

1.4 Feedback system:

1.4.1 Does the institution have a formal mechanism to obtain feedback from students regarding the curriculum and how is it made use of?

YES

1.4.2 Does the institution elicit feedback on the curriculum from national and international faculty? If yes, specify a few methods such as conducting webinars, workshops, online discussions, etc. and their impact.

Every year GTU arrange research week for the P.G. student and during these research week. in 3rd and 4th semester M. Pharm student actively participate in their examination and presentations. During research week celebration national and international faculty are invited for workshop and seminar, where these faculties provide their feedback on the overall performance of the students in GTU thereby playing a role in designing of curriculum

1.4.3 Specify the mechanism through which affiliated institutions give feedback on curriculum and the extent to which it is made use of.

- SDPC is affiliated to GTU and all curriculum revision is done at university level.
- GTU has constituted academic council for curriculum revision. Principal and one professor of our college are the active member of academic council and contributes for syllabus revision.
- The syllabus revision committee of GTU comprises of members from GTU affiliated college as well as members from other universities and industry person also.
- Feedback is collected from the experts and industry person. Based on feedback and suggestion, syllabus is designed or revised.
- The designed syllabus is sent to all GTU affiliated institutions and as per their suggestions syllabus is finalized. This is done at University level,

1.4.4 Based on feedback, what are the quality sustenance's and quality enhancement measures undertaken by the institution in ensuring the effective development of the curricula?

- The Institute has formed IQAC to ensure continuous improvement in the entire operations of the institution, and to assure stakeholders connected with higher education namely, students, parents, teachers, staff, and would-be employers, funding agencies and society in general of the accountability of the institution for its own quality.



- Some of the measures undertaken by the institution with respect to curricular aspects include:
- **Teacher selection procedure:** Applicants for the post of lecturer are required to have qualification as per the norms of AICTE. Our institute has adopted a distinguished method for selection of faculty. All the applicants are required to present a seminar on latest topic before respective Head of the Department and other senior teachers who evaluate the candidate on the basis of their content of presentation, language command and presentation skill.
- This is the primary selection procedure where the short listed candidates have to give personal interview conducted by subject and University experts as a part of recruitment procedure.
- **Course planner:** Our institute has a unique pattern of lecture wise scheduling of the syllabus in the form of course planner of 45/60 lectures, in which whole syllabus of the subject is divided into 45/60 hours. From 45 hours, 40% of the syllabus must be covered before midsemester internal examination.
- **Theory and practical data sheet:** Institute ensures completion of the syllabus by preparing theory and practical data sheet, where a subject in charge is assigned the responsibility to mention the numbers of scheduled lectures/practical's and actually delivered lectures/practical's and after evaluation by subject in charge and head of the department, extra lectures/practical's if any required are arranged to compensate the difference.
- **Lecture/ Practical adjustment:** Continuing the successfully adapted system of lecture/practical adjustment, will keep check on the completion of syllabus and the speed of teaching. Faculties are strictly required to stick to the time limits specified by the university and provide optimum weightage to each topic mentioned in the syllabus.
- This daily reporting system is helpful to access the missed lectures or extra lectures conducted by faculty.
- Again the faculties are also instructed to compensate the missed lectures due to their personal absence or official leaves. Such reporting system ensures the completion of syllabus in a stipulated time and also decrease the undue burden on the students of last minute rush by teacher.
- In addition the subject wise records of lectures and practical is maintained and evaluated before each internal exam in department meeting in the form of theory/practical data sheets. The faculty justification is also asked in case of not fulfilling the criteria as per rules and regulations.



