

**SELF STUDY REPORT (SSR)
(PART-I & PART-II)**

For

Academic Audit

By

Affiliating Colleges/Institutions

**Name of College/Institution:
Himachal Pharmacy College**

**For the Year:
2024-25**

Submitted to:

**Himachal Pradesh Technical University,
Hamirpur -174101, H. P.**

HP Technical University, Hamirpur (HP)

Academic Audit

SSR Proforma to be submitted by Affiliated Institutions

GENERAL

Profile of College/Institution

1. General information

Name and full Address of the College/Institution with PIN	
Himachal Pharmacy College Vill. Maganpura, P.O Majhauri, Tehsil Nalagarh, Distt. Solan H.P. 174101	
Website	http://www.himachalpharmacycollege.com

2. Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Managing Director	Dr. Ashma Singla	-	6230304421	-	hpcnalagarh456@gmail.com
Principal	Dr. Rajneesh Kaur	-	7009003432	-	rkaur643@gmail.com

3. Establishment Details

Establishment Date of the College/Institution	Sep 25, 2014
Status prior to Establishment, if applicable	NA

4. Accreditation Details

AICTE/PCI approval date & reference With Name of Course(s) (Non-AICTE/Non-PCI courses: write 'Not Applicable')	First: July 8, 2015, 17-525/97-PCI/12455-58 (B. Pharmacy) Latest: 21/08/2024
HPTU approval date & reference With Name of Course(s)	First: 28/07/2015, HimTU-3(Acad)B-3/Phar.(NG)2011-8025 (B. Pharmacy) Latest: No. 11/09/2024, HimTU-3(Acad)B-6/2016-Vol-III-6231
NAAC rank/grade	NA
NBA rank/grade	NA
NIRF rank/grade	NA

5. Location, Area and Activity of Campus

Campus Type	Address	Location	Campus Area in Acres	Built up Area in sq.mts.	Programmes offered
Pharmacy College	Vill. Maganpura, P.O Majhauri, Tehsil Nalagarh, Distt. Solan H.P. 174101	Latitude 31.027466 Longitude 76.643979	2.5 Acres	4192.39	B. Pharmacy

6. Built-up Area Details (Sq. Meters) 4192.39 Sqm

i) Administrative and Amenities/Circulation Area in Sq. Meters

Faculty/Stream	Intake of students	¹ Administrative Area			² Amenities/Circulation Area		
		Required	Available	Deficiency	Required	Available	Deficiency
Engineering		250 sqm for intake of 300			750 sqm for intake of 300		
Pharmacy		100 sqm for intake of 100	Available 530 Sqm		100 sqm for intake of 100	Available 565 Sqm	
Management		100 sqm for intake of 100			100 sqm for intake of 100		
Total			530 Sqm			565 Sqm	

¹Administrative area includes: Principal's office, main office, faculty seating area, store, reception area, conference room, strong room, etc.

²Amenities/Circulation area includes: Common rooms for boys and girls, medical facility room, canteen, Post Office, Bank, Cooperative Store, Phone facility etc.

ii) Instructional Area:

Instructional Area	Minimum No. of Rooms		Carpet Area in sqm per Room	
	Required	Deficiency	Required	Deficiency
Class rooms/Engg/Pharmacy/Management	Total Number of Divisions per Year x Total Duration of Course in years x 0.5		66 (For a division of 60) 33 (For a division of 33)	
Tutorial Rooms Engg/Pharmacy/Management	25% of Total Class Room		33	
*Laboratory for First Year	4 (which includes 2 laboratories for Basic sciences)		66	
Laboratory other than first year	2 per course per year up to intake of 180 per course		66	
Laboratory for Post Graduate Courses	1 per Course		66	
Additional Laboratory/Workshop for "X" Category Courses	1		200 (For UG)	
Drawing Hall (Engg)	1 (Up to an intake of 600)		132	
Computer Centre	1 (up to an intake of 600)		150	
Seminar Hall	1		132	
Library	1		400	
Language Laboratory	1		33	

- "X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allie/Relevant Courses shall require an Additional Laboratory/Workshop.
- Additional 5 labs per Course, if number of Branch is more than 2 per Course

*For First year Engg. Class work, the following labs are required: **Pl. tick if available:**

- 1) English Language Communication Skills Lab [];
- 2) Computer Programming Lab []
- 3) Physics Lab [];
- 4) Chemistry Lab [];
- 5) IT Workshop [];
- 6) Engineering Workshop [].

*For first year class work, the following Pharmacy labs are required: **Pl. tick if available:**

- 1) Remedial Biology Lab [**Yes**];
- 2) Dispensary & Hospital Pharmacy Lab - I [**Yes**];

- 3) Pharm. Inorganic Chemistry lab [**Yes**]; 4) Pharmaceutical Organic Chemistry lab-I [**Yes**];
5) Anatomy and Physiology lab [**Yes**]; 6) English Language Communication Skills Lab [**Yes**].

Executive Summary

Introduction:

Himachal Pharmacy College laid a stone in 2014, with an initiative to spread education in a semiurban industrial area surrounded by rural areas. The institute provides excellent infrastructure and competent faculty members. The mission is to inculcate superior and quality education in pharmacy. The institute is approved by the Pharmacy Council of India and is affiliated with Himachal Pradesh Technical University Hamirpur. The motto of the Institute is “Vidya Dadati Vinayam”, which reflects the focus of this college, on the life-building of the students with proper development of human resources. We believe that nothing within our capacity be spared in making this college one of the excellent centers of higher education in the region and district. It is our prime attention to develop humanity, morality, and ethics, which is essential in any human being in this society to its need.

Vision:

“Equipping Pharmacists with social consciousness and scientific aptitude”

Himachal Pharmacy College was established in 2015. The college has a vision statement of the college is – “Development through the Education for mass”. The college is participating in the task of imparting knowledge, and skills and creating attitudes and values among students. All the activities of the institute are planned and executed keeping in view the Vision, Missions, Goals, and objectives. The college conducted various activities to inculcate socio-economic, and cultural-environmental values among the students through student-centric groups which include Sports, Culture, etc. The vision of this institute is to be a world-class pharmacy that strives for the newest advancements and produces autonomous, capable, and internationally recognized pharmacists via pharmacy education from this untouched region of Himachal Pradesh.

Mission:

Statement of the college is - To offer value-added Education in the semi-urban Region and Inculcation of moral characters and overall personality development of the students and the society. .A college or for that matter, any institution without well-defined aims and objectives is like a ship without a rudder. The college was established in 2015 with the mission statement to spread education in semi-rural regions. Initially, the college started with undergraduate course in Pharmacy. Himachal Pharmacy College has a specific target and destination. The college aims at unfolding to the fullest potential of the students. We are motivated by the vision to produce good citizens, developed both in brain and brawn

Our goal primary goal in academics to develop exceptional pharmacists by

- Maintaining high standards for the efficient integration of leadership, problem-solving, critical thinking, and teamwork in the delivery of high-quality pharmacy education.
- Encouraging students with moral principles and a social commitment to sustainable development to advance academically, entrepreneurially, and professionally.
- Slake intellectual curiosity and cultivate a scientific mindset for innovative clinical and pharmacological research that results in medical treatment and meets societal demands.
- Establishing a cooperative atmosphere that encourages and rewards creativity, productivity, and lifelong learning in the pharmaceutical, academic, clinical, and research sectors.

Action Plan:

- Keep incorporating feedback from students and alumni into the program as it develops.
- All faculty members should receive mentorship help, but especially junior faculty members.
- Support the creation of student-centric learning course by providing technology, human resources, and exposure to many sources.
- Make provisions for faculty development in the creation and delivery of curricula.

- To guarantee that there is no learner failure, offer students mentorship and counseling services.
- Potential researchers, including educators and UG students, will be identified by the principal.
- The research throughput determines the rewards given to contributors.
- Take into account choosing faculty researchers for appropriate incentives, including a reduction in workload for the upcoming semester.
- Recognize researchers in the media and think about other contributors for appropriate rewards.

COWS Analysis

[Challenges, Opportunities, Weaknesses & Strengths]

Institutional Challenges:

- Students in plus two are becoming less proficient academically.
- Challenge of preparation of rural students to compete in the global market.
- To keep the students up to date in the flow of education Infrastructure:
- Student's low socioeconomic status and inadequate linguistic skills.
- To instruct students in accordance with industry standards and expectations of the modern world.
- Challenges in adopting and integrating modern technologies into the teaching and research infrastructure.
- Research and extension activities in the field of local culture natural resources and their utilization

Institutional Opportunities:

1. The college has highly qualified and experienced staff.
2. The Teaching and learning support facilities have a proper framework.
3. Enriched Library contains about 3008 books and several journals.
4. Well-equipped LAB of Pharmaceutics, Pharmacology, Pharmachemistry, Pharmacognosy and Computer Science.
5. Possibility of developing into a pharmaceutical research institute that can make a substantial contribution to society.
6. The institute can offer the local rural population good employment prospects because of its close proximity to the industrial hub.
7. To match our educational strategy with the standards and priorities of today, put the national education policy into practice.
8. Provide a variety of pharmaceutical science courses to accommodate a wider range of job options.
9. Industrial training of students after 3rd year encourages students to go for higher education.

