



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

ADITYA COLLEGE OF PHARMACY

**ADITYA NAGAR, ADB ROAD, SURAMPALEM, EAST GODAVARI DISTRICT,
ANDHRA PRADESH - 533437 INDIA**

533437

www.acop.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Aditya College of Pharmacy was established in the year **2006** under Sarojini Educational society by our beloved chairman **Dr. N. Sesha Reddy** with a great vision to promote and administer professional and technical skills of high Order. The visionary foot prints of the founder **Dr.N. Sesha Reddy** chairman are being followed by his son **Dr. N. Satish Reddy** the vice chairman, under his dynamic leader ship Aditya College of Pharmacy excelled in imparting quality education to student community situated in rural and urban localities. The college has been making benchmark itself by providing education in a multi -dimensional manner comparable with best educational institution in the country.

Aditya college of pharmacy creates an environment that opens up new worlds of opportunity and its main objective is to produce competent Pharmacist who could shoulder Responsibilities, Provide appropriate health care of highest standard in Pharmacy Profession.

Aditya College of Pharmacy provides quality pharmaceutical education to rural students and to catch the needs of pharmaceutical industries and public sector. The institution with lot of dedication aims to render variety of community services in the society and by adopting futuristic methods in research and thrives for implementing innovation.

The institution is situated in surampalem, East Godavari District and the main road linking to Kakinada-Rajmundary Highway.

ACOP affiliated to JNTU -Kakinada, Andhra Pradesh and approved by Pharmacy Council of India (PCI) and AICTE (New Delhi). It is also recognised under section 2(f) of the UGC act and obtained **ISO 9001:2015** Certification in quality management system and has MOU'S with GSL teaching Hospital -Rajmundary and Several MOU'S with Pharmaceutical industries.

ACOP is a self -financed institute offering UG, PG, and Pharm-D Programmes with intake of 100 (B. pharmacy) ,30 (Pharm-D), 15 (M. Pharmacy) in pharmacology and pharmaceutical technology specializations.

The college is well equipped with sophisticated equipment and central instrumentation lab provides unique facilities to pursue quality research work. The library comprising of many volumes of books with Wi-Fi, DelNet, Micromedex Software and digital library.

Vision

To induce higher planes of learning by imparting technical education

- With international standards.
- Applied research.
- Creative Ability.
- Value based instruction

Mission

Achieving academic excellence by providing globally acceptable technical education by forecasting technology through

- Innovative Research and development.
- Industry Institute Interaction.
- Empowered Manpower

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Well qualified, involved, and innovative faculty
- The teamwork of committed staff members ensures smooth functioning of the institution
- Computer proficient office staff who can accomplish the transition to digitalization efficiently.
- The institution has a robust alumni association that supports its goals and collaborates with it on efforts in academics, extracurricular activities, and social work.
- Its hostel is a strength, allowing students from far-off places to enjoy a welcoming stay and quality education at reasonable prices.
- Decent Library with several stock of books and journals
- Geographical advantages that make bus travel convenient for faculty and employees.
- Staff and students have free access to a large number of buses that travel from distant locations,
- Fully functional laboratories with trained personnel
- Positive interactions with students that encourage them to seek out academic and non academic answers from professors.
- A number of well-functioning committees, such as the anti-ragging and the women's grievance cell for girl students, help the institution run smoothly.
- A successful academic record
- ISO accreditation
- Fully functional laboratories with qualified staff
- Job placement of some students by the end of final year.

Institutional Weakness

- Some students' limited ability to speak English.
- Some students' low socioeconomic status.

Institutional Opportunity

- The institute has highly qualified and research oriented faculty who helps the students to achieve their goals
- The institute has fully equipped laboratories that provides hands-on experience to the students
- Principal is a Board of Studies (BOS) member of JNTUK that enables the institute to participate in curriculum design and upgradation.

- The institute has several MoU's with pharmaceutical industries and hospitals that nurture the practical skills in the students
- The faculty of the institute are members of professional bodies such as APTI, PCI, AICTE which help the institute to extend both curricular and extra-curricular activities
- The institute has vast infrastructural and financial resources that provides wide scale opportunities without any compromises
- International student niche in the institute helps the institute to make a global mark in quality education and training
- The institute also shares a common campus with other professional courses which helps the student to prototype or develop any product through knowledge transfer across various departments
- The wide reach of institute across various cities provides access to the students from various localities
- Over the years, the institute has earned the fame and credibility that the University recognized our institute as an external examination center for technical as well as competitive examinations.
- The teaching staff from our institute publishes various research and review articles, scientific books which help re-imagine the pharmacy education.
- The faculty members organize several workshops, seminars and conferences by collaborating with other institutes, universities, and research organizations.
- Every year, the institute provides campus placements and the passed out students serve as prestigious alumni.

Institutional Challenge

- To acquire autonomous status and work as an independent institute and set up own curriculum that suits the current pharmaceutical industry needs
- To participate in student exchange programs (SEPs) on par with the universities
- To provide ever changing industrial scale skills to the students
- To promote modern and cutting edge research infrastructure
- To collaborate activities with external research organizations
- To be able to serve as a collaborative manufacturing or product testing agency for pharmaceutical industries
- To initiate a new academic program that can cater to the needs of the practical expertise required in the industry
- To obtain external funding and support for research projects, workshops and seminars.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Aditya college of Pharmacy (ACOP) is an institution affiliated to JNTUK, Andhra Pradesh. This institution is approved by the AICTE and PCI.

ACOP follows the syllabus issued by the Pharmacy council of India and ensures the academic schedule set forth by JNTUK for all programs thereby creating various committees to oversee academic activities and to ensure compliance with the institution's vision and mission. Regular committee meetings ensure the coverage of the syllabus, conduct of internal examinations, attendance and actions are taken to improve student outcomes.

ACOP provides academic programs such as B. Pharmacy (UG), M. Pharmacy (PG), Pharm D whereas M. Pharmacy is offered with two specializations viz., Pharmacology and pharmaceutical technology.

New and innovative teaching strategies are used by providing time to time assignments and open book test to the students. Collaborative learning includes various group discussions, quizzes and video lectures to facilitate active participation among the students.

ACOP offers the certificate courses in Autodock vina software, analytical instruments, HPLC, Handling of animals, IPR, extraction techniques, techniques in organic synthesis, and value added courses in role of medicinal plants, advances in drug delivery system, maze apparatus, medical coding, Good laboratory practices, manufacturing and evaluation of tablets, health education and nutrition and pharmaceutical sales and marketing to provide students with leading-edge experience.

The Feedback is collected within the institution from the stake holders providing with an opportunity to become driven from the deficit existing curriculum time to time.

Teaching-learning and Evaluation

The institution admits students to different programs from different backgrounds and through social reservations as defined by the Andhra Pradesh State Government (APEAMCET/APPGECET convenor). The institute has a well-defined mechanism to assess the learning levels of the students. Advanced learners and slow learners are identified and appropriate measures are taken accordingly. For advanced learners, measures taken include training program, guidance for placement, publication of research papers and guidance for academic-related problems and conducting remedial classes for slow learners.

The teaching –learning process is student-centric, which is effective through the technologically enrichment of the faculty members with the help of various rotational programs. The teaching-learning process is focused on experiential learning, participative learning and problem solving methodologies. The teachers used various innovative teaching methods, a Learning Management System (LMS), and Information and Communications Technology (ICT) tools to increase the involvement of students in this process. The institute has qualified and experienced faculty has per norms. Faculty members are encouraged to improve their qualifications and participate in research activities.

The college has given importance to implementing restructurings in the evaluation process. In the Centralized Examinations and evaluation system, internal examinations are conducted at the central level, and end semester examinations are conducted at university level. The complete process is transparent and follows strictly to the academic calendar, A set of Programme educational objectives (PEO's), Programme specific outcomes (PSOs), and Programme outcomes (POs) are formulated for every programme based on the " outcome-based education" approach. Course Outcomes (Cos) are defined for all subjects and mapped with POs and PSOs. Attainment levels of COs, POs, and PSOs are calculated. Appropriate corrective measures are implemented based on the attainment levels perceived every year.

Research, Innovations and Extension

Research and Innovation

Aditya College of pharmacy has a vision to build innovation ecosystem by investing in research, increase the density of researchers and publications, increase the number of patent activities, and encourage a start-up environment. Aditya College of pharmacy focuses on synergizing research activities. Research activities at the Research and Development (R&D) Cell are headed by Principal and senior faculty. Students and faculty members are encouraged to take up innovative ideas and develop them into research projects.

- To create research culture among faculty and students.
- To encourage faculty to improve their skills, knowledge and pursue doctoral degrees.
- To encourage students towards idea generation, innovation and product development.
- To sign MOUS for collaborative work with industries to help understand and register for patenting process.
- To present and publish scientific/research papers in reputed Scopus index and Journals.
- To apply and receive grants to conduct Seminars/Conferences and pursue research projects.
- To form a Technology Development group from enthusiastic passed out students and thereby motivating for self-employment.
- To encourage entrepreneurs.
- Transfer technical knowledge and managerial expertise.
- Develop new products from innovative ideas.
- Study the marketability of products

Extension

Aditya College of Pharmacy – NSS UNIT promotes regular encouragement of the faculty and the students in the extension activities, in association with neighbourhood communities for their development. Aditya college of pharmacy in collaboration with JNTUK Kakinada and with Local Bodies performed various social activities, social awareness, health camps, conduct rallies, blood donation camp, swachh Bharat, environmental Protection, Constitutional responsibility in the community neighbourhood such as Primary Health Care Center Rameswaram Peta, Peddapuram community, Primary Government School Divili, Primary Health care centre Gudivada, Lakshmi Sai dental care, GGH-Kakinada, Abhaya Blood Bank-Kakinada, Dhawantri blood bank, Sadhya foundation, Kanti velugu, Kandra Kota Panchayati, Mana illu trust Peddapuram, Municipal corporation Yanam, Primary Health care Centre Pulimeru, Community neighbourhood Gorinta Panchayati. The curriculum of the institute provides continuous exposure to training in clinical practice & community social service in which students enhance their social activities in public health sector in Rural and urban communities.

Infrastructure and Learning Resources

Aditya College of Pharmacy (ACOP) has appropriate infrastructure and physical resources, such as Class rooms, labs, Computers, laboratory Equipment and so on, in accordance with AICTE and PCI Regulations, to support the teaching and learning activities. Other than Academics Aditya College of Pharmacy also providing facilities for extra-curricular activities like Sports, Yoga, Cultural activities, Gymnasium etc. facilities for Outdoor games like kabaddi, Cricket, Basketball, Volley ball etc. are available. Indoor games like Chess, Carroms, are also available. Facilities for Yoga and gymnasium are provided with in the campus for the students.

Digital library is situated within the college which contains adequate number of Books, Journals and periodicals

can avail these facilities both faculty and students. The library is automated by using software called ECAP it plays a major role in books entry, issues and returns. The library also has the facility for downloading of e-books, e-journals through various e- resources. The library in charge and library staff will maintain the library in a good manner.

All the class rooms in the college are equipped with LCD projectors and Wifi facilities and are maintained well. All the labs are equipped with sophisticated equipment and glass ware in multiple numbers can help students in practical work. Lab technicians and faculty member in charge of the laboratory are accountable in its proper running. Wifi facility is provided in the whole college helps to maintain smart class. Animal house is include within the college contain different animals like albino rats, frogs and rabbits. The animal house is maintained by the lab technicians and faculty of the pharmacology department. The feeding and cleaning of the animals is carried out by following good hygienic conditions. Botanical garden is located at the college different medicinal plants with botanical name and its therapeutic use.

The college has built an eccentric environment for the educational pursuits. The maintenance of the building is handled by a distinct department.

Student Support and Progression

Aditya College of Pharmacy takes initiation in encouraging student participation in various forums which empowers their skills in successful organization of an event. Student participation will enhance their skills in various areas. The student committee represents various associations and social clubs. Committee coordinators for event organization are selected from faculty and student association after consulting with principal.

The student council of ACOP is coordinated by senior faculty member. Academic issues are open for discussion among council members and principal twice a semester, where the principal recommends corrective measures in support to the suggestions and feedback given by students.

The institution has well-functioning committees such as Academic Committee, Anti-Ragging Committee, Cultural Committee, Ethical Committee, Internal Complaint Committee, Sports Committee, Cultural Committee, Transport Committee, Placement cell, Website Committee, library, Hostel Committee, Women's Grievance Cell and Grievance Redressal Committee. These committees help in nurturing students towards their career improvement and personal development.

The Alumni Association is functional within institution which can help in the development of institution through financial and other support services. The ACOPAA promotes a relationship with mutual benefit for institution and alumni

Governance, Leadership and Management

Aditya College of pharmacy is headed by the Principal and is supported by the administration staff and coordinators of other committees. The Institution functions with the support of the Internal Quality Assurance Cell (IQAC), the Examination Section, Research and Development (R&D), Proctoring, Training and Placement (T&P) Cell, and other committees. Subject experts will identify various requirements of their respective departments and will communicate with the principal. The proposals are submitted to the governing body for its approval. Stakeholder opinions are taken into account while identifying gaps and proposing value-added

courses, Stakeholders are also invited to participate in various committees, depending on the need, and their opinions are taken into account. The institution provides an exceptional education for people from all walks of life, regardless of their social status, gender, religion, or caste. The institution arranges a variety of programs to educate students, to motivate them towards pharmacy profession, in collaboration with other institutions and its members. The institution also drive towards NAAC accreditation, achieved ISO certification and participate in NIRF annually. In addition to regular academic activities, the institution has a substantial state-of-the-art infrastructure for curricular, extracurricular, and sports activities. Aside from these, the institution hosts conferences, seminars, and other events. The institute's faculty and students are encouraged to participate in research and development activities. Aditya college of pharmacy conducts faculty development programmes to upgrade their knowledge for professional development. Acop also conducts skill development programmes for non teaching faculty as well. Acop also offers welfare measures for teaching and non teaching staff. The institution supports faculty to attend various programmes by offering incentives. E governance administration followed by the institution. IQAC conducts meetings and initiate quality measures on which stakeholders will give feedback.

