The students are encouraged to attend workshops and conferences.
- The faculty motivates the students to participate in model making, paper presentations, to nurture critical thinking and various co-curricular activities in various events organized in and outside the college.
- The scientific temper among students is enhanced by providing laboratory hours and research activities.
- Students are encouraged to participate in project competitions and workshops.
- Students are encouraged to gain knowledge in interdisciplinary subjects through electives, seminars and discussions with experts.
- The college encourages participation in games & sports, NSS and other social activities to enhance their team work skills, self-esteem, leadership quality and personality.

E-Learning/ICT:

- Efforts are made to maximize the use of Modern resources and aid to improve the teaching in the class rooms
- E-Journals (DELNET)
- Faculty utilizes online resource course material
- Faculty prepares video lectures

File Description	Document
Upload any additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

ROFEL Shri G. M. Bilakhia College of Pharmacy, Vapi encourages their teacher to adopt modernize learning approach along with conventional approach of teaching. ICT tools can be used to find, explore, analyze, exchange and present information. ICT can be used to give users quick access to ideas and experiences.

Following are the practices undertaken by the faculty members for improving teaching and learning experience of students using ICT enabled tools:

- Power Point Presentations
- Student Seminars
- Communication Skill Development
- Modern teaching aids like Multimedia, Projectors, and Internet enabled Computer systems are used for class room instruction as well as other student learning experiences.
- E-Journals (DELNET)
- Faculty utilizes online resource course material.
- Teachers deliver content beyond the syllabus apart from their class room instruction.
- Faculty prepare video lectures.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 15:1

2.3.3.1 Number of mentors

Response: 22

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 31.23

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
10	7	6	5	6

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 5.68

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

Response: 125

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The Internal Assessment system is carried out in a systematic manner and is transparent. Theory courses, Laboratory courses and Project works are evaluated internally. During the orientation program, the first-year students are oriented for regarding the evaluation system (both internal and external) along with other information. The changes in evaluation system, if any, are communicated to the students. A detailed academic calendar is available on the university website. Thus, students know about the dates of examinations well in advance and they can plan their study accordingly.

Students are made aware of various parameters of Internal Evaluation system. The internal marks are based on the mid theory examinations and practical examinations for courses (if any). The answer scripts of internal examinations are shown to the students after evaluation to bring out discrepancies (if any) to the notice of respective teacher, and the necessary corrections are carried out. In laboratory courses, day to day evaluation is done in each laboratory session and marks are posted in the students' record book. The consolidated list of marks in each midterm exam is displayed on the notice board. The performance of the students regarding the internal test marks are entered in google drive sheet.

File Description	Document
Any additional information	View Document

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

Response:

The Institute conducts two types of examinations, Internal Examination and External Examination. External Examinations are conducted by the University and the Internal Examinations are conducted by the Institute. As part of Internal Examinations, mid examinations are conducted. The examinations are conducted with utmost care given to transparency and fairness. The hall tickets are issued to the students

for University Examinations well in advance. If any grievance related to the hall ticket like printing of wrong name or delay in issuance; is addressed by the exam cell. The exam cell immediately looks into the matter and takes necessary actions. The issues of the students are dealt with priority and solved as soon as possible. The question papers for internal examinations are prepared by the respective teachers. The external question papers are printed around 30 minutes before the commencement of examination after receiving password from University. In the event, if any student is found using unfair means during examinations, proper measures are employed to address the situation as mentioned by the university. Post internal examinations, evaluated answer scripts are shown to students. Students can seek any clarifications to the teacher for any queries. In case they are entitled to more marks, teachers do the needful. Following the review of answer scripts, the marks are entered in a register, marksheet and google drive before forwarding them to the university. In the case of external examination, any grievance is addressed by the examination cell. The student in need of help explains his/her grievance to the person in-charge who reviews the situation and provides a solution. All grievances are therefore solved with utmost care to student's sensitivity. The Institute is dedicated to provide students with quick, transparent and efficient solutions for their examination related grievances.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

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

Response:

The curriculum for each program is provided by Pharmacy Council of India, New Delhi and implemented by Gujarat Technological University, Ahmedabad. Our institute follows outcome-based education, thus, Course Outcomes (COs) are defined for all the courses in the curriculum by each department.

The Program Outcomes (POs) are defined by National Board of Accreditation (NBA), New Delhi. There are eleven POs defined by NBA and the institute follows the same.

The following platforms are used to disseminate the POs and PEOs to the students for their understanding.

- Induction Program / Orientation Program

The COs and POs are published on institute's website.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	[View Document](#)
Upload any additional information	[View Document](#)
Past link for Additional information	[View Document](#)

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

Response:

The institute evaluates the attainment of COs and POs through its evaluation system, mentioned below.

1.   Direct attainment

2.   In-Direct attainment

Computation of CO Direct Attainment in the course:

Attainment of CO in a course = 20% of INTERNAL EXAM Attainment Level + 80% of EXTERNAL Exam Attainment Level

Internal exams include two mid semester (theory) exams and practical exams. Further two multiple choice quiz test is taken. This cumulatively comprise for 20% of the attainment calculation of the course outcome.

External examination is considered for 80 % for the direct assessment.