Institutional Weaknesses:

1. Students are from Rural and economically poor, may not generate resources properly.
2. Teachers with real-world industrial experience are limited.
3. There are not enough qualified professionals to operate complex tools and technology efficiently.
4. The university creates the syllabus, which limits the flexibility of adding new subjects and eliminates some out-of-date subjects and methods. By hosting seminars and workshops led by professionals from academia and industry, we attempt to fill in the gaps in the curriculum.
5. Employee stability becomes unstable when employees relocate overseas in search of better possibilities.
6. Rural areas cause disruptions in internet accessibility and service providers.

Institutional Strengths:

1. Devoted educators having a solid academic background.
2. Value-added courses and skill-development trainings are incorporated into the standard curriculum to provide high-quality education.
3. Infrastructure that is kept up to date and has a well-established maintenance procedure.
4. The institution's student support systems are clearly established.
5. Getting feedback from participants, parents, and students enables one to concentrate on future development.

6. A pharmaceutical hub that supports the institution with a strong institution-industry relationship is centrally located in Himachal Pradesh.
7. Facilities created to provide a distinctive, creative, and satisfying setting for research and academic endeavors.

Criteria wise Summary

1. Curricular Aspects:

The institute is affiliated with Himachal Pradesh Technical University (HPTU), Hamirpur, and has been approved by the Pharmacy Council of India (PCI), New Delhi. The college adheres with HPTU's policy and follow academic calendars. As required by HPTU, the college has implemented the Credit Based System with CGPA. In order to keep up with the latest developments, HPTU has been periodically examining and updating the curriculum. The college has a system in place that constantly seeks feedback on the curriculum from important parties, including employers, parents, teachers, and students. The HPTU has been informed of the recommendations based on the comments. The HPTU curriculum now includes topics related to professional ethics and human values. Since 2017, the institution has been utilising the syllabus, which was designed by the PCI, New Delhi. The PCI created the curriculum by taking into account stakeholder ideas, societal demands, and regulatory agencies' standards.

The PCI curriculum's well-developed structure, which also promotes multidimensional knowledge, allows Himachal Pharmacy College to implement it effectively. By using the methods of ongoing internal evaluation, seminars, project work, and semester-end exams, the student's academic progress is routinely monitored. With credit-based certificate programs, the institute also supports giving student's flexibility in their curriculum and other skills. The curriculum's environmental science, disaster management, and pharmaceutical jurisprudence courses give students a deeper understanding of ethical principles related to the environment and profession. The planning of conferences or seminars on human values is emphasized for the students' overall development. Under the guidance of IQAC, the institution collects feedback on academic performance and the atmosphere of the institution from all stakeholders, including students, faculty, alumni, and others, using a well-designed feedback system.

2. Teaching-learning and Evaluation:

The college admits students on the basis of entrance exam HPCET and plus two examination merit. Students go through an induction program after being admitted to the college. The library has a variety of books with a variety of expertise. Following acceptance, students are categorized as advanced or slow learners based on their academic progress and learning capacities. While advanced students are encouraged to present scientific posters and papers and write research articles in journals, slow learners receive assistance in tutorial classes, extra tutorial classes, and remedial classes. Additionally, they are advised to take competitive tests like NIPER, GPAT, and others. The college places a lot of emphasis on the teaching and learning process. A consistent transition from entry to placement level is shown in order to increase the validity and reliability of evaluation. Faculty members are carefully chosen and given access to amenities such as a well-stocked library and free internet, among other things. Financial assistance is provided to employees so they can enroll in conferences, FDPs, SWAYAM courses, file patents, etc. Exam paper setting, internal evaluations and adherence to the academic calendar are all closely examined. ICT tools are used by faculty to enhance the effectiveness and interest of their instruction. Faculty use techniques to impart conceptual information, think critically, analyze problems, and solve them, as well as to engage and communicate effectively during viva-voce exams. They also learn how to cooperate with others, work in groups, and embrace moral principles. According to PCI/University requirements, the student's activity as part of the educational program is required for them to successfully complete the course. The development of the University's opens internal and external assessment guidelines. The various programs and their course outcomes are assessed for accomplishment at the conclusion of the semester.

3. Research, Innovations and Extension:

The organisation actively attends workshops, conferences, and seminars to inform students and educators about the latest findings. Other pharmacy school institutions encourage faculty and students to participate in and present research findings at national and international scientific

conferences, workshops, and seminars. Students can work on research projects at various pharmaceutical companies. The organization has created an environment that fosters creativity and progress in the field of pharmaceutical research. To meet the needs of scholars and faculty members for research and experimentation, the organization has superior labs and a central instrumentation room. As a result, necessary equipment was also purchased in accordance with the demands of the period to occasionally increase research activity at the institute. The importance of maintaining a healthy lifestyle, swine flu awareness, mosquito-borne disease awareness, student health, sanitisation, environmental awareness, airborne disease awareness, and waterborne disease awareness are just a few of the community health awareness and safety initiatives for that encourage students to participate.

4. Infrastructure and Learning Resources:

The infrastructure has been facilitated to guarantee its maximum utilisation in accordance with HPTU and PCI standards. Well-constructed study areas, fully equipped labs, a seminar room, student facilities, a substantial library, are all part of our infrastructure. The management makes every effort to satisfy the standards of first-rate facilities in order to assist the stakeholders in achieving success in the state and public evaluations and becoming certified to serve humanity. Students are urged to make effective use of the institute's outstanding and functional labs, which feature advanced instruments and all the necessary advanced infrastructure capability for productive activities. By carefully allocating the use of all of its resources to serve all of its personnel and students, the management has continuously ensured the availability of adequate needs and the optimal use of facilities. The college building includes fire extinguishers installed in each lab and hall. The campus has been equipped with CCTV cameras for security and safety. The management has given our organisation facilities including furnished offices, separate HOD room, and a guest room facility. In computer labs, there are 50 PCs with LAN access, which is a good number. The institute provides a total of 12 labs and 4 classrooms for B.Pharmacy course. The classrooms and labs are adequately ventilated for the students' safety. Numerous standard books, national and international magazines, and other materials are available at the library. Faculty are encouraged to sign up for SWAYAM MOOC courses in order to stay current with their knowledge.

5. Student Support and Progression:

Himachal Pharmacy College's training and placement division provides information to students about employment opportunities and further education. Interviews are scheduled by the training and placement division for final-year B.Pharmacy. Students are also instructed on how to investigate novel ideas. Alumni are a university's most valuable stakeholders and devoted supporters. Graduates with close relationships encourage word-of-mouth advertising in their social and professional networks. Alumni provide juniors advice on the realities of the pharmaceutical sector.

Himachal Pharmacy College has an internal complaint committee and an anti-ragging committee to listen to and resolve student complaints. To assist the overall growth of its students, Himachal Pharmacy College has formed a variety of student welfare committees and support organisations. Technical and advising support is given to students in order to help them secure financial aid and scholarships for their studies. The institute is very helpful in assisting graduate students who are preparing for GPAT or other competitive exams.

6. Governance, Leadership and Management:

With a well-defined goal and mission, supporting governance supported by highly skilled, empathetic professors with a balanced personality, and strong leadership, the college has immense potential. The governing body creates the conditions necessary for the organisation to follow the decentralisation policy in decision-making and function through participative management. The administration is non-interfering, democratic, progressive, secular, and open-minded.

Teaching staff members participate in the following committees to express the concerns of Himachal Pharmacy college students: the governing body, IQAC, admission cell, anti-ragging committee, academic monitoring, examination monitoring, library, cultural, and sports, training and placement cell, alumni and parents meet committee, finance and purchase, store, general maintenance committee, etc. The perspective plan covers the following topics: student employability, infrastructure growth, facility management, academic process, and personality development. The basis of an employee's appraisal is their performance and commitment to their work. Policy documents are developed and implemented to make sure that non-teaching staff, instructors, and students follow the institution's rules and guidelines. The institution uses an institutional perspective improvement plan to achieve the set priorities.

7. Institutional Values and Best Practices:

Teachers and students at Himachal Pharmacy College are actively participate in the celebration of national days, such as AIDS Day, World TB Day, Yoga Day and World Water Day.

Addressing issues related to the country, women, society, and ecology has been the primary focus of the Himachal Pharmacy College. Students are trained under skill development programs. Community service is another institutional best practice that motivates students to give back to the community. The Red Ribbon Club frequently takes part in extension activities and health camps to offer free health care and community service. The institution follows systematic procedures to position itself as a preeminent pharmacy education institution. There is constant encouragement for educators and learners to participate in programs that cover topics such as Universal Human Values.

Holi, Diwali, Lohri, and other important holidays are frequently celebrated by campus staff and students. The institute is committed to promoting gender equality and providing a safe, secure environment free from ragging, harassment, and abuse for all students.

Criterion 1 – Curricular Aspects

Key Indicator-1.1: Curricular Planning and Implementation

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

Response:

Affiliated to University

Himachal Pharmacy College is a constituent college of Himachal Pradesh Technical University, and such follows the syllabus set by the parent university. Within these established academic structures, our college attempts to innovate curricular planning and implements effective curriculum delivery providing holistic development for its students. Academic processes are streamlined with the help of University Academic Schedules issued every year, College Academic Plans, Time Tables, Teaching plans and Course files. We also conduct Orientation Programs providing awareness about faculty and teachers for 1st year students.

Subject-specific information, including content, duration, working days, exam pattern, and credit structure, is provided by the authorized curriculum. Typically, the curriculum aims to instill fundamental knowledge of the many topics, practical skills, logical thinking, and industrial and professional training. In order to foster a creative and entrepreneurial mindset in the students, the curriculum also incorporates projects at the undergraduate and graduate levels.