- **Academic calendar:** The institute prepares Academic schedule for whole academic year stating the proposed dates of all the activities including examination, extracurricular and cocurricular activities.
- The institute strictly tries to follow the schedule for excellent utilization of the time during the whole academic year.
- **Class counselor:** The institute takes care of its students like family members. Each class is provided a class counselor who takes care of students' academic as well as non-academic problems.
- At the time of starting every new academic year, the class counselors guide students about the forthcoming events and activities to be conducted during the academic year.
- **Detaining in internal exams:** The institute has decided strict standards for students attendance.
- Under this rule every student must have at least 75% attendance in the internal as well as external examination. This system compels the students to be regular in theory as well as practical classes.
- **Book Bank facility** is provided to the interested students to encourage the habit of continuously reading books. In Pharmacy lots of reference books are required for preparation. Above facility helps them a lot in their studies.
- **Printed journals:** The institute provides printed journals prepared with extensive literature work which helps in maintaining uniformity of journals every year. They are prepared by the senior faculties and every year modification in the practical's and new innovative practical's if any are incorporated for constant up gradation of journals.
- Because of this system students do not have to waste their time in finding theories related to practical's and come prepared for the next practical whenever announced prior.
- **Guest lectures/ seminars:** The institute encourages overall up liftment of the quality of the students as well as the faculty. This is achieved by regularly organizing various seminars and guest lecture dealing with recent trends in the field of pharmaceutical sciences. They are presented by experts from the relevant backgrounds.
- A healthy question answers sessions is followed after each sessions for open discussion. The students are guided, involved and motivated for attending these programmes.



- **Abstract/ seminar presentation:** M.Pharm students are encouraged for seminar presentation in class room, poster or oral presentation in workshop/conferences. Same way B.Pharm students are also encouraged for poster / oral presentation in workshop/conferences.
- **Refresher courses/ workshops/seminars:** For the quality improvement, the institute permits the teaching staff and students to attend various refresher courses/ workshops/ seminars for up gradation of their knowledge organized by university, other governing bodies and various institutes all over India and abroad as well.
- **Feedback process:** The institute believes in two-way interactions and feedback phenomenon and hence has developed the method to obtain the feedback from students, alumni, parents and academic peers. These forms are scrutinized and the data obtained is utilized for the quality enhancement and improvement in various aspects like infrastructural facilities, curriculum etc.
- This overall helps in making the Institute a Centre for Excellence.
- **Research activities:** Institute supports and promotes various research activities and due concentration is given for Ph.D. activities and dissertation projects in two specialized subjects of postgraduate students.
- Institute emphasizes on quality research outcome and our efforts have achieved recognition at state and national level.
- Third year B. Pharm and first year M. Pharm students are also encouraged for minor research project. During final year M. Pharm students have to do dissertation project as a part of their M.Pharm study.
- SDPC is committed towards provision of state of art facility to support the research initiatives.
- **Rankers:** The Institute also boasts to have merit rankers in the University examinations and All India entrance GPAT examinations each year.

1.4.5 What mechanisms are adopted by the management of the institution to obtain adequate information and feedback from faculty, students, patients, parents, industry, hospitals, general public, employers, alumni and interns, etc. and review the activities of the institution?

- ✧ The institute believes in taking feedback phenomenon and hence has developed the method to obtain the feedback from students, alumni, parents and academic peers.
- ✧ These forms are scrutinized and the data analyzed are utilized for quality enhancement and improvement in various aspects like infrastructural facilities, curriculum etc.

✧ This overall helps in making the Institute a Centre for Excellence.

Stakeholders	Types of feed back	Mechanism of fed back	Review Process
Students	Online and manual feedback on Curriculum aspects teaching learning Process, support Services teaching Quality Verbally Discussion done by Counsellor.	In house online feedback form are designed every year feedback are collected and analysed by the member secretary of G.R. cell	<p>Analysis reports feedback is done and reports are presented in meeting of GR committee.</p> <p>All corrective measures and action are done and intimate to student in counselling meeting and open session.</p> <p>Faculty feedback report is generated and compiled by GR members and intimated to the teachers.</p>
	Verbally discussion done by counsellor	Counselling meeting are conducted once in month to solve wide range of student's problem such as academic problem, personal problems, home, family, relationships, depression, anxiety and loneliness or any curriculum related	<p>The class counselor solves the problem of the students and the record/report in terms of minutes of meeting of the same is maintained with sign of the students.</p> <p>If necessary, class counsellor discusses</p>