COs INDIRECT ASSESSMENT TOOLS

Based on alumni feedback taken

OVERALL CO ATTAINMENT

Computation of Attainment of COs in a course = 90% of Direct CO Attainment+ 10% of Indirect CO Attainment

PO Attainment: PO is then calculated from final CO attainment

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 92.21

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

2020-21	2019-20	2018-19	2017-18	2016-17
91	100	72	64	47

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

2020-21	2019-20	2018-19	2017-18	2016-17
91	100	79	72	58

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 8.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
2.71	2.51	1.80	0.83	0.35

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 18.18

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

Response: 04

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 26.67

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	0

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The Institution has made an eco-framework for advancement in the field of Pharmacy. The faculty are enabled to take up research exercises using the existing facilities. Support is given to students with creative thoughts, to develop their ideas to overcome bridge between Industry and Academia. Simultaneous support is given to secure the thoughts of the students and researchers as patents. The organization has well equipped laboratories, Central instrumentation room; to cater the requirements of research activities. Journal Club Program is initiated to instil research temperament among students wherein students will refer published research articles and present the work. Research committee encourage students and faculty members to file for patents and to arrange and attend lectures/workshop. The Institute has one Patent Grant (Patent no: 380106; Application No: 201621015469)

Objectives of Research Development and Monitoring Committee:

- Create research culture among employees and students.
- Motivate students to embrace research projects from different subsidizing organizations.
- Encourage students and faculty for innovative idea generation
- Helping with filing of patents.
- To sign MOU for collaborative activities with Industries
- To Invite eminent personalities, researchers from the industries, academics for guest lectures, Seminars, and workshops

- Guidance for publication in reputed journals.
- Publish/ present research papers at various scientific forums.

Entrepreneurship development Cell

Entrepreneurship development cell is established recently. The cell organizes several activities for student development wherein the student gets corporate exposure while studying and develops a spirit of entrepreneurship. Activities will include workshops/seminars/talks led by eminent people in industry, aspiring pharmacy entrepreneurs.

Student Start Up and Innovation Cell

To motivate the students for innovation and research, SSIP cell was established in year 2021. SSIP grant of 2.5 lakh rupees was obtained from Govt. of Gujarat. The cell will give grant for the best scrutinized projects.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 12

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	3	2	2

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 1.67

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 5

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 3

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 2.8

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
26	18	6	5	6

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

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

Response: 1.01

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	6	7	0	2

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Institute NSS Unit inculcate the importance of community service to sensitize and motivate the students to enrol for the said programs. The extension activities by such programs is to turn volunteers towards social issues and holistic development in the neighbourhood community in terms of impact and sensitizing students. Students actively participate and organize various events.

National Service Scheme (NSS):

The motto, i.e., the watchword of the NSS is "Not Me But You". This expresses the essence of democratic living and upholds the need for selfless service and appreciation of the other man's point of view and also to show consideration for fellow human beings. It underlines that the welfare of an individual is ultimately dependent on the welfare of the society as a whole.

NSS Activities:

Various activities are carried out under the NSS scheme such as tree plantation, social awareness, etc.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 5

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 35

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	4	3	6

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 181.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
1050	995	250	186	330

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 35

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

2020-21	2019-20	2018-19	2017-18	2016-17
26	5	1	3	0

File Description	Document
e-copies of related Document	[View Document](#)
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 12

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	1	1	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

31-03-2022 04:13:48

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The institute, since its inception in 1999, has given importance to infrastructural facilities be it physical building, equipment's, books and other learning resources. Thus, it has built up facilities as per the prescribed norms of statutory bodies like PCI and GTU. College believes that the right and adequate infrastructural facilities will provide ample of opportunities for both the faculty and students' academic development and growth. The college has a good academic ambience, spread in a sprawling campus of lush green environment having lots of trees for learning atmosphere. Our infrastructure set up incorporates 9 number of class rooms, equipped laboratories, Auditorium, Multipurpose Seminar Hall, student conveniences, spacious library, offices and staff room. The access and circulation (staircase and corridors) area is spacious and wide open. There are enough classrooms facilitated with ICT Tools like multimedia projector and Wi-Fi connectivity. All laboratories are equipped with required equipment. Students are demonstrated and encouraged to utilize sophisticated instruments like All Purpose Equipment, HPLC, UV Spectrophotometer, Tablet punching machine, Tablet coating machine, Disintegration and Dissolution apparatus, Brookfield Viscometer, etc. Apart from regular laboratories, other laboratory facilities such as Central Instrument room, Machine room, CPCSEA approved animal house, aseptic area facility for Microbiological work. Adequate Administrative and support facilities are also available to foster an academic requirement. The computing facilities of the college cater to the needs of faculty and students to foster an effective Teaching-Learning Process. There are sophisticated IT facilities like 37 Computers, 05 Printers, 05 Multimedia Projectors, 40 Mbps of Internet Bandwidth and 07 secured Wi-Fi connectivity access points. The Library with an area of 139.28 SQM with a seating capacity of around 56. The digital library is equipped with 02 PCs which are connected with Wi-Fi and LAN for access of the Internet using e-Resources for the benefit of its users.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The institute focuses on overall development of the students through participation in co-curricular and extra-curricular activities. Outdoor and indoor sports and games contribute significantly in grooming students. Qualities like leadership, team spirit, and competitive spirit can be inculcated amongst the students through such sports activities. Students are encouraged to participate in different sports/Games and cultural activities.