Academic Calendar

The institute carefully follows the academic schedule, which is published by HPTU before the session begins and includes both educational and extracurricular events. Despite the strict adherence to this calendar, any irregularities are corrected within the same month.

Development of a Plan for Curriculum Implementation

To achieve these objectives, a well-defined strategy for effective undergraduate execution has been created. Three internal evaluation examinations, often known as sessional exams, are administered in compliance with the academic calendar. Regular group discussions, examinations, debates, reports, and presentations are also carried out as productive, collaborative activities.

Course File

Every teacher prepares their own course file, which is sent to students and contains the lectures, academic calendar, syllabus, and personalised schedule, among other things. This package contains the lecture-by-lecture notes, question bank, assignments, supplementary material, syllabus preparation, and syllabus completion report. Each student's curriculum-related problems and difficulties are managed by a class incharge, who collaborates with the appropriate teachers to get answers and shares them with the parent. Regular class evaluations, homework assignments, and sessional examinations are used to regularly analyse each student's performance in both theory and practice. Question papers for internal assessments, together with the plan and solution.

IQAC

IQAC periodically analyses the academic activities to ensure that the academic timetable is appropriately followed.

Review and Action Taken

The review is taken by the principal or HOD. To ensure that the lesson plan is followed, daily academic schedules are routinely checked against the schedule. At the end of the semester, the principal assesses the students' feedback in order to determine how well the teachers performed.

File Description	Documents
Additional Information	
Additional Information link	

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

Response:

Objective of Academic Calendar

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations.

The college's academic schedule is prepared well in advance of the commencement of sessions, in accordance with HPTU curriculum. Every academic activity is planned and executed in accordance with the academic calendar plan. Additionally, tests for continuous internal evaluations are organised and conducted in accordance with the strategy. The periodic entries on the HPTU website are followed for setting assessment exams.

The college adheres to the academic calendar for the conduct of CIE:

Himachal Pharmacy college follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery research work academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

The activities are as follows:

- Parents' meetings, educational and excursion tours, medical camp, local industrial and field visits, Pharmacy Week celebrations, sports weeks, annual social gatherings, youth and women's day, guest lectures, and theory and practical exams for internal assessment dates are all part of the induction and orientation program for new students enrolled in B. Pharm.
- The foundation of many teaching and learning strategies is the academic calendar, which is created at the beginning of the semester. The academic calendar is distributed to all faculty members and posted on notice boards.
- The department head assigns subjects to the faculty members well in advance so that the instructors can prepare lesson plans for theoretical and lab courses. Lecture hours, unit numbers, syllabus subject to be taught, etc. are all included in the teaching plan.
- The principal, department head, and their respective class coordinators conduct ongoing academic monitoring at the institute to monitor the caliber of instruction and learning. Ongoing student counseling through mentor-mentee meetings, student input on instruction, input for modifications to the teaching methodology, discussion of the various facilities, such as the library and transportation, various semester exam modules, and their progress in internal exams. In order to follow the planned curriculum and other activities, the institute makes reference to the academic calendar.
- The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Additional Information	

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

Response:

Option 5: None of the above.

Key Indicator-1.2 Curriculum Enrichment

1.2.1 Institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

Response:

Himachal Pharmacy college curriculum effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that help in this endeavor.

Being affiliated institute, we implement the curriculum prescribed by HPTU, Hamirpur.

- **Gender Related Issues:**

Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. At the beginning of the course, a teacher who teaches human anatomy and physiology (Subject code: BP-101T, BP-201T, BP-107P, and BP-207P) gives a presentation on the physiological basis for the behavioral and physiological differences between males and females. The strengths and limitations of both genders are highlighted in this presentation.

- **Environmental Sciences and sustainability:** The Aim to teach subject Environmental Sciences (BP-206T) is to educate students about the effects of biological, social, behavioural, and physical elements on the environment. To further promote sustainability, students are not permitted to use plastic bags. Events include company visits, field trips, seminars, workshops, guest lectures and environmental awareness camps. Water Day, Earth Day, and Environment Day are celebrated.

- **Professional Ethics:** A compulsory course on Professional Ethics and Values is also offered in B.Pharmacy named as Pharmaceutical Jurisprudence (BP-505T).this subject is offered to address professional ethical dilemmas by instilling ethical concerns about the production, distribution, and sale of medications and cosmetics. To encourage professional ethics, the institution has included courses like Regulatory Affairs (BP-804ET).

- **Human Values:** Human values are not taught in any topic; however, faculties have also participated in various Faculty Development Programs targeting the topic “**Universal Human Values**” organised by HPTU.

- **Health Determinants:** Students are teach with the subjects like pathophysiology (BP-204T), and human anatomy and physiology (BP-101T & BP-201T). By which they capable to know the importance of vaccinations, healthy eating, yoga, and regular exercise, as well as normal values and deviations and their signs are instilled in the pupils through the seminar.

- **Emerging demographic issues:** All topics related to demographic issues are covered in classes like Pharmacovigilance (BP-805T), Social and Preventive Pharmacy (BP-802T), and Biostatistics and Research Methodology (BP-801T) where students write project reports on surveys on new diseases including TB, typhoid, anaemia, diabetes, hypertension, anxiety, lifestyle diseases etc.

File Description	Documents
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Attach the list and description of courses and/or initiatives taken which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
Additional Information	

1.2.3 Percentage of students undertaking project work/field work/internships (data for the latest completed academic year)

Response: 90.9%

1.2.3.1 No. of students undertaking project work/field work/internships

Response: 40

File Description	Documents
List of programmes and number of students undertaking project work/field work/internships	

Key Indicator 1.3 (Feedback System)

1.3.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

(1) Students (2) Teachers (3) Employees (4) Alumni

Response:

Options D: Alumni

File Description	Documents
URL for stakeholder feedback report, if any	https://forms.gle/LVURSZipuEG7oMfB6

1.3.2 Feedback process of the Institution may be classified as follows

Options:

- (A) Feedback collected, analysed, action taken and feedback available on website
- (B) Feedback collected, analysed and action has been taken.
- (C) Feedback collected and analysed.
- (D) Feedback collected.
- (E) Feedback not collected.

Response:

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrolment and Profile

2.1.1 Enrolment Percentage (Average of last five years)

Response: 97.67%

2.1.1.1 Number of students admitted year wise during last five years

2024-25	2023-24	2022-23	2021-22	2020-21
65	64	60	60	44

2.1.1.2 Number of sanctioned seats year wise during last five years

2024-25	2023-24	2022-23	2021-22	2020-21
60	60	60	60	60

File Description	Document
Institutional data in the prescribed format	

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

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

Response:67.33

2024-25	2023-24	2022-23	2021-22	2020-21
25	21	18	24	12

File Description	Document
Seats filled against seats reserved	

2.2 Catering to Student Diversity:

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

Response:

To identify advanced and slow learners, we conduct “student induction” programme. Through this event students are introduced with teaching-learning and evaluation program, college discipline, various academic and other schemes along with development and achievements of the college, student’s support services. As early as possible, we identify slow and advanced learners amongst the students through class-room discussion, question and answer method, by considering their subject knowledge and previous year’s performance, From second year onwards; we consider their performance in the classroom and the university examinations. The academic performance of the students helps in identifying the slow and advanced learners

Mechanism to identify slow and advanced learners:

To access the learning ability of each student the college conducts sessional exam after completion of admission process. The syllabus for this examination is based on the 11th and 12th standard. Based on the secured marks the students are identified as slow and advanced learner. Also, students are assessed through regular teaching in class room. The performance of students assessed in the class test, sessional examinations, viva-voce in practical and group activities performed during laboratory hours. The students are identified as slow and advanced learner on the basis of learning level assessment. The efforts are taken to improve the performance in sessional and end term examinations.

The college responds to the learning needs of the slow learners through:

- Providing students guidance and taking the necessary steps to solve their issues
- Arranging remedial and tutorial sessions for weaker pupils in a few challenging disciplines.
- Providing students access to the course materials and question bank.

Facilities Provided for slow learners	Facility Provided for advanced learners
Communication Skill Classes	Peer Teaching
Remedial Classes	Participation in extra-curriculum activities
Psychological counselling	Participation in activities like conferences, workshops etc.
Question Bank	Additional Book Facility
Notes	Hands on training of sophisticated instruments
Guidelines on how to solve exam papers	

The advanced learners are motivated by:

- During Classes , teachers encourage students to do better in their advanced coursework. Giving the GPAT exam's test preparation classes.
- Encouraging advance learner to take part in poster competitions at the state, national, intercollegiate, or internal levels
- Providing hands on training of sophisticated instruments and software.
- Motivate to take part in a range of extracurricular activities and related occasions.

Outcome:

- An improvement in slow learners' final results.
- Advanced students have taken part in several intercollegiate seminars and symposia, where they have presented papers and posters.
- A few advanced students have taken the GPAT exam and passed.s

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

Response: 20:1

File Description	Document
Any additional information	

2.3 Teaching -Learning Process

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

Response:

Student centric learning activities implemented by the faculty are as follows:

Experiential learning:

- The students perform theory -based experiments in the practical which help for expert learning of topics in theory.
- In addition, subject based assignments, projects and dissertations are given to students for enhancing their creativity and self-learning capacity.
- Industrial visits are arranged.
- For easy and better understanding, live examples of day-to-day experiences are cited, explained in the context of the subject.

