Hon. Shri. Babanrao Pachpute Vichardhara Trust's Group of Institutions

Faculty of Pharmacy

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A/P-Kashti, Tal-Shrigonda, Dist-Ahmednagar, Pin- 414701
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Email – pariphr@gmail.com

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

Index

PRINCIPAL
H.S.B.P.V.T'S GROUP OF INSTITUTION'S
Faculty of Pharmacy
Kashti, Tal-Shrigonda, Dist-A.Nagar

VISION AND MISSION OF THE INSTITUTE

VISION AND MISION OF THE INSTITUTE

Vision

To serve with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status in rural areas.

Mission

M1: To improve quality of pharmacy education through qualified mentors and providing state of the art facilities for both theory and practical.

M2: To furnish students with proficiency, team spirits that meets the pre-requisites of talent acquisition in pharmaceutical and healthcare sectors.

M3: To groom students as professional pharmacist entrepreneurs for socio-economic upliftment.

http://parikramapharmacy.com/our-vision-mission/

Principal
PRINCIPAL
H.S.B.P.V.T'S GROUP OF INSTITUTION'S
Faculty of Pharmacy
Kashti, Tal-Shrigonda, Dist-A.Nagar

1

Hon. Shri. Babanrao Pachpute Vichardhara Trust's Group of Institutions

Faculty of Pharmacy

A/P-Kashti, Tal-Shrigonda, Dist-Ahmednagar, Pin- 414701
Approved by PCI, New Delhi, Affiliated to Savitribai Phule Pune University, Pune & MSBTE, Mumbai.
Website – www.parikrama.edu.in, Phone – 9766126772, Email – pariphr@gmail.com
Vision – *"To serve with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status in rural areas"*

VISION AND MISSION APPROVED IN THE GB AND IQAC MEETING

(MINUTES OF MEETING)

Parikrama Pharmacy <pariphr@gmail.com>

Governing Body Meeting invitation on 05.12.2022, 12.00pm
1 message

Parikrama Pharmacy <pariphr@gmail.com>
To: pratap.pachpute@gmail.com, vikram5pute@gmail.com, dr.asp_2011@rediffmail.com, Vijay Patil <vvnnpp2002@gmail.com>,
RBTE Aurangabad <rbteau@msbte.com>, ronashik regional office <ronashik@dtemaharashtra.gov.in>, swati.saffron@gmail.com,
Jaydeep Pawar <jaypawarpharma@gmail.com>, Sunil Nirmal <nirmalsunil@gmail.com>, AICTE Western Region <wro@aicte-
india.org>

Sat, Dec 3, 2022 at 8:43 AM

Respected Members,

You are invited for the Governing Body meeting on 05.12.2022, 12.00pm at the
Principal's Office on the following agenda.

1. To discuss & finalize vision, mission and program educational objectives
2. To discuss & finalize examination policy
3. To discuss on result analysis of Final year B. Pharm & SYD Pharm
4. Any other matter with the permission of the Chair.

Thank you.

Dr. Sunil Nirmal
Principal
Hon. Shri. Babanrao Pachpute Vichardhara Trust Group of Institutions, Faculty of Pharmacy, Kashti. Tal-Shrigonda, Dist-
Ahmednagar, Maharashtra.
Pin - 414701; Mob. No - 9766126772
(DTE code - 5303; PUN Code - CPHA017210; AICTE ID - 1-12614931;
PCI Code - 851; MSBTE Code - 2022; AISHE Code - C-41322)
Vision - 'To serve with high quality education for development of students as competent pharmacy professionals for
the upliftment of socio-economic status in rural areas'

enc

Member Secretary
HSBPVT GOI
Faculty of Pharmacy, Kashti.
Tal.Shrigonda,Dist A Nagar

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Governing Body Minutes of Meeting Dated – 5/12/2022

Agenda 1: To discuss & finalize vision, mission and program educational objectives

Dr. Sunil Nirmal, Principal presented the comments received from various stakeholders like students, teachers, nonteaching staff, parents, employers, alumni etc. suggestions were considered for amendments of existing vision, mission and PEO's statements. All members approved suggestions given by the stakeholders.

Accordingly revised vision, mission and PEO are as below.

Vision - To serve with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status in rural areas.

Mission – 1] To improve quality of pharmacy education through qualified mentors and providing state of the art facilities for both theory and practical. 2] To furnish students with proficiency, team spirits that meets the pre-requisites of talent acquisition in pharmaceutical and healthcare sectors. 3] To groom students as professional pharmacist entrepreneurs for socio-economic upliftment.

Program Educational Objectives (PEOs) – 1] To provide knowledge associated with pharmacy profession. 2] To inculcate professional and ethical attitude with lifelong learning habits in students to develop competent pharmacy professionals. 3] To develop entrepreneurship skills and leadership traits in students to facilitate improvement in health and wellbeing of society.

Agenda 2: To discuss & finalize examination policy.

Dr. Manisha Zaware presented revised examination policy as per suggestions received from IQAC members. Revised Examination policy is approved.

Agenda 3: To discuss on result analysis of all years.

Result analysis of Final year B. Pharm & SYD Pharm is presented by Mr. Jaydip Pawar. Results of AY 2021-22 was discussed and it was found satisfactory. All members appreciated concern teachers and students.

Agenda 4: Any other matter with the permission of chair.

NIL

Member Secretary
HSBPVT GOI
Faculty of Pharmacy, Kashti.
Tal.Shrigonda,Dist.A.Nagar

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Governing Body Attendance Dated – 5/12/2022

SN	Name	Sign
1	Dr. Sau. Pratibhatai Pachpute	*PIBP*
2	Shri. Vikramsinh Pachpute	*VBPachput*
3	Shri. Pratapsinh Pachpute	
4	Prof. Anil Pund	
5	Dr. Vijay Patil	
6	Nominee of MSBTE	Absent
7	Nominee of AICTE	Absent
8	Nominee of DTE	Absent
9	Mrs. Swati Shinde	Absent
10	Mr. Jaydeep Pawar	
11	Dr. Sunil Nirmal	

Member Secretary
HSBPVT GOI
Faculty of Pharmacy, Kashti.
Tal.Shrigonda,Dist.A.Nagar

4

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Email – pariphr@gmail.com

Minutes of meetings of IQAC dated 22.11.2022

Agenda 1: To discuss & finalize vision, mission and program educational objectives

Mrs. Meghana Raykar presented the comments received from various stakeholders like students, teachers, nonteaching staff, parents, employers, alumni etc. suggestions were considered for amendments of existing vision, mission and PEO's statements. All IQAC members approved suggestions given by the stakeholders.

Accordingly revised vision, mission and PEO are as below.

Vision - To serve with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status in rural areas.

Mission – 1] To improve quality of pharmacy education through qualified mentors and providing state of the art facilities for both theory and practical. 2] To furnish students with proficiency, team spirits that meets the pre-requisites of talent acquisition in pharmaceutical and healthcare sectors. 3] To groom students as professional pharmacist entrepreneurs for socio-economic upliftment.

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Agenda 2: To discuss & finalize examination policy.

Dr. Manisha Zaware presented examination policy. IQAC members suggested adding some points regarding moderation policy, answer keys for internal assessment and preparation of examination calendar. Accordingly Dr. Manisha Zaware will submit revised examination policy.
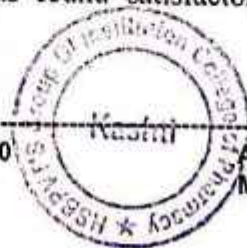
Agenda 3: To discuss on result analysis of all years.

Result analysis of Final year B. Pharm & SYD Pharm is presented by Mr. Jaydip Pawar. Results of AY 2021-22 was discussed and it was found satisfactory. IQAC members appreciated concern teachers and students.

DTE Code: 5303
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Agenda 4: To discuss on publication & dissemination of vision, mission and program educational objectives.

Mrs. Meghana Raykar presented the draft on publication & dissemination of vision, mission and program educational objectives. Committee suggested incorporating following ways in the draft.

Website, email signature, foam sheet, sheets by students, letter heads, official publications. Journals, etc. it is decided that every teachers will give information to students about vision, mission, PEO's, CO, PO etc. alumni meet need to conduct and vision mission will be presented. Same will be communicated to parents by parents meet.

Agenda 5: To discuss on the process for defining the Vision, Mission and PEOs.

Mrs. Meghana Raykar presented the process for defining the Vision, Mission and PEOs which is approved by IQAC with minor suggestions.

Agenda 6: Any other matter with the permission of chair.

NIL

22/11/2022

Member Secretary
HSBPVT GOI
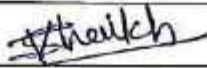Faculty of Pharmacy, Kashti.
Tal Shrigonda, Dist.A.Nagar

22·11·2022

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Faculty of Pharmacy
Kashti, Tal-Shrigonda, Dist-A.Nagar

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Attendance

Internal Quality Assurance Cell Dated 22.11.2022

Sr. No.	Name	Signature
1	Dr. S.A. Nirmal	_22.11.2022_
2	Mr. P.B. Pachpute	_PBP_
3	Prof. A.S. Pund	
4	Mr. J.B.Pawar	_22/11/22_
5	Mr. S.J.Anbhule	_22.11.22_
6	Mr. D.A. Landage	_22/11/22_
7	Dr. M.S. Zaware	_Malnisha 22/11/22_
8	Mrs. M.H. Raykar	_Meghana 22/11/2022_
9	Dr. D. Mhaske	Absent
10	Mr. Wajid Shaikh	_Shaikh_
11	Ms. Pallavi Khedkar	Absent
12	Mr. Sahil Munot	Absent
13	Mr. S.M. Darekar	_22/11/22_

22/11/2022

Member Secretary
HSBPVT GOI
Faculty of Pharmacy, Kashti.
Tal.Shrigonda,Dist.A.Nagar

27.11.2022
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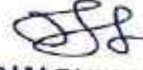Faculty of Pharmacy
Kashti, Tal-Shrigonda, Dist-A.Nagar

Kashti

HSBPVT, Kashti

Committee & Meeting Report

Committee Name : Internal Quality Assurance Cell (IQAC)	Committee Formation Date : 27th Jun,2022	Academic Year : 2022-23	Committee Level : Institute

637b64cb1d805.pdf   637b64c2a7feb.pdf

Total Members (13)

Sr. No.	Members	Roles	Responsibility	Contact Details	Designation	Attachment
1	Dr. Sunil Nirmal	Chairperson		9766126772 nirmalsunil@gmail.com	Principal	
2	Anil Pund	Member		9552523526 dr.asp_2011@rediffmail.com	Chief Administrative Officer	
3	Dnyandev Mhaske	Member		9404283699 dnyandeomhaske@gmail.com	Principal, MJS, Shrigonda	
4	Pallavi Khedkar	Member		7768958563 pallavikhedkar1994@gmail.com	Senior Executive of Medical Communication, Regrow	
5	Sahil Munot	Member		8600838373 sahil.munot@gennova.co.in	Regulatory Officer, Department of Regulatory Affai	
6	Pratap Pachpute	Member		7219100009 pratap.pachpute@gmail.com	Chief Executive Officer	
7	Prof Jaydeep Babasaheb Pawar	Member		9422018236 jaypawarpharma@gmail.com		
8	Prof. Dhananjay Landge	Member		9970827515 dhananjaylandge@gmail.com		
9	Prof Sachin Anbhule	Member		7875196019 sachin.anbhule@gmail.com		
10	Manisha Zaware	Member		9404696599 zawarems20@gmail.com	Assistant Professor	
11	Mrs. Meghana Hiraman Raykar	Member		9404695242 meghanaraykar17@gmail.com		
12	Vajid Shaikh	Member		8308993438 vajidshaikh0707@gmail.com	student	
13	Prof Shrikant Darekar	Member Secretary		9404976891 hodpharmacology02@gmail.com	*	

Meeting Details (Total Meetings - 1)

1.	Meeting Name : Finalization of various policies	Date Time : 22nd Nov,2022	9:30 am	Members attended the meeting : 10

Meeting Ag.	Agenda 1. To discuss & finalize vision, mission and program educational objectives 2. To discuss & finalize examination policy 3. To discuss on result analysis of Final year B. Pharm & SYD Pharm 4. To discuss on adequacy in respect of publication & dissemination of vision, mission and program educational objectives. 5. To discuss the process for defining the Vision and Mission and PEOs. 6. Any other matter with the permission of Chair.
Meeting Attachment	637f6d13a9b74.jpeg
Members attended the meeting	Prof. Dhananjay Landge, Prof Jaydeep Babasaheb Pawar, Prof Sachin Anbhule, Prof Shrikant Darekar, Pratap Pachpute, Anil Pund, Dr. Sunil Nirmal, Mrs. Meghana Hiraman Raykar, Manisha Zaware, Vajid Shaikh.