Sports and Games

Institute has allotted a faculty as sports co-ordinator, who supervises students to actively participate in various sports and games activities and competitions. The institute has a spacious indoor room (multipurpose hall), where students can play games like table tennis, chess, carom, etc. Sufficient area is allocated to outdoor sports and games with adequate facilities. Games such as badminton, basketball, volleyball, hand ball, Kho-Kho, kabaddi, cricket, etc. can be played. Institution encourages students to participate in intra-college, inter-college, university-level, district level, state-level and national level competitions.

Cultural Activities

Seminar (multipurpose) hall and auditorium are provided with adequate facilities to conduct various cultural activities. Cultural activities are conducted in seminar hall and/or auditorium on different occasions like fresher's day, Appreciation ceremony and on such other important occasions.

Students are encouraged to actively participate and showcase their talent and skills. These activities contribute to bring out talent among students, which help to build their overall personality by developing communication skills, leadership qualities and to be a constructive part of a team. Students are encouraged to participate in co-curricular activities in inter-college, inter-university and in National level competitions.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 45.45

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 05

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 40.45

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

2020-21	2019-20	2018-19	2017-18	2016-17
89.32	0	0	0	9.95

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Library spanning over an area of 139.28 square metre equipped with Library Management System services; ILMS Software Package is an Integrated Library management System (ILMS) that supports all in- house operations of the library.

Name of the ILMS Software: Koha (open source)

Nature of Automation: Automated

Version: 21.05

Year of automation: 2020.

The Library of the Institution has an excellent knowledge providing facility for the benefit of faculty and students. Library has a large collection of books covering various subjects of pharmacy. Library has the collection of 12093 books. Library subscribes online databases like DELNET. Database consists of 91 e-journals and 22 e-books. DELNET has pharmacy collection. Library subscribes around 24 print journals every year. Digital Library is equipped with 02 Desktops with Wi-Fi and LAN enabled with 40 Mbps to access the Internet and e-Resources for the benefit of their academic and research.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.83

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.63	2.34	2.47	1.13	1.59

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

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

Response: 11.4

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

Response: 40

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The IT infrastructure of the institute is maintained by experience faculty. Objective of the computer centre is to provide hardware facility, and networking support for securely maintaining the College Academics, Administration, Examinations and Research related activities. Computer laboratory is being upgraded from time to time. Infrastructure consists of Wired and Wi-Fi facilities with 07 WiFi access points; Internet Facility of 40 Mbps from GTPL, Vapi; 37 computers. The ICT equipment of 05 multimedia projectors, 2 Public Address Systems; 1 Biometric Finger-Print and Access card equipment; and CCTv Cameras surveillance equipment for campus safety and management. The centre also provides continuous services by coordinating and extending hardware & networking support to all the academic departments, examination branch, administration office, library, and other central facilities. Updating the Internet facility and services from time to time to cater to the academic and research needs in the Campus.

Frequency Up-gradation:

A.Y 2020-21: 02 Router, 01 HP Printer, 01 External DVD Writer for examination purpose

A.Y. 2019-20: 01 Multi-media projector with WIFI facility, 01 HIBASS Speaker for audio-video lectures, 02 CCTV Camera for Animal House

A.Y 2018-19: 2 Computer Set with 4 GB RAM, 500 GB HDD for research purpose. 01 Multi-media projector with WIFI facility, 01 Canon Printer cum Scanner with Xerox facility, 01 Logitech Web-cam for examination purpose

AY 2017-18: 1 Computer Set with 4 GB RAM, 500 GB HDD. 01 Multi-media projector with WIFI facility, 01 Projection Screen

AY 2016-17: 01 Router, 01 HP Printer, 10 LED AOC Monitors

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 9:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

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

Response: 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
47.39	87.47	64.82	40.53	72.17

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

The Institute has a systematic component and strategy for consistent monitoring, maintenance and optimal utilization of physical, academic and support facilities on the campus. Maintenance of building, infrastructure, electrical, sanitary, gardening and technical repairs of the laboratory equipment / instruments is carried out from time to time by calling various vendors. Physical, academic and support facilities like classrooms, laboratories, seminar hall, auditorium, computer laboratory, etc., are maintained and used based on the requirement. Once the academic calendar is prepared in the beginning of the semester, the time-table for each section of every semester is prepared allotting the classrooms and the laboratories. This facilitates the optimum usage of resources. The allotted faculty take rounds of all the class rooms, laboratories and auditorium at regular interval. In case of requirement for maintenance such as lights, fans, benches etc will be noted. Laboratory in charge, along with laboratory assistant, ensures proper working of all equipment. Repairs and Maintenance of laboratory equipment's are initiated by the respective Laboratory In charge as and when required. Faculty In charge and HOD handles the major repair/maintenance by placing order. Routine computer maintenance, networking, LCD projectors and CCTv cameras maintenance and checking activity are out-sourced. Equipment with major repair, are being repaired by appropriate agency. After receiving quotation for maintenance and repair charges, necessary approval from college authorities and management is taken. Thereafter equipment is sent for repairing by issuing gate pass and the status of repair work is tracked. The librarian takes care of utilization of books and other learning materials in the library. The faculty in charge takes responsibility for all purchase or repairs (if any) pertaining to sports equipment.

