



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		Maharashtra Educational Society's H. K. College of Pharmacy
• Name of the Head of the institution	Dr. Tushar Narendra Lokhande	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	7977257272	
• Mobile No:	9869163700	
• Registered e-mail	pharmacy.director@hkcp.edu.in	
• Alternate e-mail	principal@hkcp.edu.in	
• Address	H. K. Campus, Adjacent to MHADA Complex, Relief Road, Pratiksha Nagar, Oshiwara, Jogeshwari West	
• City/Town	Mumbai	
• State/UT	Maharashtra	
• Pin Code	400102	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Self-financing				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Dr. Anagha Raut				
• Phone No.	7977257272				
• Alternate phone No.	9820285958				
• Mobile	9820285958				
• IQAC e-mail address	iqac@hkcp.edu.in				
• Alternate e-mail address	anagha.raut@hkcp.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year)					
4.Whether Academic Calendar prepared during the year?					
Yes					
• if yes, whether it is uploaded in the Institutional website Web link:					
https://hkcp.edu.in/site/academic-calendar/					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.06	2024	28/03/2024	27/03/2029
6.Date of Establishment of IQAC			12/03/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	NA	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	7	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
The college was accredited by NAAC with Grade 'A'.		
The college was approved as center for PhD in Pharmaceuticals with the intake of 10 from academic year 2024-2025.		
The classrooms were equipped with smart boards. The corridors were enhanced by installation of Informative display boards & led lit boards in collaboration with ACG world.		
The faculty were encouraged to publish & undergo FDP/training. About 23 faculty underwent FDP/training. The faculty published 33 research papers & 21 book chapters.		
The college organized more than 25 capacity building seminars/webinars and extension activities.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Introduction of new course	Recived approval from University of Mumbai for PhD in Pharmaceutics (Intake 10).
Institutionalizing quality culture through accreditations & compliance to statutory requirements	Instituted accredited by NAAC with grade 'A'. The college participated in NIRF ranking. The college successfully submitted the data for AISHE (2022-2023).
Upgradation of facility for teaching - learning	Classrooms equipped with smart boards. Informative display boards & led lit boards installed in corridors in collaboration with ACG World
Enriching the research culture in the college	Faculty published 33 research papers and 21 book chapters. Students participated in research conventions
Organizing seminars/webinars/extension and outreach activities	The college organized about 25 seminars/webinars for capacity building. The DLLE of the college organized extension activities for student development
Collaboration & linkages	The college organized various activities under the functional MoU's
Preparation of academic calendar	The academic calendar of the college was prepared in
Feedback collection & analysis	The feedback from the stakeholders was collected and analysed
Encouraging faculty for training & FDP	About 23 faculty completed FDP's/training
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
College Development Committee	21/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	09/02/2024

15. Multidisciplinary / interdisciplinary

A multidisciplinary education, as envisaged in the NEP- 2020 aims to develop social, physical, intellectual, emotional, and moral capacities of human beings in an integrated manner. This aims at developing critical thinking, versatility, adaptability, problem solving, flexibility, and analytical and communication skills in the learners. Pharmacy is a multidisciplinary, technical course amalgamating all aspects of STEM. Students are educated in the principles, techniques and skills in the subjects like medicinal chemistry, pharmacology, formulation and pharmacokinetics, inorganic chemistry and anatomy/physiology, formulations and pharmacology/toxicology, synthetic chemistry and molecular docking/modelling etc. This theoretical knowledge along with practical knowledge leads to a comprehensive development of the student in the pharmaceutical science domain. Additionally, the multidisciplinary education is incorporated through the following initiatives

Choice Based Syllabus: The Choice Based Credit System syllabus of University of Mumbai & Pharmacy Council of India offers the flexibility to choose the electives.

Seminars/ Guest lectures/Expert Talks/Webinar: The college organizes different seminars and guest lectures of eminent personalities on societal / industrial / research topics for beyond curriculum learning.

Research Conventions/ Hackathons: The college encourages students to participate in Government organized Hackathons, university level conventions, seminars, conferences etc. to sensitize students to national issues related to healthcare.

Universal human values/ Extension activities: Additionally, we inculcate universal human values in our incumbent students. The students volunteer for various community engaging activities.

Project based learning: The final year B. Pharm. and M. Pharm. students also undertake multidisciplinary research projects.

Industry training/Field visit: Capacity-building skills are consistently improvised through collaboration with industries, industrial training, courses and field trips.

MOUs and collaborations: The MOU & collaboration with

reputed pharmaceutical companies and academic institutions help to foster the multidisciplinary research.