Participative learning

- Assignments are given to the students during laboratory hours like preparation of informative charts.
- The students are motivated to participate in co-curricular activities in college such as subject based quiz competition.
- Third and final year students undergo 1-month industrial training.
- During the industrial training, students get acquainted with the working of various departments in the pharmaceutical industry and they also get exposure to problems faced by the industry and the solution there upon.
- Friendly and interactive atmosphere is generated in the classroom so that the students fearlessly ask the questions, which are explained by the teacher until they understand. Their level of understanding is assessed by counter questions. If required teaching is further improvised for easy learning.
- Institute encourages students for participating in the oral and poster presentation competitions.
- Institute organizes guest lectures from industries or professional organizations for the students.

Problem based learning/ Project based learning:

To inculcate the critical thinking ability among the students the following problem based learning activities are carried out by faculty.

- Problem solving during classroom teaching and lab hours.
- Project work (Research work) is assigned to final year B. Pharm.
- Health counselling in local area is carried out by the students.

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

Response: NA

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

Response: NA

2.3.3.1 Number of mentors

Response: NA

2.4 Teacher Profile and Quality

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

Response: 80.81%

2024-25	2023-24	2022-23	2021-22	2020-21
12	11	13	13	16

2.4.2 Average percentage of full-time teachers with Ph.D./D.Sc./D.Lit. during the last five years (consider only the highest degree for count)

Response: 7.8%

2024-25	2023-24	2022-23	2021-22	2020-21
01	01	01	01	01

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

Response: 2.58

File Description	Document
List of teachers including their PAN, designation, department and experience details	
Any additional information.	

2.5 Evaluation Process and Reforms

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

Response:

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process.

Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment.

Students appearing for final year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display •

Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way mechanism of internal assessment is transparent and robust.

All the faculty members and respective guides evaluate the progress of students assigning marks. As per the directives of Himachal Pradesh Technical University, in Course Based Credit System (CGBS) 20 % marks have been allotted for internal sessional examinations of theory and practicals. Two theory sessional examinations and one practical sessional examination are conducted per semester. Internal Assessment marks consist of average of two theory sessional examination. For internal assessment of practicals, the total of practical sessional marks and record average marks are taken into consideration. As per directives of Pharmacy Council of India, internal assessments in CGBS pattern have allotted 25 % marks for all theory subjects and 30 % marks for practicals. The marks are distributed in theory sessional and continuous assessment marks. In CGBS pattern, two theory sessional and two practical sessional examinations are conducted per semester. After conducting theory and practical examinations the calculated average marks of respective subjects are verified by Principal and submitted to University through online mode and offline mode.

File Description	Document
Any Additional Information	
Link for additional information	

2.5 Mechanism for Internal Assessment

2.5.1 The process for continuous internal evaluation is as given below:

Theory Sessional Examination

The tentative examine schedule has been set by the college examination committee.

- IQAC conduct meeting and finalize the academic and teaching plan.
- The tentative examine schedule has been set by the college examination committee.
- Schedule of sessional examination are displayed on the notice board.
- Every staff member get circulars with the invigilation schedule.
- Sessional question papers are created in accordance with university regulation.
- Evaluation of sessional exam papers are fixed period of time (07 days).
- Sessional exam marks are communicated to students.

Practical Examination:

1. IQAC conduct meeting and finalize the academic and teaching plan.
2. The tentative timetable for the practical test has been set by the college examination committee.
3. Schedule of Practical sessional examination is displayed on the notice board.
4. Subject expert conduct the practical sessional examination batch wise as per the schedule.
5. Evaluation of practical papers is done by the subject expert themselves and valued answer and sheets are submitted to examination department within 4 days.

After conducting theory and practical examinations the calculated average marks of respective subjects are verified by Principal and submitted to University through online and offline mode.

Examination Pattern

B. Pharm (CGBS)

Question paper pattern for theory Sessional examinations

For subjects having University examination

I. Objective Type Questions ($5 \times 2 = 10$) (Answer all the questions)

I. Long Answers (Answer 1 out of 2) $= 1 \times 10 = 10$

II. Short Answers (Answer 2 out of 3) $= 02 \times 5 = 10$ ----- Total=30 marks

Two sessional examinations are conducted. Average of two theory sessional marks are then converted out of 15. Continuous assessment marks 10. Total Internal Assessment marks 25

For subjects having Non University Examination I.

I. Long Answers (Answer 1 out of 2) = $1 \times 10 = 10$

II. Short Answers (Answer 4 out of 6) = $4 \times 05 = 20$ ----- Total=30 marks

Two sessional examinations are conducted. Average of two theory sessional marks are then converted out of 10. Continuous assessment marks 05. Total Internal Assessment marks 15

Question paper pattern for practical sessional examinations

I. Synopsis =10

II. Experiments =15

III. Viva voce =05 ----- Total=30 marks

Two sessional examinations are conducted.

Average of two practical sessional marks are then converted out of 10.

Continuous assessment marks 05. Total Internal Assessment marks 15

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

Response: Grievances handling mechanism is completely transparent. Starting of every semester all faculty members described the evaluation process of internal marks and external marks. Internal examination test schedules are prepared and communicated to student in advance. For proper conduction of test two invigilators are assigned in room and evaluation of answer sheet is done by concern subject faculty member with in seven days.

Internal assessment: Internal examination grievances are cleared by showing the corrected answer sheet to student. He/she many times have grievance after comparison with fellow student's answer sheet. This is satisfied by Evaluator/concerned faculty member by explaining the reason for difference of marks. Rules of entry and exit in exam hall are obeyed strictly so no point of grievance in this domain. Any grievance from the concerned student is sorted out by the subject teacher. If it is not resolved at teacher level then the matter is directed to HoD/ Examination in charge with timeline of seven days. Still, if the issue is not addressed, Principal intervene to the issue and get it resolved. Fortunately, no major grievances has been observed during last five years.

External assessment: Students having grievances regarding external evaluation in any subject for the University examination assessment may go for revaluation.

In case of any grievances in sessional marks, the Principal appoints teacher of same subject to recheck it.

Methodology of Reassessment of valued answer books of University examination:

Students informed to the College regarding grievances if any related to University examination and with the endorsement of Principal College forwards their application to the University for reassessment of valued answer books.

Key Indicator-2.6 Student Performance and Learning Outcome

[National Credit Framework (NCrF) Learning Objectives and Learning Outcomes]

2.6.1 Teachers and students are aware of the stated programme and course outcomes of the programmes offered by the institution.

Response:

Program Outcomes (POs): It represents the knowledge, skills and attitudes the students should have at the end of a course completion of their respective engineering program.

Course Outcomes (COs): It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.

Program Specific Outcomes (PSOs): These are statements that define outcomes of a program which make students realize the fact that the knowledge and techniques learnt in this course has direct implication for the betterment of society and its sustainability.

Course outcomes (COs) are succinct declarations that outline the fundamental and long-lasting disciplinary knowledge, skills, and depth of learning that students should have from the first semester onwards. Both theoretical and practical knowledge provide clear specifications and communication of them. All of the Institute's programs have explicit program and course outcomes that are communicated to instructors and students as well as posted on the notice board. The HOD and class in-charges raise awareness of COs while speaking to the students during the orientation program. Students are also given descriptions of the COs by the staff, instructors, who also raise awareness and stress the importance of achieving the results. Program Outcomes (POs) for the programs of our institute is structured as per regulatory authority's guidelines. The POs, along with curriculum planning for all the programs and courses are stated displayed in classrooms, verandas, common areas, and laboratories of the college.

File Description	Document
COs & POs for all Programmes	

2.6.2 Attainment of Programme outcomes and course outcomes are evaluated by the institution

Response:

Program Outcomes (POs) are broad statements that describe the professional success that the program aims to assist students in achieving by the program's conclusion. POs encompass a vast array of interrelated skills, knowledge, and personal qualities that students need to acquire by the time they graduate. During the orientation program, the class in-charges and HODs educate the students about POs. Additionally, staff, professors provide students with summaries of the POs, emphasise the significance of attaining the objectives, and create awareness.

During the admissions and orientation process, all students are informed of the course outcomes and must be aware of the intended outcomes of their program. Students are also given the whole curriculum, learning objectives, and evaluation process for each subject.

Course Outcome Attainment

The syllabus for the conceptual and practical components of each subject is prepared by the instructor of that topic. When producing the COs, the College's Program Outcome and Program Specific Outcome for the undergraduate pharmacy programs is taken into account. Data on the accomplishment of course outcomes was gathered through university tests (both theoretical and practical) and internal sessional assessments (theory, practical, seminars, assignments, and presentations).

Internal Assessment: The twice-seminal tests are designed to evaluate students' performance at the course and program levels, both theoretically and practically. Students also finished class tests, final year projects, and assignments.

University examination: End semester examination (75% weightage) is conducted by the HPTU, Hamirpur.

File Description	Document
Any additional information	

2.6.3 Average pass percentage of students during the last five years

Response: 82.06%

2.6.3.1 Total No. of final year students who passed the University examination year wise during the last five years.

Response: 190

Year	2024	2023	2022	2021	2020
No. of student Passed	33	48	46	24	39

2.6.3.2 Total No. of final year students who appeared for the University examination year wise during the last five years

Year	2024	2023	2022	2021	2020
No. of student Appeared	40	49	47	49	47

File Description	Document
List of programmes and No. of students passed in the final year examination.	