File Description	Document
Upload any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 35.26

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
114	121	112	83	92

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 6.89

5.1.2.1 **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)**

2020-21	2019-20	2018-19	2017-18	2016-17
30	26	31	19	0

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: B. 3 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 65.04

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

2020-21	2019-20	2018-19	2017-18	2016-17
215	188	212	179	165

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 22.31

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
19	21	17	22	13

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 136.46

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 131

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 33.89

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	7	2	4	10

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
33	47	11	12	11

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

31-03-2022 04:13:55

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (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 university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	1	0	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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

Response:

The Institute creates a platform for the active participation of the students in the various academic and administrative bodies including other activities. This empowers the students in gaining leadership qualities, in following rules, regulations and execution of skills. Students are actively participating and organizing various activities with the guidance of faculty. They are actively involving in motivating the students to participate in various activities conducted by the college. Students are encouraged to participate in co-curricular and extra-curricular activities in inter-college, inter-university and in National level competitions.

Institute has constituted various other committees to involve in different activities in campus. College is keen in encouraging students to participate in various committees. It improves the academic and administrative capabilities of a student.

The various student council and representative committees are:

Students' representation and engagement in Class Representative Committee (CRs)

Students' representation and engagement for co-curricular and extra-curricular activities

Students' representation and engagement in NSS committee as volunteers

Students' representation and engagement in Alumni committee as members

Students' representation and engagement in Anti Ragging committee as representatives of students belonging to the freshers' category as well as senior students

File Description	Document
Upload any additional information	[View Document]
Paste link for additional information	[View Document]

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

Response: 8

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

2020-21	2019-20	2018-19	2017-18	2016-17
13	9	5	8	5

File Description	Document
Report of the event	[View Document]
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document]

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Institute has Alumni Cell. In collaboration with dedicated Alumni committee member, the alumni association, works to connect alumni, and support the students. Institute periodically interacts with the

alumni and organizes alumni meet once in a year.

The main objectives of the committee are:

- To promote and foster mutually beneficial interaction between Alumni and the Institute.
- To encourage increase participation of Alumni.
- To encourage the Alumni to take abiding interest in the development of Institute.
- To arrange and support in placement for the students of Institute.
- To guide the students of the Institute for higher education and placements.
- To encourage and guide the students of the Institute on self-employment to become entrepreneurs.

Sighting the above objectives of Alumni Activity committee, our alumni contribute in many ways for the development and betterment of our Institute. Our students and Institute are benefited in various fields such as student placement, training, expert lectures, career guidance, Industrial visits and mentoring. Till date no contribution is made by the alumni. It is our plan to develop everlasting relations with our alumni which in turn will give rise to mutual benefits.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Institute has vision and mission which are futuristic in nature. They satisfy the needs of society by providing quality education.

Vision of the Institution:

Shaping a better future for mankind by developing effective and socially responsible pharmacy and health-care professionals and organization.

Mission of the Institution:

Mission of the college is to educate and train students in the knowledge and practice of pharmaceutical sciences end to contribute to improvement of health of the society through educational and research programs. College emphasizes on all round development of its students. It aims at not only producing good professionals, but also good and worthy citizens of our great country India, adding in its overall progress and development.

Quality Policy

The responsibility and accountability in all our functions like teaching, research, consultancy and continuing education including support functions will be imbibed through processes of self-evaluation and continuous improvement so as to achieve highest standards of excellence in all our endeavours.

Value Statement

The organization will strive to maintain values with respect to Integrity, Trust, Openness and Fairness amongst staff, students and other stakeholders including society.

The Quality Policies are framed based on the Vision and Mission of the Institution and are driven by the needs of the industry, society and stakeholders. Deployment of the quality policy is done by providing requisite academic infrastructure, learning environment and harmonious work culture. The stakeholders Feedback plays essential role. Vision and Mission of the Institute focuses on the needs of society by providing quality education. The Institute believes in promoting a culture of delegation of powers through strategic policies. The Principal of Institute is assisted by HODs, Administrative Head, and coordinators of various cells/committees in decision making process in many matters of the Institute. Faculty and staff are assigned with the roles and responsibility to work in a harmonious environment.

The Institute maintains the culture of retention of Faculty and hence has an edge of senior and dedicated

Faculty for realizing its Vision. Fair representation of women faculty is also ensured at all the levels of organization and amiable environment is fostered.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Institution practices decentralization and participative management. Decentralization and operational transparency are the features of the institute. The institute have support for participative management achieved by involving faculty and students. The institute works as per the rules and regulations framed by GTU. The Principal is the Head of the institution and is empowered with sufficient authority and power delegated from the management for smooth functioning of day-to-day activities. All the departments of the institute function under the direct supervision of Principal. The Principal, as a representative of the institute, leads its faculty members and HODs in all academic matters. He encourages and cooperates the HODs and faculty members in ensuring a proper academic environment in the institute to benefit the students. The plans and the policies for fulfilment of the mission of the institute are executed by the active involvement of the college authorities, along with all the faculty members. For this purpose, different committees have been constituted in the institute, who has been entrusted with the responsibility of implementing the programmes and policies. Efforts are made to create environment and suitable platform for all-round development of the students. For the proper functioning of the institute, the institute runs on a decentralized management operative process, wherein different committees have been framed by the Principal in the governance of the institute. Such decentralized and participative management leads to a situation of harmony and friendly atmosphere in the institute for the ease and efficiency of work. A number of committees headed by faculty have been constituted by the Principal to run the institute properly and smoothly. Principal, along with the faculty and the staff are being involved in the process of decision-making and its implementation. Principal and HODs welcomes the suggestion and proposals of the faculty-members and committees and transforms them to applicative practices in the institute. The institute has an Internal Quality Assurance Cell established in March 2021. IQAC reviews the activities and thereby provide suggestions.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The perspective/strategic plan is made by institution to fulfil requirements of industry and society by providing quality education to produce technically competent Pharmacy Professionals to serve the nation. Student's progression towards technical and social excellence is achieved with requisite infrastructure. Institute has developed a strategic plan in 2016 for ensuring quality in Teaching and learning, enhancing industry institute interaction, promotion of research in staff and students. Applying for NAAC accreditation in 2022.