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Minutes of meetings of IQAC dated 22.11.2022

Agenda 1: To discuss & finalize vision, mission and program educational objectives

Mrs. Meghana Raykar presented the comments received from various stakeholders like students, teachers, nonteaching staff, parents, employers, alumni etc. suggestions were considered for amendments of existing vision, mission and PEO's statements. All IQAC members approved suggestions given by the stakeholders.

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Mrs. Meghana Raykar presented the process for defining the Vision, Mission and PEOs which is approved by IQAC with minor suggestions.

Agenda 6: Any other matter with the permission of chair.

NIL

Report Generated On 2022-11-24 06:41:42 PM [By Dr. Sunil Nirmal

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OFFICE ORDERS FOR ADMINISTRATIVE WORK

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Email – pariphr@gmail.com

Date: 14/06/2022

Circular

The following Faculty Incharges are responsible for different functional committees. Each committee head will organize meetings as required and prepare and maintain the Minutes of Meeting (MOM).

Sr. No.	Name of Committee	Faculty Incharge/ Committee Head
1.	Governing Body (GB)	Dr. Sunil Nirmal
2.	College Development Committee (CDC)	Dr. Sunil Nirmal
3.	Internal Quality Assurance Cell (QAC)	Dr. Sunil Nirmal
4.	Institutional Examination Committee	Dr. Manisha Zaware
5.	Library Committee	Mr. Gaikwad Annasaheb
6.	Training Placement and Entrepreneurship Development Cell (TP and ED Cell)	Prof. Sonali Barke
7.	Research and Development (R and D Cell)	Mr. Dhahanjay Landge
8.	Institutional Innovation Council (IIC)	Dr. Wayal Sandesh
9.	Women Grievances Cell	Prof. Priyanka Manmode
10.	Alumni Committee	Prof. Sachin Anbhule
11.	Anti-ragging Committee	Prof. Shruti Sonwane
12.	Institutional Animal Ethics Committee	Prof. Shrikant Darekar
13.	Anti-Discrimination Cell	Prof. Dalimbe Ashok

Principal

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Faculty of Pharmacy
Kashti, Tal-Shrigonda, Dist-A.Nagar

10

Copy to:
All concerned Committee Head

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Website – www.parikrama.edu.in, Phone – 9766126772,
Email – pariphr@gmail.com

Date: 14/06/2022

Constitution of Various Committees

Sr. No.	Name of Committee	Faculty Incharge	Frequency of Meeting	Tenure
1.	Governing Body (GB)	Dr. Sunil Nirmal	Twice/Year	Two Years
2.	College Development Committee (CDC)	Dr. Sunil Nirmal	Twice/Year	Two Years
3.	Internal Quality Assurance Cell (QAC)	Dr. Sunil Nirmal	Twice/Year	Two Years
4.	Institutional Examination Committee	Dr. Manisha Zaware	Twice/Year	Two Years
5.	Library Committee	Mr. Gaikwad Annasaheb	Twice/Year	Two Years
6.	Training Placement and Entrepreneurship Development Cell (TP and ED Cell)	Prof. Sonali Barke	Twice/Year	Two Years
7.	Research and Development (R and D Cell)	Mr. Dhahanjay Landge	Twice/Year	Two Years
8.	Institutional Innovation Council (IIC)	Dr. Wayal Sandesh	Twice/Year	Two Years
9.	Women Grievance Redressal Cell	Prof. Priyanka Manmode	Twice/Year	Two Years
10.	Alumni Committee	Prof. Sachin Anbhule	Twice/Year	Two Years
11.	Anti-ragging Committee	Prof. Shruti Sonwane	Twice/Year	Two Years
12.	Institutional Animal Ethics Committee	Prof. Shrikant Darekar	Twice/Year	Two Years
13.	Anti-Discrimination Cell	Prof. Dalimbe Ashok	Twice/Year	Two Years

Principal

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Email – pariphr@gmail.com

Ref.: Pharm/2022-23/1041-B.   Date: 22/07/2022.

OFFICE ORDER

Following faculty have been appointed for various administrative works for the A. Y. 2022-23,

Sr. No.	Portfolio	Faculty In-charge	Roles and Responsibilities
1	Internal Quality Assurance Cell (IQAC) & Accreditation Coordinator	Mr. S. M. Darekar	• Execution of all the activities related to NBA/ NAAC process. • Development and application of quality benchmarks/parameters for various academic and administrative activities of an institution • Dissemination of information on various quality parameters of higher education. • Organization of workshops, seminars on quality related themes and promotion of quality circles • Documentation of the various programs / activities leading to quality improvement • Preparation of the Quality Assurance Report
2	Head of Departments	Mr. D. A. Landge (Pharmaceutics) Mr. S. J. Anbhule (Pharmaceutical Chemistry) Mr. S. M. Darekar (Pharmacology)	• Departmental general supervision and development • Distribution of workload as per syllabus • Finalization of annual requirements of Lab equipment, books, stationery

DTE Code: 5303   PUN Code: CPHA017210   AICTE ID: 1-12614931
PCI code: 851   AISHE Code: C-41322   MSBTE Code - 2022

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			and consumables
		Dr. S. R. Wayal (Pharmacognosy)	• Monitoring for achievement of quality and objectives • Monitoring of teaching-learning process and submission of recommendations for staff appraisal to the Principal
3	Examination (Internal and External) In-charge	Mr. J. B. Pawar (External)	• Planning and execution of smooth conduct of examinations as per academic calendar • Maintaining records of internal and university examinations,
		Dr. M. S. Zaware (Internal)	• Taking decisions related to examinations, in consultation with examination committee • Ensuring the completeness of examination process in all aspects
4	Training, Placement Officer	Ms. S. A. Barke	• Regular updation of database of students mentioning companies information and contact details • Communication with pharmaceutical industries for students training and placement. • Organization of pre-placement training/workshops/seminars for students and faculty • Conduction of industrial visits and awareness programs for the preparation of campus placement. • Coordination for campus placement procedures. • Encourage students to

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MSBTE Code - 2022

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			consider self-employment as a career option and organization of training programes in entrepreneurship.
5	Library In-charge	Mr. G. R. Wadurkar	▪ Regulation and controlling of all activities related to library
6	Institution's Innovation Council (IIC) Convenor	Dr. S. R. Wayal	▪ Conduction of various innovations, IPR and entrepreneurship-related activities prescribed by MIC in time bound fashion ▪ Identification and rewarding of innovations and share success stories ▪ Organizing periodic workshops/ seminars/ interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators ▪ Networking with peers and national entrepreneurship development organizations ▪ Creation of an Institution's Innovation portal to highlight innovative projects carried out by institution's faculty and students ▪ Organization of Hackathons, idea competition, mini-challenges etc. with the involvement of industries
7	Cultural In-charge	Ms. K. M. Jambhale	▪ Planning and execution of all the intra/inter-collegiate / university cultural activities.
8	Sport In-	Mr. S. S. Bangar	▪ Planning and conduction of

DTE Code: 5303
PCI code: 851

PUN Code: CPHA017210
AISHE Code: C-4132:

AICTE ID: 1-12614931
MSBTE Code - 2022

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Hon. Shri. Babanrao Pachpute Vichardhara Trust's Group of Institutions

Faculty of Pharmacy

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	charge		intra/inter-collegiate/ university sports activities
9	Animal House In-charge	Mr. S. M. Darekar	- Maintaining of overall activities of animal house - Handling of all issues related to animals - Maintaining of up to date records of IAEC as per CPCSEA - Looking after consultancy services
10	NSS Coordinator	Mr. D. A. Landge	- Planning and conduction of all NSS activities as per university guidelines - Organization of social outreach programs initiated by college/ management
11	Feedback Coordinator	Ms. V. D. Dandage	Taking all types of feedbacks and submission of the reports
12	Social Media Coordinator	Mr. G. R. Wadurkar	Preparation of data for the social media
13	Store In-charge	Mr. Sagar Jadhav	Supervision of the overall record of the central store
14	Medicinal Plant Garden In-charge	Ms. S. A. Barke	Regulation and controlling of all activities related to medicinal plant graden
15	Magazine & News letters Coordinator	Ms. P. D. Manmode	- Collection of data for news letters. - Submission of data for magazine printing
16	Student support system Coordinator	Ms. S. C. Sonawane	- Analyzing the performance of students - Finding of weak and bright student - Planning of activities for students according to their performance

DTE Code: 5303
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Email – pariphr@gmail.com

17	Industrial visit Coordinator	Ms. A. A. Giramkar	▪ Planning and organization of the industrial visits
18	Mentor-Mentee System Coordinator	Ms. S. D. Bankar	▪ Allotment of mentee to mentor ▪ Follow up regarding Assigned work ▪ Distribution and collection mentor book ▪ Planning of mentoring meetings
19	Post Graduate (PG) Coordinator	Ms. M. H. Raykar	▪ Planning and smooth conduction of curriculum for PG students
20	Class Teacher-F. Y. B. Pharm	Mr. R. K. Salve	▪
21	Class Teacher-S. Y. B. Pharm	Mr. S. S. Bangar	Planning and smooth execution of curriculum for assigned class
22	Class Teacher-T. Y. B. Pharm	Ms. P. D. Manmode	
23	Class Teacher-Final Y. B. Pharm	Ms. K. M. Jambhale	
24	Computer Lab In-charge	Mr. A. Dalimbe	▪ Maintaining of the record of computers and their uses ▪ Handaling of issue related to computers

Dr. S. A. Nirmal
Principal
PRINCIPAL
H.S.B.P.V.T'S GROUP OF INSTITUTION'S
Faculty of Pharmacy
Kashti, Tal-S---- --- ---t-A.Nagar

OFFICE ORDER FOR ACADEMIC YEAR 2023-24

Ref: Pharm/2023-24/1377-B   Date: 21/08/2023

OFFICE ORDER

Following faculty have been appointed for various administrative works for the A. Y. 2023-24,