Key Indicator-2.7 Student Satisfaction Survey (SSS)

Particulars (SSS by HPTU)

2.7.1 Online student satisfaction survey regarding teaching learning process of about 20% students (online survey to be conducted)

Data requirement:

- Name/Class/Gender
- Student Id Number/Adhar Id Number
- Mobile Number
- Email Id
- Degree programme

(Data base of all currently enrolled students need to be prepared and shared with H.P. Technical University)

Attach as Annexure(s)

Criterion 3– Research, Innovations and Extension

Key Indicator-3.1 Resource Mobilization for Research

3.1.1 Grants received governmental agencies for research projects/endowments in the institution during the last five years (INR in Lakhs)

Response: Nil

Key Indicator- 3.2 Research Publications and Awards

3.2.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 04

3.2.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2024-25	2023-24	2022-23	2021-22	2020-21
07	04	05	03	02
File Description			Document	
List of research papers by tittle author and year of publication with the first page				

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

Response: Nil

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

Year	2024-25	2023-24	2022-23	2021-22	2020-21
Count	0	0	0	0	0

Key Indicator -3.3 Extension Activities

3.3.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

In alignment with its mission, and following the primary teaching, Himachal Pharmacy College has always been instrumental in carrying out extension activities. This has always facilitated the College in sensitizing students and ensuring their holistic development. Team of Faculty members from all departments along with employs students in various community development programs. It includes organization of cultural events, seminars/ workshops, awareness programs, Medical camps and other such programs.

File Description	Document
Upload Additional information	

3.3.2 Awards and recognitions received for extension activities from government / government recognized bodies

Response: NIL

3.3.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.3.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non-Government Organizations through NSS/NCC etc., year wise during the last five years

Response: NIL

Key Indicator -3.4 Collaboration

3.4.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student/faculty exchange and collaborative research during the last five years.

Response: NIL

3.4.2. Number of functional MoUs/linkages with national and international institutions, universities, industries , corporate house etc. during last five years

3.4.2.1	Number of functional MoUs/linkages with national and international institutions, universities, industries , corporate house etc. during last five years					
	Year	2024-25	2023-24	2022-23	2021-22	2020-21
	Number	01	01	01	00	01

File Description	Document
Upload Additional information	
Hard copy of MoUs/	

Criterion 4- Infrastructure and Learning Resources

Key Indicator 4.1 Physical Facilities

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

Response:

According to standards, the institution has all the infrastructure needed to support and simplify the teaching-learning process. The computer lab is well-established and accessible to both teachers and students for research purpose. The classrooms are spacious well-ventilated, and equipped with cosy seating arrangements. A big, well-ventilated, and well-furnished Seminar hall having a projector with audio-visual equipment is available for larger gatherings.

Basic facilities including gas, electricity, and water are readily available in the well-equipped laboratories. Every laboratory has adequate workspace. Besides these amenities ensuring the safety features, they provided fire extinguishers in laboratories.

On campus, there is an alternate power source with a 25 KV generator to provide electricity when power has been gone.

A machine room for all unit and pre-formulation processes is available.

A campus is Wi-Fi equipped.

Details of Infrastructure

Infrastructural Facility

Sr. No	Infrastructural Facility	Number	Facilities
1	Classroom	04	-
2	Seminar Hall	01	Projector
3	Computer Lab	01	50 computer with LAN 100MBPS speed
4	Library	01	With 30 students capacity
5	Laboratories	12	Well equipped with all equipment.
6	Office	01	Computer with wifi, LAN, Printer, scanner, Xerox machine
7	Principal office	01	Computer with wifi, LAN, Printer
8	Faculty rooms	05	-

4.1.2 Facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

The Institution has a playground for various outdoor games like volleyball, kabaddi, cricket. The Institution has adequate sport accessories such as cricket kit, volleyball etc.

Culture Activity:

The institute often hosts various social events to support and nurture the student's hidden skills. Participation in many social events, such as Fresher's Day, Pharmacist Day, Yoga Day, Teacher

Day and Annual Day, is encouraged for students. The institute hosts a variety of activities, such as Rangoli, poster-making, painting, quizzes, and more, to encourage students to engage in social activities.

Different experiences are additionally led like medical camps, tree plantation.

File Description	Document
Additional information	

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

Response: 20

4.1.3.1 No. of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Details of classrooms and seminars halls with ICT Facilities	

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

Response: 13.83

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary, year wise during the last (INR in lakhs)

Year	2019-20	2020-21	2021-22	2022-23	2023-24
INR in lakhs	3351836	193190	342342	2619552	78853

File Description	Document
Audited utilisation statements	

4.2 Library as a learning Resource

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

Response

Library is the resource hub for knowledge and has a vast collection of books, journals, magazines.

Our library is supported by more than 3023 textbooks, reference books 281, national 2 international journals 08, other readable articles online through the internet.

Library has a seating capacity of more than 30 students at a time. Library is equipped with a printing and photocopying facility for the convenience of the students and well furnished to improve the comfort level. Library has 150 square meter areas

The library offers students a free access system where they may select the book they need for the assignment. While final-year students are permitted to lend three books to help them prepare for

the GPAT and other competitive tests, each student may only lend three books for a three-day period.

Response: NIL

4.2.2

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

Response: Option E (None of above)

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

Response: 164338.21

4.2.3.1 Annual expenditure on purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in lakhs)

Year	2019-20	2020-21	2021-22	2022-23	2023-24
INR in lakhs	313955.60	188373.36	133658.36	94595.36	91108.36

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years	
Audited statements of accounts	

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

Response: 19

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

Response: 46

File Description	Document
Details of library usage by teachers and students	

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Computing facilities

A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. Institute provides IT facility to students with 70 PC, in which 10 PC

are tablet and 60 PC with 100 MBPS speed. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

- Computer is formatted in regular basis.
- Anti-virus is regularly installed in computer. All computer has anti-virus.
- Wi-Fi connectivity is available as mentioned in Principal office, Office-room.
- In order to access the internet from laptop, mobile devices, the institute provides campus-wide seamless internet connectivity.

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

Response: 6:1

No. of students: 233

No. of computers in working condition: 42

Total no. of computers: 70

4.3.3 Bandwidth of Internet connection in the Institution

Options:

(A) 10 GBPS

(B) 1 GBPS

(C) 750 MBPS

(D) 500 MBPS

(E) Others (specify)

Response: E (100MBPS)

File Description	Document
Details of available bandwidth of internet connection in the institution	

4.4 Maintenance of Campus Infrastructure

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

Response: 0.496

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

Response:

Year	2019-20	2020-21	2021-22	2022-23	2023-24
INR in lakhs	42490	9460	45790	28999	69755

File Description	Document
audited utilisation statements	

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

Response:

Our college adopts a systematic procedure for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. The college have a separate maintenance department, but respective departments also look after the maintenance work of their laboratory, which they physically examine and then rectify the problem. Maintenance of all other amenities and support systems such as water, electricity, power back-up, internet, garden, sports ground etc. is done by college management. Dry and wet cleaning of all class rooms, seminar hall, laboratories, faculty rooms, office, library, corridor and washrooms is done daily. Sophisticated instruments and equipment usage are monitored through log books. They are cleaned, calibrated and maintained on a regular basis. Major equipments are installed with power backup. Facilities in laboratories such as water taps, gas pipelines, and electrical fixtures are regularly checked by respective persons. Facilities like fire extinguishers and first aid kits are checked regularly and their refilling is done before their expiry date. The gardeners are appointed for overall maintenance and care of the Medicinal Plant Garden and amenity area. The campus has Diesel generator with capacity 25 KV for management/regulation of electricity and voltage.

Criterion 5-Student Support and Progression

5.1 Student Support

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

Response: NA

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during last five years

Response: NA

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

Response: -NA-

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

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

Response: NA

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

Response: -NA

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

Response: -NA

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

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

Response: (A) All of the above

File Description	Document
Details of students grievances redressal policy including sexual harassment and ragging cases, No. of cases received and redressed	
Minutes of the meetings of Students' Redressal Committee, Prevention of Sexual Harassment Committee and Anti Ragging Committee.	
Link to the institution website, if any	http://www.himachalpharmacycollege.com/grievance-form.php

Any additional information.	
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5.2 Student Progression

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

Response: 38.46 % (Year 2024-2025)

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

Response: Student=15(Year 2024-2025)

File Description	Document
Self attested list of students placed, during last year.	
Any additional information.	

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

Response: 43.59% (Year 2024-2025)

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

Response: 17 (Year 2024-2025)

File Description	Document
Details of student progression to higher education	
Any additional information.	
Supporting data of students/alumni	

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

Response: -NA

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

Response: -NA

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

Response: -NA

5.3 Student Participation and Activities

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

Response: one

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

Response: one

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	
e-copies of award letters and certificates	
Any additional information	

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

Response: Sports = 11.11 (Year 2023-2024)

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

Response: Sports = 1 (Year 2023-2024)

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

5.4 Alumni Engagement

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

Response: -NA

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

Response: -NA

Criterion Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision

Empowered pharmacy professionals with quality education to meet the expectations of healthcare system.

Mission

- To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole.
- To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment
- To mould the student as a golden citizen and develop their entrepreneurship and innovativeness skills to enrich the health care system.

Nature of Governance

The governance of Himachal Pharmacy College is in sync with the vision and mission of the institute and is implemented as follows:

The decisions of the Governing body are executed by the Principal for the development and day-to-day working of the institution.