The institution makes ICT infrastructure available for teaching-learning and administration and also encourages to publish research papers. It will initiate measures to ensure quality in all the activities of the college. Plan, execute and maintain records of academic and co-curricular activities. The institute follows best HR policy in identifying right person for the right job and providing opportunities to work in the peaceful area, capacity building through skills development workshops, insistence on quality work through constant monitoring, involving staff members in different activities on a rotational basis to broaden exposure, motivating staff through appreciation and recognition

Institutional Values and Best Practices

Aditya College of Pharmacy promotes and encourages equity and equality among students and faculties. College enrolls students from different states of India and other countries thereby providing education to all. The high percentage of female students enrolled and a large number of female staff recruited in our college is a manifestation that motto of women empowerment is prevalent with us. College maintains the educated and skilled workforce by providing good working environment and also facilities like free accommodation and food in college hostel, free college transport services, subsidized bus fees for employee children's studying in the campus, financial assistance for attending conferences, etc. and thus promotes employee recruitment and retention. Trainings and Placements are provided to students, government sponsored scholarships and freeships are granted to the deserving students and fee reduction is done for final year Pharm. D students undergoing internship in hospital. College encourages technology enhanced learning which includes both analogue and digital platforms so that students and educators both gets benefitted. Various activities are conducted for health and environment awareness among students and community. College shows its commitment towards eco-friendly campus by maintaining greenery with trees, flowers, medicinal plants, parks, beautiful, water bodies and other landscapes that greatly facilitate teaching and learning. Zero-emission steps are taken in the campus by restricting the entry to vehicles inside the campus, availability of battery-operated vehicles, solar power system and energy efficient lights. Rain water harvesting is done through recharge pits as water management is the need of the hour. Disabled friendly environment is created through ramps, special washrooms and wheelchair. Students and faculties are instructed to bring food and drinking water in stainless steel utensils and to avoid plastic containers and materials as plastic items are completely banned inside the college, hostel and canteen. Steps are taken to recycle all of the waste generated in the college. Green and energy audits are regularly conducted. The code of conduct for staff and students is strictly implemented, safety and security measures are provided to all and national festivals and events are celebrated to promote unity in diversity.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ADITYA COLLEGE OF PHARMACY
Address	Aditya Nagar, ADB Road, Surampalem, East Godavari District, Andhra Pradesh - 533437 INDIA
City	SURAMPALEM
State	Andhra Pradesh
Pin	533437
Website	www.acop.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Kakaraparthi Ravishankar	08852-252243	9000576662	08852-252244	office@acop.edu.in
IQAC / CIQA coordinator	K.venkateswarlu	-	8897993001	-	kudupudi72@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	28-07-2006

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

State	University name	Document
Andhra Pradesh	Jawaharlal Nehru Technological University,Kakinada	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	24-05-2017	View Document
12B of UGC		

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
PCI	View Document	14-07-2021	36	
AICTE	View Document	25-06-2021	12	

Details of autonomy

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Aditya Nagar, ADB Road, Surampalem, East Godavari District, Andhra Pradesh - 533437 INDIA	Rural	2	7132.54

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BPharm,Pharmacy	48	inter	English	101	101
PG	MPharm,Pharmacy	24	bpharm	English	15	2
PG	MPharm,Pharmacy	24	bpharm	English	15	13
PG	Pharm D,Pharmacy	72	inter	English	30	28

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	6				13				24			
Recruited	4	2	0	6	8	5	0	13	7	17	0	24
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	6				13				24			
Recruited	4	2	0	6	8	5	0	13	7	17	0	24
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				9
Recruited	6	3	0	9
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	6	3	0	9
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	7	4	0	11
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				11
Recruited	7	4	0	11
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	3	2	0	0	0	0	0	0	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	5	7	0	7	19	0	38
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	65	35	0	35	135
	Female	166	4	0	3	173
	Others	0	0	0	0	0
PG	Male	16	19	0	15	50
	Female	82	10	0	9	101
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	4	5	3	6
	Female	14	7	12	10
	Others	0	0	0	0
ST	Male	1	3	2	2
	Female	2	1	2	0
	Others	0	0	0	0
OBC	Male	14	10	15	17
	Female	36	33	40	33
	Others	0	0	0	0
General	Male	33	37	51	30
	Female	40	45	41	47
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		144	141	166	145

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Pharmaceutical science offering courses like B.Pharm, M.Pharm and Pharm.D are composed of multidisciplinary fields of Physical, Biological, Pharmacological sciences. We would like to encourage the students for further involvement of projects in interdisciplinary approach in their courses.
2. Academic bank of credits (ABC):	Aditya College of pharmacy is ready to implement the credit policy as per university norms. University granting credits policy is yet to be implemented in full scale.
3. Skill development:	A good number of students are encouraged to train by training programs offered by APSCHE LMS https://apschelms.e-pragati.in/#/
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Some courses like Environmental studies, Pharmaceutical jurisprudence are being taught in curriculum. Indian knowledge and cultural integration implemented through the cultural activities in extracurricular activities. It is very well understood that understanding Indian culture and heritage will render an important contribution in upgradation of overall quality of lives.
5. Focus on Outcome based education (OBE):	Outcome Based Education (OBE), CO (Course Objective) and PO (Program Object) attainments and in line with Blooms Taxonomy are started planning our teaching diaries
6. Distance education/online education:	During and thereafter the Covid-19 pandemic, imparting online education through online platforms, Microsoft teams, Zoom, Google meet etc. ever ready. Now a days switching from offline mode of education to online education become routine.

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
166	163	158	152	137
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

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

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
571	561	513	452	426
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
56	56	56	56	56

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
116	122	114	68	96

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
39	43	46	46	51

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
43	43	46	46	51

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 17

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
126.42	150.90	120.19	137.78	110.50

4.3

Number of Computers

Response: 60

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college academic calendar is designed as per the guidelines prescribed by PCI (New Delhi) and JNTUK Kakinada. Aditya college of pharmacy facilitates and offers different courses to meet the needs and standards of pharmaceutical industry. The college organises seminars, small workshops and industrial visits for the benefit of student communities. The staff core committee organise internal meeting to ascertain the contents of course material and probable periodical changes to attain the important objectives of the course outcomes.

The Principal and the senior teaching faculty would monitor the course curriculum and its implementation from time to time. The planned curriculum is so developed in very transparent manner ensuring the contents of syllabi is very relevant and precised as per the records and manuals audited by the IQAC Cell.

PLANNING:

- 1.The institution prepares class wise timetables as Per the academic calendar authenticated by JNTU Kakinada.
- 2.Lesson plan, teaching Plans and Methodology, No of teaching her are very well-prepared course wise.
- 3.List of test books are confirmed before the commencement of the year.
- 4.Syllabus copies, semesters and annual exam question paper are maintained in the college library for student purpose.
- 5.Institutional committee would monitor various activities of institution.

IMPLEMENTATION:

- 1.Academic calendars and time tables are displayed on Notice Boards.
- 2.Perfect delivery of the teaching content through teaching tools are to be encouraged.
- 3.Syllabi as per curriculum, teaching notes, attendance registers need to be submitted to the Principal.
- 4.Student performance is evaluated regularly via weekend Examinations, Assignments and mid exams.
- 5.Practical examinations are need to be implemented.
- 6.Laboratory Records are continuously monitored and assessed.
- 7.The syllabi completion need to be completed within stipulated time.
- 8.Possibility of visiting academician are invited for guest lectures, seminars and conferences
- 9.Research culture is encouraged to all the teaching faculty and students.
- 10.Students enrolled into institutional NSS Unit to carry out Extracircular activities and community Services.

Regular Review and Action:

Proper Academic Planning and implementation with regular meetings with teaching faculty and class representatives are to be implemented.

Students attendance and performance are properly evaluated and class teacher are responsible to monitor.

Students feedback about the faculty is very must at the end of every semester and the feedbacks need to be analysed for better improvement of teaching standards.

File Description	Document
Link for Additional information	View Document

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

- Aditya college of Pharmacy follow and function according to the academic calendar provided by JNTUK, our affiliating university.
- Examination committee of the institution takes responsibility to conduct the internal examinations and monitor the evaluation process as per the dates mentioned by the affiliating university's academic calendar.
- B. Pharm and M. Pharm programs do have Semester design. Two internal assessments are conducted and average is considered for both theory and practical in each Semester. Whereas Pharm D follow annual pattern in which three internal assessments are conducted and an average of the best of the two is considered.
- Education rules are made accessible to college students in the library and on institutional Website, which consists of all the particulars of internal/external evaluation, guidelines of examination and promotion criteria.
- The academic calendars given by the JNTUK were displayed on the notice boards.
- Faculty members were allocated with timetables where in the various subjects allocated to them based on their specialization.
- Lectures, practical's, tutorials, weekend examinations, Projects, Seminars, tutorials and library and games time slots, are all incorporated in the class-by-class time tables.
- Semester schedule, theory and practical, textual content books and reference books are made accessible in the library to students and syllabus copies are distributed.
- Setting of question papers for internal exams, seating arrangement and invigilation duties are taken care of by the Examination Cell wing and during theory and practical examinations, stringent rules were maintained.
- As per PCI guidelines, Attendance, academic activities and student-teacher interaction play important criteria for continuous internal assessment, apart from the written examination.
- Question papers, exemplary practical records, lab manuals are preserved and kept open for JNTUK, PCI and other inspections. Exam cell monitors the upload of internal marks to the University which

is to be done within the certain time.

- In case student is dissatisfied in the outcome of their result, students are permitted to apply for re-evaluation/recounting/challenge revaluation as per the JNTUK norms.
- ACOP ensures that the students evaluation will be applicable based on the Continuous Internal internal evaluation which is quite transparent to all students can approach the minimal range of Credits to get promoted to the next Semester.

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

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

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 4

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years**Response:** 15**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
6	2	3	2	2

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**Response:** 50.48**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
364	259	338	205	133

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

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

Response:

In an effort to promote professional ethics among students of pharmaceutical sciences, the institute has introduced a professional ethics and human values course. Through this course, students can learn about fundamental rights, civic duties, pharmacy expert knowledge, the roles and professional services of pharmaceutical associations, the constitution of Aditya College of Pharmacy, and heartfulness meditation. In addition to imparting professional principles, the institute's programme curriculum and extracurricular activities develop human values, professional ethics, environmental protection, social equality, and responsibility.

Professional ethics and human values: A "professional ethics and human values" course has been added to the programme curriculum to help students develop better human values and decision-making skills. The objective of this course is to advance ethical concepts on the fundamentals of therapeutic activities. Students routinely visit to the GSL Hospital at Rajahmundry, where they interact with patients and handle prescriptions while providing counselling. Students from the institute volunteer in the community on health-related issues, organise health camps supported by Management, UBA, and the NSS unit, and take part in those camps. Students share their knowledge with the public through medical camps and health awareness initiatives, provide patients with health advice, and eventually help to increase public understanding of the value of keeping good health.

Gender equality: The Institute maintains an equal representation of men and women in both teaching and non-teaching positions because it values gender equality. The average ratio of female to male students, as determined by entrance analysis, is 60:40. The institute maintains a working women's cell in addition to separate dorms for boys and girls. Workshops and guest lectures are held at the institution on focusing on agendas of gender equality, sexual harassment of women at work, and women's empowerment.

Environment and sustainability: The curriculum for the programme includes a subject named "Environmental Sciences." Faculty members educate students on the fundamentals of the environment and how it is applied in numerous fields, and environmental issues are thoroughly discussed in the classroom. The Institute frequently sponsors extracurricular activities that educate students about Swachh Bharath Abhiyan, talking about the risks of plastic use, importance of planting trees, rainwater harvesting, clean and green programmes, the significance of contributing to environmental maintenance, as well as the obligations of personal hygiene. The institute's NSS cell coordinates a variety of extracurricular and co-curricular programmes on sustainability and the environment. In light of the pollution and depletion of energy resources, the institute uses a green synthesis system in its pharmaceutical chemistry labs in addition to having a solar power system and other amenities. For the herb and aromatic departments' effective research, the institute's herbal garden has rare, endangered, vulnerable, and endemic plants from various agro-climatic zones in India. There is a lot of vegetative propagation in the campus. The institute also conducts energy audits, environmental audits, and green audits and reported that the institute has been upholding sustainability and the environment on campus.

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

Response: 39.79

1.3.2.1 Number of courses that include experiential learning through project work/field

work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
71	67	61	63	48

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

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year**Response:** 100**1.3.3.1 Number of students undertaking project work/field work / internships****Response:** 571

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

1.4 Feedback System

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

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

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

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

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 82.53

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

2020-21	2019-20	2018-19	2017-18	2016-17
125	142	127	134	137

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
148	166	160	166	166

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

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

Response: 88.93

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

2020-21	2019-20	2018-19	2017-18	2016-17
49	52	50	51	47

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

2.2 Catering to Student Diversity

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

Response:

- The institute follows a clear cut mechanism for continuous monitoring, evaluation of students and takes decisive initiatives for the upliftment of all students performance.
- Students seek admission into various programmes of the institution through counselling conducted by Government of Andhra Pradesh. Students belong to SC, ST, BC, EBC and OC admitted through APEAMCET/APPGECET convenor.
- Faculty assess students performance based on the feedback in the form of question and answers during the running classes as well as the performance in the weekend test / sessional examinations, laboratory performance, group discussions and quiz.
- Once the students capabilities are identified they are divided into slow and advance learners and then the following necessary initiatives are taken for their performance improvement.