Sr. No.	Portfolio	Faculty In-charge	Roles and Responsibilities
1	Internal Quality Assurance Cell (IQAC) & Accreditation Coordinator	Mr. S. M. Darekar	▪ Execution of all the activities related to NBA/ NAAC process. ▪ Development and application of quality benchmarks/parameters for various academic and administrative activities of an institution ▪ Dissemination of information on various quality parameters of higher education. ▪ Organization of workshops, seminars on quality related themes and promotion of quality circles ▪ Documentation of the various programs / activities leading to quality improvement ▪ Preparation of the Quality Assurance Report
2	Head of Departments	Mr. D. A. Landage (Pharmaceutics) Dr. S. J. Anbhule (Pharmaceutical Chemistry) Mr. S. M. Darekar (Pharmacology)	▪ Departmental general supervision and development ▪ Distribution of workload as per syllabus ▪ Finalization of annual requirements of Lab equipment, books, stationery and consumables

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A/P-Kashti, Tal-Shrigonda, Dist-Ahmednagar, Pin- 414701
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		Dr. S. R. Wayal (Pharmacognosy)	▪ Monitoring for achievement of quality and objectives ▪ Monitoring of teaching-learning process and submission of recommendations for staff appraisal to the Principal
3	**Examination (Internal and External) In-charge**	**Mr. J. B. Pawar** (External)	▪ Planning and execution of smooth conduct of examinations as per academic calendar ▪ Maintaining records of internal and university examinations,
		Dr. M. S. Zaware (Internal)	▪ Taking decisions related to examinations, in consultation with examination committee ▪ Ensuring the completeness of examination process in all aspects
4	**Training, Placement Officer**	**Ms. S. A. Barke**	▪ Regular updation of database of students mentioning companies information and contact details ▪ Communication with pharmaceutical industries for students training and placement. ▪ Organization of pre-placement training/workshops/seminars for students and faculty ▪ Conduction of industrial visits and awareness programs for the preparation of campus placement. ▪ Coordination for campus placement procedures. ▪ Encourage students to consider self-employment as a

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			career option and organization of training programes in entrepreneurship.
5	Library In-charge	Mr. Annasaheb Gaikwad	• Regulation and controlling of all activities related to library
6	Institution's Innovation Council (IIC) Convenor	Dr. S. R. Wayal	• Conduction of various innovations, IPR and entrepreneurship-related activities prescribed by MIC in time bound fashion • Identification and rewarding of innovations and share success stories • Organizing periodic workshops/ seminars/ interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators • Networking with peers and national entrepreneurship development organizations • Creation of an Institution's Innovation portal to highlight innovative projects carried out by institution's faculty and students • Organization of Hackathons, idea competition, mini-challenges etc. with the involvement of industries

DTE Code: 5303
PCI code: 851

PUN Code: CPHA017210
AISHE Code: C-41322

AICTE ID: 1-12614931
MSBTE Code - 2022

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7	Cultural In-charge	Ms. K. M. Jambhale	▪ Planning and execution of all the intra/inter-collegiate / university cultural activities.
8	Sport In-charge	Mr. Gaurav Wadurkar	▪ Planning and conduction of intra/inter-collegiate/ university sports activities
9	Animal House In-charge	Mr. S. M. Darekar	▪ Maintaining of overall activities of animal house ▪ Handling of all issues related to animals ▪ Maintaining of up to date records of IAEC as per CPCSEA ▪ Looking after consultancy services
10	NSS Coordinator	Mr. D. A. Landage	▪ Planning and conduction of all NSS activities as per university guidelines ▪ Organization of social outreach programs initiated by college/ management
11	Feedback Coordinator	Ms. V. D. Dandage	▪ Taking all types of feedbacks and submission of the reports
12	Social Media Coordinator	Mr. G. R. Wadurkar	▪ Preparation of data for the social media
13	Store In-charge	Mr. Sagar Jadhav	▪ Supervision of the overall record of the central store
14	Medicinal Plant Garden In-charge	Ms. S. A. Barke	▪ Regulation and controlling of all activities related to medicinal plant graden
15	Magazine & News letters Coordinator	Ms. P. D. Manmode	▪ Collection of data for news letters. ▪ Submission of data for magazine printing
16	Student support system	Ms. S. C. Sonawane	▪ Analyzing the performance of students ▪ Finding of weak and bright student

DTE Code: 5303
PCI code: 851

PUN Code: CPHA017210
AISHE Code: C-4132

AICTE ID: 1-12614931
MSBTE Code - 2022

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	Coordinator		• Planning of activities for students according to their performance
17	Industrial visit Coordinator	Ms. Dalimbe Ashok	• Planning and organization of the industrial visits
18	Mentor-Mentee System Coordinator	Ms. S. D. Bankar	• Allotment of mentee to mentor • Follow up regarding Assigned work • Distribution and collection mentor book • Planning of mentoring meetings
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20	Class Teacher-F. Y. B. Pharm	Mr. R. K. Salve	
21	Class Teacher-S. Y. B. Pharm	Mr. Ashok Dalimbe	• Planning and smooth execution of curriculum for assigned class
22	Class Teacher-T. Y. B. Pharm	Ms. P. D. Manmode	
23	Class Teacher-Final Y. B. Pharm	Ms. K. M. Jambhale	
24	Computer Lab In-charge	Dr. Manisha Zaware	• Maintaining of the record of computers and their uses • Handaling of issue related to computers

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PERSPECTIVE PLAN FOR THE ADMINISTRATION & DEVELOPMENT

parikrama
group of institutions

https://www.parikrama.edu.in

PERSPECTIVE PLAN

ACADEMIC YEAR
2021-22 to 2025-26

Hon. Shri. Babanrao Pachpute Vichardhara Trust's Group of Institutions was established by great visionary person **Hon. Shri Babanrao Pachpute** in **2009** at **Kashti** village aiming revolution in education in rural place. Trust is working under the visionary leadership of **Shri Vikramsinh B. Pachpute** as a Secretary and **Adv. Pratapsinh B. Pachpute** as a CEO. The institutions of the trust's spreads over the 121 acre area with green lush campus branded as **Parikrama**. Parikrama foresight has created one of the largest integrated campuses in the country. Parikrama provides education in different streams,

ENGINEERING- Faculty of Engineering

Program Offered,

- Computer Engineering
- Electrical Engineering
- Electronics and Computer Engineering
- Mechanical Engineering
- Civil Engineering

PHARMACY- Faculty of Pharmacy

Program Offered,

- Bachelors in Pharmacy
- Masters in Pharmacy (Pharmaceutics)
- Diploma in Pharmacy

MBA- Faculty of Management

Program Offered,

- MBA in Finance
- MBA in Human Resources
- MBA in Marketing
- MBA in Business Analytics

- MBA in OSCM
- All major & Minor Specializations provided by SPPU

POLYTECHNIC- Parikrama College of Polytechnic

Program Offered,

- Diploma in Computer Engineering
- Diploma in Civil Engineering
- Diploma in Mechanical Engineering
- Diploma in Electrical Engineering
- Diploma in Medical Engineering
- Diploma in Automobile Engineering

CBSC SCHOOL- Parikrama Public School

Program Offered,

- Pre-Primary to 12th
- CBSE

DIPLOMA PHARMACY - Parikrama Diploma in Pharmaceutical Science

Program Offered,

- Diploma

These institutions in the campus strive for excellence among the students. Students of Parikrama combined analytical rigor with curiosity, playful imagination, and an appetite for solving the hardest problems in service to society. With various institutions Parikrama try to give exposure to the students with talks from various fields, which make them better learners with a deep understanding of the subjects and in weaving between various streams thus making them unique and excellent for entrepreneur as well as a leader. This also helps them understand the world better and give efficient solution to problems faced by the world.

FOUNDER

Hon. Shri. Babanrao Pachpute

'**Parikrama**' means a journey around Globe, an initiation of a tour from particle to infinity…. The journey through knowledge, efforts and humanity. 'Parikrama' begins this journey at one heart and may it take the concern and affection to all throughout the world.

PRESIDENT

Hon. Sau. Dr. Pratibhatai Pachpute

In this fact paced competitive world, unabated learning and ability to innovate are the key focus areas of most organizations. We have designed our programmes keeping exactly these demands of the industry in mind to ensure that the students get opportunities to maximize their learning and increase the horizon of their knowledge.

SECRETARY

Hon. Shri. Vikramsinh Pachpute

In an era of firm competition, success can only be achieved if one makes the right kind of effort at the right time. Your effort in choosing 'Parikrama' as your Alma mater should be your best choice and I am pleased to welcome you.

TRUSTEE

Hon. Shri. Pratapsinh Pachpute

Foresight, ability to seize the opportunity, relentless drive to succeed and tremendous acumen in recognizing the needs of the industry and integrating knowledge with professional inputs are the secrets behind 'Parikrama' which have always kept us at the forefront of Education value creation and a sustainable model of growth and achievement for the past decade. 'Parikrama' provides a rich and diversified culture to grind the young brains so as to get evolve in to the challenging scenario with performance, competitiveness, value creation and other professional skills.

ABOUT FACULTY OF PHARMACY

Faculty of Pharmacy institute was started in 2009 which offering various programs like D. Pharmacy with 60 intake capacity; B. Pharmacy with 100 intake capacity and M. Pharmacy in Pharmaceutics with 15 intakes capacity. More than 700 students have passed out from inception of the institute and have ordinary 95% results. Institute focus to provide best academic knowledge to the students as per curriculum prescribed by Pharmacy Council of India (PCI), New Delhi and Savitribai Phule Pune University, Pune. Institute is approved by AICTE, PCI, DTE and has affiliations of Savitribai Phule Pune University and MSBTE. Institute offering quality education to the students with curricular, co-curricular and extracurricular activities providing opportunities to acquire knowledge and enhance skills throughout the course or programs. The team of the institute consist of very dedicated teachers working together to provide students high range of learning experience. Institute has excellent infrastructure where classrooms are equipped with multimedia facility, sophisticated instruments. Additionally institute has animal house approved by CPCSEA and auditorium with audio-visual facilities. The institute's library has good collection of books, scientific journals and internet facility with 155 mbps speed. To achieve excellence in educational sector, institute is trying to increase placement through different activities. Institute is actively looking for MOU's and student exchange program with different global University, industrial support for placement and bridge or add on courses to reduce industry-institute gaps.

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DR. SUNIL A. NIRMAL

It gives me immense pleasure to welcome you all to Hon. Shri. Babanrao Pachpute Vichardhara Trust's, Group of Institutions, College of Pharmacy, Kashti. You are standing on the crosswords of one of the most critical decision of your academic carrier. By opting for pharmacy you have taken a very prudent step, as undoubtedly, it is one of the most satisfying professional course. Apart from opening up multiple carrier avenues, it is also one of the most noble of all professions. In spite of being one of the oldest profession of the civilized world, its relevance today, is even greater due to discovery of newer and newer drugs. At HSBPVT, GOI, College of Pharmacy, Kashti, we will provide you the best possible education and training to make you worthy of this Nobel task. We have the infrastructure and facilities that includes a pilot plant, parenteral section, fourteen well equipped laboratories, library, medicinal plant garden, animal house and sophisticated instrument lab and other that will make your learning over here an experience to cherish. All this is backed by qualified and dedicated faculty and excellent placement support. I am sure you will be benefited a lot from learning at HSBPVT, GOI, College of Pharmacy, Kashti and stand to the working precedent set in by the alumni of Parikrama.