The committees constituted by the Principal are delegated to implement the decisions of the governing body. The committees are responsible for activities of IQAC, admissions, academic calendar, examinations, extra-curricular activities, library, student/staff welfare and store etc.

The Principal regularly conducts the meeting of staff, students, parents etc. for their inputs and feedback on academic-cum-all round excellence.

The teaching faculty follows the academic plan and provides quality education to the students. Distinguished persons from academics, pharmaceutical industry, spiritual and social institutions are also invited to enrich the academic, environmental, ethical, social, and health related issues.

Perspective plans

Acquire better infrastructure, instruments, equipment's, books in library and teaching and non-teaching staff, the college imparts quality education in pharmacy. To achieve the mission college has envisaged a perspective plan. The plan includes diverse areas such as facility, infrastructure development, academic process, research, personality development and employability.

Key stake holders are included in the participative management of the college of pharmacy:

- The Governing Body approves the policies, approves the budget, provide the funds for infrastructural development and other facilities required by the institution.
- The Principal of the college provides takes up the matter to the Governing Body, based upon the inputs from the college development and task specific committees.
- The task specific committees constituted by the Principal regularly interact with the students, parents and pharmacy professionals to discuss the issues and concerns.

Participation of the teachers in the decision making bodies of the institution:

Teaching Staff have representation in different committees and cells like

- IQAC
- Finance and Purchase Committee
- Academic Monitoring Committee
- Store Committee
- Library Committee
- Examination Monitoring Committee
- Training and Placement Cell
- Regulatory Co-ordination Committee
- General Maintenance Committee

- R&D Cell
- Anti-Ragging Committee
- Woman's Cell
- Parents Meet Committee
- Grievance Redressal Cell
- Admission Cell
- Sports
- Cultural
- Guest Lecturers etc.

Teacher's give their input related to teaching learning process, development of infrastructure facility, entrepreneurship development, startup program, training and placement for the development of institute during regular meeting of respective committees.

File Description Document	Document
Upload any additional information	
Paste link for additional information	http://www.himachalpharmacycollege.com/committe.html

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

Response:

Himachal Pharmacy College promotes and practices decentralization in all academic and administrative activities, It has various academic and administrative committees to monitor, plan and execute smooth functioning of the college.

Decentralization and Participative Management

- Effective leadership is evident in a number of institutional approaches, including participative management and decentralization.
- The university adheres to the academic calendar that the higher education department provides, which covers topics like admissions, internal evaluations, extracurricular activities, and their analysis, among others.
- Every department of the institute operates directly under the principal's direction.
- The HOD is in charge of the departments' daily academic operations.
- In all academic affairs, the principal leads the faculty and HOD on behalf of the institute.
- The active members of the institution carry out the plans and policies for achieving the institute's objective.
- The institute uses a decentralized management operational procedure for its smooth operation and to encourage participatory management, with many committees established by the principal in the institute's management.
- For the sake of the students' growth, the institute's decentralized and participatory management fosters harmony and a friendly environment.
- The principal has established a number of committees to ensure the institute is operated effectively.
- The committees are led by senior representatives of several faculties.
- The principal is active in the decision-making and execution process, as are the teachers and staff.
- The principal and HOD always appreciate faculty members' and committees' suggestions and initiatives and turn them into useful

Case Study

- All faculty members raised the requirement for the purchase of instruments & apparatuses and chemicals for the practical , project work of B. Pharmacy Students.
- The Principal (Dr. Rajneesh Kaur) forwarded the proposal to finance committee. Finance committee put the proposal in front of Chairperson (Dr. Ashma Singla). She finally approved the proposal. On the strength of financial approval the Principal directed the purchase committee to start the process of purchase.
- After the delivery of instruments, apparatuses and chemicals to the college it was hand over to finance committee under the supervision of HOD Mr. Brij Bhushan Sharma.

Outcome:

Faculty members brought up the need for equipment to do research during the department meeting, and the issue was resolved. The management has become aware of the issue and is pushing employees to upgrade the lab's tools and equipment.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

In view of the strategic plans, the institute has perspective plan of advancement. This arrangement is made according to the necessities of the students and so as to oblige the requirements of the institute and the society.

Following Major areas are covered in the plan as mentioned below:

- 1. Academics**
- 2. Co-curricular activities**
- 3. Administration**
- 4. Research**
- 5. Industrial placement activity**
- 6. Social Responsibility**
- 7. Financial planning and support**
- 8. Examination & Evaluation**

1. Academics

Himachal Pharmacy College is an affiliated institute from Himachal Pradesh Technical University (HPTU)

Teaching, research, and administration are all considered academic activities in the institute.

This focuses on

- Teaching professional student pharmacists
- Supervising research and teaching graduate students
- Advising students
- Conducting scientific research
- Publishing in scientific journals
- Participating in administrative activities

2. Co-curricular activities

Activities that are planned outside of the classroom setting are generally referred to as co-curricular. These make oblique references to the real teaching that takes place in the classroom. Even though the syllabus doesn't include any mention of these activities, these have been covered in the curriculum. The organization of these activities is crucial in the current educational environment since modern educational theory and practice place the utmost importance on a child's overall development. Therefore, in addition to the curriculum, which can be enhanced by extracurricular activities, the CO-curricular activities are crucial for promoting the child's harmonic and balanced growth. Another name for these activities is extracurricular activities.

2.1 Types of Co-Curricular Activities:

Co-curricular activities are categorized in the following heads:

- **Physical Development Activities:**

These activities include games, sports, athletics and yoga.

- **Cultural Development Activities:**

The activities like music, dancing, dramatics, folk song, fancy dress, variety show, community activities, exhibition, celebration of festivals comes under this category.

- **Emotional and National Integration Development Activities:**

Under this category organization of educational tours, speech programmers, celebration of national and international days are included.

3. Administration

Supervising day-to-day operations of the administrative department and staff members. Hiring, training and evaluating employees, taking corrective action when necessary. Developing, reviewing, and improving administrative systems, policies, and procedures.

4. Research

Our college encourages the faculty members to publish the research Papers in the National and International journals. The faculty members are encouraged to do the research in various fields of their interest.

5. Industrial placement activity

The students are being placed in Marketing and sales, Production, Quality Control & Quality Assurance and Documentation & Regulatory Affairs, research and development sections of pharmaceutical industry.

6. Social Responsibility

We are focused on promoting the sense of social responsibilities in students by involving them in various social activities. This helps in creating awareness about latest and important social issues in individual and gives them a broader perspective of understanding the causes and possible solutions related to various social issues.

7. Financial planning and support

With the final goal of supporting and maintaining the facilities, such as merit-based scholarships, research funds, infrastructure, furniture, PCs, libraries, transportation facilities, maintenance, etc., the institution has a committee for financial planning each financial year.

8. Examination & Evaluation

Most important tool to measure the knowledge of the students through assessment. Our college follows the academic calendar circulated by Himachal Pradesh technical University. The main evaluation used to assess the student knowledge is by a written test, study projects, seminars and quizzes. The students are evaluated through 25 marks internal assessment and 75 marks semester end examination. Internal examinations are conducted twice for such semester and marks were sent to the Himachal Pradesh technical University.

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

Response:

Himachal Pharmacy College has well defined organization structure directed by Governing Body and is instituted as per the laws of concerned authority. The Governing Body works with pertinent statutory bodies outlines the thrust areas and implements effective administrative and academic policies for overall development of the Institute along with its stakeholders. Role and responsibilities are cleared demarcated for IQAC and various academic and administrative committees.

Administrative Instructions and Regulations:

- It consists of Employ recruitment policies for teaching and non-teaching staff.
- Eligibility criterion clearly described as that of Statutory Body PCI.
- Selection and appointment of Principal/Teachers/Administrative staff as per the sanctioned posts

Faculty Accountabilities: Includes

- Teaching and Training Activities
- Assessment and Evaluation Design of Outreach

- Activities and its Implementation Research and Consultancy Activities
- Administration and Extension Services

Leave Rules:

Guidelines are demarcated for Employees to avail

- Casual Leave
- Medical Leave
- Study Leave
- Academic Leave
- Maternity Leave

Effective deployment of strategic plan attained through the following

To accomplish and sustain exceptional academic results by constituting various academic committees to ensure

- Proper academic planning and conduct.
- Take action in response to irregularities.
- Address the requirements of slow learners and carry out remedial exercises.

Emphasis on Student Centric Learning Process- by

- Conduction of Class Seminars
- Poster presentation competitions
- Painting Competitions relating to Profession
- Co-operative learning Procedure by consolidating small groups working together with a learning task followed by evaluation through their participation ability in group discussions and debates etc

Research Ability Inculcation in faculty and students- by

- Guiding faculty to organizing or attending Conferences/Seminars/ Workshops/Webinars/ /FDP/QIP/CEP
- Motivating faculty for Peer reviewed Research publications etc.
- Enriching Communication/Presentation skills among the students by conducting personality development events, Elocution and Essay Writing Competitions

6.2.3 Implementation of e-Governance in Areas of Operation

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

Response

A. All of the above

6.3 Faculty Empowerment Strategies

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

Response

The foundation of a high-quality educational institution is its teaching and non-teaching personnel, and the college of pharmacy's ability to operate effectively depends on their well-being. There is provision of duty leave when a teaching staff is traveling due to research related activities or scientific presentations or industrial tours etc. The management motivates the teaching and non-teaching staff for their professional development.