16.Academic bank of credits (ABC):

Maharashtra Educational Society's H. K. college of Pharmacy is affiliated to the University of Mumbai. In lieu of NEP 2020, as per the directives of University of Mumbai, the students are registered in the 'Academic Bank of Credits' with unique Id's. The ABC IDs of the students were shared with the university to link them with their University Permanent Registration Number (PRN). Subsequently, University of Mumbai shall integrate the database with the national portal for ABC. Also, for the multiple entry /exit and transfer of credits the college will follow the directives of University of Mumbai as and when implemented. For successful implementation of NEP 2020, students are informed about the concept and importance of ABC.

17.Skill development:

The college focusses on enhancing the abilities, knowledge, and competencies of students to make them industry ready. The college focuses on skills that are critical for personal, academic and career growth. Hands-on Skills: The college regularly organizes hand on training sessions on sophisticated instruments to equips students with specialized skills. They also learn about handling equipments/ instruments and documentation through their project work. The value-added courses conducted by the college impart the knowledge and skills necessary to equip them for future jobs. Critical Thinking: The students are engaged in multidisciplinary research projects, where they learn to analyse, evaluate, and synthesize information to make rational decisions. Problem-Solving: The students participate in various scientific events, research conventions, where they learn to apply knowledge and creativity to overcome challenges and find solutions to real-world problems. Creativity and Innovation: The participation of the students in various intercollegiate competitions like Hackathons, Ideation, Aavishkar etc. encourage them to think outside the box, come up with new ideas, and develop innovative solutions to problems. This Encourages students to think entrepreneurially, understand business concepts, and explore the possibility of starting their own ventures. The Institution Innovation Cell affiliated to AICTE organizes various calendar activities to foster innovation. The college is a registered Start-Up Clinic powered by MU Ideas Incubation Centre. These initiatives, provide an ecosystem for igniting the minds of young innovators. Digital Literacy: The students learn about computational tools in the course "Computer Applications in Pharmacy" during their first year B. Pharm. Some of the courses in the syllabus teach the

students about certain software and tools required for conduction of research. Hence, the students learn to use online computational tools through the syllabus and the sessions organized by the college. Also, the faculty uses google classrooms for conducting assignments, quiz and disseminating notes. Each student at the college is given a unique email id. They also learn to access digital library. The sessions on cyber security educate students about responsible use of technology, including online safety and ethics. Soft Skills The students imbibe the soft skills through the syllabus and various activities/sessions organized for them. The syllabus includes the course "Communication skills" in the first year B. Pharm. They learn the ability to convey ideas effectively, both verbally and in writing, vital in any profession. The project work and presentations teach the students to work effectively with others, manage conflicts, and contribute to group efforts. The Mentoring System, Career guidance sessions, Extension activities and workshops on Yoga and Wellness help the students in managing one's own emotions to balance academic and personal life. The formation of student Council and their participation in various events of the college encourages students to take charge of projects and develop leadership qualities. They also learn basic financial concepts and budgeting through the process. The industry visits and sessions from industry experts teach them skills required to thrive in the workplace, such as professionalism, ethical behaviour, and understanding workplace norms.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college integrates the Indian Knowledge System (IKS) into pharmacy education to provide a rich, culturally relevant, and holistic learning experience for students. Teaching in Indian Languages: Pharmacy is a technical course with medium of instruction as English, however as the need be, examples in local language are cited. Indian Traditional Knowledge is taught through subjects such as Pharmacognosy & Phytochemistry. The medicinal plant garden "Van Aushadhi" of the college has QR coding to disburse information of plants in local language. Use of Indian Pharmaceutical Texts: The library is well equipped with classical Indian medical texts like Ayurvedic Pharmacopoeia, Medicinal Plants of India etc. to promote understanding of traditional knowledge alongside modern pharmaceutical concepts. Interdisciplinary Approach: The students also undertake various project on herbal formulations, integrating traditional knowledge into novel pharmaceutical systems, pharmacological validation of herbs and plants used in Indian traditional medicine etc. The college also organizes various

seminars/webinars on diverse topics such herbal medicines, nutraceuticals, yoga etc. Value-Based Education & Holistic Healthcare: The college tries to inculcate the ethical practice of pharmacy in students. The extension and outreach activities of the college are aimed towards emphasizing the importance of service to the community. The students are taught importance of mental, physical, and spiritual well-being, as emphasized in Indian philosophies like Yoga and Ayurveda through sessions from experts. The college celebrates Yoga Divas every year and students are encouraged to practice yoga. Cultural Immersion Programs: The college celebrates Hindi Bhasha Divas, Marathi Bhasha Divas etc. Celebration of Traditional Days is organized to promote Indian Culture & Tradition. The annual cultural program of the college "Orane" provides a platform to the students to showcase their talent in Indian traditional singing and dance forms.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college focusses on learner-centric approach that is outcomes-driven. The goal of OBE is to make students industry-ready by ensuring they can meet the demands of the pharmaceutical sector. The course outcomes of all the courses in both B. Pharm. & M. Pharm. program are mapped to the Program outcomes. The college ensures dissemination of the course outcomes amongst the students and calculated the attainment. The faculty focusses on ensuring higher learner participation through learner centric methods. Students are exposed to different teaching styles including case studies, brainstorming, discussion, assignment, online tools etc. The college engages students with knowledge session, industrial internship, capacity-building skills, research based and community health issue-based projects.