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VISION AND MISSION OF THE INSTITUTE

Vision

To serve with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status in rural areas.

Mission

M1: To improve quality of pharmacy education through qualified mentors and providing state of the art facilities for both theory and practical.

M2: To furnish students with proficiency, team spirits that meets the pre-requisites of talent acquisition in pharmaceutical and healthcare sectors.

M3: To groom students as professional pharmacist entrepreneurs for socio-economic upliftment.

PROGRAM EDUCATIONAL OBJECTIVES (PEOS)

- **PEO1:** To provide knowledge associated with pharmacy profession.
- **PEO2:** To inculcate professional and ethical attitude with lifelong learning habits in students to develop competent pharmacy professionals.
- **PEO3:** To develop entrepreneurship skills and leadership traits in students to facilitate improvement in health and wellbeing of society.

The institute has well defined organizational setup governed by GB. This hierarchical set up of institute is established from top management to down the level clearly demarking the duties and responsibilities of stakeholders at every stage to achieve all the organisational objectives. The proper implementation of concrete academic and administrative policies is critically ensured by the GB through the college development committee (CDC). The institute administrative setup is headed by the Principal to implement all the policies, service rules, and regulations govern by the GB as per the norms of PCI and SPPU and it is effectively run through the subsidiary institutional bodies. The Principal, who monitors the overall functioning, has executive powers to take decisions for academic, administrative and financial work, with different levels of decentralization for efficient and effective governance and deployment of strategic or perspective plan.
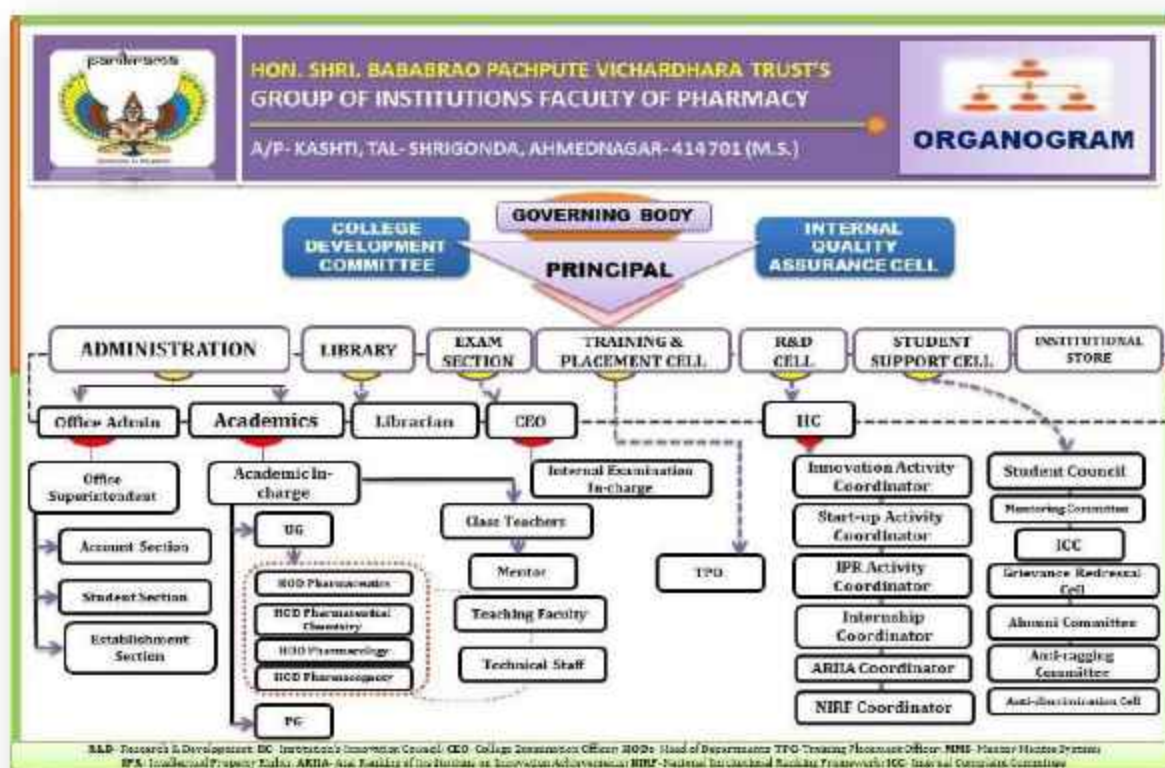
● INSTITUTIONAL STRENGTH

1. Management of HSBPVT's GOI always devoted to give quality based education through recruitment of highly qualified, experienced and self-motivated staff for holistic development of students to uplift the of socio-economic status in rural area.

2. Integrated campus concept of management helps to create a comprehensive understanding of subjects of different discipline.

3. Institute has classrooms equipped with ICT facilities; laboratories with sophisticated instruments, library and reading room having more than 4000 books or e-books, animal House approved by CPCSEA, internet connection with 100 mbps speed facility, staff quarters and girls and boy's hostel.

4. Institute ensuring safety and security of students in the college with CCTV cameras and WiFi in all corners in the campus.

5. Involvement of stakeholders through various committees and activities and their feedback helps in strengthening the college core values in the organization.

6. Institute's Mentor-Mentee System (MMS) monitor the overall performance of student in curricular, co-curricular as well as in extra-curricular activities and circulating educational memorandum to the students effectively.

7. Participation and ranking of institute in ARRIA, NIRF, IIC etc. gives a bird eye view on status in our country.

8. Student exchange program (MoU) with global universities gives platform to the students and faculty for academic and research excellence.

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INSTITUTIONAL WEAKNESS

1. Funding from government and non-government agencies.

2. Communication skills of students addressing from rural area.

3. Locality of the institution in non-residential area.

4. Very few students chosen entrepreneurship as career.

5. Affiliation of college to SPPU does not allow to design own course.

INSTITUTIONAL OPPORTUNITIES

1. Introduction of addition PG programs in Pharmacology, Pharmaceutical Chemistry, Pharmacognosy and Regulatory affairs etc., obtain autonomous status and Ph.D. center.

2. Promote faculty to apply for funded research agencies like DST/DBT/AICTE/CSIR/AYUSH etc.

3. Reinforcement of R and D Cell and boost Interdisciplinary research and obtain maximum research grants.

4. Establishment of incubation center and initiation of start-ups.

INSTITUTIONAL CHALLENGES

1. Generate a reasonable amount of funds for infrastructural facilities and promoting the research activity.

2. Increase patentable research in the institute and its commercialization.

3. Development of entrepreneurial aptitude in students.

4. Satisfy the ever-growing expectations of various stake holders.

5. Keep the students academically focused in the world of varied temptations.

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INSTITUTE'S NEP 2020 PERCEPTION

Our institute wishes to achieve autonomy so that it can effectively implement NEP recommendations & launch multidisciplinary programs & interdisciplinary research. As a part of holistic education, our institute organized value-based and skill development programs for developing universal human values and skills in students. We motivated our students to participate in physical fitness activities like various sports and yoga. Students also participates in community outreach programs like health awareness rallies & street plays, blood donation drives, and national immunization programs. Students undertake interdisciplinary research projects as a part of implementation of NEP.

University Grants Commission, New Delhi had issued instruction to The University for the Implementation of Academic bank of credits on 16th August, 2022. Our institute is approved by Pharmacy Council of India, New Delhi and affiliated to Savitribai Phule Pune University, Pune. Our University has implemented ABC from 15th October, 2022. The institute has implemented ABC as per University guidelines for credit transfer or consideration. The students were received assistance in this regard from both the examination section and their respective Mentors.

The National Education Policy (NEP) 2020 has given special emphasis on vocational education through integration and mainstreaming of vocational education with general education which will help students in acquiring various skills to meet the needs of the industries and to improve the quality of education. Skill development helps build a strong foundation for students at the college level. It helps build self-esteem, confidence, and

leadership skills. It develops problem-solving skills and collaboration. It helps students become independent thinkers and encourages them to plan for their future.

Value education adopted through co-curricular and extracurricular activities, college is focusing on the development of students by providing different approaches to student such as societal and environmental awareness. Extra-curricular activity along with NSS unit actively participated in social activities. NSS organize different activity such as NSS camp for 7 day in adopted village, awareness rally's, blood donation and health check camp. This helps to improve communication and leadership skill among the students along with increased bonding towards society.

Our students participate in various competitions such as essay writing competitions, poster presentation competitions, quiz, and debates, rangoli competitions. We celebrate environmental day, Alzimers day, Savitribai Phule birth anniversary, Chatrapati Shivaji Maharaj birth anniversary, Dr. Babashaheb Ambedkar birth anniversary etc, to inculcate universal values within the students.

Institute organizes different guest lecture series for students from various sector such as industrial, academic, entrepreneurs and our college alumni students for skill and knowledge improvement of students and nurturing their start up and entrepreneurship abilities. College offer certificate programme other than academic in Pharmacovigilance in blended mode by associating with our industry partners Elite Pharma. College has taken initiative to register students on NPTEL and Coursera to attend online certificate courses in future. College done various MOU with different pharma industries and foreign University such as Malahayati University, Indonesia, Pote Maharaj Ayurvedalaya, Saffron Pharma Pvt

Ltd, Bora Pharma Pvt Ltd etc., to improve knowledge and practical skills. We provide soft skill and communication skills trainings, various Add-on Certificate Courses, Hands-on Training workshops, Entrepreneurship skills development programs for knowledge upliftment of students.

Our institute is running pharmacy program as per the regulations of Pharmacy Council of India for upliftment of socio-economic status in rural area. Pharmacy, a century old science and practice, has its roots in the traditional system of medicines such as Ayurveda, Yoga, Unani, Siddha and Homeopathy (AYUSH). These traditional systems of medicines are very well taught under Pharmacognosy and Phytochemistry course in the institute. Officially the content of delivery of course is in English as per statutory requirements, on the demand of students, the bilingual mode like English, Marathi or Hindi is used in the classroom for better understanding of the Indian traditional knowledge and to make the students understand the concepts. We believe there is a strong need to revive our ancient or tribal knowledge of medicines among the modern learners and achieve the goal of NEP 2020.

Institute always trying to imbibe traditional knowledge among the students by the way of designing of the herbal research projects, creating awareness of medicinal use of herbs through guest lectures, cultivation and conservation of medicinal plants throughout the year. Institute has well developed medicinal plant garden where plants are encoded with QR code so that students can explore their Ethnopharmacological knowledge as and when required.

Outcome-Based Education (OBE) focuses on student-centered approaches to teaching. According to the OBE system. All students are required to reach a certain level of

proficiency at the end of the course and thus achieves a certain level of success in a course. Our institute has been implementing outcome-based Education since the 2019-20 academic year. The organization uses program outcomes (PO) as defined by National Board of Accreditation (NBA) and accordingly CO and PO are defined as per University syllabus. The terms used to describe CO's are based on Bloom's taxonomy. Blooms taxonomy is designed to encourage different types of thinking in learning such as analysis, evaluation, and design rather than making facts as traditional leaning. There are 6 CO's for each course. PO and CO for all courses offered by the institute are published on the website in detail. The CO are prepared by the course in charge in consultation with HOD. CO-PO mapping is done at level 1 (low), 2 (medium), 3 (high) or – (no corelation) and all stakeholders are made aware of this by posting it on website. In addition, all teachers will inform students about CO at the start of the teaching. Attainment level is determined by the course administrator in consultation with HOD based on the difficulty of the course.