Special programmes for advanced learners:

- Advanced learners are encouraged to participate in minor research projects, skill development programmes, certificate programmes, group discussion, student seminars, seniors teach juniors, self-learning by utilizing library resources, motivation of students for higher studies and research, publication of articles in journals and encouraging them to author book chapters.
- These students are encouraged to write summary sheets (highlighting important points) for the courses covered under a semester, which helps them immensely for competitive examinations like GPAT/ PGCET.
- Institution provides financial support and fee concession to the desirable students who are academically good and economically backward. Meritorious students are awarded with cash prize every year for their excellence in academics.
- Good research projects are appreciated by external and industrial experts with awards. **Assisting**

slow learners:

- Faculty of the institution pay more attention for weak students and teach them to the basic level to understand the concept and terminology in pharmacy. Materials and hand outs with simple flow charts, diagrams and important key points are given for their basic improvement.
- The institute organizes skill development programmes, guest lectures, classes on communication skills, assignments, revision of classes, remedial classes, bridge courses, slip tests, and tutorial classes to revise the concepts and also to address the student's difficulties. Students with weak English background are provided with important topics and the content is explained thoroughly by the subject experts which should be reproduced in remedial classes. This plays a vital role for the academic growth of slow learners.
- As the institution library runs from 8:30AM to 8:00PM, the slow learners are encouraged to utilize library resources.
- Special classes from 4:45PM to 5:15 PM help them to grow better; as an active student is engaged with the slow learners.
- Parents are informed regarding the performance of students through progress report.

- The learning process of students is analysed based on their classroom performance, laboratory performance weekend tests and sessional examinations.
- Based on the feedback analysis measures like industrial visits, contents beyond the syllabus are delivered and skill development programmes are conducted to enhance their learning process.

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

Response: 14.64

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

- Aditya College of Pharmacy make great efforts for innovative teaching methodologies to enrich the learning capabilities of students by adopting student centric methods like experiential learning, participative learning and problem solving methodologies.
- **Experiential learning:** Faculty foster learning environment by engaging in rich experiential content of teaching through experimentation, demonstration, collaborative learning, flipped classes, online classes, webinars, video lectures, visual aids, industrial visits, organizing exhibitions and skill development programmes.
- **Participative Learning:** Students participate in learning activities like – Group Discussions, Assignments, Elocution, Quiz, Case Study, Charts, herbarium sheets, Projects etc.,
- **Assignments:** Students are allotted assignment topics to improve their semantic skills and learning experiences.
- **Student seminars:** Student seminars are mandatory in all programs of the institute.
- **Group discussions:** To develop conceptual frameworks, to learn problem solving skills and to share their own ideas on the concepts, group discussions are conducted.
- **Journal Club:** Students and faculty gather to discuss scientific paper/findings found in a research journal.
- **Seminars / Workshops / Conferences:** Seminars, Workshops / Conferences are organized by the institute where students participate to enrich their learning experience.
- **Problem solving methodologies:** Problem-solving is used to learn to work in teams, and similar “transferable skills” rather than the subject. **Group Learning Method:** Group learning allows the slow learners to develop problem solving, interpersonal, presentational and communication skills to confirm quality in learning with peer group.

- **Internship:** Students during final year are allowed to perform 1 month internship in an approved industry/ hospital.
- **Clerkship/ Hospital posting:** Students of Pharm. D program shall undergo 50 hours of hospital posting during second, third and fourth year of the programme. In fifth year, every student shall attend ward rounds on daily basis as a part of clerkship.
- **Project work:** Students during fifth Pharm.D, final semester(s) (B. Pharmacy and M. Pharmacy) undergo project work for 6 months to 1 year to build up team work and group skills.
- **Minor and Major Projects:** Students in groups are allotted for a minor research project.
- **Entrepreneurial skills:** Students are trained for entrepreneurial skills and encouraged to involve incubating ideas for commercialization.
- **Practical Knowledge Learning through Extra Curricular Activities:** Students participate in various extra –curricular activities organized by the institution and are encouraged to participate in inter-collegiate competitions. They also engage in editing “PRAXIS” and newsletters, to express their creative thinking.
- **Learning through extension activities:** Students participate in extension activities through NSS. Supportive classes and quality enhancement of teaching: Additional inputs were provided to the students by teaching supportive classes as Quality Enhancement of Teaching through interdisciplinary lectures.

Enhancing Learning experiences during Pandemic: During first phase(2019-2020) students were motivated to utilise the learning resources – power point presentations, video lectures, practical demonstrations, online quizzes, assignments, crossword puzzles, student seminars etc., During second phase academic calendar is revised to complete all practical courses by April 2020 by offline and all theory courses were completed through online.

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

Response:

The use of information and communication technology (ICT) tools has been essential to both teaching and learning, and is crucial in maintaining the academic level of students. For a **comprehensive education to students** ICT has become an essential tool enabling them to develop their digital skills and abilities.

Through these tools, Microsoft Office 365 made it possible for me to carry out virtual classes through the Microsoft Teams app, with power point presentations and taking exams from home by conducting various quizzes.

Both staff and students have access to the popular sketching programme which is used to depict chemical reactions and structures related to drugs such as Perkin Elmer Chem Draw and MICROMEDAX for pharm D students

The sites Research Gate, DELNET, Shodhganga, e-resources and Google Scholar are used to search for scientific and research articles.

Instrument room is well equipped with HPLC, UV-Visible spectrophotometer, Fluorimeter, Flame photometer, electronic balance, visible spectrophotometer, viscometer, sonicator and dissolution apparatus.

Our library contains over 7465 volume of books and 393 e-journals, and provides students with access to over 393 electronic journals. These resources are cataloged using the Electronic college Automation package (E-Cap) software, which is purchased to provide end users with the most robust and comprehensive search functionality available.

Computer labs are fully equipped with systems and latest software. Students, faculty have access to the computer labs, which provide various tools and technologies to produce websites, edit papers, complete class assignments, communicate via email, conduct data analyses and access library resources.

The seminar halls are fully furnished with seating arrangements, equipped with LCD projector facilities and a permanent acoustic system. Various training, motivation, guest lectures, awareness programs are given and conducted for uploading deliveries to educational platforms to the students.

The presence of Wi-Fi on campus encourages faculty and students to use internet services to improve their teaching-learning methodologies.

File Description	Document
Upload any additional information	View Document

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

Response: 15:1

2.3.3.1 Number of mentors

Response: 39

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

2.4 Teacher Profile and Quality

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

Response: 98.14

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

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

Response: 10.03

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

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	4	5	3

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

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

Response: 4.44

2.4.3.1 Total experience of full-time teachers

Response: 173.22

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

2.5 Evaluation Process and Reforms

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

Response:

- Internal evaluation at the institute is transparent, adaptable, and robust.
- The institution, which is affiliated with Jawaharlal Nehru Technological University, Kakinada, Andhra Pradesh, adheres to the academic calendar examination and evaluation procedures established by the University for all programmes.
- The program's academic calendar is published by PCI on its website, <http://www.pci.nic.in>. Every new academic year, the institute hosts an orientation programme for newly admitted students and their parents, during which the Principal and the College Examination Incharge brief students about the specifications of the examination pattern, the marking of OMR sheets, the evaluation system, and the passing standards.
- Every academic year, JNTUK publishes the academic calendar, which is then uploaded to the university website. JNTUK provides the start date of the academic year and the semester end dates for the B. Pharmacy, M. Pharmacy, and Pharm D students. Academic calendars are visible on department notice boards and in classrooms.
- An Examination Committee has been established by the institute to handle all activities relating to exams at the institute level. The institute has appointed one of the recognised candidates in accordance with University directives. Professor serving as College Examiner incharge. He posts messages on the college notice board to inform staff and students of all exam-related issues.
- Three Mid Examinations are conducted for Pharm D students spanning through out the year and two Mid Examinations for B-Pharm and MPharm as per university norms in each semester.
- The faculty must only prepare the test component of the question paper for the midterms.

Before the allotted time, the question paper is turned in to the examination section.

- Regarding seating arrangement, a reliable system is used. There is a designated invigilator for every 24 students.
- Students are made aware of the guidelines prior to the start of the exam.
- The college has an Internal Squad Committee to oversee the conduct of midterm examinations and to prevent examination malpractice.
- For the internal evaluation of theory and practical subjects, the institute adheres to JNTUK regulations.
- The evaluation of lab exams for B. Pharm, M. Pharm and Pharm D is based on ongoing internal assessment, which takes into account daily performance, keeping track of observations, and submitting record work on a weekly basis.
- Exam section members upload examination reports to JNTUK using an online portal that students earned in the midterm.

- The written responses are saved and documented for future reference and validation.

File Description	Document
Any additional information	View Document

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

Response:

- Academic year wise calendar released by JNTU Kakinada consists of odd and even semester timelines with internal examinations and end semester external examination with dates
- The examination cell of Aditya College of pharmacy (ACOP) updates and convey the semester wise sessional and semester wise examination dates to faculty and students through official notifications with in stipulated time bound periods.
- all the faculty ensure that notifications and information regarding assignments are provided to students well in advance
- The internal examinations are transparently conducted by examination section of ACOP. The external examination are efficiently conducted by JNTU K

Internal examinations

- Internal examinations are conducted as per PCI regulations with JNTUK academic calendar time bound schedules.
- ACOP conducts a mid-term assessment with a centralized schedule that is displayed on department notice board

The internal examination assessments done two levels, Level I and Level II

Level I

- After every assessment, internal examination answers scripts evaluated transparently by respective subjected allotted faculty and distribute answers scripts to students and the responses are discussed in detail. Continuous mode marks etc. transparently allotted as per PCI regulations. Any grievances arising thereof are redressed by the teacher concerned.
- Students who are absent to internal examination with proper reason are contacted personally and given an opportunity for reassessment as per PCI regulations with the approval of class teacher and examination cell of ACOP

Level II

- The class wise internal examination marks received by the examination cell of ACOP with

approval of concern subject faculty.

- All the subjects marks of a respective class combined together to assess received marks sent as per the PCI and JNTU K guidelines.
- The combined internal marks sheet of respective section sent to individual faculty members to verification and approval
- The approved marks list from both individual faculty and examination cell will be uploaded to JNTU K web portal.
- Concessions in attendance are granted, as per the University norms, for those students who fall short of attendance owing to their participation in extracurricular activities, sports or on medical grounds by an independent staff council appointed Attendance screening committee.
- Online assessments were done under these extraordinary and unforeseen circumstances like Covid 19 pandemic and every care was taken to ensure fair assessment internal examination marks.
- Under unexpected circumstances if a variance exists between marks awarded to any student by teachers and those entered in the JNTU K web portal, the college provides assistance to the concerned student to get it corrected by genuinely as per their grievances request.

External examinations

- External examination assessments of students follows the PCI regulations and efficiently done by the JNTU Kakinada regulations by jumbling the examination centers etc.
- The external examination results are announced in JNTU K website and displayed in college notice board.
- Recounting, Revaluation, challenge revaluation and grievances requests follows the JNTU K norms

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

The Program Outcomes (PO) and Course Outcomes are what that determines the academic teaching value of each Program and Course that the Institute offers. The institute created its POs and Course Outcomes (Cos) to line up with each Program's objectives as well as its vision, mission, and quality policy.

• Course outcomes predict that students will acquire all the fundamental knowledge that is anticipated following successful completion of that course. The institute's many programs are tailored to students' career aspirations and are created by JNTUK, Kakinada.

- Program outcomes and course outcomes' main goals are to convey knowledge and develop skills that are essential for developing students' capacity and personalities.
- By instilling values and ethics and enhancing their interpersonal and communication skills through learning outcomes, emphasis is also placed on the holistic development of students.
- Following consultations with the topic specialists, all UG and PG Programs' POs, Cos, and Programs Specific Outcomes (PSOs) are prepared. To draught them, the entire faculty participated in brainstorming meetings.
- At the start of the academic year, lesson plans are created using the course objectives, course outcomes, teaching resources, and total number of teaching hours.
- All course outlines are initially given to the IDC for approval, after which they are posted on the notice boards.
- Every IQAC conference includes a discussion of the value of POs and COs. The college's vision, mission, values, and goals are prominently posted at the entryway, making it obvious what the college stands for.
- All of the professors and students are informed of the POs, (PSOs), and Course Outcomes (COs) of every program offered by the institute.
- These outcomes are declared and uploaded on the College Website (www.vipw.in). The course outcomes and the program outcomes are explained to newly hired staff members. After the courses are assigned, POs, PSOs, and COs are described to them.
- Every faculty member tells the students about the course structure and their accompanying outcomes at the start of each semester.
- Syllabus copies are stored in the departments' respective libraries, labs, and offices. Students, educators, and all other interested parties have access to them.
- Parents and students are informed about them during the Orientation Program at the start of the school year.

The assessment of students is done in the context of these to ensure that the teaching-learning process is effective, and thus enables the faculty to concentrate on the achievement of these goals.