20.Distance education/online education:

All the courses run by our institute are on regular, full-time basis as per the regulations of pharmacy Council of India & University of Mumbai. The possibility of Online/ Distance degree/diploma courses may be planned by the institute in near future in consultation with the University of Mumbai. However, the college has adopted technological tools such as Google Classroom, Zoom, Google meet, digital library to facilitate teaching-learning. Also, various guest lectures and webinars are conducted through online platform.

Extended Profile

1.Programme

1.1

82

Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	463
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	65
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	99
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	30
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	28
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	9
Total number of Classrooms and Seminar halls	
4.2	253.69
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	78
Total number of computers on campus for academic purposes	

Part B**CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

The college affiliated to University of Mumbai, adheres to the curriculum and academic framework designed by the University.

At the commencement of each academic year, the college prepares a comprehensive action plan, academic calendar, and timetables. These are circulated through multiple platforms, including circulars, college websites, email and a dedicated NAS system. Departmental Heads (HODs) convene meetings to distribute the syllabus among faculty members, who then create teaching plans aligned with the academic calendar and specified learning outcomes.

To ensure effective curriculum delivery, the college employs Information and Communication Technology (ICT) tools and provides access to well-equipped laboratory facilities. Faculty and students communicate the study materials, past question papers, video lectures, and online quizzes via Google classroom and college email Id.

To enhance learning outcomes, the college organizes various co-curricular activities. When constraints arise in completing the curriculum, additional classes and practical sessions are conducted to ensure thorough coverage of the syllabus. The teaching-learning

process is closely monitored, and feedback from students and faculty is actively collected to identify areas for improvement and innovation.

This systematic and technologically supported approach fosters an engaging, inclusive, and outcome-driven educational experience, enabling students to achieve their academic and professional aspirations effectively.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution, affiliated to University of Mumbai, aligns its academic calendar with the Arrangement of Terms circulated by the University. The primary objective of the academic calendar is to ensure maximum working days, facilitating the timely completion of the syllabus and Continuous Internal Evaluation (CIE). The college publishes the academic calendar on its official website and displays it prominently on notice boards.

The Principal convenes meetings with Heads of Departments (HODs) and faculty to ensure the smooth implementation of the academic calendar and the effective execution of CIE. The internal marks (25% of total marks) are allotted based on performance in sessional examinations, assignments, quiz, interaction & attendance.

Faculty members strictly adhere to the academic calendar to fulfill their CIE responsibilities. Assignments are distributed well in advance, and departments ensure their timely submission according to the schedule. To maintain transparency, internal marks are displayed on notice boards, allowing students to review them before they are submitted to the University.

HODs monitor student attendance and academic progress annually, ensuring that the institution upholds high standards of academic discipline and performance. This systematic approach fosters accountability and promotes a conducive learning environment, aligning with the institution's commitment to quality education.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://hkcp.edu.in/site/academic-calendar/

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**5**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**104****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****104**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college affiliated to University of Mumbai, adheres to a curriculum designed by the University that emphasizes Gender Equality, Human Values, Environment and Sustainability and Professional Ethics. This curriculum integrates courses, Communication skills - Theory & Practical, Environmental sciences - Theory, Computer Applications in Pharmacy - Theory & Practical, Pharmaceutical Jurisprudence - Theory, Industrial Pharmacy I- Theory & Practical, Pharmaceutical Jurisprudence - Theory, Quality Assurance -Theory, Universal Human Value for fostering ethical principles as part of value education, aiming to sensitize students to the significance of life and prepare them for real-world challenges.

Commencing from the academic year 2023-24, diverse value-added and skill enhancement courses have been introduced at the undergraduate level. These initiatives underscore the college's commitment to holistic education and capacity building.

Apart from the courses in the curriculum, the college organizes seminars/webinars/extension activities to sensitize the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

256

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://hkcp.edu.in/site/feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

125

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

65

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

At H. K. College of Pharmacy all possible measures are taken to assess the learning levels of students.

Identification of learning levels:

Entry level marks- CET for B. Pharm scores are prime means. Class test / online tests help teachers to identify learning level of students. Daily assessment, mentoring, in continuous assessments, internal examination performance, attitude of participation in various academic activities.