Pharmacy is a field that requires extensive hands-on training and practical experience. Pharmacy programs require in-person education for comprehensive learning and skill development. The hands-on training, practical experience, interpersonal skills development, collaborative learning, and exposure to ethical and professional standards provided by in-person education are indispensable for future pharmacists, so distance education is not recommended. If the Pharmacy council of India or University approves any such module for Pharmacy, we are ready to launch the same.

Online education has transformed the traditional classroom into a dynamic and inclusive learning environment. Our college organises online guest lectures by various pharmaceutical industry experts for upgrading student knowledge. Online guest lectures

have emerged as a valuable tool for enhancing collaboration between the pharmaceutical industry and academia. By bridging the industry-academia gap, providing practical insights, facilitating networking opportunities, fostering collaborative research, and offering flexibility and global reach, online guest lectures create a symbiotic relationship that benefits both parties. Online guest lectures by pharmaceutical industry experts provide students with a unique opportunity to learn from experienced professionals, gain industry-relevant knowledge, receive career guidance, and build professional connections. These lectures offer invaluable insights into the pharmaceutical field beyond the confines of traditional classroom education. By embracing online guest lectures, students can acquire the skills, knowledge, and perspectives necessary to excel in the pharmaceutical industry and contribute to the advancement of healthcare.

SHORT TERM GOALS

Followings are the short term goals of the institute,

1. Increase infrastructure, research facilities and number of Ph.D. faculties.

2. Development of student centric learning processes.

3. Obtain permanent affiliation of Savitribai Phule Pune University

4. Recognition of institute under section 2(f) & 12(B) of UGC act.

5. Obtained PG courses in pharmaceutical chemistry, Pharmacognosy, Pharmacology, Quality assurance.

6. Increase research ability of the teaching faculties.

7. Improve placement through campus drive.

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LONG TERM GOALS

Followings are the long term goals of the institute,

1. Obtain approval for Ph.D. Center from SPPU

2. Obtain autonomous status

Principal

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POLICY DOCUMENTS

Hon. Shri. Babanrao Pachpute Vichardhara Trust's Group of Institutions
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Policy Documents

The development of policy documents for the administration of college operations is crucial to ensure efficient management, effective governance, and the overall growth of educational institutions. These policies provide guidance on all areas of the college's functioning, including academic activities, student services, and administrative processes. These policy documents have been established starting from June 2019 to May 2024.

Sr. No.	Policy Document
1.	Mobilization of Funds
2.	Quality Improvement Program(QIP) Policy
3.	Green Campus Policy
4.	Policy for R & D
5.	Financial Support Policy
6.	Fees Concession Policy
7.	Electroral Literacy Club
8.	Examination Policy
9.	E Governance Policy

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group of institutions

MOBILIZATION OF FUNDS AND OPTIMAL UTILIZATION OF RESOURCES

Mobilization of Funds and Optimal Utilization of Resources

The schools have procedures in place to control how money obtained from various sources such as tuition, scholarships, research grants, etc. is used effectively. Resource use will be carried out according with the next procedure.

Planning: The Principal arranges a meeting between the upper management of all of the categories and purchase departments to finalize the budget for the year. The different faculties are urged to submit requests for funding together with any necessary supporting materials.

Creating a budget: The annual budget created for the various inventory and retail departments is submitted for the Principal's Approval. The management committee received the institution's consolidated budget after the principal had reviewed the budget and requested it from the administrative office before sending it for final approval.

Following points are to be considered while preparing the budget:

Sources:

Fees: Tuition and student development fees are calculated based on the number of students enrolled. Different scholarship and fee-waiver programs offered by government agencies and other organizations are also taken into account.

Research Grants: The college keep in a particular award is additionally taken into account when faculty members apply for various research funds like SPPU, AICTE, etc.

Allocation: After reviewing the budget proposal that the institution's Principal presented, the management distributes the cash in accordance with the specifications of the demanded expenditures. If there are no differences, the budget gets approved and the funds are disbursed.

Expenditure: Funds are utilized for the Different development activities like.,

Salary: The salaries of the college's teaching and non-teaching. The college is an independent for-profit organization with no government funding. The standards for admission and faculty decide the salary component.

Administrative Expenses: expenses for auditors, the internet, printing and postage, office supplies, telephone calls, travel, and conveyance, among others.

Purchase: Before the start of the academic year, the demands from all departments are started for the purchase of laboratory supplies, hardware, and glassware.

Operating Expenses: Governing bodies Fees (PCI, SPPU Affiliation, NAAC, NBA), professional membership costs, legal fees, website costs (including upkeep and repair), Land along with construction taxes, and security charges.

Expenses in respect to Students: Enrolment fees, exam fees, Earn and Learn initiatives, major/minor research projects, seminars, costs associated with online tests and tutorials, costs associated with extracurricular activities like as sports and culture, etc.

Expenses in respect to Faculty: coordinating internal seminars and outside speakers. Support in the cost of participating FDP and non-college conferences.

Assets: In accordance with the needs, computers and hardware, library books, National and International scientific publications and periodicals, furniture and fittings, office supplies, etc. are purchased.

Development and Maintenance activities: A thorough report on the use of funds is required from the affected party. Following that, the note is sent to the principal for review and approval. Principal sent the memo to management for final approval while considering the importance of the necessity. After receiving management permission, The Principal instructs the HOD to use the requested funds.

Audit: The administrative office's accounts division verifies the costs associated with various institutional and departmental activities using supporting documentation and provides comments for the account's final settlement. The accountant conducts both internal and external audits on a regular basis to make sure that the funds are allocated properly. accountant at regular intervals to ensure a proper utilization of the funds as per their allocation.

Optimal Utilization of Resources:

The college wants to support faculty involvement at various levels of research, development, consulting, and other activities.

Depending on funding availability, teachers may be granted travel grants to attend or present research papers at national and international conferences in India or overseas.

The best possible use of the infrastructure is made possible by promoting creative methods of instruction and learning.

The physical infrastructure that is now in place is used as an examination Centre for University Exams.

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A/P- Kashti, Tal-Shrigonda, Dist-Ahmednagar, Pin-414701

Ref. No.: HSBPVT/Estt/2021-22/ 1

Dt: 20/09/2021

Office order

All the staff members are hereby informed that, trust is going to implement 'Quality improvement program' & 'English language competency program' from Academic Year 2021-22. The details regarding 'Quality improvement program' & 'English language competency program' are as below.

Quality improvement program for faculty

1. Faculty have to attend minimum one conference every year. (30% registration fees will be reimbursed to faculty)

2. Faculty have to present minimum one paper in conference every year. (100% registration fees will be reimbursed to faculty)

3. Faculty have to publish minimum one paper in UGC approved journal every year.

This Quality Improvement Program is applicable to cadres – lecturer, Assistant professor, Associate Professor & Professor. **Faculty have to complete quality improvement program to entitle annual increment.**

English language competency program

1. Every staff (Teaching & Non-teaching) have to qualify English language proficiency test every year.

2. Failed staff have to complete the spoken English course. Fees will be recovered from their salary.

BPachpute
Secretary

Secretary
Hon Shri.Babanrao Pachpute Vichardhara Trust
Kashti,Tal.Shrigonda,Dist.Ahmednagar

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Green Campus Policy

HSBPVT'S GOI Faculty of Pharmacy, Kashti demonstrate higher sensitivity and responsibility in Implementing green concepts in the campus. The campus sustainability initiatives is established with the aim of promoting green practices in and beyond the institution and develop best practices strategies in environmental management. Although establishment and maintenance of green campus is important, spreading awareness on the green practices among students and educating stake holders is our priority.

The policy starts with information and ends with a plan of action. In turn, HSBPVT'S GOI Faculty of Pharmacy, Kashti will fairly manage water resources, waste management, conserve natural resources, and provide eco-friendly and recommend minimal paper use. Institute will implement following practices towards establishment and maintenance of green campus and adopt the awareness and green initiatives beyond the campus too. This will result in safe environment that is a better place to live, learn and play.

The policy's primary goal

1. The policy's primary goal is to safeguard the campus's ecological systems and natural resources.

2. To make sure that environmental resources are used wisely in order to satisfy the needs and ambitions of both the present and future generations.

3. To include environmental issues into policies, plans, and initiatives for community outreach and social development.

4. Collaborate with all interested parties and the neighborhood to spread knowledge, encourage the adoption of environmentally sound practices, and lessen any unfavorable effects on the environment.

5. To continually increase our contribution to resource conservation, climate protection, and adaptation to climate change.

Water management

- Rainwater harvesting should always be practiced and put into action to address and manage future water scarcity issues.
- safeguarding the ecosystem from climate changes and conserving water resources.
- Regularly check faucets for dripping and fix them right once to safeguard the supply of drinkable water.
- Drip irrigation should be encouraged across the entire campus for efficient water management.

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Website – www.parikrama.edu.in, Phone – 9766126772, Email – pariphr@gmail.com
Vision – 'To serve with high quality education for development of students as competent pharmacy professionals for the upliftment
of socio-economic status in rural areas'

Waste Control

- Increase societal understanding of waste management for ecosystems and disposal techniques.
- Encourage the use of garbage as a source of renewable energy.

Solid Waste Administration.

As part of the Swatch Bharat initiative and Clean and Green Campus, solid waste is separated into biodegradable and non-biodegradable categories and given to the appropriate organization. Solid waste is also treated and used for a biogas plant in the central campus. All departments, laboratories, and classrooms are provided with dustbins for the proper disposal of dry waste. Strategic sites are used to divide waste into dry and moist waste from the designated dustbins, keeping the campus tidy and environmentally friendly.

• Using sanitary disposal equipment is one of the best strategies the college has used for environmentally friendly disposal methods.

Management of E-Waste

The issue of properly disposing of electronics is a side effect of their widespread use. The College is debating how to deal with the problem of electronic garbage, or e-waste, on campus in an efficient and economical manner. People routinely throw away things due to wear and tear, but technological improvements have sped up the increase of e-waste as students, staff, and administrators frequently upgrade to better devices. This increase has compelled college officials to thoroughly consider and address the proper disposal of these products on the entire campus. The college uses the most cutting-edge and environmentally friendly e-waste disposal techniques. For example, an AMC is kept to regularly check the efficiency of CPUs and Monitors, and professional advice are followed to dispose of the same in the market.

Liquid Waste Management

The second most important component to life after air is water. Water is a finite resource that will eventually experience shortages if it is not properly managed. Water conservation can significantly impact the reduction of these anticipated shortages. Students, instructors, and staff are made aware of the necessity of water conservation. It is recommended that students at HSBPVT'S GOI Faculty of Pharmacy, Kashti consume water directly from the faucet and refill bottles as needed. There are no single-use bottles allowed

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Renewable Energy

- Improve awareness about renewable energy.
- Promote adaptation of solar power equipment's/converters. Adopt and promote power saving electrical equipment.
- Beware on the role of scientific electrification and the use of bulbs and equipment in saving of power.

Green Building

- Promote and advocate the implementation of solar passive technology for sustainability and green concepts.
- Cleanliness in and around the campus and waste minimization

Paperless Practices

- Advocate the benefits of paperless work in reducing the waste production and green practices.
- Digital Library.

Tobacco Free campus

- According to institute policy and rules the use of tobacco products is treated as offence.