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

Response:

The institution periodically assesses the student performance using a variety of tools to determine whether each of the Program Outcomes, program-specific outcomes, and course outcomes are met the requirements. Direct evaluation processes like university end exams, internal and external assessment,

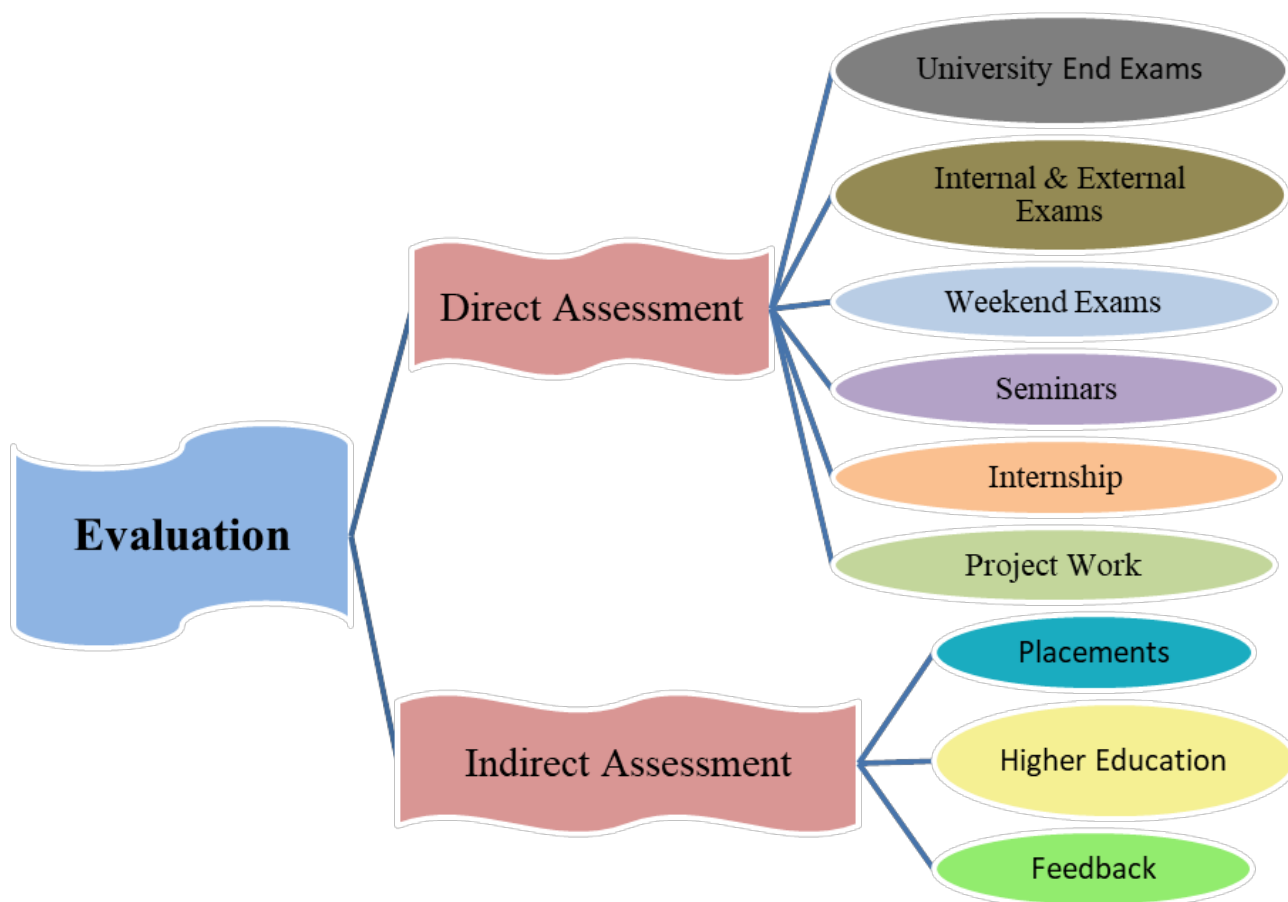
weekend exams, open book test, seminars, project works helps to assess the program outcomes and program specific outcomes by using course outcomes of the relevant program.

Additionally, remedial classes are conducted for slow learners to improve their progress in the academics. Study materials, textbooks, reference books will be provided for them. Add on courses conducted by the institution will be evaluated by the institution itself.

Other than this institution also evaluates the course outcomes by indirect assessment methods which include gathering feedback from students, faculty, parents and Alumni by employing various surveys.

Apart from these, Placements also serves as an indicator for the assessment of program outcomes. Employment of students upon the completion of the program in various reputed organizations in different sectors plays a key role in indirect assessment of the program outcomes.

Another metric to measure the PO, PSO and CO is by the continuation of higher studies by the students in to government institutions, universities and receive admission offers from foreign universities.



2.6.3 Average pass percentage of Students during last five years

Response: 95.79

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

2020-21	2019-20	2018-19	2017-18	2016-17
116	120	104	65	90

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

2020-21	2019-20	2018-19	2017-18	2016-17
116	122	114	68	96

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.97

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

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

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

File Description	Document
List of endowments / projects with details of grants	View Document
Any additional information	View Document

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

Response: 2.56

3.1.2.1 Number of teachers recognized as research guides

Response: 1

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

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

Response: 0

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

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

3.1.3.2 Number of departments offering academic programmes

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

File Description	Document
List of research projects and funding details	View Document
Any additional information	View Document

3.2 Innovation Ecosystem

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

Response:

The institution has a vision to build innovation ecosystem by investing in research, increase the density of researchers and publications, increase the number of patent activities, and encourage a start-up environment.

- Aditya College of pharmacy focuses on synergizing research activities. Research activities at the Research and Development Cell are headed by Principal and senior faculty. Students and faculty members are encouraged to take up innovative ideas and develop them into research projects.
- Laboratories are equipped with sophisticated instruments like HPLC, UV-Visible Spectrophotometer, Dissolution apparatus, Rotatory tablet punching machine, Hemacytometer analyser, Maze analyser, biochemical analyser, Laminar air flow chamber, BOD incubator (Biological Oxygen Demand), Soxhlet apparatus and Clevenger apparatus etc. as per the demand of the course. Furthermore, drug information software's like IBM Micromedex and Clinirex are available and Simulation software like Ex-Pharm were recently subscribed in this academic year. Institute has subscription library services like DELNET. Institute has a CPCSEA approved animal house.

Objectives:

- To create research culture among faculty and students.
- To encourage faculty to improve their skills, knowledge and pursue doctoral degrees.
- To encourage students towards idea generation, innovation and product development.
- To sign MOUS for collaborative work with industries To help understand and register for patenting process.
- To present and publish scientific/research papers in reputed Scopus index and Journals.
- To apply and receive grants to conduct Seminars/Conferences and pursue research projects.

Function:

• To form a Technology Development group from enthusiastic passed out students and thereby motivating for self employment.

- To encourage entrepreneurs.
- Transfer technical knowledge and managerial expertise.
- Develop new products from innovative ideas.
- Study the marketability of products

Impact:

- **UG and PG Research Projects:** Research culture is introduced to students from the Undergraduate level in project works. PG Students are encouraged to carry their project works in the industries and pharmaceutical industry.
- **Seminars/Workshops:** Workshops and Seminars organized at the institute provide an opportunity to interact with various industrial experts and eminent academicians.
- **Collaboration activities and MOUS:** Institution has signed 14 MOUS to improve research activity at the institute. Further, the institute has collaborated with pharmaceutical industries like Chandra labs, Pharma train, Stanex drugs and pvt ltd and we collaborate with G.S.L General Hospital.
- **Webinars:** Institution encourages organizing and attending online webinars to have an exposure to the recent trends and innovations in the field of pharmacy.
- **Support for PhD work:** teaching faculty are encouraged to pursue their doctoral in various recognized universities. They were use all facilities to utilize the equipment and infrastructure available in the institute.
- **Industrial Visits:** To understand the protocols and operational procedures at pharmaceutical industries, Industry-Institute Interaction Cell facilitates students and faculty members to go for industrial visits.

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

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

Response: 14

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

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

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

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

Response: 5

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

Response: 5

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

Response: 1

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

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**Response:** 0.8**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
11	08	6	5	6

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

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.09**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

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

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

3.4 Extension Activities

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

Response:

Aditya college of pharmacy – NSS UNIT with the registered number **90214421** promotes regular encouragement of the faculty and the students in association with neighbourhood communities for their development. Aditya college of pharmacy in collaboration with JNTUK Kakinada and with Local Bodies performed various social activities, social awareness, health camps, conduct rallies, blood donation camp, swachh Bharat, environmental Protection, Constitutional responsibility in the community neighbourhood such as Primary Health Care Center Rameswaram Peta, Peddapuram community, Primary Government School Divili, Primary Health care centre Gudivada, Lakshmi Sai dental care, GGH-Kakinada, Abhaya Blood Bank-Kakinada, Dhawantri blood bank, Sadhya foundation, Kanti velugu, Kandra Kota Panchayati, Mana illu trust Peddapuram, Municipal corporation Yanam, Primary Health care Centre Pulimeru, Community neighbourhood Gorinta Panchayati.

The curriculum of the institute provides continuous exposure to training in clinical practice & community social service in which students enhance their social activities in public health sector in Rural and urban communities.

The NSS unit of Aditya College of Pharmacy conducted **46** programmes in the Past five academic year from 2016-2017 to 2020-2021 in collaboration with Local Bodies & JNTUK NSS. In these programmes **93.6%** students have participated actively.

In aspect of health programme we conducted 31 programmes include-First AID awareness, health and hygiene program, free medical check-ups, health camps, vaccination drives, pulse polio, Eye camps which involve in screening of eye for visual and nutritional defects and abnormalities of the vision were organised by our NSS unit.

Apart from health camps, social service and social responsibility programmes were conducted, a total number of 15 programmes which includes Tree plantation, Ban on plastic, Village household Survey, sanitation etc. were conducted to make the public aware of social responsibilities.

Beneficial impact :

- Aditya college of Pharmacy NSS unit through various extension activities & outreach programmes involving the students with communities sensitizes them to develop social values, servicing society, Environmental control, humanity & knowledge in societal issues and problems.
- The institution established a good association and rapport with local leaders and community organizations and won appreciations in this regard.

Outcome of the Programme :

NSS unit of ACOP exhorted the students and faculty to develop the professional skills, social skills, communication skills, leadership skills and their social responsibility to the society as true Citizen.

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

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

Response: 15

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	4	1	2

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

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

Response: 46

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	9	6	11	10

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

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

Response: 93.99

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

2020-21	2019-20	2018-19	2017-18	2016-17
488	529	501	432	413

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

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

Response: 17

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

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

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

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

Response: 15

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

2020-21	2019-20	2018-19	2017-18	2016-17
6	2	4	2	1

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Aditya College of Pharmacy has suitable infrastructure and physical resources, such as classrooms, labs, computing equipment, and so on, in accordance with AICTE and PCI regulations, to support the teaching and learning activities, as described below.

- The college is situated in a greenish campus of 2 acres and caters to full fill the academic needs.
- Academic facilities for all B. Pharmacy(UG) M. Pharmacy (PG) and Pharm D programmes are housed in same building having three floors.
- All the classrooms (15), on campus had standard size and can accommodate 60 students. Also equipped with white board and LCD projectors.
- All the faculty members are having an access to laptop (or) desktop and other ICT amenities that aid in the teaching - learning activities.
- Two seminar halls are included in the building to carry out the academic and other cultural activities and also they equipped with ICT facilities with white board and projectors.
- The college is under the CC TV surveillance, several areas of the college CC TV cameras are fixed which helps in proper monitoring of the college.
- Air conditioning is available in central instrumentation lab to maintain the working of instruments in good condition.
-
- Aditya College of Pharmacy processes 20 laboratories belonging to pharmaceuticals, pharmaceutical chemistry, pharmacology, pharmacognosy, pharmaceutical microbiology, pharmaceutical analysis and all labs are well equipped with equipment which would help all the students of B. Pharmacy, M. pharmacy and Pharm D to perform practicals and can excel in technical knowledge.
- The central instrumentation lab provide all sophisticated equipment like HPLC , UV- double beam spectrophotometer, Dissolution test apparatus etc. so that students are having facilities to utilise all these equipment during their practical work.
- All equipment in labs provided with standard operating procedures which help the students and also faculty while operating instruments.
- A separate computer lab is also present with 60 computers with good WI-FI facilities to fulfil the needs of projects, and research work of the students.
- Animal house is provided in the college with various animals to carry out the practical work in the physiological pharmacology laboratory.
- Medicinal garden in also located within the College premises having different types of medicinal plants.
- All the labs were connected with a separate main store room where in chemicals ,glass ware and other objects are stored for lab purpose
- Other important facilities like canteen, food courts, clinical room, transportation and staff quarters, hostel facilities etc. were provided by the management to all students and staff who can avail these facilities.
- **ACADEMIC FACILITIES AND TEACHING LEARNING FACILITIES ROOM**

Class rooms	
Labs	
Library	
Seminar halls	
Animal house	
Computer lab	
Soft skill and language lab	

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

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

Response:

Apart from the academics Aditya College of Pharmacy is also involved in a extracurricular activities like cultural, sports ,yoga and gymnasium.

Sports and Games:

Adequate ground and field space is provided in Aditya College of Pharmacy to all students for getting engaged and involved in different sports like through ball, shuttle, cricket, Kabaddi, volley ball etc. Indoor games like table tennis, chess, carroms were also provided

Aditya College of Pharmacy students have participated at zonal and university level competitions and students have acquired certificates and won appreciations from college management and authority.

Gymnasium:

The campus has huge gym with all required facilities and various equipment like treadmills, exercise cycles, body building equipment, and other cutting-edge fitness equipment. All students can avail this facility under the supervision of experts.

Facilities for yoga

Yoga is an ascetic discipline; need to maintain mental health of students. Within the college

facilities for yoga is also provided. The students who are avail of these facilities can be used. Every year international yoga day also celebrated in the college.

Facilities for Cultural

The college provides all the required facilities like sound system, open stage and also seminar hall to carry out the cultural activities. Throughout the year, Management authorities were encourage different activities like fresher's party, farewell party in order to build better rapport students and to improve students' talent, also their creativity. All these events were held at the seminar hall in the campus. Since 2014 the Aditya College of pharmacy celebrating a prestigious event pharmaferinger as a part of national pharmacy week in the month of November. Different Programmes related to academics like power point presentations and poster presentations were conducted in the College. Cultural events also held during this event were conducted in open air stadium in the ground

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

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 17

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

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

Response: 14.59

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

2020-21	2019-20	2018-19	2017-18	2016-17
13.44	63.44	9.30	4.81	10.00

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

4.2 Library as a Learning Resource

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

Response:

Everyone can easily access the library because of its location. E-cap software automates the library's book issuing, renewal, and return processes. This upgrade is helpful for searching the book using any single parameter, such as the title, author, or accession number.

Digital libraries with the following subscriptions are also available, including Delnet, e-Journals, e-Books, and various databases where students can learn about conducting research.

Library is open in all working days and the schedule was 8 AM to 6 PM. Every student will receive a book for a short time in order to maintain the availability of every book, however reference materials must be studied in the library.

In the year of 2020-21 Library posses 7138 volumes of Books, 1340 Titles, 60 Journals, 11 News papers, 335 E-books and videos, 200 E-journals. Printer also available within the library.

Digital library contains 10 Computers for student usage. Books issue, return, renewal completely based on barcode present on the student ID card. National and international journals are available in print and electronically. 11 newspapers will be available each day for the students and faculty. The notice board in the library displays all pertinent information about education. Every year, National Library Week conducts events like elocution, essay writing, and PowerPoint presentations. The library can accommodate easily 80 seats for patrons.

Every year stock verification was common.