Successfully Implemented:

1. IQAC

With vision of our institution and recommendation from GTU, IQAC was established in the year 2020-21. In institute, tasks related to teaching learning, academic and administration planning, implementation is being guided by Internal Quality Assurance Cell (IQAC). Before implementation of IQAC, all major tasks were monitored by Principal and Academic Head with the help of Faculty and Committee In-Charge.

Some of the initiatives taken are:

- Review of teaching learning process.
- Adapting to student centric, ICT enabled and interactive teaching learning methods.
- Introduction of video lectures
- Inviting academicians from institutions for guest lecturers on advanced topics.

2. Research and Development

Research and Development was institutionalized and many research papers were published in journals. Some of the initiatives taken are:

- Encouraging Faculty to carry out Research work.
- Development of laboratories with research suitable sophisticated equipment.

3. Training and Placements

To organize talk sessions to suit higher education or perspective career. To provide guidance from experts of Industry. Industrial visit is organized for the students.

File Description	Document
Upload any additional information	**View Document**
strategic Plan and deployment documents on the website	**View Document**
Paste link for additional information	**View Document**

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

Response:

The Institutional Management is designed with transparency to get the good results out of it. A hierarchical set up is established from top management to bottom level demarking the Duties, Responsibilities, Accountability and Authorities.

ROFEL Shri G. M. Bilakhia College of Pharmacy has been established in 1999 under guidance of Rotary Foundation for Education and Learning (ROFEL) Trust. It has a Governing body to monitor and help in achieving the vision and mission of the institution. It has an effective organizational structure which monitors and helps the institution functioning. Keeping in view all the stakeholders; more on students a helpful administrative system is structured.

The Institution has constituted various committees at institute level for the effective functioning of the organization. The objectives and functions of the committees are organized.

Institute Level Committees:

- Academic Committee
- Examination Cell
- IQAC
- Training & Placement Committee
- Research Cell
- Entrepreneurship Development Cell (EDC) Committee
- Alumni Committee
- Anti-Ragging Committee
- Women Development Cell Committee
- Anti-Sexual Harassment Cell Committee
- SC/ST, OBC, & Minority Cell Committee
- Internal Grievance Cell Committee
- Physical Disability Committee
- NSS Committee
- SSIP Cell
- IAEC Cell
- Website Committee
- Sports Committee
- Cultural activities Committee

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The Institute has a welfare mechanism in place, for teaching and non-teaching staff.

Welfare measures for Teaching Staff:

Service, Conduct and Leave Rules are made available in the institute.

Extending EPF Scheme is implemented to all eligible members (as per PF Rules).

08 days of Academic leaves will be sanctioned with full pay to the teaching staff for attending FDP/Workshops/Conferences / who have registered for / pursuing to attend the Ph.D work

3 months Maternity Leave

Medicines are available in the college for minor ailments.

Welfare measures for Non-Teaching Staff:

Service, Conduct and Leave Rules are made available in the institute.

Extending EPF Scheme is implemented to all eligible members (as per PF Rules)

Medicines are available in the college for minor ailments.

Uniform is provided for supporting staff.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.4

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**

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	3	2	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	View Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 199.24

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

2020-21	2019-20	2018-19	2017-18	2016-17
108	55	26	11	16

File Description	Document
Upload any additional information	View Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Performance Appraisal System for Faculty:

Quality teaching is indispensable for improving student outcomes and achievements. Performance is self-assessed and duly filled in Performance Appraisal Report (PAR) by Faculty at the end of every academic

year. PARs are then checked by Principal. PAR system allows the faculty to evaluate himself/herself and motivate which in-turn helps to boost professional knowledge and growth. Therefore, every Faculty is asked to submit the performance appraisal report every academic year. The performance appraisal system evaluates on following parameters:

Key points for Faculty to mention in the form - ACADEMIC:

Teacher's Academic Schedule

Student's Academic Results

Research Activities

Project Guidance by Faculty

Helping students in Industry Internship / Summer Training / Industrial visits and Initiatives related to Industry Interaction

Helping students in encouraging entrepreneurship and incubation in core areas

Encouraging students in publications and awards in inter-institute events (the events / conferences organized by other institutes)

Individual Faculty Academic Responsibilities

Participation in Workshops/seminars/conferences

Improvements in Teaching-Learning Process and Pedagogical Innovations

Publications

For non-teaching staff:

Work allotted is directly monitored by the admin staff and faculty.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

An internal approval system for all expenses is in place. Accordingly, bill/voucher is recommended by the Head of the Department and approved by the Principal and sent to the Main account department of Trust. All the bills/vouchers are audited by an Accountant on a routine basis. Record of all the expenses is maintained by the accounts department.