Efforts To Go Green Outside Of The Campus

It should be planned and encouraged to expand the Green Campus Programs beyond the campus. Kashti, a student at the HSBPVT GOI Faculty of Pharmacy, for her work in promoting sustainability on and off campus. Programs to promote green neighborhoods will teach social skills to students at the HSBPVT GOI Faculty of Pharmacy in Kashti and raise awareness of the need to reduce pollution, conserve energy, use renewable energy sources locally, and protect agricultural and environmentally sensitive areas. The NSS Unit will launch the student-led Green Campus programs under the direction of the NSS Program Officer.

TIPS FOR SAVING ENERGY:

1. Turn on power management settings on your computer and monitor so they enter a low power "sleep" mode when you're not using them.

2. When you leave your desk, turn off your monitor.

3. Make your laser printer's power management features active.

4. Shutdown rather than logging off whenever possible.

5. Turn off superfluous lighting and make use of natural sunlight.

6. Steer clear of using accent lights.

7. Make use of LED or CFL lighting.

8. When not in use, turn off the lights in conference rooms, classrooms, and laboratories.

9. Only use the fans when necessary.

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Kashti, Tal-Shrigonda, Dist-A.Nagar

Notice

Dear students, staff and faculty members,

We would like to bring to your attention HSBPVT GOI Faculty of Pharmacy has implemented a plastic ban on campus. The use of plastic bags, water bottles, straws, and any other plastic items is strictly prohibited. This decision has been made in an effort to reduce the amount of non-degradable waste generated on campus and to promote environmental sustainability. We request all members of the college community to cooperate in the implementation of this ban.

We encourage everyone to bring their own reusable bags, bottles and utensils to minimize the use of plastic on campus. Let's all work together to protect the environment and create a sustainable future.

Thank you for your cooperation

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Faculty of Pharmacy
Kashti, Tal-Shrigonda, Dist-A.Nagar

DTE Code: 5303
PCI code: 851

PUN Code: CPHA017210
AISHE Code: C-41322

AICTE ID: 1-12614931
MSBTE Code - 2022

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Vision – "To serve with high quality education for development of students as competent pharmacy professionals for the upliftment
of socio-economic status in rural areas"

Notice: Green Policies Implemented by College of Pharmacy

Dear Students and Staff,

We are pleased to announce that College of Pharmacy kashti has implemented various green policies to reduce our environmental impact and promote sustainability.

Our college has implemented a source segregation system for the collection of dry and wet waste, with color-coded waste bins placed at every corner and common room We encourage our housekeeping staff to follow these waste management practices, and the collected waste is handed over to the local authority for proper disposal

To minimize paper usage, we have developed an ERP system for all academic and administrative activities. Additionally, we collect and dispose of liquid waste from labs and washrooms through a well-constructed drainage system. In terms of non-degradable waste management, we have implemented a well-defined e-waste

proposal policy and follow the hazardous waste management practices recommended by the Protection Act Our faculty members guide students on the proper use and handling of chemicals in the labs, and we encourage the use of less hazardous chemicals, We also dispose of water-soluble chemicals through the sanitary sewage system after solubilizing them in water.

Fame Have Funniest the use of plastic on our campus to reduce non-degradable

Furthermore, we have banned the use of plastic on our campus to reduce non-degradable waste.

We hope that these policies will create a cleaner and greener environment for all of us to live and work in. We encourage everyone to support these initiatives and help us make a positive impact on the environment.

Thank you for your cooperation.

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A/P Kashti,Tal. Shrigonda Dist.Ahmednagar

Ref.No.:- HSBPVT/2019-20/003-B   Dt. 21/05/2019

NOTICE

All teaching staff of HSBPVT's Group of Institutions, Faculty of Pharmacy are hereby informed that we have been formulated policy for Research and Development with the aim to nurture research activities in the institute. Accordingly we have decided to give financial support for following activities related to research and development W.E.F. 1st July 2019.

i. **Publication in the UGC care listed, SCOPUS, Web of Science indexed journals**

   1. Publication in national journal- Rs. 1000/-
   2. Publication in international journal- Rs. 2000/-
   3. Publication in journal with more than ONE impact factor- Rs. 3000/-
   4. Publication in journal with more than TWO impact factor- Rs. 5000/-

ii. **Research grants from Government and Non-Government funding agencies**

   - 10% of the total research grant will be remunerated to the faculty

iii. **Consultancy pharmaceutical research projects**

   - 50 % of the total recovered cost of the consultancy projects will be given to the faculty

Chief Executive Officer (CEO)
HSBPVT Group of Institutions
Well Chief Executive Officer
Hon.Shri.Babanrao Pachpute
Copy to: Vichardhara Trust

1. Principal, HSBPVT's GOI, Faculty of Pharmacy
2. Administrative office, HSBPVT's GOI, Faculty of Pharmacy
3. Academic director, HSBPVT's GOI

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Website – www.pravkrama.edu.in, Phone – 9766126772, Email – phrsbv@gmail.com
Vision – To serve society with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status at rural areas

Policy for Financial Support

HSBPVT's, GOI, Faculty of Pharmacy provides the financial support to attend conferences/ workshops/ seminars/ symposia/ faculty development programs/training programs/membership of professional bodies/conducting research activities to all the full-time permanent faculty members of the Institute. Teachers who have completed at least one year of service will be eligible to seek financial support to attend or participate in the faculty development programmes at university/state/national level. It intends to promote improvement of research attitude among faculties and researchers by expanding facilities by providing a forum for quality of education for benefit of students in terms of exchange of knowledge, experience and research.

Objectives of Policy:

1) To improve interaction of the teachers with allied professionals from other National/ International institutes and industries.

2) To upgrade educational qualification and knowledge of teaching staff and also for increasing efficiency and ability.

3) To keep up-to-date with the latest developments in their specific subject of teachers.

4) To get current knowledge about latest tools, technology and skills for teaching profession.

5) To fix in-depth research skills of the teachers for better progress.

6) To acquire and improve art of teaching at the institute level to achieve goals of higher education.

7) To promote the teacher regarding research in their subjects for betterment in quality level education.

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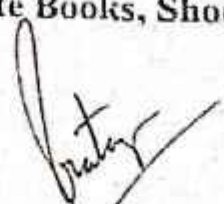Kashti,Tal-Shrigonda,Dist-A.Nagar

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Ref:- HSBPVT/Policy/   Date- 19/06/2023

Fee concession policy for wards studying in Parikrama Public School whose father Or mother working in HSBPV Trust. With effect from A.Y. 2023-24.

Sr. No.	Salary of Staff working in HSBPV,Trust.	Fee to be paid in percentage	Fee concession in percentage
1	Rs.20,000/- or less than Rs.20,000/- per month.	15%	85%
2	Between Rs.20,001/- To Rs.30,000/- Per Month.	25%	75%
3	More than 30,001/- Per Month.	35%	65%

Note :- No concession in Uniform, Books, Note Books, Shoes & Trips/Picnic.

Adv.Shri. Pratapsinh B. Pachpute
Chief Executive Officer,
HSBPVT'S, Kashti.

Hon.Shri. Babanrao Pachpute Vichardhara Trust
A/P Kashti,Tal. Shrigonda Dist.Ahmednagar

Ref.No.:- HSBPVT/2019-20/006-B   Dt. 04/06/2019

NOTICE

All teaching and non-teaching staffs of the HSBPVT's Group of Institutions are hereby informed that it has been decided to give 50% fees concession in tuition fees of the ward of employee of the trust studying Parikrama Public School with effect from Academic Year 2019-20.

Chief Executive Officer (CEO)
HSBPVT Group of Institutions
Chief Executive Officer
Hon.Shri.Babanrao Pachpute
Vichardhara Trust

Copy to:

1. All Principal, HSBPVT's Group of Institutions
2. Administrative office, Parikrama Public School
3. All staff of HSBPVT

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University of Pune

A/P-Kashti, Tal-Shrigonda, Dist-Ahmednagar, Pin- 414701

POLICY DOCUMENT

ELECTORAL LITERACY CLUB (ELC)

W. E. F.

Academic Year 2022-23

ELECTORAL LITERACY CLUB

No Voter to be Left Behind
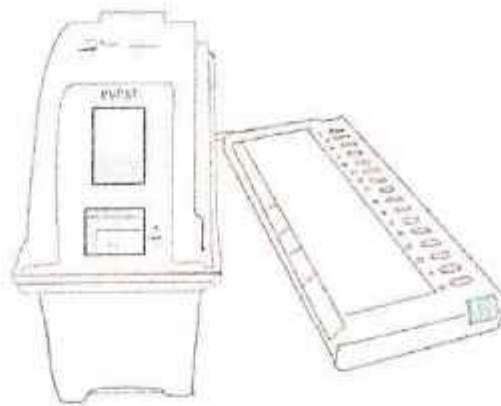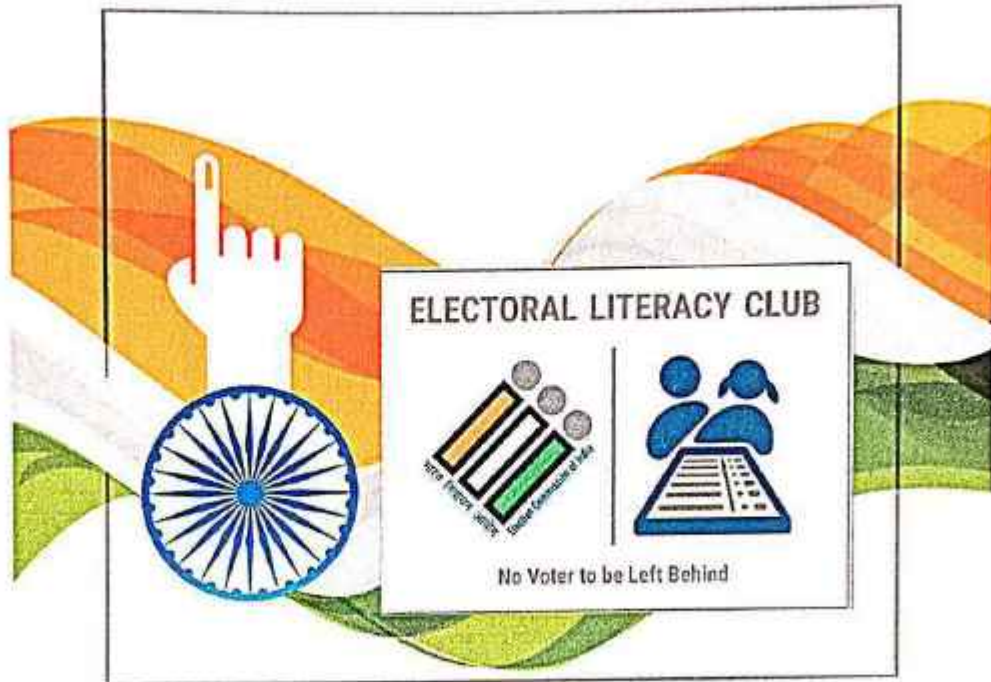
1. Introduction

Electoral Literacy Clubs are being set up in the country to promote electoral literacy in all age groups of the Indian citizens through engaging and interesting activities and hands-on experience but in an apolitical, neutral and non-partisan manner.

Electoral Literacy Clubs are especially being set up in colleges all across India targeting the new voters, (in the age-group of 18-21 years old) pursuing their graduation.

The club will have all the students from all semesters as its members. The following sections will talk in detail on how the ELC will be set up, who will be its participants, convener, where and how it will be conducted and what activities it will include.