The welfare measures taken by the institution for teaching and non-teaching faculties are as follows Welfare scheme

- Leave for participating in workshop seminars (Academic Leave)
- Casual Leaves
- Duty leaves

- Transport facility to teaching and non-teaching

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

Response: - Nil

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

Response: - Nil

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

Response: - 50

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

Response: -04

Year	2023-24	2022-23	2021-22	2020-21	2019-20
Number	02	03	00	01	0

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

Response:

Himachal Pharmacy College has a well-defined performance appraisal system for Faculty Members. Faculty intending for promotion or increment / special increment required to submit their annual performance appraisal in prescribed format.

The performance appraisal document includes the

- Details of Professional Experience with related documents
- Academic Contribution details including Result Analysis, Lab Record Assessment and Course File Completion etc.
- Administrative Contributions details including Administrative responsibilities at the Institution and Department Level, Involvement in Students Counseling/Mentoring/Motivation, Guest Lectures, Organization of any National / International Conference/Seminar/Workshops, Organization of any Institute Curricular/Co-curricular & Extra Curricular Activities, Accreditation Works, Late Coming Markings (if any)
- The performance of all the teaching staff are reviewed by the Principal and Management Representatives. Faculties were assessed based on their performance, examination results of the students and feedback from respective stake holders. Feedback from students were thoroughly analyzed by the concerned team and communicated to the respective faculty to update/ improve / adapt as per the feedback. HOD's appraises the staff based on their work done via Research Publications, Paper Presentations in Conference/ Seminars/Workshops etc., besides overall performance of the students (Theory & Practical).

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institute is self-financing and the main source of the income is the tuition fees. The budget estimates and audited statements are prepared regularly. Internal audit is carried out by the

Managing Director. The management policies and procedures are sufficient, and used. The process of internal audit verifies the cash and vouchers regularly in the month and the result of such verification are recorded in the cash book. The audit identifies and minimizes the risks, assures operating practices are not deviated from the policy and resources are used efficiently for the benefit of institute. Internal audit helps to prevent misappropriation of funds. The internal auditor should also ensure that the fees received in advance and fees receivable are properly accounted internal audit reports are used by management to provide advice and other consulting assistance to employees. The external audit is an annual audit of financial reports, statement and documents. This finding offer our institution a way for course correction. Audit objections are settled by a committee comprising of Finance and Purchase committee.

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

Response: - Nil

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

Response:

The organisation constantly keeps an eye on the extent to which the available funds are being used to establish the infrastructure that will support the teaching and learning process. Himachal Pharmacy College operates as a self-funded private college under the direction of the Sh. Gian Chand Dharamvir Charitable Trust., the main source of income is tuition fee.

These funds are utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic need. All the major financial decisions are taken by the institute's management committee. Institute adheres to utilization of budget approved for academic expenses and administrative expenses by management. All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items. Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased. The entire process of the procurement of the material is monitored by the IQAC, purchase committee and Managing Director. Financial audit is conducted by chartered accountant for every financial year to verify the compliance.

Criterion-7: Institutional Values and Best Practices

Key Indicator-7.1: Institutional Values and Social Responsibilities

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

Response:

The concept of gender equity refers to “fairness of treatment for both women and men, according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities” (International Labour Office [ILO], 2000).

Education deals with formation of habits of human beings. If so, we need education seriously to focus on promoting the equal participation of women and men in making decisions; reducing enrolment gap between women’s and men’s access; giving equality in learning process, educational outcomes and external results; and providing equal benefits for both sexes. Gender equity in education means that males and females have equal opportunities in terms of economic, social, cultural, and political developments. If gender equity is exactly achieved this will contribute to future of girls and boys more than approaches men-centered, and girls will get benefits from public and domestic life as much as boy.

Himachal Pharmacy College shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and functions.

The institution promotes gender sensitization through co-curricular activities like seminars, guest lectures, special lectures, poster exhibitions, counseling sports events with equal participation, and cultural performances highlighting diverse gender perspectives. Specific initiatives with respect to key areas are as follows:

Safety and security: 24 hour CCTV surveillance is maintained in the college. It helps to keep a check on antisocial activities. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students and even their guardians..

Counseling: Senior faculty members counsel the students regarding gender sensitization issues related to sexual harassment. Female teaching staff members of the college contact the girls at regular intervals to identify and address the problems faced by them. Exclusively for the female students’ various seminars on personal hygiene and problems like PCOD are conducted on annual basis.

Common room: The College has provided separate common rooms for boys and girls. This common room is well-ventilated, spacious for the convenience of the students. These common rooms are having a capacity of 30 to 40 students each. The common room is equipped with adequate furniture and basic amenities nearby. It is ensured that girls have a sense of privacy in the common room.

Parent teacher meeting: Regular parent-teacher meetings are organized to bring the students – parents and teachers together. Updates are provided about the overall development and performance of the students. Parents’ issues related to their wards are also entertained.

Anti-Sexual Harassment Committee: Anti Sexual Harassment Committee is also active in the college. It organizes various events on awareness issues. Meetings are conducted on regular basis to guide the students and attend to the issues of the students. They motivate them regularly and guide them to lead a good life

- **Objective of the Committee:** To develop guidelines and norms for policies against sexual harassment
 - To develop principles and procedures to combat sexual harassment
 - To work out details for the implementation these policies.

- To prepare a detailed plan of actions, both short and long term
- To organize gender sensitization awareness programme.
- To deal with cases of discrimination and sexual harassment in a time bound manner, aiming at ensuring support services to the victimized

Visitor register: The institute keeps visitor log register to record the details of any person entering the college premise.

Discipline in campus: There is a Discipline Committee in the institution to take care of safety and security of the students. It also keeps an eye on the working of all the employees as well as the activities of the students within the institution. Himachal Pharmacy College aims at zero tolerance against eve teasing/ragging with wide publicity which is maintained by the Discipline Committee

Other Relevant information: Students, non-teaching staff, and teaching faculty all comply to the college's rules and regulations. The distribution of responsibilities between men and women is equitable. Women are allowed to work appropriate hours, and maternity leave is also provided. The college has established an anti-ragging committee and a women's cell.

There is one male and one female staff appointed as in-charge for providing safety and security for students while travelling by college bus. Various activities like sport event, cultural activities, co-curricular activities such as workshop, training development programs for employability, personality development, and skill development are organized by college for both girls and boys on regular basis.

• Annual gender sensitization action plan

One of the main goals of Himachal Pharmacy College is gender equality and women's empowerment. To regularly carry out different gender-sensitization activities, an annual gender-sensitization action plan is created.

Objective: To promote gender equality, inclusiveness, tolerance, harmony among the students and the staff leading to women empowerment.

1. The annual gender-sensitive action plan aims to provide and promote a safe, secure, and healthy environment in order to attain gender equality.
2. It also aims to guarantee dignified and courteous behaviour at all levels.
3. To organize orientation and induction programs for students in order to encourage gender sensitivity.
4. To engage students in career enhancement and entrepreneurship development activities.
5. To conduct counselling sessions to address problems like depression and frustration brought on by failures.
6. It also aims to provide professional encouraging practices related to nutrition, personal hygiene, cleanliness and health.
7. To host seminars on cybercrime, security, and safety, specifically for female students in different departments.
8. Give advice to staff and students about their financial investments.
9. To create and implement a code of behavior for students that advances gender equality at the level of governance.
10. To guarantee equal rights and participation of girls in regular cultural event.

7.1.2 Environmental Consciousness and Sustainability

The institution has facilities for alternate sources of energy and energy conservation measures

- | | |
|--------------------------------------|-----|
| (1) Solar energy | No |
| (2) Biogas Plant | No |
| (3) Wheeling to the Grid | YES |
| (4) Sensor-based energy conservation | No |

(5) Use of LED bulbs/power efficient equipment YES

Attach as Annexure(s)

File Description	Document
Geotagged photographs	
Any other relevant information	

7.1.3 Describe the facilities in the institution for management of following types of degradable and non-degradable waste (within 100-150 words)

Response:

Solid waste management: Solid waste is segregated as bio degradable and non-degradable.

Separate dustbins with colour coding are used to collect solid trash produced on Himachal Pharmacy College campus. Containers that are blue in colour are used to collect waste that is made of Plastic. Green containers are used to collect plant-based, biodegradable waste. Glass and needles are examples of pointy things that are gathered in hard containers.

Liquid waste management: Water is a finite commodity which, if not managed properly, will result in shortages in the near future. Water conservation can go a long way to help alleviate these impending shortages in the campus. Students are made aware that conserving water is equivalent to conserving their future. Separate drainage systems connected to different septic tanks receive liquid waste from restrooms and labs.

Biomedical waste Management: There is no biomedical waste is generated from pharmacology laboratory as CPCSEA guidelines there is no ban on animal dissection in the labs.

E-waste management: With the proliferation of electronics also comes the challenge of their proper disposal. The laboratory workers collect electrical and electronic debris. After that, the waste is categorized as either rubbish or reusable. The garbage content is kept in a separate location.

Waste Recycling System: NOT AVAILABLE

Hazardous chemicals and radioactive waste management: Ideally, collection, transportation and proper handling of chemicals begin with understanding the potential hazards related to their use. Hazardous chemicals are deeply buried in the soil. There is no radioactive waste generated in the college.