Every year library incharge and library staff will give orientation class to the first year B.Pharm/M.Pharm and Pharm D students regarding the rules and regulation of library and how to use e-resources. Always the library maintains clean and calm environment to motivate the students to spend more time.

e-CAP Software

- It's a user friendly software
- It is useful to search the availability of books by subject wise/author wise/course wise
- It gives the information like books issue date and book return date
- It also display the fine amount if the student didn't submit the book in time

Guidelines for making the best use of library resources are provided by the librarian in charge and the library staff. The academic requirement for the library is discussed and decided upon each year. The library was periodically maintained. The institute will buy new books based on the recommendations of the faculty from various departments

Details of library

S. No	Content	Details
1	Total area of the library	295 Square m
2	Total seating capacity	80
3	Working hours	8 AM to 6

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

4.2.2 The institution has subscription for the following e-resources

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

Response: A. Any 4 or more of the above

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

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

Response: 4.54

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.19	5.68	3.96	6.14	5.71

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

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

Response: 4.59

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

Response: 28

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Aditya College of Pharmacy has 60 computers in which 30 computers are present in computer room and 10 computers are present in library, remaining present in Language lab. Few computers are present in office with complete Wi-Fi facility. M.Pharm laboratories contain some equipment which was connected with systems.

Drug information databases like Clinirex and Micromedex softwares were subscribed every year for students benefit.

Digital library equipped with 10 computers for browsing of e-Journals, e-Books present in DELNET and NDL.

Internet facility provided to placement cell, Digital library and office. Institute also having seminar halls

for conducting video conference for better learning. All class rooms are equipped with ICT facilities to take the class by video conference, students also will give seminar by using this projectors.

Every department and every faculty, every student is provided with an official E mail. That email must be used only for academic and official purpose only. Institution website should provide academic and administrative information. Constantly the web site information was updated. The contents present in the website was correct and clear.

The college facilitates adequate access to the students and faculty to use the computer and internet. For administration purpose office room containing 7 desktops for student admission, Daily attendance , Uploading internal marks and other management services and also 1 zerox machine and 3 printers.

The College also having Internet facility of CITY broadband services with 100Mbps. Wifi facility also there to do the technical works.

The ICT team of the college always upgrades the website and incorporate the features like Login for faculties to Update the attendance and mid marks, Login for students to check their attendance, mid marks and exam fee etc....

During the Online education period also this IT facility plays a very important role. At that time faculty utilizes **MICROSOFT Teams** app to take the online classes. This app is useful to upload the content to take the attendance and to give assignment to the students.

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

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

Response: 10:1

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 23.56

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

2020-21	2019-20	2018-19	2017-18	2016-17
32.25	41.25	19.25	16.25	41.02

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

Class rooms: All class rooms in the college were well built with good ventilation. Each class room has the capacity of sixty students. Every class room in the college maintained with convenient sitting arrangements. ICT facilities in class rooms are maintained by hard ware person of the college.

Labs: All labs in the college are incorporated with sophisticated equipment. The equipment in all labs are maintained by lab technicians under the supervision of lab in charge.

Library: A senior faculty of the college assigned as the library in charge. The library in charge take the charge of placing purchase order for books, periodicals, journals, e-books and other library materials. Before placing the purchase order the library in charge will discuss with all the senior faculty of the college

regarding requirement of new books. After careful consideration order will be placed and the acquired books were added to the library collection. Library is completely digitalized, day to day operations like books issues, returns and upkeep of books and other operations related to library were carried out by library staff.

Animal house: Animal house in the college is maintained very neatly and the responsibility of the animal house was assigned to lab technician of pharmacology lab and faculty are advised to maintain the animals properly and the utmost care is taken with respect to their health. Animals like albino rats, frogs and rabbits were maintained in the lab. Feeding and cleaning works of animal house are maintained by the technicians following clean and hygienic procedures.

Medicinal garden: Garden in the campus is maintained by the gardeners every day. In the garden medicinal plants are available and every plant is named with its botanical name and its therapeutic use.

Sports: Physical director is present within the College on full time. Facilities for Indoor games like chess and caroms are available to the students. Outdoor games like Cricket, volley ball, badminton, Basketball are available for the students.

CCTV: Multiple CC cameras are fixed in the Campus that would help and maintain the various aspects in the college premises.

Air conditioning: Air conditioners are available in principal chamber, Central instrumentation lab and Animal House in the college were maintained by the AC mechanics.

Electrical inspections: Electrical fittings, connections, and other equipment in labs are maintained on regular basis. Generators in the campus would be great help to ensure that the Classes, labs were not disturbed by the Power Outages.

Plumbing: water pipes, pipes for waste and drainage and all the plumbing system in entire college including labs are monitored regularly by the plumber staff.

Ambulance Service: On any medical emergency, the management is providing ambulance service in the

college. First aid room is included with in the campus, if any minor medical issue to the student or staff can utilise the facility. On any medical emergency to the students or staff they will be sent to super speciality hospital.

Pest Control: pest control which includes general disinfection, rat treatment, is carried out on a regular basis. Anti-termite treatment is also performed on a pre-determined time.

Fire alarm system: The Institute has installed fire alarm systems as directed by the Kakinada Municipal Corporation's Chief Fire Officer. The system's upkeep is delegated by municipally appointed entity. The agency performs monthly maintenance on the Equipment and reports to the Security Officer.

Routine Maintenance of the building: Cleaning, Sweeping, Dusting and Mopping of all spaces is done on regular basis by the appointed housekeeping staff and they were overseen by the Building in charge. Cleaning of the roofs, Sealing and Painting are done by the appointed workers regularly at pre-determined time intervals. The general Maintenance record is also maintained by the building supervisor. Carpenters, Masons, Plumbers are among the institute staff for minor repairs.

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

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 50.05

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

2020-21	2019-20	2018-19	2017-18	2016-17
246	268	257	234	245

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

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

Response: 1.63

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

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	0	0	0

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

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

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

Response: A. All of the above

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

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

Response: 78.08

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

2020-21	2019-20	2018-19	2017-18	2016-17
411	398	438	322	387

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

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

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

Response: B. 3 of the above

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

5.2 Student Progression

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

Response: 27.26

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

2020-21	2019-20	2018-19	2017-18	2016-17
32	35	23	23	25

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

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

Response: 98.28

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

Response: 114

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

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

Response: 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
23	22	28	16	16

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

2020-21	2019-20	2018-19	2017-18	2016-17
23	22	28	16	16

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

5.3 Student Participation and Activities

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

Response: 6

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	4	0

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

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

Response:

The Students of Aditya College of Pharmacy involved in various activities done in the college like medical camp, blood donation camp and Industrial visits. From every class student coordinators are there, they directly approach the faculty members regarding their interest towards new innovations.

Every year Alumni meetings will be there. The students who are present in the college they can directly meet their seniors to know the career opportunities.

The college containing committees to conduct activities regularly like anti ragging committee, Cultural committee, Sports committee, Internal complaints committee, Anti discrimination committee, Ethics committee, Minority committee, Career counselling committee, Academic committee, Training and placement committee, Magazine committee, News letter committee . In all these committees student coordinators are the supporting members to organize the duties in very well manner.

Some people are involved in transportation and hostel committee.

Campaigning will be there for plantation and maintain the college as plastic free and no pollution to maintain the greenery in the campus.

Student volunteers are involved primarily to conduct different competitions and distribution of prizes.

File Description	Document
Upload any additional information	View Document

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

Response: 17.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
16	17	17	19	18

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

5.4 Alumni Engagement

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

Response:

The ACOP Alumni society is a non-profit making registered society, under the section 3 of societies Registration Act,2001,kakinada, bearing registration No:369 of 2022. The Association is dedicated to bring all the alumni under the ACOP umbrella by facilitating close interaction between institution and alumni on a common platform to build personal and professional support among the members. The mission of ACOPAA is to provide a vibrant network and forum which engages and connects the alumni with their Alma Mater.

The objectives of the Association are:

- To plan and organize successful reunions for alumni with Alma Mater.
- To encourage alumni to participate in ongoing academic activities such as Workshops, Conferences, Research and Placements.
- To enable alumni in exchanging their thoughts, ideas and views related to personal, professional and societal activities.
- To build a bridge between institution and industries to fill the gap on recent developments in various fields of Pharmacy profession.
- To enrich the institutional facilities such as Library, Labs by their generous donations.
- To guide the students about anti-drug, anti-ragging and anti-social activities.
- To promote best practices in day to day activities to enhance well being and to benefit the society.

The ACOP family feel pride and proud of all it's passed out students who are achievers in their selected field, implementing the values and ethics imparted by ACOP and thus contributing to the development of society.

In the subsequent years the institution thrives to build much more strong alumni network and their participation would enhance and exalt the ACOP banner.

Our ACOPAA is a team with lots of enthusiasm, motivation and dedication to promote the growth of institution and society under the able guidance of core team.

Designation	Name of the person
President	Pydi Raju Kondrapu
Vice President	Kurra Sruthi
Secretary	Vijaya Vundavalli
Joint Secretary	Devi Kandula
Treasurer	Joka Manikanta Sruthi
Member	Kodi Gnaneswari
Member	M Sri Devi
Member	Gundoji Mohan
Member	M Ramya Praveena
Member	M lalitha kala

File Description	Document
Upload any additional information	View Document

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

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision

To induce higher plans of learning by imparting technical education with:

- International standards
- Applied research
- Creative ability
- Value-based instruction and to emerge as a premier institute

Mission

Achieving academic excellence by providing globally acceptable technical education with:

- Innovative research and development
- Industry institute interaction
- Empowered manpower

Participation of teachers in decision-making bodies

The institution's management is handled by teachers and members of several committees with representation from students, parents, and management, which is one of the most crucial managerial principles. All the staff members now experience more engagement and accountability, which has led to effective institution management. Several committees' memberships are updated to ensure uniform exposure of responsibilities for faculty members' academic and professional growth. Based on their professional experience and the comments received from various sources, policy instructors have played an essential role in assisting and framing quality policies and programs. Periodical meetings with all panel members are held with corresponding heads of the committees.

The Principal and committee heads create action plans with faculty input in order to examine the results of their implementation during meetings with functional committees and, if necessary, make revisions to the action plans.

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

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

Response:

Aditya College of Pharmacy has a decentralized approach to all academic and administrative tasks, and it has a number of academic and administrative committees to oversee, organize, and carry out the Institute's smooth operation.

Decentralized administration:

The Board of Governance comprises Management Representatives, Industry Experts, Eminent Educators, Representatives of Statutory Bodies, the Principal, and other Faculty, who are in charge of planning and developing institutional budgets, expanding the institute's academic and research programs, and other outreach initiatives. The college's development strategy for academic, administrative, and infrastructure growth is handled by the College Development Committee, which is made up of management representatives, the principal, student representatives, faculty, staff members, industry specialists, and alumni.

According to the demands of the curriculum and current business trends, the Principal conveys meetings with all specialization faculty members and requests the staff to prepare indents and seek quotations for various aspects. The college employs decentralization by giving the department operational authority when it comes to procuring products and services, including requisition preparation, funds approval, payments to vendors, and follow-up questions.

The Principal compiles the requirements and submits them to management for approval. The institute receives the management's authorized budget.

Academic Decentralization:

Various committees with precise roles were provided in Aditya college of pharmacy, enlightening the academic and administrative leadership. These would improvise the student facilities and their comfortable stay with good experiences which could be very well monitored and the onus is taken by the academic council committee comprised of administration personnel and academicians. on principal's approval, prior teaching or lesson plans could be prepared before the commencement of the semester for the benefit of staff and students.

- Monitor the fulfillment of the Theory/Lab syllabus.
- To exercise general control over the institution's academic activities and provide guidance on teaching strategies, assessment procedures, and advancements in academic standards.
- To implement plans in place for the conduct of exams in accordance with the University's periodic guidelines.
- Availability of academic records with proper standards. Specifically, the handbook and course materials adhere to the university's criteria and regularity authorities.

- Initiating proactive steps to raise training, research, and teaching standards.
- To consider the suggestions made by the subcommittees and discuss issues/developments at least once a month.
- Appraising and evaluating the college's co-curricular and extracurricular activities.
- conducting minutes of meeting periodically
- Planning workshops and conferences.

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Aditya College of Pharmacy was established in 2006 by Founder and Chairman, Dr. N. Sessa Reddy under Sarojini Educational Society who is the pioneer in educational institutions of Andhra Pradesh. The institute is affiliated to JNTUK, approved by AICTE and recognized by PCI, New Delhi. The institution is working towards becoming a center of excellence in pharmaceutical education and research and pharmacy practice with a vision of strengthening the healthcare of the country. The perspective plan for development described below

Vision and mission

Vision

To induce higher planes of learning by imparting technical education with

- International standards
- Applied research
- Creative Ability
- Value based instruction and to emerge as a premiere institute

Mission

Achieving academic excellence by providing globally acceptable technical education by forecasting technology through

- Innovative Research and development
- Industry Institute Interaction
- Empowered Manpower

Teaching and Learning

- Smart Class Rooms, State-of-the-art labs,
- College Library, Seminal hall, Wi-Fi campus
- Counseling Scheme
- Micro Level Lesson Plan
- Co-Curricular activities
- Guest Lectures
- Tutorials

- Development of student support material
- Organization of Remedial classes
- Delivery of Add-on-courses
- Academic audit

- Continuous improvement of resources

Research & Development

- Formulation of Research areas
- Incentives and rewards for publications/ research/patents

- Incentives and rewards for book publications

- Incentives and rewards for extramural projects funding's

- Incentives and rewards for National and international conferences

Community engagement

- NSS activities
- Blood Donation Camps
- Free medical camps

Human resource management

- Transparent policy document
- Transparent and scientific way of selections
- Formulation and communication of policies of the college

- Support for academic advancement
- Systematic performance appraisal system and guidance to the people concerned
- Systematic promotion policies

Industry interaction

- Organization of industrial tours
- Deputing faculty and staff for industrial training
- Guest lectures by the experts from industry
- Aditya college of pharmacy have MOUs with GSL general hospital and medical college, Hetero labs limited, Seldom Pharma Pvt Ltd., StanX durgs and chemicals Pvt. Ltd., Chandra Labs Ltd. Phara train. MSN labs Pvt Ltd. Lord Venki Pharma Pvt. Ltd. Electro pro, Indian Health care BPO, Amateur skills and Novel patent services.