2. Objectives

I. To educate the targeted populations about voter registration, electoral process and related matters through hands on experience;

II. To facilitate EVM and VVPAT familiarization and education about the robustness of EVM as well as the integrity of the electoral process using EVMs;

III. To help the target audience understand the value of their vote and exercise their right to franchise in a confident, comfortable and ethical manner;

IV. To harness the potential of ELC members for carrying the electoral literacy in communities;

V. To facilitate voter registration for its eligible members who are not yet registered;

VI. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle *'Every vote counts'* and *'No Voter to be Left Behind'.*

3. Members

The club will have students as its members. One can become a member by registering herself/himself at the beginning of the academic year. After registration, one is

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recognized as a member till the completion of her/his graduation course.

4. Structure

ELC may be named as per the name of the College/Institute and will be _set up and coordinated by the Nodal Officer_. It is proposed that 1 ELC be set up per college. However, if need be, chapters of the same can be introduced for different departments/schools within the university. The institution may decide how to proceed as per its convenience.

5. Nodal Officer /Mentor

One or two teachers from the Political Science Department of the college will act as the Nodal Officers for the ELC. They will also act as Mentors for the respective ELC. The teachers with election duty experience should be given preference for this work. Their job content will focus on:

I.   Promoting and supervising Club enrollment.

II. Supervising the election and formation of the Executive Committee of ELC.

III. Coordinating between the District Election Officer and the ELC for exchange of resources, information etc.

IV. Attempt generating new resources and forward the same to the District Election Officer.

V.   Guiding and supervising the development of the calendar of activities for the year by the ExecutiveCouncil.

Note- Nodal Officer will be free to engage the Executive Committee Members in the operations of the ELC

6. Executive Committee

I. The club would be run by an elected body from amongst the ELC member students with elected representatives from each of the classes.

II. The committee members can only be students who are already enrolled as voters.

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Kashti

III. The committee must not include any politically active student. However, students with political affiliations may enroll themselves as common members of the ELC itself.

IV. The elected representatives shall constitute the Executive Committee of the ELC.

V. The elected representatives will elect one of the representatives as its Chairman and another as ViceChairman.

VI. The Executive Committee, under the guidance, consultation and supervision of the Nodal Officer willbe responsible for organizing the activities of the ELC.

VII. The elected body shall endeavour to generate the culture of electoral participation amongst the ELC members and will have the following role:

i. Organizing the Club enrolment

ii. Planning activities for the ELC and developing thecalendar of activities for the year

iii. Framing further guidelines for smooth conduct ofELC activities

iv. Supervising the conduct of activities as per thecalendar

v. Generating ELC resources

vi. Facilitating the enrollment of students notregistered as voters

7. Convener

Campus Ambassador(s), wherever they are appointed, will act as the Convener(s) of the ELC and will assist the Nodal Officer in discharge of their functions. Where Campus Ambassadors are not appointed, Nodal Officers and the Executive Committee may nominate interested student(s) asConvener(s). The Convener shall be responsible for:

I. Identifying and involving student members in organizing various ELC activities

II. Conducting activities under the overall guidance of the Executive Committee and Mentor/Nodal Officer

III. Any other task assigned by the Executive Committee and Mentor/Nodal Officer

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8. Term of Office

I. The Executive Committee and Convener(s) of the Electoral Literacy Club would have tenure of 1 year extending to 2 years, from the day of assuming charge. The final decision on the term of office will lie with the Nodal Officer.

II. The representative will have to be registered as a member of the ELC.

9. Venue

The venue for ELC meeting can be one of the classrooms which can be utilized after classes or any venue decided by the Executive Committee. Venue is also subject to change depending on the various activities.

10. ELC Sessions

There shall be activities based sessions. Hours/ sessions earmarked for them shall range between a total of 8-10 hours in the academic year. ELC is common for all students of the college.

11. Activities

This Electoral Literacy Guide Book for **Colleges** comprises a detailed description of activities. Executive Committee are at liberty to pick and modify the activities or even create new ones as long as they stay on the lines of voter education. Of these activities, the Wall Magazine Activity will be a monthly feature to be conducted by the clubs. Ballot Bistro and Special Registration Drive shall be a mandatory activity.

12. Social Media Presence and Outreach

I. The ELC Executive Committee are expected to post relevant content (event announcements, updates, results, initiatives, current affairs, online/offline contests, registration drives, et al.) regularly on a dedicated Facebook page and group, Youtube Channel (live streaming of events, recorded content and related content) anchored by the Nodal Officer/Mentor (permanent) and the current committee (1 year term).

II. Additionally, the Executive Committee is expected to maintain and post relevant interactive material regularly on a dedicated Pinterest board and Instagram profile. Best judgement, absolute neutrality and discretion should be observed by the administrators while posting any content on online fora.

II. Integrate the College/University ELC's Facebook and YouTube profiles with Election Commision of India's Facebook page and official YouTube Channel.

Note: College ELCs are free to leverage other online and social media platforms to broaden their reach Nodal Officer shall ensure non-partisan nature of content shared online.

13. Mandatory Rules

I. ELCs shall have no association with any political party or political groups.

II. None of the ELC activities (Motivators Invite, Ballot Bistro, other cultural activities) should involve Partisan forces in any form.

III. As far as participation is concerned, students, regardless of their political affiliations are free to take part in ELC activities.

IV. It's the duty of the Executive Committee to prepare an Annual Report after the completion of its term. The Annual Report should detail out the activities (online and offline) conducted, duties discharged and results recorded by the ELC over the year. It can be submitted to the concerned DEO through the Nodal Officer.

14. Inclusion of Students with Disabilities

The ELCs will be an inclusive club that must make every attempt to ensure the participation of students with disabilities.

➢ The Convener shall make efforts to promote inclusion and sensitize other club members about the same.

➢ The venue for all ELC activities should be on the ground floor of the college building to ensure easy access.

➢ If a student with hearing impairment is attending the meeting, sign language

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interpreter should be made available for their convenience (the interpreter may be a companion that the student already has).

➢ Any activity conducted in the club should not leave behind students with disabilities.

➢ Students with disabilities will be fairly represented in the club.

Dr. S. A. Nirmal
Principal
H.S.B.P.V.T'S GR   TITUTION'S
Faculty
Kashti, Tal-Sh   Nagar

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University of Pune

A/P-Kashti, Tal-Shrigonda, Dist- Ahmednagar, Pin- 414701

POLICY DOCUMENT

EXAMINATION

EXAMINATION POLICY DOCUMENT

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VISION OF THE INSTITUTE

To serve with high quality education for development of students as competent pharmacy professionals for the upliftment of socio-economic status in rural areas

MISSION OF THE INSTITUTE

1. To improve quality of pharmacy education through qualified mentors and providing state of the art facilities for both theory and practical.

2. To furnish students with proficiency, team spirits that meets the pre-requisites of talent acquisition in pharmaceutical and healthcare sectors.

3. To groom students as professional pharmacist entrepreneurs for socio-economic upliftment.

PROGRAM EDUCATIONAL OBJECTIVES

1. To provide knowledge associated with pharmacy profession.

2. To inculcate professional and ethical attitude with lifelong learning habits in students to develop competent pharmacy professionals.

3. To develop entrepreneurship skills and leadership traits in students to facilitate improvement in health and wellbeing of society.

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1. Examination In charge and CEO will check availability of stationary required.
2. Preparation of Sessional examination time table as per institute academic calendar by Examination In-charge at the start of every semester.
3. Display sessional examination time table to students 15 days before commencement of examination.
4. Preparation of question paper with model answer key by respective subject teacher as per **Annexure-I** with approval of HOD.
5. HOD will approve question paper through email & send approval to subject in-charge & examination in-charge. HOD shall check quality of question paper for mapping of questions to respective CO's and Blooms taxonomy. Teachers have to submit question paper with model answer key to examination department after approval from HOD.
6. Approved question paper shall reach to examination in-charge at least 4 days before commencement of examination by subject teacher.
7. Printing and Xeroxing of question papers will be done one day before by assistant in examination department. Four extra copies will be xeroxed for record keeping.
8. Examination in-charge will prepare invigilation / internal squad schedule and will notify to invigilator four days before commencement of examination.
9. Internal examination squad involves teaching and non-teaching staff members. The non-teaching staff will check the student for carrying any writing material, cheats, books etc. outside the examination hall 30 min before the commencement of examination. The teaching staff members who have assigned a squad duty should take the two rounds and check the students in between the paper.
10. Before and after performing the duty of squad concern person do the signature in register which is kept in examination room.
11. If any invigilator / internal squad want to alter their duties, will give alternative invigilator / internal squad with written permission from examination in-charge.
12. Students shall occupy seats 15 min before examination time.
13. The invigilator should report to exam department 30 min before the examination time & shall reach to examination class 15 min before examination time with answer sheets.

14. Examination shall be conducted strictly and no malpractices shall allowed. It is the responsibility of invigilator & squad team to observe malpractices and take necessary action.

15. After completion of examination, invigilator shall submit answer sheets and remaining material to examination department within 10 mins.

16. Distribution of answer sheets for assessment- Subject teacher should collect the answer sheets for assessment from CAP center. He or She should check the answer sheet in CAP center in seven days and submit the assessed answer sheets along with required documents in exam department. Before submitting the assessed answer-sheets in exam department the subject in-charge must show the answer-sheets to the students and take the students signature on answer-sheets. The moderation of checked answer-sheets will be done as per **Annexure-II.**

17. While receiving and submitting the answer-sheet the respective subject teacher should count and check the number of answer-sheets and do the signature in register.

18. Once the answer book bundle is submitted in exam department no one will get it back from exam department. So keep a copy of mark sheet along with you.

19. Submission of attendance record, Avg. mark sheet and entry of marks in mother register. Individual staff should fill the marks in mother register after completion of both the sessional exams. After filling the marks in mother register the respective subject teacher will show the marks to the students and take their signature on it.

20. Conduction of end semester practical exam- The university practical examinations will be conducted as per the time schedule/period given by the SPPU, university. For conducting the practical examination university appoints external examiner and internal examiner for that specific subject. The college will appoint subject expert for respective subjects.

21. Filling of marks in university portal- The respective staff fill the internal theory and practical's marks as well as end semester practical marks in the university portal by online mode in the stipulated time period given by university. Respective subject teacher should submit a duly signed hard copy of internal and end semester practical

examination mark sheet in exam department. The examination department will cross verify the filled marks and do the necessary action.

22. For semester end theory examinations, the institute follows the guidelines prescribed by the university. University appoints external senior supervisor to conduct and supervise the institute's examination in smooth and fairly manner.

23. The College Examination Officer (CEO) and Internal Senior Supervisor, Invigilator, Internal Squad along with supporting staff are appointed by the Principal for coordinating and conducting the University Examination.

24. The university provides question papers online through its web portal as per schedule. The question paper is password protected which can be downloaded upon receiving password by CEO in presence of external senior supervisor, printed and photocopies are made available as per strength of students in examination control room under CCTV surveillance few minutes before the commencement of examination.

25. The assessment of answer sheets of semester end examination is done at respective Central Assessment Program (CAP) centers of the university.

26. Results are declared online by the university showing statement of marks with class, CGPA or SGPA award.

27. The subject wise result analysis was done by respective subject in-charge in the given format after declaration of result by the university.