An external auditor appointed by the trust, executes the statutory audit. Statutory financial audit is conducted and audited statements are prepared duly signed by chartered accountant. Then audited report is submitted by chartered accountant.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 27.51

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

2020-21	2019-20	2018-19	2017-18	2016-17
25.52	1.36	0.30	0.33	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institute has a well-defined financial policy which ensures effective and optimal utilization of finances for academic, administrative and developmental activities which help to implement the institute's vision and mission. Every year requisition for purchase of laboratory materials is prepared by laboratory

assistants. For repair and maintenance or purchase, purchase/repair order is generated. After reviewing the quotations by Principal, the final consolidated purchase order is forwarded to the Management for approval.

The institute is being run with self sufficient funds by generating the cash inflow from tuition fee from students. In case of shortage of funds during the expansion or renovation of buildings, the management supports by providing required finance.

File Description	Document
Upload any additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The IQAC was established in year 2020-21. Before the formal constitution of IQAC, the informal committee comprising of Principal, Academic Head and respective faculty were functioning to plan and monitor various activities in college viz. Review of timetable, purchase of materials, staff requirement, organization of seminar, Research activities, co-curricular and extra-curricular activities etc. The teachers are allotted various portfolios to schedule, conduct and monitor during the academic year. The work orders in form of committee circular are issued at the beginning of academic year.

Two examples of best practices institutionalized as a result of IQAC initiatives are:

1.MOTIVATION FOR RESEARCH BY SSIP CELL

To motivate the students for innovation and research, SSIP cell was established in year 2021. SSIP grant of 2.5 lakh rupees was obtained from Govt. of Gujarat. The cell will give grant for the best scrutinized projects.

2. ESTABLISHMENT OF ENTREPRENEURSHIP DEVELOPMENT CELL

To develop entrepreneurship awareness among the students, an entrepreneur development cell was established in year 2021. The cell will organize several activities for student development wherein the student gets corporate exposure while studying and develops a spirit of entrepreneurship. Activities will include workshops/seminars/talks led by eminent people in industry, aspiring pharmacy entrepreneurs.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals. For improving attendance and results of the students various initiatives are taken.

Some initiatives taken in this direction are:

Introduction of Parent Feedback Process

The next major decision regarding the improvement in feedback system was felt. A need was found to engage one of the important stake holder in the teaching learning process in constructive manner. In context to this, college has adopted a feedback system that takes suggestions from stakeholders.

Course file in google drive

A Course file is professional systematic compilation of each and every aspect pertaining to subject academic proceedings. As per the syllabus, course file includes materials of topics, internal marks documentation and all other mandate aspects of the course. A detailed plan for every topic covered is noted in register and the mapping of the exam questions with the course outcome is documented. Course file is now available in soft form and stored at one place in google drive to make its easy access.

Preparation of video lectures

Faculties prepare video of lectures and practicals of some topics. This act as added material for students.

File Description	Document
Upload any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

　　　1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed**

and used for improvements
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<u>View Document</u>
Upload details of Quality assurance initiatives of the institution	<u>View Document</u>
Upload any additional information	<u>View Document</u>
Paste web link of Annual reports of Institution	<u>View Document</u>

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Gender equity & sensitization in co-curricular activities:

The following Gender equity promotion programs organized by the institution during the last five years:

International Women's day Celebration, self defence program for girl students. Co-curricular activities of Gender equity & sensitization policy:

Gender equity promotion programs have been regularly organized by the institution viz.,

1.Sports and Games competitions for girls and boys.

2.Various activities like Cultural programs

Facilities for women on campus:

1. Safety and security:

The institute takes utmost care for safety and security of women in the campus by the provision of different facilities and awareness steps amongst the students. Surveillance CCTV cameras are installed in the campus for monitoring students' movements into and out of the college. The security personnel is deployed in the college premises for any kind of security incidents/issues and offers strict vigilance. Fire extinguishers are available in all labs and corridors. Regular check on fire extinguishers is taken care by administration department. Anti-ragging committee will ensure that campus is free of ragging. The anti-ragging squad regularly monitors to make the campus ragging-free. The college also has anti-sexual harassment committee to address issues if any. Any sort of complaint can be lodged through complaint box provided at the Principal's office.

2. Counselling:

We believe that safety for women can not only be ensured through infrastructural facilities but also through training them with special programs. Thus, self-defense training program, guest lectures on issues related to women safety, health and law are organized. The faculty counsels the student on issues like personal, psychological, emotional problems and difficulties faced (if any). It helps them to deal with stressful or emotional feelings and to inculcate the positivity in them.

3. Common Rooms:

Separate Common room is provided for girls. Room is provided with necessary facilities like first aid box, rest room, mirror, chair, table, washbasin, dustbin, etc.

The outcome of these policies adopted is increase in admission of girl students.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Link for annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 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:

Inspired by Swachh Bharath, a flagship initiative of Government of India, the college took several initiatives to properly dispose waste and maintain eco-friendly environment in and around the campus. The methods employed for solid waste management includes- provision of dust-bins in the campus.