		problem	the problem with HOD or 1-101.
	Open session	In open session students directly share their problems to Principal and Academic Head of the institute.	The suggestion of the students discuss in regular meeting with faculty members take opinion from all the faculty members and report were generated and maintained.
	Suggestion Box	Suggestion box for those students they cannot discuss their problem directly to class counsellor or principal or Academic Head	Moreover problems of the students are taken and forwarded to principal from various places of library, admin and girls room suggestion box and discussed in regular meeting.
Overall students Feedback Forms	Online feedback from outgoing students	On the overall teaching and the curriculum after completion of the graduation course in the month of April-May every year	Suggestion was taken from the students and discuss in regular meeting and decision were taken for future aspects.

parents	Feedback are collected from the parents.	The college collects the feedback on curriculum and other information from the current students and their parents after 1st internal Exams.	Parents feedback should be analyzed by the student counsellors,forward it to Head counsellor and grievance redressal member secretary.
Faculty Acedemic Process	Mannual	The feedback on curriculum and other information from the teaching faculty of the neighbouring colleges and universities are collected whenever any teaching faculty visits the college for examination purposes and any academic duty. Collected by internal examiners or by Lab. Assistant.	Feedback on Various aspects on curriculum is discussed in meeting and suggestions are carry forwarded to GTU for enhancements of quality education.
Employer	Employer feedback form is filled up manually or online and collected by placement officer.	Placement officer contacts director,head,vice president,incharge of various department for obtaining feedback on APC students working at their places.	The report from various employers in the form of suggestions in terms of performance of the students working at their places is duscussed and care is taken for improvement in quality education

			and research.
Alumni	The college collects the feedback on curriculum and other information manually, verbally or online from the exstudents (Alumni).	Feedback forms can be obtained from the office. They shall be collected as and when any ex-student visits the college for any purpose by the person to whom they come to meet and during alumni meet.	They should be handed over thereafter to alumni coordinator who will analyze then every 3 months and provide the report during the GR committee meeting.
Anti-Ragging Committee	Feedback is taken from student committee member of anti ragging committee.	Meeting of anti ragging committee shall be arranged only during the event of ragging.	Timely reports of the functions performed routinely under this committee shall be discussed in Grievance Redressal Cell Meetings.



UGC-Approved Short-Term Professional Development Programme
Under Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching

This is to certify that

DR MANISH GOYANI

SHREE DHANVANTARY PHARMACY COLLEGE KIM

participated in and successfully completed the

Professional Development Programme on
'Implementation of NEP-2020 for University and
College Teachers'

held from 07-15 October, 2022

and obtained 'A' Grade



Prof. Santosh Panda
Director, STRIDE &
Coordinator of NEP-PDP Committee,
Indira Gandhi National Open University

New Delhi
Date of Issue: October 17, 2022



Prof. Uma Kanjilal
Pro-Vice Chancellor
Indira Gandhi National Open University

Grading System of Professional Development Programme on National Education Policy-2020

Grade	Percent Value
A+	85% and above
A	70% to 84%
B	60% to 69%
C	50% to 59%
F (Fail)	Below 49%

Those participants who get 'F' Grade (i.e. 49% or less) are required to repeat the programme.



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ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

NELSON MANDELA MARG, VASANT KUNJ, NEW DELHI - 110070

CERTIFICATE OF PARTICIPATION

This is to certify that Ms. ARAF MAHEFUZABIBI HIDAYAT from Shree Dhanvantary Pharmacy College, SURAT has participated and successfully completed the 5-day online FDP / 3 days offline FDP / 8 days offline FDP on the theme "Inculcating Universal Human Values in Technical Education" organized by All India Council for Technical Education(AICTE) from 2022-10-31 to 2022-11-04.

National Coordination Committee for Induction
Program

All India Council For Technical Education