Attach as Annexure(s)

File Description	Document
Geo-tagged photographs of the facilities	
Any other relevant information	

7.1.4 Water conservation facilities available in the Institution:

Rain water harvesting

- | | |
|---|-----|
| (1) Borewell/Open well recharge | Yes |
| (2) Construction of tanks and bunds | Yes |
| (3) Waste water recycling | No |
| (4) Maintenance of water bodies and distribution system in the campus | Yes |

Attach as Annexure(s)

File Description	Document
Geo-tagged photographs/videos of the facilities.	
Any other relevant information	

7.1.5 Green campus initiatives include:

- | | |
|-------------------------------------|----|
| (1) Restricted entry of automobiles | NO |
|-------------------------------------|----|

- | | |
|---------------------------------------|-----|
| (2) Battery-powered vehicles | NO |
| (3) Pedestrian-friendly pathways | YES |
| (4) Ban on the use of plastics | YES |
| (5) Landscaping with trees and plants | YES |

Attach as Annexure(s)

File Description	Document
Geotagged photographs/videos of the facilities.	
Any other relevant information	

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

- | | |
|--|----|
| (1) Green audit | NA |
| (2) Energy audit | NA |
| (3) Environment audit | NA |
| (4) Clean and green campus recognitions/awards | NA |
| (5) Beyond the campus environmental promotion activities | NA |

7.1.7 The institution has disabled-friendly, barrier free environment

- | | |
|---|-----|
| • Built environment with ramps/lifts for easy access to classrooms | Yes |
| • Disabled-friendly washrooms | Yes |
| • Signage including tactile path, lights, display bards and signposts | NA |
| • Assertive technology and facilities for persons with disabilities
(<i>Divyangjan</i>) accessible website, screen-reading software,
Mechanized equipment | NA |
| • Provision for enquiry and information: Human assistant, reader,
Scribe, soft copies of reading material, screen reading | NA |

Attach as Annexure(s)

File Description	Document
Geo-tagged photographs/videos of the facilities.	
Any other relevant information	

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

Response:

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. Institute has conducted lectures in the villages for increasing their environmental and ethical awareness. College has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The college celebrates cultural diversity through various cultural events, festivals, and programs that highlight the richness of different cultures. Cultural days, and festivals, are organized where students, faculty, and staff can showcase their cultural heritage through music, dance, food, and traditional attire. On the occasion of pharmacist week our students have taken part in stall food competition where they made food from their own state/region. The staff and students jointly celebrate the cultural and regional festivals, like New-year's day, teacher's day and farewell

program, Induction program, oath, plantation, Women's Day, Yoga Day, and also festivals like Lohri, Holi, Diwali *etc.* The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination.

Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. In this way the institute makes efforts in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

Attach as Annexure(s)

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

Response:

At Himachal Pharmacy College, we believe in giving holistic all round education to the students. And sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means.

Participation in events hosted by the college's Culture Responsibility unit during the annual Statehood Day, Republic Day, and Independence Day celebrations on January 25, January 15, and August 15, respectively, raises awareness among students. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution. There are contests for quizzes, plays, slogan writing, poster creation, and other activities. At the collegiate level, a number of initiatives are carried out to instill principles for responsible citizenship, such as medical camps, the nationwide cleaning campaign known as "Swach Bharat Abhiyan," etc. Moreover, students are also encouraged for active participation in the plantation drive on Environment Day and on Pharmacist Day.

In addition to this many regular programs are conducted by Institute to educate women about their rights. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

File Description	Document
Details of activities that inculcate values; necessary to render students into responsible citizens.	
Any other relevant information	

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

- (1) The code of Conduct is displayed on the website: No
 - (2) There is a committee to monitor adherence to the Code of Conduct: No
 - (3) Institution organizes professional ethics programmes for students, Teachers, administrators and other staff: No
 - (4) Annual awareness programmes on Code of Conduct are organized: No
- Any other relevant information

7.1.11 Institution celebrates/organizes National and International commemorative days, events and festivals

Describe the efforts of the institution in celebrating/organizing National and International commemorative days, events and festivals during the last five years within 100-150 words.

Response:

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year.

National and International commemorative days-World Environment Day, International Yoga Day, Birth Anniversaries of Dr. Sarvapalli Radhakhishnan, M.L.Schroff,

Events- World Water Day, National Space day.

Festivals- Lohri, Diwali, Holi etc.

File Description	Document
Annual report of the celebrations and commemorative events for the last five days.	
Geotagged photographs of some of the events.	
Any other relevant information	

7.2.1 Describe two best practices successfully implemented by the Institution.**Response:**

A)**Title of the Practice:** Improving Employability Through Skill Development

2. Goal: In an attempt to bridge the above gaps as well as enhance the employability of its graduates, Himachal Pharmacy College has actively been involved in the design and implementation of smoothly skill development in Students.

The following are the educational objectives and expected outcomes of Skill development Program:

1. To expose students to industry culture and practices
2. To inculcate in students a flair for problem definition and build problem-solving capability
3. To provide hands-on training to students in currently used industry tools and techniques

The Context:

Despite best efforts at developing an environment for bring out professional Pharmacist, a targeted and well-established approach towards bridging the gap between the talent pool and the demands of core Pharmacy sectors still needs to be clearly defined. Attempts are being made in pockets to understand the industry need and address the same through skill development at the undergraduate level. However, the effectiveness of it critically depends upon thorough understanding the industry's needs and skill requirements and developing programs, in collaboration with the concerned industry sectors, in order to fill the gap. Educational institutions typically tend to work in isolation with the demands of the industry leading to Pharmacy content delivery being mostly textbook oriented and traditional. Students hardly ever get to understand or be exposed to state-of-the-art developments in their respective fields.

The Practice:

The following is the procedure adopted by college to skill the students :

- i. Review the academic curriculum and identify gaps in the content
- ii. Define industry sector requirements and identify potential skill development/training programs to augment student capability
- iii. Prepare a clear mapping of the curricular gaps with the proposed skill development training
- iv. Identify available infrastructure with the department and propose additional facilities (if any) required (with budgetary requirements)
- v. Identify faculty competency available in the department (if any) in the proposed area and/or propose faculty skill enhancement plan (with budgetary requirements)

Problems Encountered and Resources Required

When applied practically, a few gaps exist between the proposed methodology and practical implementation. This is mainly because of the financial constraints as each department is permitted to work on a fixed budget which is generally revised for each academic year. Hence the need for procurement of auxiliary infrastructure to meet the industrial demand needs to be

carefully planned and administered properly. To avoid this, measures are taken to anticipate the requirements so that resources can be not only be well maintained but also managed to enhance the purpose of skill development. Apart from this, faculty have to be properly trained to justify the objective of the value added program by being flexible to the changes in the current trend. Should there be lack of pace with the contemporary versions of the technology, an aggregate overview of the package is lost. Faculty with suitable background are therefore sent for training at the respective organisations in advance to be able to handle the training programs.

Evidence of Success :

The college have given a big edge to the students in enhancing their employability. Many of these students easily get placed on the strength of their skill enhancement.

B)Title of the Practice Participative Management

2. **Goal** To inculcate in the faculty a sense of belongingness and responsibility for the overall development of the college through collaborative and participative management. The faculty are oriented and motivated to plan, organise and implement activities related to a specific institutional requirement such as conduct of examinations, purchases, civil and infrastructural development etc.

The Context For the success of any organisation, it is imperative that all its employees feel a sense of belongingness and learn to take responsibility for the effective functioning of the organisation. In most organisations, employees are given a set of responsibilities and expected to execute them to some degree of conformance. They generally do not have much of a say in the overall integration of these responsibilities to the development of the organisation. Only those organisations that are able to motivate their staff to see and take responsibility for the overall functioning of the organisation can go the extra mile in delivering quality output through coordinated and concerted efforts of the staff and not through individual excellence.

The Practice

For the overall administration of the institution, there are several requirements that need to be planned and addressed effectively. Generally, the overall responsibility for this lies with the Principal of the college, who, along with a team of administrative staff, attempt to execute the same. This places the entire onus of success of the institution on this team as also the burden of its execution. Moreover, such an approach tends to isolate individual faculty members from the overall institutional challenges for they fail to identify themselves in suitable assistive roles. The practise at Himachal Pharmacy College has been to draw in all its faculty members into different administrative roles so that each and every faculty of the college feel responsible for the overall success of the institution. The faculty are therefore grouped into various committees each headed by a senior faculty member who serves as convenor of the committee. The following are some of the major committees of the college:

1. Examination Cell
2. Training and Placement Cell
3. Alumni Cell
4. Library Committee
5. R&D Cell
6. Maintenance Committee
7. Disciplinary Cell

The members of each of these committees meet on a regular basis to plan, coordinate and implement various developmental activities under their purview. The challenge faced in such an approach is to bring all faculty involved onto a common platform to be able to appreciate the overall vision of the institution and identify what needs to be done in their respective domains that would enhance the performance of the institution

Evidence of Success :

All decisions related to a given domain or portfolio are discussed in details and resolutions arrived at by the committee for final approval by the central administrative team.

Problems Encountered and Resources Required

One of the biggest challenges in this endeavour has been to bring all the faculty on board to equally appreciate the task at hand and deliver effectively. All faculty are part of this effort beginning from the most newly recruited to the senior-most. Significant amount of time is spent in orientation of the faculty to appreciate the challenges on hand. While this may appear to be a limitation, it greatly helps capacity building for the system. Faculty at the junior-most level learn to appreciate the challenges faced in administration. The greatest benefit is that it fosters a sense of belongingness and team-spirit.