Bio-waste management:

A suitable treatment protocols are employed for disposal of biological waste from microbiology and

pharmacology departments. Contractual collaboration is made with En-cler Bio-Medical Waste Pvt Ltd. for the collection of bio-waste.

Hazardous chemicals and radioactive waste management:

Hazardous chemicals are kept away from the reach of students. Fire extinguishers are available in labs. Regular check on fire extinguishers is taken care by administration department. Labs are well ventilated & spacious.

File Description	Document	
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document	
Link for Geotagged photographs of the facilities	View Document	

7.1.4 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: E. None of the above

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: D. 1 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: D.1 of the above

File Description	Document
Any other relevant information	[View Document](#)

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: C. 2 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The institution is committed to promote a cultural harmony in our students, faculty, staff and visitors. The cultural committee of the college works with the objective of developing the cultural talents of the students, improving their capabilities to work as a team and raising their level of self-confidence in interacting with fellow students and peers, which aid to develop the overall personality of students. The students actively participate in various extracurricular activities including Dance, Social Awareness programs, Drama, Elocution, quiz, debate, singing, Rangoli, etc.

The institute adorns a festive look to celebrate Navratri, the state festival of Gujarat. The institute takes extra efforts in providing an inclusive environment for all the students and employees. Tolerance and Harmony to cultural, regional, linguistic, communal socioeconomic and other diversities is best achieved by the various cultural events at Institute level. Various cultural activities like mehndi competition, hair-

style competition, rangoli competition etc are carried out.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Constitutional obligations such as values, rights, duties and responsiblilites should be followed by each and every citizen of the nation. Our institute organizes various activities to sensitize students and employees to the constitutional obligation such as Values, Rights, Duties and responsibilities of the citizens. Independence day and Republic day are celebrated in the institute which inculcate the obligation of values, duties and responsibility. On such celebrations various activities like skit, dance, poster making competition, rangoli etc are organised to inculcate the obligations like values, rights, duties and responsibilities in students. This will help them to build a right attitude ahead; which will further help them to be a right person.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

  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, administrators and other staff**
  4. **Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

31-03-2022 04:14:03

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Institution organizes every year various national and international commemorative days, events and festivals. Cultural committee comprising of the participation of students, discuss and plan for organizing these commemorative days. It is communicated to the students prior to the day of celebration.

· Republic day- 26thJanuary

· International Women's Day -8th March

· International Day of Yoga – 21st June

· Independence Day- 15th August

· Teachers Day - Sir Sarvepally Radhakrishnan's Birth Anniversary- 5th September

· World Pharmacist Day- 25th September

· Gandhi Jayanti- 2nd October

The Republic Day-26th January- is celebrated by hoisting the National flag in the college campus where all faculty, non-teaching staff, supportive staff and students attend the celebration. The programme comprises of saluting the National flag followed by the National Anthem. The outcome of program is that student's understand the importance of Republic day and constitutional rights.

International Women's Day-8th March: The day is marked to respect women in society. Women Development Cell of the institute organizes the event by arranging guest talk every year.

International Yoga Day-21st June- is organized every year and participated by students and faculty members. The event includes include yoga orientation and yoga session. The student learns about the benefits of yoga practices in their daily life.

Independence Day- 15th August- Our institute organizes flag hoisting where all faculty, non-teaching staff, supportive staff and students participates. Programme comprises of saluting the National flag followed by the National Anthem. Event promotes patriotic feeling.

Teacher's day-5th September- is marked in the fond memory of Dr. Sarwapalli Radhakrishnan every year in the college campus. Senior students of the institute conduct the classes. Students understand the role of teachers in their career.

Pharmacist Day-25th September- We celebrate World Pharmacist Day by organizing activities such as essay competitions, swearing pharmacist's oath, poster presentation etc. on various topics related to pharmacy. The outcome is students are sensitized with professional ethics and responsibilities.

Mahatma Gandhi Jayanti - 2nd October- is celebrated by paying homage to father of the Nation. On this occasion, student participate in organised event.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)
Link for Geotagged photographs of some of the events	[View Document](#)

7.2 Best Practices

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

Response:

BEST PRACTICE – I

1. Title of the Practice: Student Professional Development

2. Objectives of the Practice

Sessions are organized for students to prepare them for industries and give awareness on corporate culture.

The session include:

- Attitude, Verbal and Nonverbal Skills

- Effective Communication Skills

- Etiquette and Interview Skills

3. The Context

A motivated workforce, according to the institute, can be a crucial component in the institute's success. When faculty and students are encouraged to work at higher levels of competence and ability, the institute

as a whole operates more efficiently to meet its objectives and goals.

4. The Practice

To make the students job ready, soft skills and placement training programs are organized. Students are also provided with aptitude training, Resume writing practice, and mock interviews. Industrial visits are arranged for the students to get the practical knowledge of work. However, practical skills in students are developed by the curriculum-based laboratory classes, where the students get the opportunity to engage with the real laboratory equipment, and to observe and analyze the data. Additionally, reformed curriculum provides an opportunity to students to inculcate project skills by undertaking a training in industry/medical store/hospital pharmacy.

5. Evidence of Success

Students have improved themselves and got placed in industries with decent packages.

6. Problems Encountered and Resources Required

Motivation of students is challenging. Some students comes from interior region, hence have to struggle in the process of personal development. Aptitude and competitive exam trainers are required for the smooth delivery of the content.