Internalization

The ACOP (Aditya college of Pharmacy) always strives for maintaining quality education to ensure global standards. The Institute shall always strive towards imparting the education and overall development of the students. Our institute Alumni are currently holding prestigious positions abroad and they are also source of inspiration for the present students. In every academic plan Efforts are made to incorporate the above activities.

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

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

Response:

Aditya College of Pharmacy (ACOP) situated in Surampalem, East Godavari District of Andhra Pradesh, offers B.Pharm, and M.Pharm programs in two specializations and a PharmD program. The coursework in these programs adheres to the all requirements and specifications framed by the Pharmacy Council of India and as per Jawaharlal Nehru Technological University (JNTU) norms. ACOP enjoys the affiliation from university and also approvals from governing bodies of the pharmacy profession.

The institutional governing policies play a very important role in connecting management, teaching fraternity, administrative staff, students, and society. The governing body complies with all the norms and strictly sticks to the stringent policies of the institution. The principal heads the major policy decision-making assisted by committee members of the governing body.

The governing body supervises the faculty and other staff and ensures that the institute operates on a

smoother plain. The organization secured the approvals from professional governing bodies like

- A. Affiliated to JNTU Kakinada
- B. Approved by AICTE, New Delhi.
- C. Approved by Pharmacy Council of India (PCI) u/s 12 of Pharmacy Act, 1948.
- D. Recognition under Section 2 (f) of the UGC act, 1956.

The institutional committee so formed ensures safety and welfare of staff and students.

Appraisal system for faculty is implemented effectively on annual basis which would help in upgradation of teaching and non-teaching members of institute. All the employees were appraised about the service rules, code of conduct and various welfare schemes of the institution.

ACOP is self financed organization and the chief source of income is tuition fee. Yearly budget estimates are prepared so as to achieve the financial goals very precisely, the internal and external audits ensure the proper use of financial resources.

The policy decisions with reference to functioning of organization are taken at timely held meetings conducted by executive body, grievance Cell, Women's Grievance Redressal Cell, Internal Complaints Committee and management council of parent society. The meetings of all these committees are conducted at institutional level as per the norms and minutes of meeting are recorded and documented.

The recruitment of faculty members is effectively carried out by Governing body through written test based on interview along with internal staff selection committee.

Faculties duly recruited by the management were informed about the rules and regulations of the institute. Service registers were maintained for each faculty member. The individual service registers would reflect the entire individual staff details in systematic manner.

The institution since its establishment is continuously striving in improving its quality frame work with effective implementation of quality objectives which helped us to meet prescribed requirements of NAAC. To achieve the above said goals an Internal Quality Assurance Cell (IQAC) has been formed by institute.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

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

Response:

Welfare measures for Teaching and Non Teaching staff play a vital role in The Growth of The Institute Therefore The College Is Recognizing Their Productiveness And Acknowledges Their Needs And Requirements. As a result, The Institution Is Implementing Various Effective Welfare Schemes. These Welfare Measures Enrich The Physical And Mental Health of The Employees And Thus Promote A Dynamic And Encouraging Work Atmosphere, So It Stimulates The Employee Productivity And Commitment Towards The Institute. The Below Following List Shows The Various Welfare Structures:

- 1.Children of our employees are eligible for a 50% tuition fee reduction. This is applicable to teaching and nonteaching staff.
- 2.The college has a canteen facility that serves quality meals at subsidized rates for teaching and non-teaching staff.
- 3.Group insurance policy for all teaching staff is provided.
- 4.Residential Quarters on nominal rent for teaching staff,
- 5.Employee Provident Fund (EPF) applies to some of our college's staff from their date of joining the institution.
- 6.Free transport facilities for teaching and non-teaching staff are mentioned from different destinations.
- 7.Three sets of uniforms per year and other safety gadgets for non-teaching staff, security, scavengers, attendees, and drivers are provided.
- 8.Extension of ESI benefits non-teaching staff.

Employee Provident Fund (EPF) is applicable to some of the staff of our college from their date of joining the institution.

File Description	Document
Upload any additional information	View Document

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

Response: 41.18

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

2020-21	2019-20	2018-19	2017-18	2016-17
21	22	26	15	6

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

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

Response: 7.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
16	1	10	8	4

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

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

Response: 75.36

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

2020-21	2019-20	2018-19	2017-18	2016-17
32	33	32	34	38

File Description	Document
Upload any additional information	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Institution's performance appraisal system:

The organizational competence of an educational institution relies on the working potential of the teaching and non-teaching staff. Therefore, the institute attempts to recognize this potential by evaluating employee performance and rewarding them with an appraisal. This not only promotes employee growth but also motivates the staff.

Objectives of the system:

- To give the employee the extra push to achieve targets
- To promote a sense of competition for both, employees and the institute's advancement
- The performance evaluation will not only provide a picture of the staff's strengths but will also depict their weaknesses.
- A validation of performance followed by positive feedback creates a feeling of satisfaction which is essential for a working environment.

Challenges addressed:

Being a healthcare educational institute, the institute must walk hand in hand with developing scientific advancements.

Therefore the teaching staff has to remain updated while contributing their review to the field by publishing research papers and article reviews.

The non-teaching staff also has to go the extra mile as their qualifications are limited to the administrative aspects of the institute. They are provided various training and developmental programs to cope with such limitations.

The performance appraisal system is so built that the institute is able to recognize these challenges faced by the staff who are consequently rewarded.

Implementation of the system:

The system involves the following components:

- Feedback system to assess the teaching staff's knowledge, behavior, and attitude toward their concerned subjects
- Qualifications of both teaching and non-teaching staff
- The pass percentage of the students
- Workshops and conferences attended by teaching and non-teaching staff
- Research and article reviews published

These components are evaluated to quantify the employee's performance into monetary units.

The performance appraisal is of 3 types:

- Annual appraisal system for teaching faculty:
- An annual appraisal form is used to gather information on the staff's experience, pass percentage, student feedback, research publications, academic contributions, conference, etc. The Principal provides remarks based on these aspects to decide the increment level.
- Appraisal system for lab technicians:

The principal evaluates the performance based on language, punctuality, support towards students, skill development, lab and equipment maintenance, and academic contributions.

- Appraisal system for the administrative department :

The principal evaluates the performance based on skill development, qualifications, and overall performance and provides remarks to decide the annual appraisal.

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

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly**Response:**

Aditya College of Pharmacy conducts internal audits every year with an authenticated chartered accountant. The chartered accountant was appointed by the management of Aditya College of Pharmacy. The external audit is carried out by the concerned authority appointed by the management.

In auditing if there are any objections are arises by the auditor, the same will be placed before the management for their discussions and final approval. The management will be able to clarify any objectionable aspects same in the audition, finally, any additions or deletions would be implemented as per the management and auditors.

In this internal audit process, their reasons for objections same by the chartered accountant would be pointed out to the management. The financials of the internal audit is to be documented and then same to be brought to the notice of the principal and the management, and the auditors.

Any competent authority has to carry out the external audit every year without fail and all dues are to be submitted. The procedure commitment pertaining to various important committees such as Examcell, Placement cell, NSS Committee, Career guidance, and career development cell, anti Ragging Cell is to be audited every year as the financial dealings are to be maintained in a transparent manner.

File Description	Document
Upload any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**Response: 0**

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

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

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

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

Response:

The institution yearly monitors the effective and adequate use of available financial resources for the infrastructure advancement to brace the teaching and learning process. Aditya College of Pharmacy is a self-funding private institution, the management is maintaining all the sources from the tuition fee collected from students. The institution effectively utilized its available finance for the development of the institution and always thrice to exhaust the academic standards and needs.

All the teaching fraternity, administrative staff along with different coordinators of important wings has to submit their requirements well in advance before the commencement of the academic year. The finance committee scrutinizes requirements submitted by the various cells and thoroughly checks their necessary needs. Faculty their required proposals are concluded and the proposals for their necessary action.

The major decisions with the reference to financial aspects would be considered by the finance controller and governing body members. Based on the requirements and needs of emergency management would give the approval to the purchasing authority for the recommendations of placing purchasing orders. The accounts officer in charge formerly would approve and the logistics department place orders. The payment of invoices is implemented as per the accounts department norms.

Finally, the materials/equipment procured is again checked and verified by the IQAC. All the equipment/materials are entered in the stock registers by the store's person. A financial audit is normally conducted every year and also would verify any complaints are submitted.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

On July 4, 2018, Aditya College of Pharmacy launched its Internal Quality Assurance Cell (IQAC) with the goal of streamlining the institution's quality initiatives. According to the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment, accreditation, and quality gradation of higher education institutions, the institution's IQAC is active and is set up in accordance with NAAC's rules. Since then, IQAC has been a crucial component of the institution working to improve quality and advance growth in a variety of aspects. Most departments are represented, and there is a mix of senior and junior staff.

The quality assurance techniques and procedures were established at Aditya College of Pharmacy with the

aid of a very active and effective ISO 9001:2015 Quality Management System (QMS).

To enhance the quality of instruction, IQAC takes the appropriate steps to encourage faculty members to enroll in certification programs offered by companies like Swayam and Coursera.

The further recommendations in order to enhance student learning and help them to understand concepts more readily, IQAC established the culture of projectors in every classroom. The two best practices currently institutionalized by IQAC are:

Promoting research- Scopus journals article publishing, plagiarism, and malpractices

IQAC raises awareness of the importance of selecting the top Scopus journals for publications to promote the research and publications by preventing misconduct including plagiarism in R&D.

Additionally, IQAC established a favorable incentive program for academic staff who publish research papers in journals with high impact factors as well as journals that are indexed by Scopus, Web of Science, and SCI to promote research and inspire people to work toward an organization's vision and mission.

Feed back system

The feedback is collected from teachers, students, industrial experts, employers who visit for recruitment, and alumni who come to share their experiences in the industry. The institution compiles the feedback collected and the comments received. The feedback is carefully considered, the data is examined, and it is used to improve the quality in various aspects such as curriculum enrichment, infrastructural facilities, and augmentation of research facilities which result in student progression and quality research. Overall helps in making the institute a center for excellence.

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

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

Response:

All teaching staff and non-teaching personnel are included in the internal quality assurance mechanism and are trained by IQAC members to uphold high standards in all activities and operations of the institute.

Institutions genuinely believe in delivering high-quality education to all students by consistently

developing new programmes and teaching methods to accommodate the diverse student body. The IQAC and teacher mentors regularly evaluate the teaching and learning process. All stakeholders, including the student, are asked for structured comments. Following analysis of the input, the necessary steps are performed to uphold the requirements.

Reform based on Teaching-Learning approach:

From the beginning of the academic year through the conclusion of the semester, IQAC is involved in the teaching and learning process. IQAC evaluates each department internally to determine whether or not extracurricular, co-curricular, and curricular activities are carried out in accordance with the schedule that has been established. The institution used a student-centred teaching approach to foster the students' multifaceted abilities. In order to increase prospects in the sector, this offers professional skill sets.

The development of a competitive spirit among students and an improvement in their analytical, logical, and time management skills led to a greater number of competent candidates for competitive tests. The institution also started offering online GPAT/competitive examinations to students in their last year of pharmacy school. The institute's faculty members are required to have lesson plans, an academic schedule, course objectives, instructional materials (powerpoint presentations, video lectures), and all resources available at the start of each semester. The curriculum is delivered in a way that is consistent with the goals of the programme. The academic coordinator and IQAC keep an eye on how well the programmes and courses are delivered.

Curriculum enrichment and review:

Courses that support theory and practice, certificate programmes, and skill-oriented programmes are added to the curriculum to enhance it. The curriculum's principles have been enhanced, preparing the pupils for the pharmaceutical industry. Feedback on the curriculum is gathered from alumni stakeholders, industry experts, students, and teachers. When necessary, corrective action is implemented after analysis of the input that has been gathered.

Faculty development Programmes:

To make faculty members' understanding of pharmaceuticals up to date with emerging trends and research techniques, IQAC offers training programmes. By way of refresher courses and faculty training programmes, the institution's faculty is also kept up to date and revitalized with regard to new concepts in the field of pharmacy. The improvement of the faculty's teaching abilities would potentiate students' capacity for learning.

Feedback system: The collection of feedback by IQAC at every step gives a chance to improve the teaching-learning process.

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

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

In the context of education gender equity means that males and females should get equal opportunities in terms of education, economic, social, cultural developments, etc. In a male dominated society gender equity can provide good future to girls, due to which girls get equal benefits in all the aspects of life as much as boys. Education should focus on providing equal participation of women and men in learning process, decision making process and job opportunities.

Aditya College of Pharmacy (ACOP) gives top priority to safety of female students, female teaching and non-teaching staffs by having a dedicated team of security personnel working round the clock in the college premises. Following measures and steps are taken to ensure safety of girl students and other female staffs:



- **Restricted Entry:** For security of the girls in the college campus and hostel and also to limit unwanted entry, the college has proper boundary wall with electrical fencing for security of girls in the college premises.
- **Visitor register:** The college maintains visitor log register for recording the details of persons entering and exiting.
- **CCTV Camera:** The College has round the clock CCTV surveillance to keep a check on anti-social activities and elements. Proper discipline is maintained in the college to provide sense of security to students, parents and guardians.
- **Caretakers at different levels of the institute:** ACOP has sufficient female guards, wardens,

P.E.T's to provide security to girl students and maintain discipline among the students by performing their duties meticulously and provides sense of assurance to parents about their ward safety in college and hostel.

- **Outing system:** Students can go for outing by getting the out passes from the hostel wardens and supervisors instructed to return before specified time. Students need to get the outing forms duly signed and at times wardens take permissions from the parents before any outing.
- **Identity cards:** Students come in proper uniform and identity cards to ensure the code of ethics prescribed by the institute.
- **Health facilities:** Our College also provides separate gym facilities for the students in the hostel to keep themselves physically fit apart from the sport facilities. Sanitary napkins are dispensed to girl students as and when required with all necessary medical facilities.
- **Common room:** Separate Girls and Boys common rooms are present in the college for the recreation of the students and staff in the recesses for relief from the stress and strain or in case of health discomfort along with the facility of First aid kit at emergency conditions.
- **Counselling:** Mentor-Mentee system is effectively implemented in the college where the allotted faculty members counsel the students regarding different aspects in addition to class room teaching for the holistic development of the students.
- **Day-Care Center:** ACOP has a Day Care facility available where the staff can utilize this by dropping their little ones in the Crèche where Nanny's take care of the youngsters.