28. The graduation ceremony is conducted at institutional level as per the instructions and guidelines of the University and degree certificates are distributed to graduating students in presence of eminent personalities. The Hard copy of semester results will be available in Office and Office member will be maintain result distribution record.

29. After declaration of result, if any student want to improve internal marks can give written application with approval of Principal to exam department within one month after declaration of result.

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ANNEXURE I

1. Format for theory examination question paper for B. Pharm

For 2019 pattern we have conducted two theory sessional examinations for 30 marks and computed it for 15 marks and average of the sessional examination is considered.

The pattern of question paper is as follows

Q.1 Objective questions- 5X2= 10 Marks

Q.2 Long answer questions- 1X10= 10 Marks

Q.3 Short answer questions- 2X5=10 marks

2. Format for continuous assessment-

Continuous assessment for theory is carried out for 10Marks.

Marks Distribution

A. Attendance – 4M

B. Activities (MCQ's, open book test)-4M

C. Student teacher interaction- 2M

- The first CA assessment will be carried out on Vmedulife software. 4 MCQ's are given for 4 marks.
- The Second CA will be carried out as open book test. The test will be conducted on answer-sheets provided by college exam department.

3. Practical Examination format-
Two practical sessional will be carried out for 40M and computed for 10M and average is considered.

Format- Q.1Synopsis -10M

Q.2 Experimental work-25 M

Q.3 Viva-Voce- 05M

CA for practical is carried out as

a. Attendance – 2M

b. Lab manual, Viva-voce- 3M

4. Format for theory examination question paper for M. Pharm

For 2019 pattern we have conducted two theory sessional examinations for 30 marks and computed it for 15 marks and average of the sessional examination is considered.

The pattern of question paper is as follows

Q.1 Objective questions-   5X2= 10 Marks

Q.2 Long answer questions- 1X10= 10 Marks

Q.3 Short answer questions- 2X5=10 marks

5. Format for continuous assessment-

Continuous assessment for theory is carried out for 10Marks.

Marks Distribution

A. Attendance – 8M

B. Student teacher interaction- 2M

6. Practical Examination format-

Two practical sessional will be carried out for 30M

Format-

Q.1Synopsis -05M

Q.2 Experimental work-20 M

Q.3 Viva-Voce- 05M

CA for practical is carried out for 20 Marks

a. Attendance – 10M

b. Lab manual, Viva-voce- 10M

ANNEXURE II

Moderation of Answer sheets

The moderation of answer sheets will be done by senior faculty members as follows

1. ≤ 40% - 6 marks or less than 6 marks out of 15 marks- Papers of all the students who secured less than 40% marks will be moderated by moderator.

2. Between 41% to 89%- Marks between 7 to 13 out of 15 marks- Any 5 papers in the range will be assessed.

3. ≥ 90% - 14 & above marks out of 15- Papers of all the students who secured more than 90% marks will be moderated by moderator.

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Ref: Pharm/ 2023-24/ 1388-B

Date: 25/8/2023

E-Governance Policy

Policy for E-Governance Employing information and communication technologies to organize, carry out, and monitor various tasks is known as e-government.

Additionally, it improves the administration and management of the higher education system and facilitates the delivery of affordable and convenient transactions among government agencies, institutions, and other entities.

E-Governance in higher education system will allow various stakeholders to control the improved operational efficiency in various key processes like grants, utilization certificates, approval processes, feedback system etc. Higher education institutions would adopt e-governance with more operational efficiency and visibility. The tools of e-governance may allow the colleges to submit the documents online for approval. This would significantly reduce the unnecessary duplication of work. Number of services that can be provided with the introduction of such type of governance. E-governance in educational sector facilitate the processing and maintenance of information, improves transparency in administration and provides faster information dissemination. It's applications needs a centralized approach in document storage and retrieval.

Objectives:

- Transparency and absolute clarity in administration, governing and admission process.
- Help's in cost minimization and timely decision.
- Empowerment of faculties, students and encouragement of their participation in governance process.
- Implementation and Achieving efficiency in various functioning of the institution.
- Promoting transparency and accountability.
- Achieving paperless administration.
- Facilitating online internal and external communication between various stakeholders of the institution.
- Providing easy access to information.
- Encourage excellence, growth, and inclusivity in the educational system overall by utilizing e-Governance and ICT.
- Making the college visible globally.

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❖ In order to provide simpler and efficient system of governance within the institution, it is decided to adopt and implement e-governance in maximum activities of our functioning.

❖ In certain areas of operations, including as administration, finance and accounts as well, student admission and support, library, and examination, the school has started to implement e-governance.

E-governance in following areas: For convenience purposes, the policy is divided into various areas of operation.

1. College Website: Information about all events, essential notices, etc., should be readily accessible to outsiders, and the website should serve as a mirror of college activities. A different service provider or web designer can be recruited for this reason. It should be accompanied by the identification of current employees who will be in charge of website management and updates.

2. Student Admission: The students are admitted through admission procedure of Government of Maharashtra. Information on the admission inquiry form, courses offered, procedure, eligibility requirements, documents needed, cost schedule, etc. are all covered in a separate tab on the website. Changes in the admission the rule and regulations, related changes are made on the website time to time as per admission authorities. All the policies, rules and process for admission to various courses are followed of Admission Regulatory Authority & of various apex bodies (www.maha-ara.org, www.cetcell.mahacet.org & www.dtemaharashtra.gov.in).

3. Student Support : College has established integrated e learning centre. Teaching and learning is carried out by all faculty members in asynchronized mode i.e with the help of chalk and board and other ICT teaching aids. College has adapted computer as well as mobile based academic ERP. Academic calendar and timetables are displayed on ERP (VM Edulife software). Teaching plan, power point presentations (PPTs) of lecture notes and other materials like relevant videos and animations, etc. available on the ERP so student can access from anywhere. Classroom teaching is supplemented online Quiz which are done in a well-planned manner.

The updated attendance records gives information about the Assignments, Tutorial classes, Sessional exams, Curricular gap analyasis and content beyond syllabus etc. The ERP helps in documentation and easy communication of daily academic activities conducted, to students and parents so as to maintain the discipline of constant evaluation. To verify that students are understanding the material, assessments are administered online, in-class, and through student feedback. A specialized language lab is established for the development of soft skills. Language laboratory software is available in language lab.

Free Wi-Fi is available across the campus for students and staff. For interactive learning, classrooms are furnished with computers, LCD projectors, smart boards, and multimedia

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systems. For faculty and Students Digital library is available. E-journal, e-books are available for students and faculty. College uses Webex facility for conducting video conferencing and online meetings. Wireless Campus (Wi-Fi) intend to transform college campus into a future ready, wireless-friendly environment with Upgraded Communication, Anywhere Access to Academic Tools and Resources, Students and Staff Access the Features Through the Web.

4. Staff Support: The Employees' Provident Fund (EPF) scheme applies to both academic (teaching) and non-academic (administrative, technical, and support staff) employees of an educational institution, providing a financial safety net for their retirement benefits. Fees concession of wards is provided. Mediclaim insurance is provided for both teaching and non-teaching staff.

4. Accounts: For ease of maintaining accounts, the college is already using Tally software. However, new accounting procedures and regulations have made the purchase of additional software imperative. New software may be obtained in accordance with the requirements, which should be evaluated through discussions with accountants and other accounting professionals. The secrecy of the transactions should be maintained by using the proper security measures. Updates to the current software and training for the current employees must be completed on time.

Regarding Fees: All the policies, rules and process is followed of Fee Regulatory Authority (www.mahafra.org.)

Regarding Fee Reimbursement: For Economically Backward Class (EBC) Students / SE BC / EWS and Backward Class Students i.e. SC / ST / OBC / VJNT / SBC, Minority Students Scholarship is as per the Central and State Government Policies. (www.mahadbtmahait.gov.in/)

5. Library: College library consists of facilities like OPAC, DELNET, National Digital Library, subscription. Audio visual room is established in library for studying video lectures. College has digital library facility for accessing e journals, e books and subscribed taking into account the recommendations of the library advisory committee. Extended library hours for conducive environment for learning. Recommendations of the teachers and students also need to taken into account while subscribing to these resources. Appropriate training to the staff and the students for using the e-learning resources should be provided.

6. Administration: To deliver an hassle free, convenient and cheap process, maximum of the administration of the society should be handled with ICT based technology. All important administrative information including notices is regularly published on the website. Biometric attendance used for salary of all staff members. Office consists fully automated, wireless 24x7 internet facility.

7. Examination: It is required to administer exams online in accordance with university directives. Completing and submitting paperwork for exams, evaluations, photocopies, hall passes, exam papers, uploading grades, and more. The whole thing has to be done in online

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DTE Code: 5303
PCI code: 851

PUN Code: CPHA017210
AISHE Code: C-41322

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manner. When conducting examinations, the highest level of secrecy and confidentiality must be protected and work must be done with great attention and carefully. Under the direction of the college principal, the college examination officer is responsible for overseeing the entire examination procedure. Continuous assessment exams, Assignments like MCQ or other assignments are taken on ERP (VM Edulife Software). Due to the college's affiliation with Savitribai Phule Pune University, all regulations pertaining to eligibility, attendance, and examination are applicable online at www.unipune.ac.in.

8. Alumni: A separate alumni portal should be launched to improve communication between alumni. It should have features like registration, details about college events, notable alumni, alumni milestones, feedback, and many other things. A separate alumni coordinator at the college level can be appointed to oversee the entire operation, and the Secretary can enter into a separate arrangement with appropriate service providers for this purpose.

9. Biometric: By capturing the in and out time swipes, a biometric facility will be installed to track worker regularity and timeliness.

10. Committee/ Authorized person to look into the requirements and maintenance of the above e- governance softwares.

Benefits of e-governance In Higher Education:

Stakeholders of Higher Education	Benefits of e-Governance to stakeholders
Students	➢ Individual login and Password for each student. Students can access virtual lectures and webinars. Improve means of education. ➢ Increase participation in education activities. ➢ Improved student access to information and high-quality services. ➢ Substantial saving in time, cost and efforts. ➢ Better Job opportunities and career advancement opportunities for students. ➢ Students can solve their problems on-line like examination queries, result verification etc. ➢ Social connectivity for association. ➢ Students can submit their feedbacks to college.
College	➢ To Provide quality services to students. ➢ Clarity in operations. ➢ Enhanced efficiency of faculty operations and administrative processes. ➢ Data can be accessed effortlessly. ➢ Integrated e-Governance in pharma education sector.

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	➤ Reduction of unstated operating expenses. ➤ Statistical reports are generated instantly. Students data can be captured at source. ➤ Helpful for PCI, SPPU, DTE, ARIIA, NIRF, IIC, NBA or NAAC accreditation.
Faculty	➤ To know the latest syllabi. ➤ Communication to the stakeholders for syllabus development. ➤ On-line appointment of examination. ➤ Sharing new concepts and ideas with faculties and stakeholders. ➤ To get on line help for certain topics with experts. ➤ Improve quality of services.
Stakeholders	➤ Improved communication with other educational institutions and stakeholders. ➤ To get quality and skilled employee. ➤ Conduct Value added/ Add on courses as per industry needs. ➤ Helps for better industry related research. ➤ Helps for increase in consultancy from different stakeholders. ➤ Stakeholders can submit their feedbacks to college.
Overall Education System	➤ Long-term effects on organizational objectives. ➤ Enhance educational system. ➤ Faculty and student empowerment as well as the promotion of their involvement in governance.

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