BEST PRACTICE – II

1. Title of the Practice: Academic Monitoring

2. Objectives of the Practice

To monitor the regular completion of academic activities like workload allotment to teachers, preparation and display of timetable, conduct of regular lecture- practicals, alternate workload adjustments, conduct of continuous assessments and getting and evaluating student feedback. The practice aims to monitor the overall teaching learning process to ensure that the students get the best of knowledge and develop skills accordingly.

3. The Context

The purpose of this practice is to see that the teaching-learning process is proceeding according to the predetermined objectives in order to achieve the desired results. To meet educational goals, it's critical to keep both staff and students informed about the academic schedule, ensure that the prescribed syllabus is completed on time according to the session plan, and that adequate time is allotted to each subject according to syllabus recommendations.

4. The Practice

1. Time table committee prepares timetable after getting directions from the Principal regarding workload allotted to each teacher. It is communicated to teachers and displayed for students.

2. Teachers prepare session and teaching plan for each subjects assigned and enter in attendance register.

3. Meetings regarding completion of syllabus is arranged.

4. Continuous assessment is done by taking mid-exams and objective tests.

5. Student feedback is taken.

5. Evidence of Success

Academic monitoring has resulted in the improvement of overall quality of teaching learning process. As session plans are conveyed for theory as well as practical's, it has helped the students to be well prepared in advance. This has improved learning process. Daily lecture/practical entry into record file which helps teachers to revise session plans (if required) to complete syllabus and continuous assessments in time. Through assessment, if the student found weak in any subject, counseling is done by subject teacher. Students has performed well in university exams and secured ranks in university.

6. Problems Encountered and Resources Required

The semester pattern and continuous assessment system spares very less time for tracking work and implementing the feedbacks. Many times, central admission process by Government for first year students get delayed which affects the number of academic days available for effective teaching for the students getting late admission. In addition, semester pattern consume almost three months for midterm exams sparing less time for teaching-learning process as well as to carry out co-curricular/extracurricular activities.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

ROFEL Shri G. M. Bilakhia College of Pharmacy, Vapi, established in 1999 is one of the old and established educational institutes sponsored by highly reputed Trust- Rotary Foundation for Education and Learning (ROFEL), Vapi. The Trust has a firm standing legacy in the field of education for the past 36 years and it has established many educational institutes.

ROFEL Shri G. M. Bilakhia College of Pharmacy, Vapi has a distinct vision and mission that depicts and

meets the expectations of all its stakeholders. The Institute has a dedicated and determined team at all levels involved in providing quality and proficiency-based Pharmacy education, and it anticipates transforming aspirational students into well-trained professionals by instilling ethics, human values, attention, and apprehension through updated education, which is critical in today's environment.

ROFEL Shri G. M. Bilakhia College of Pharmacy, Vapi is situated in sprawling green ecofriendly environment, presently offering the following Courses viz. B.Pharm and M.Pharm (Pharmaceutical Quality Assurance, Pharmaceutics and Pharmacology). Institute has ICT enabled class rooms, equipped Laboratories, Library with good collection of titles and e-books, Auditorium, Computer Lab, Sport facilities.

The institute's vision and mission are aligned with the goals and objectives of pharmaceutical education. The institution's efforts in achieving its aims and objectives are reflected in the continuous and effective coordination of all academic and administrative activities with planning and successful execution.

Distinctive Feature: Holistic professional development

Arranging the communication skill development program for Students

Our college believes in philosophy that students are the most essential and crucial stakeholder and all essential efforts are made to make them professionally and socially competent, so special efforts are made in this context, it was observed that employers look for skills and attributes in two broad areas: defining skills (technical skills) and enabling skills (soft skills). In our institute Students from a diverse socio-economic and academic background are enrolled annually. Thus, student's needs special assistance in development of communication skills. Programs are organized to render proficiency and employability to the students, to enhance the technical competence of students, to encourage students for highly changing scenario of job and so. The following efforts and initiatives are taken by the Institute to train students.

For this, soft skill development programmes are organized. Adequate basic information about the corporate etiquettes, resume writing, personal interview techniques, competitive examinations, etc is given. It helps in improvement of students in multi-dimensional aspects which further helps them in professional development, exams, etc.

File Description	Document
Link for appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

ROFEL Shri G. M. Bilakhia College of Pharmacy, Vapi is the outcome of meticulous planning, clear vision and concepts, conceived and nurtured by a renowned educational society, committed to quality in academics, research and governance, with its greatest strength in the cadre of staff personnel devoted to excellence in every process and undertaking.

Concluding Remarks :

ROFEL Shri G. M. Bilakhia College of Pharmacy, Vapi firmly abides to the guidelines suggested by the Pharmacy Council of India and affiliating University, GTU in all of its components including curriculum design and its deliverance. Curriculum assessment methods include performance validation of the students in attendance, class tests, assignments, study projects, performance in practical and records of practical lab book, viva voce and internal and sessional assessment examinations. Faculty members are being encouraged regularly to attend skill development FDP's and various professional activities to improve their expertise besides conduction of professional activities in campus on various timely topics of prominence. Faculty members are Doctorates or enrolled for Ph.D Programmes and also have membership of Pharmacy Professional bodies like IPA, APTI.