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

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

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

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

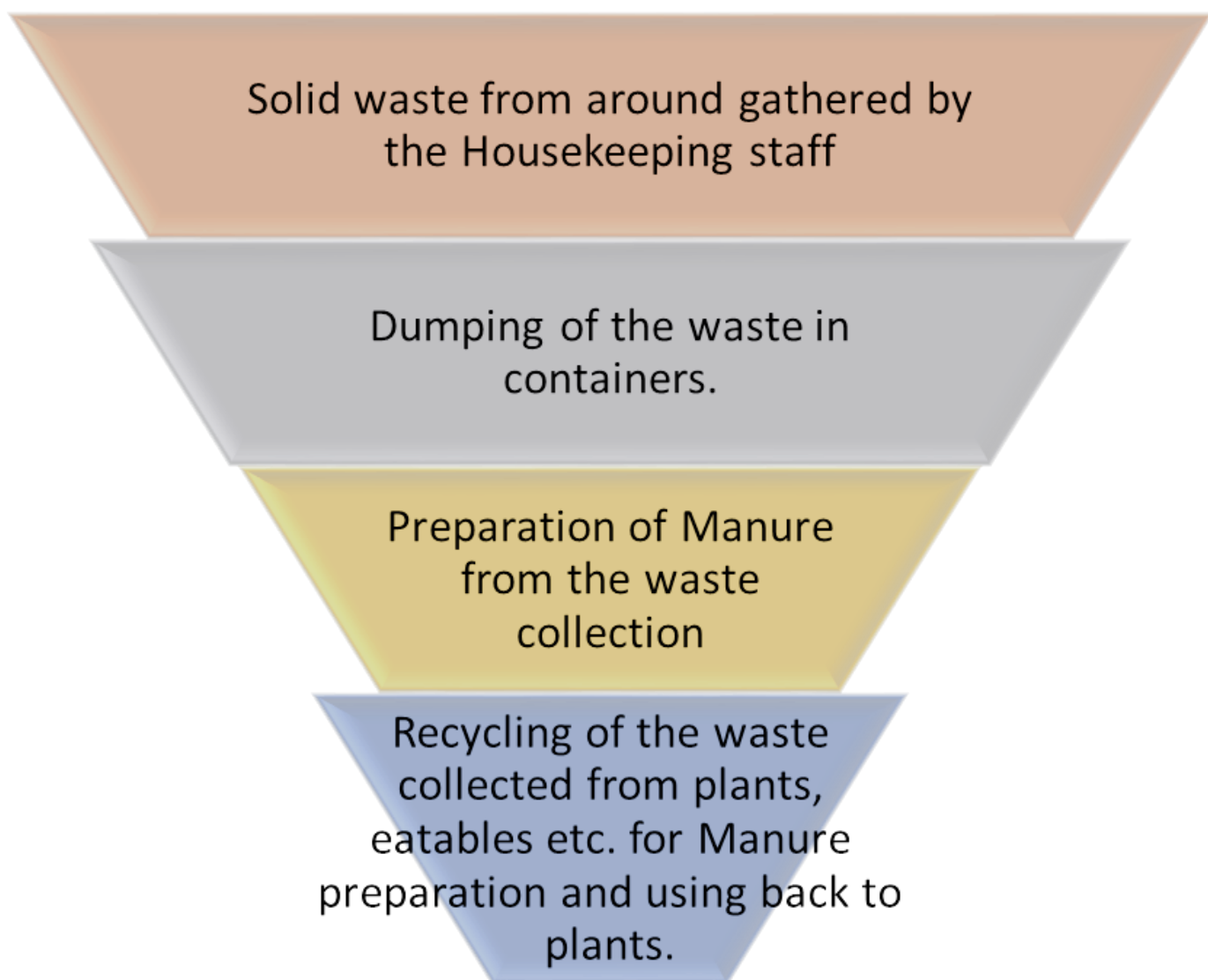
- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:**Degradable and Non-degradable waste:**

Aditya College of Pharmacy pays special attention for the management of degradable and non-degradable waste by focusing on reduction, reuse and recycle of the waste. College uses different dustbins to segregate solid, liquid, plants, sanitary napkins, etc. waste. On daily basis the waste is collected in bins and disposed with the help of garbage collecting vehicle which is converted into recyclable components such as manure.

1. Solid Waste Management:

Pollution from around causes a lot of litter, which can have a negative impact on our health. Thus Aditya College of Pharmacy, took significant action to control trash by safeguarding the environment, and fostering a pleasant environment. Two bins for wet waste and dry waste are stored in departments and hallways to collect rubbish produced from the numerous trash cans. The cleaning crew routinely dumps the accumulated trash into large containers which is then separated into its many components, and the compostable waste is discharged for vermicomposting. Biodegradable waste must be present for the vermicomposting system to transform it into fertilizer. This fertilizer is utilized to support the campus orchards. Vendors are used to dispose of paper waste from departments, libraries, administrative offices, and hostels. For appropriate trash management, the waste is dutifully staked in specific locations and then disposed of by vendors.



2. Liquid Waste Management: The institute has a pond setup that can treat more than 50000 kilo liters of liquid waste per day including sewage, laboratory, laundry, and canteen effluent waste. The campus maintained plants and lawns are watered using all of the treated water. Consequently, all of the campus's waste water is treated and put to good use.

3.E-Waste Management:

The best possible use is made of electronic devices. The technicians in the hardware department handle both the minor and major repairs significantly. ACOP and ElectroPro Systems have a memorandum of understanding under which they will purchase our broken computers and other non-repairable electronic debris and remanufactures it into raw materials that are then sold as recyclable which thereby issues a recycling certificate. Students utilize trash CD's and other non-hazardous disposable products to decorate during college fests and thereby demonstrating the waste management behavior that has been instilled in their brains.

4. Biomedical Waste Management:

As a part of research activities carried in the campus, animal and microbiological studies are performed. Thus while performing the experiments the usage of sharper objects like hypodermic or insulin needles, syringes, scalpels, broken glasses or any kind of disposals are needed to be properly managed. Hence

ACOP went through a MoU with EVB Technologies party which got enrolled for collecting, transporting, safe disinfecting and disposal of Bio-Medical Waste thus ensuing prevention of any reuse or misuse of used syringes and needles since reuse is dangerously hazardous.

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

7.1.4 Water conservation facilities available in the Institution:

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

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

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

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

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

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

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Details of the Software procured for providing the assistance	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

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

Response:

Aditya College of Pharmacy is constituted with number of committees and the cultural committee is one of those in the institution with the numerous objectives of upholding the core values and of the institution and all these is to contribute the development of the individual and there by developing the utmost growth of the institution. The cultural committee attempts to celebrate the regional, cultural, linguistic, socio economic and other diversity programmes and other important days in the festive commemorative days. Our cultural committee will provide number of opportunities to both staff and students to ease off and enjoy in this stringent academic.

The cultural committee of Aditya College of pharmacy conducted numerous programmes to make the students alive from these hectic and stringent schedules of academics. It also created a very good ambience in terms of attitude, behaviour and other related aspects.

National Festivals:

Every year the events like **Republic Day** and **Independence Day** was celebrated with the resource person along with all the students and staff members. The main motto of celebrating this program is to promote patriotism and Nationalism within the students. By conducting these of national festivals will also help to know the greatness of our freedom fighters who sacrificed their lives towards our nation.

Important Days:

International Women's Day, Pharmacy Ferringer, Teacher's Day was celebrated in our campus to acclaim and appreciate towards the great personalities. By celebrating this kind of important programmes, the students also get inspired from these eminent personalities. Women's day was celebrated to honour the movement for women's rights and to assist in achieving universal suffrage for women. Teacher's day was celebrated to make refreshment from their hectic schedules of academics and also students can learn a lot by seeing them.

Religious Festivals:

A religious festival is a time of special importance marked by adherents to that religion. It also promotes Harmony and social interactions towards people. ACOP Celebrates many religious festivals like **Pongal, Ganesh Chaturthi, Onam, Bengali Diwas (poheleboishakh) and Vasantha Panchami**, which tells about the importance of our traditions and contribute immensely to feelings of social cohesion. These festivals also make the students to learn about our ethics and values and also to get acquainted with many kinds of cultures by the process of these festivals and also from worshipping the God.

Local Rituals:

ACOP celebrates the festivals like **Bhogimantalu, Christmas and onam** which are multi regional festivals this was especially celebrated to encourage or to promote the harmony towards the other states of people and thereby they also learnt the greatness of our ancient culture and traditions.

National Integration:

ACOP celebrates **Bengali Diwas, National girl child day, International Students Day**, is to motivate and encourage the students by eliminating the tasks they face around the world.

File Description	Document
Link for any other relevant information	View Document

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

Response:

Aditya college of pharmacy organized the celebration of numerous National days, Birth anniversaries of the eminent Indian personalities. National days celebrated in our institution are Independence Day, Republic Day and teacher's day. The NSS Committee members done great job by motivating students and involving in every programme conducted by the institution.

INDEPENDENCE DAY: Aditya college of pharmacy celebrated **Independence Day** on 15th August with great bliss and grandeur. Independence Day is the biggest festival of democracy for all the Indians. On that day the sense of Happiness and pride could be clearly seen on the faces of all the students and staff. The program started by the chairman, vice chairman, director and principal. A parade was organized do which was led by NCC on the day. After the parade was over the resource person unfurled the flag together.

REPUBLIC DAY: Aditya college of pharmacy had organized a program on **Republic Day**. This day is a matter of great pride for all of us because 26th January 1950 the constitution of India came into force and our country, India became a republic. Parade and flag were unfurled by the NSS committee along with the resource persons. The principal of our college gave motivational speech on "youth power". Competition was conducted to students regarding traditional costumes representing different parts of the India.

TEACHERS DAY: **Teachers Day** is celebrated to commemorate the birthday of “Dr. Sarveypalli Radhakrishnan” cultural committee took charge and organized such a marvelous programme in the institution. The programme wind up with a drama, songs and dances by the students which gave a righteous message.

YOGA DAY: **Yoga Day** was celebrated on 21st June and organized by the sports committee. The main motto of celebrating Yoga Day to raise awareness about many benefits of practicing yoga in health and immunity of the body. Apart from these International women’s day, Girlchild day was celebrated to motivate the young students to get succeed in their lives.

AZADI 70: Azadi 70 - yaad karo kurvani was celebrated by department of library and information science (Aditya college of pharmacy) during the period from 09-aug-2016-23-aug-2016 to re-instill the spirit of freedom struggle and national movement among the younger generation.

WOMEN’S DAY: In view of **International Women's Day** on 08-03-2021, **Aditya College of Pharmacy** celebrated women’s day where the women faculty were honoured by the Principal Dr. K. Ravi Shankar. And also, the girl students who scored well in their academics were awarded with certificate of appreciation.

GIRL CHILD DAY: National Girl Child Day was celebrated in Aditya college of pharmacy on 24-01-2020. On this occasion department of library and information science organized elocution “my voice our common future”.

File Description	Document
Link for any other relevant information	View Document

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

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

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

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

Response:

Aditya College of Pharmacy is constituted with number of committees and the cultural committee is one of those in the institution with the numerous objectives of upholding the core values and of the institution and all these is to contribute the development of the individual and there by developing the utmost growth of the institution. The cultural committee attempts to celebrate the regional, cultural, linguistic, socio economic and other diversity programmes and other important days in the festive commemorative days. Our cultural committee will provide number of opportunities to both staff and students to ease off and enjoy in this stringent academic.

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Important Days:

International Women's Day, Pharmacy Ferringer, Teacher's Day was celebrated in our campus to acclaim and appreciate towards the great personalities. By celebrating this kind of important programmes, the students also get inspired from these eminent personalities. Women's day was celebrated to honour the movement for women's rights and to assist in achieving universal suffrage for women. Teacher's day was celebrated to make refreshment from their hectic schedules of academics and also students can learn a lot by seeing them.

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ACOP celebrates the festivals like **Bhogimantalu, Christmas and onam** which are multi regional festivals this was especially celebrated to encourage or to promote the harmony towards the other states of people and thereby they also learnt the greatness of our ancient culture and traditions.

National Integration:

ACOP celebrates **Bengali Diwas, National girl child day, International Students Day**, is to motivate and encourage the students by eliminating the tasks they face around the world.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document
Link for any other relevant information	View Document

7.2 Best Practices

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

Response:

Best Practice- I

1. Title of the Practice

Overcoming the myth surrounding prospects of Pharm. D: Through Experiential Training and Learning during Clinical Visits

2. Objectives

- To provide Drug and Poison Information Services
- To perform Pharmacovigilance Activities
- To provide Patient Counselling Services
- To participate in Ward Rounds
- To perform Medication History Interview

- To look into Prevention, Assessment and Management of Drug Interactions

3. Context

Pharm. D students are frequently seen as a burden by preceptors and hospital management rather than as valuable members of the healthcare team. Pharmacy colleges must develop their Pharm.D. graduates to handle drug therapy with confidence and accountability. Pharm.D. students should be assigned tasks and duties that are patient-centred. However, patient-centred care necessitates a unique set of abilities and education (e.g., clinical practise skills, critical thinking skills, decision-making skills). When Pharm. D course in our college started in 2014, there were lot of apprehension in students mind regarding the future and scope of the course because by 2014 already the first batch of Pharm. D graduates across India has passed out with limited career opportunities.

4. The Practice

According to its own mission and vision, the Aditya College of Pharmacy constantly tries to operate differently, creatively, and distinctively from other pharmaceutical colleges. Looking at the scenario of Pharm. D graduates in the year 2014, we at Aditya College of Pharmacy started to train our Pharm. D students in such a way that the students get more practical and clinical knowledge along with theoretical learning by collaborating with GSL Medical College and General Hospital, Rajahmundry. We started to expose our students to clinical learning in hospitals from second year to sixth year onwards where the students were subjected to learn safe, effective and economic drug therapy in patient treatment. Students were subjected to regular ward rounds in presence of doctors where they got opportunities to learn about different clinical aspects of patients such as symptoms, diagnosis, treatment, lifestyle modifications, etc. Students carried out project work in the fifth year and internship in sixth year of the Pharm.D curriculum under the able guidance of Head of Departments of general medicine, general surgery, paediatrics, gynaecology, respiratory medicine and orthopaedics and it's when the students learnt more about various aspects in patient treatment while working for outpatient and inpatient departments. Students also got accustomed to various diagnostic means in patient treatment such as learning about ECG, X-Ray, ultrasound, MRI, CT scan, endoscopy, etc. College management also provided IBM Micromedex Solutions to the students for evidence based clinical resources to support informed diagnosis and treatment decisions. Students were trained in giving case presentation of patients in front of doctors and preceptors. Apart from this student were provided several training modules on personality development and communication skills. We at Aditya College of Pharmacy also inculcated the importance of research and development among our students so that they do research works in clinical field and then publish the same in various pharmacy scientific journals. With all the above rigorous experiential training and learning for five years our students started to feel confident about themselves and their profession and they were ready to face job interviews with positive intent. As expected, the first batch (2014-2020) and second batch (2015-2020) passed out with flying colours and maximum of them got placed in leading clinical research organisations or hospitals of India with good annual package.

5. Evidence of Success

Pharm. D Batch	Academic Year	Period of visits	No. of students benefitted	Training/ Clerkship/	Students Employed

				Internship	
2014-2020	2015-2016	16.09.2015 27.04.2016 (Wednesday)	to 23	Training	13
	2016-2017	20.10.2016 18.03.2017 (Thursday and Saturday)	to 23	Training	
	2017-2018	16/10/2017 03/03/2018 (Monday, Tuesday, Friday, Saturday)	to 23	Training	
	2018-2019	17/09/2018 to 23/03/2019 (Six months)	23	Clerkship	
	2019-2020	24/06/2019 23/06/2020 (One Year)	to 23	Internship	

Pharm. Batch	D Academic Year	Period of visits	No. of students benefitted	Training/ Clerkship/ Internship	Students Employed
2015-2021	2016-2017	25.10.2016 to 28.03.2017 (Tuesday)	23	Training	13
	2017-2018	18.10.2017 to 01.03.2018 (Monday, Wednesday, Thursday)	23	Training	
	2018-2019	17.09.2018 to 02.03.2019 (Monday, Friday, Saturday)	23	Training	
	2019-2020	16.09.2019 to 21.03.2020 (Six months)	23	Clerkship	
	2020-2021	02.11.2020 to 30.10.2021	23	Internship	

(One Year)

Pharm. D Batch	No. of students in the batch attended	No. of students in the batch passed	No. of students Employed	Success %	Average Scale	Pay
2014-2020	23	23	13	56.5 %	3.69 LPA	
2015-2021	23	23	13	56.5 %	3.12 LPA	

6. Problems encountered and resource required

Initially there was lack of awareness among doctors regarding Pharm. D course. Hospital authorities, management and doctors were not recognising Pharm. D students as valuable members to the healthcare system and because of this the preceptors and doctors were hesitating to impart adequate training to them but due to our constant, regular, disciplined and well-structured visit to hospital and with the interest shown by our students and zeal to learn about different aspects of patient treatment our students were able to establish themselves as a clinical pharmacists in front of the hospital authorities and moreover by getting themselves employed in hospitals and clinical research organisations they also removed the myth surrounding the prospects and future of Pharm. D course.

Best Practice- II

1. Title of the Practice

Employment of female faculty members – A step towards women empowerment

2. Objectives

- Enhancing gender equality
- Promoting women empowerment
- To make women self-dependent
- To make girl students feel more safe and secure in presence of female faculty
- To make girl students more expressive in company of female faculty
- To make female faculty member of “Internal Complaint Committee” and “Anti-Ragging Committee”.

3. Context

In a progressive society women need to be provided equal opportunities at work. In the context of women empowerment, for faculty vacancies, it's critical that colleges seek out more diverse applicants. Nowadays, women are performing better academically than males. Women are surpassing men in practically every measure of academic accomplishment. Therefore, a better female student can also be a better teacher. Additionally, female students believe that their female teachers are more likely to provide them an equal opportunity to engage and are more likely to support creative expression. When female faculty members are present, female students are more outspoken and feel more secure. Female professors can educate female students on self-defence, female health issues, and other topics. We at Aditya College of Pharmacy have taken an initiative towards women empowerment by recruiting more female faculties in our campus.

4. The Practice

Every year, we at Aditya College of Pharmacy are recording higher number of female applicants to our undergraduate and post-graduate courses in pharmacy. To have an effective faculty gender balance, our college recruit's female faculties along with male faculties during recruitment drive conducted each year. College focuses to recruit and retain more female faculties because of higher number of female students admitted each year in our campus. This activity also promotes women empowerment. Women faculties play huge role in holistic development of students as they can connect emotionally to both female and male students. These faculties are also made members of "Internal Complaint Committee" and "Anti-Ragging Committee" where they take care of issues like sexual harassment against female students and staffs and ragging issues against girl students. Female faculties also play a pivotal role in counselling for girl students as these students can be more expressive and outspoken about their issues to them.

5. Evidence of Success

Average percentage of female faculties in last five years is 63 %. The details of last five years are as follows:

Academic Year	No. of Male faculties	No. of Female faculties	Total no. of faculties	Percentage of Male faculties	Percentage of Female faculties	Average Percent Female in last 5
2020-2021	15	28	43	35 %	65 %	63 %
2019-2020	14	29	43	33 %	67 %	
2018-2019	17	29	46	37 %	63 %	
2017-2018	17	29	46	37 %	63 %	
2016-2017	21	30	51	41 %	59 %	

6. Problems encountered and resource required

Married female faculties encountered more problems than unmarried female faculties due to their family issues and because of this some of them are not able to perform well professionally. College tries to take care of such faculties in a sensitive manner. College generally does not encountered problems with unmarried female faculties but problems arise when such faculties get married and resign from the job. In such a situation college immediately schedules recruitment for new faculty to fill the void.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**Response:****1. Promoting Equity and Equality among Students and Faculties**

Aditya College of Pharmacy was established in 2006 in an area which is located and surrounded by scenic beauty, peace and tranquility. With its offices present in different states of India such as Andaman, Assam, Bihar, Jharkhand, Kerala, West Bengal, college has a vast reach which helps in enrolling students from these states to the various courses offered such as B. Pharmacy, M. Pharmacy and Pharm.D. College also has its international offices at Nepal, Bangladesh, Afghanistan and African countries like Sudan, Nigeria, etc. from where various students enroll to our above-mentioned pharmacy courses. The reason behind many students enrolling to various pharmacy courses in our college from other states of India and different countries is its good infrastructure, quality education, safe and comfortable hostel inside the campus with all security features, minimal tuition and hostel fees, scholarships, incentives, scenic and peaceful surrounding with greenery and beautiful landscaping.

The orientation and induction programmes held in the college help newcomers adjust to the norms and regulations of the college as well as to the campus environment. This also provides an opportunity to students to learn about each other because they come from various countries and places in India.

College provides good working environment for teaching faculties along with research facilities. Faculties can avail college hostel within the campus with free accommodation and food and for other faculties who are not staying in college hostel, our college provides them free transport services. College also offers educational assistance in the form of subsidized bus fees for the children of an employee studying in our campus. The college's above-mentioned assistance helps to maintain an educated and skilled workforce and thus promotes employee recruitment and retention.

Aditya College of Pharmacy promotes gender equality by employing female faculties. The high ratio of female students enrolled and a large number of female staff recruited in our college is a manifestation that women empowerment which is the need of the hour is prevalent in our college and we continuously work towards it.

Aditya College of Pharmacy encourages faculty members and students to use the library's resources and based upon their usage, best library user among students and faculty are rewarded on monthly basis.

College is focusing on technology enhanced learning which includes both analogue and digital platforms so that students and faculties both gets benefitted. Students are also provided government sponsored scholarships and freeships. Final year Pharm.D students during the sixth year of their internship are provided reduction in the tuition fees. College encourages its faculties for research works and attending conferences of national and international repute. In a step towards this college provides financial assistance to attend conferences. We at Aditya College of Pharmacy believe that conferences are the platform where a faculty can improve their academic performances by learning about emerging trends in their field of expertise, meet leaders in their fields, sharpen their communication and presentation skills, and grow their network at these conferences.

Therefore, by practicing above methods, Aditya College of Pharmacy is promoting equity among students

and faculties by treating all the students equally irrespective of their gender, domicile, nationality, caste or creed. College is also having the same approach for the faculties thereby making this a distinctive feature.

2. Technology enhanced teaching and learning

We at Aditya College of Pharmacy are encouraging technology enhanced learning which includes both analogue and digital platforms so that students and educators both gets benefitted. With the growing use of software, e-learning services and various educational applications we are looking forward to build a smart society. The amount of time students spends dealing with technology each day has increased, and they are now more tech-savvy than ever. Students today expect and, in fact, thrive when dealing with technology due to the simplicity and speed with which they use it, as well as their degree of comfort in a world increasingly dominated by rapidly advancing mobile phones, tablets, laptops, and other devices. Teachers no longer have only the option of using the texts that their colleges give. By utilising extra materials like audio, video, and interactive learning, students can learn in a variety of ways. Innovative teaching methods can is being developed by our teachers to involve their students in the lessons they are teaching. Technology has changed the learning environment, making it more useful. The availability of a wider range of information online is made possible by online resources for subject specialists and other educators. In addition to this, numerous online discussion forums and bulletin boards also cover the best ways to use particular tools and software in the classroom. In the modern world, it is practically difficult to function in the workplace without technology. Therefore, it is preferable that teachers and students pick up technology skills as soon as possible. In this day and age, it may be argued that computer literacy is more crucial than some of the more conventional skills taught in schools and institutions. According to its mission and vision with the changing trends in education, Aditya College of Pharmacy has got itself equipped with modern learning tools and resources which includes digitalised class rooms, laboratories, computer lab, library and seminar hall. College has got high speed internet connection with Wi Fi facility for students and teachers. Each class room is equipped with LCD projector along with the seminar hall. The college has subscription for DELNET, E-Journals, E-Books, Clinical Training, Shodh Sindhu, NDJ. College also has Microsoft Office 365 and ECAP facilities. Clinical training to students in Aditya College of Pharmacy is provided through IBMs Micromedex Solutions. Microsoft teams' application is used for conducting online classes and webinars. ECAP is used to monitor student's attendance, activities, fees payments, etc.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

The year 2006 was considered as a milestone year within the Aditya Educational Institutions where Aditya College of Pharmacy, offered a Pharmacy course, as a pioneer was inaugurated in the East Godavari district, completed its remarkable journey of 16 years.

Apart from offering the four year bachelor's course and two years Master degree in Pharmacy, the Institution took a leading step in launching a Doctor of Pharmacy Course [PharmD] in the year 2014. The college has advanced with some best practices and set up many distinctiveness in customary.

Concluding Remarks :

The college has evolved uninterrupted within the short span and established itself as a leading light in Andhra Pradesh becoming the center of excellence.

It becomes the foremost option for students who are interested in pursuing Pharmacy as a career. This is the solitary college within the center to fully uphold and observe all the standards and conditions of employee and students, which has also been the First Choice for the teaching and non-teaching profession. The management always has assured that the employees receive their pay on the first of every month—a decision that benefits everyone greatly.

In order to meet the expectations as a whole, the institute is also careful to give only the finest, and it is working hard to fulfil its mission and vision.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																														
2.1.1	<p>Average Enrolment percentage (Average of last five years)</p> <p>2.1.1.1. Number of students admitted year-wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>2.1.1.2. Number of sanctioned seats year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>160</td> <td>160</td> <td>160</td> <td>160</td> <td>160</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>148</td> <td>166</td> <td>160</td> <td>166</td> <td>166</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17						2020-21	2019-20	2018-19	2017-18	2016-17	160	160	160	160	160	2020-21	2019-20	2018-19	2017-18	2016-17	148	166	160	166	166
2020-21	2019-20	2018-19	2017-18	2016-17																											
2020-21	2019-20	2018-19	2017-18	2016-17																											
160	160	160	160	160																											
2020-21	2019-20	2018-19	2017-18	2016-17																											
148	166	160	166	166																											
2.4.3	<p>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</p> <p>2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 214.72 Answer after DVV Verification: 173.22</p>																														
3.3.2	<p>Number of research papers per teachers in the Journals notified on UGC website during the last five years</p> <p>3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>10</td> <td>8</td> <td>8</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>08</td> <td>6</td> <td>5</td> <td>6</td> </tr> </tbody> </table> <p>Remark : DVV has considered publication in UGC care list only.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	21	10	8	8	8	2020-21	2019-20	2018-19	2017-18	2016-17	11	08	6	5	6										
2020-21	2019-20	2018-19	2017-18	2016-17																											
21	10	8	8	8																											
2020-21	2019-20	2018-19	2017-18	2016-17																											
11	08	6	5	6																											
3.4.2	<p>Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years</p>																														

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	4	1	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	4	1	2

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

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

Answer before DVV Verification : 138

Answer after DVV Verification: 28

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

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)

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)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
51.65	77.71	84.42	74.75	55.85

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
32.25	41.25	19.25	16.25	41.02

Remark : DVV has considered only Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
411	415	385	302	317

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
411	398	438	322	387

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made the changes as per shared report by HEI.

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	1	3	13	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	4	0

Remark : DVV has made the changes as per shared report by HEI.

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)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
19	23	26	22	22

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16	17	17	19	18

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	1	10	8	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16	1	10	8	4

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of full time teachers year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>43</td> <td>43</td> <td>46</td> <td>46</td> <td>51</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>39</td> <td>43</td> <td>46</td> <td>46</td> <td>51</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	43	43	46	46	51	2020-21	2019-20	2018-19	2017-18	2016-17	39	43	46	46	51
2020-21	2019-20	2018-19	2017-18	2016-17																	
43	43	46	46	51																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
39	43	46	46	51																	
2.2	<p>Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	

126.42	181.31	140.62	138.78	110.50
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Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
126.42	150.90	120.19	137.78	110.50