Slow Learners Response

Counselling and Mentoring sessions of tutorials for slow learners are organized by class teachers/ mentor. Exposed to peer group learning and group discussions. Extended library hours for conducive learning environment. Study material provided for quick reference. Organization of Parent Teacher Meetings

Advanced Learners Response

Encouraged to participate in poster presentation, seminars, quiz

competition and industrial exhibition of Pharmacy relevance for cross disciplinary exposure. Felicitation of meritorious students Participation in Avishkar, IIC, Yukti, Hackathon, Projects Competition, at the University, State and National level to enhance their research ability which has led to Publications and Presentations. Counselling for higher education or career options. Encouraged for competitive examinations viz. GPAT, IELTS etc

Generalised Response

Add-on courses to enhance learning abilities and increase employability. Guest lectures, motivational talks and trainings planned. Interaction with alumni Industry-institute interaction arranged to enhance learning competency. Co-curricular activities conducted to complement the curriculum. Encouraged to use ICT solutions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
463	30

File Description	Documents
Any additional information	View File

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

"I hear-I forget, I see-I remember, and I do-I understand" Taking this into consideration, College has adopted advanced and active learning methods. students are made aware about following students centric teaching and learning methods.

Experiential learning:

- Activities like, seminars/ term papers/ posters on course

topics, peer teaching practices, assignments, industrial and hospital visits are organized for industrial exposure.

- Research projects are carried out in for UG and PG students and these research projects are encouraged to be presented in AVISHAKAR at University of Mumbai.

Participative learning:

- Continuous assessment - Group assignments, Student presentations, group discussions, Posters etc.
- Extension and outreach activities - Blood donation camps, beach cleanup drive, vaccination, health check-ups, Organization of Sensitization programs towards social issues etc.
- Participation in group projects, workshops and scientific activities like Avishkar, IIC, intercollegiate research project competitions, National Pharmacy Week (NPW) competitions.

Problem solving methodologies:

- Problem solving methodologies like Trial and Error methods, breaking large task into small steps, creating short goals to achieve the end, etc. are used
- Well planned methodology/journals, stimulates problem solving ability before initiation of practicals.
- Dissertation work is based on problem solving methodology or needs of healthcare systems.
- Promotion of Add-on courses on advanced technologies and applications.
- Availability of software and E-learning resources to promote self-directed problem-solving learning.
- Practice sessions like aptitude tests mock interviews etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of Information and Communications Technology (ICT) tools can facilitate the effectiveness of curriculum delivery with more

interactive learning, better visualization of concepts, a clear understanding of the subject, and more scope for self-learning. It also leaves students better prepared to deal with ongoing technological changes in society and the workplace. In view of this, for better dissemination of knowledge our teachers are extensively using ICT tools like:

- Interactive smart board
- Projector with PC
- Animated videos through YouTube

The Institute has a dedicated Computer lab for the students. The students are also provided with language lab software to improve their language proficiency. The classrooms are well-equipped with LCD Projectors for enhancing the learning experience of the students. The faculty uses Google Classroom (blended learning platform) to communicate, provide notes and track assignments etc. Google Forms allows MCQ quizzes online. Google forms are also used to give feedback to and receive feedback from students and parents. The Institute also has a Digital library facility, where various books and journals are available in electronic format. The faculty uses Virtual labs sessions available on Virtual labs, a Ministry of Human Resource Development (MHRD), Government of India initiative and sessions from Amrita Vlab portal to encourage students to learn concepts and principles through simulations.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://hkcp.edu.in/site/industrial-internship/infrastructure/

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

2.3.3.1 - Number of mentors

24

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

143

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal Assessment includes:

1. Mid Semester Examination/sessional examinations
2. Attendance
3. Student-teacher interaction
4. Evaluation of Lab performance for each experiment based on Rubrics
5. Student activity

To ensure Internal Assessment is transparent and robust, the following measures are taken:

1. The academic calendar clearly defines the internal assessment schedule at the beginning of the academic year. Timetable is made available to students well in advance in form of notice and displayed on notice board as well as on the website. As a practice, students of F.Y. B. Pharm & F. Y. M. Pharm are made aware of rules of examination through orientation programme conducted in the beginning once they report to the college.
2. Sessional examinations are conducted as per the norms of University of Mumbai and Pharmacy council of India. The portion for examination is declared well in advance & communicated to students
3. Every question paper set is mapped with course outcomes and reviewed by the Module Coordinator/ Head of Department.
4. For sessional examination, evaluation is carried out by the

subject incharge. The evaluated answer sheets are discussed with students to make them understand the expected solution and answers. Documentation is maintained by taking signatures of students on sessional exam marksheet.

5. The internal assessment evaluation is further discussed with parents during parent-teacher meetings.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

1. Cumulative data of Internal Assessment is verified by the head of the examination committee before communication to the university for final year B. Pharm results.

2. If any query is raised regarding the students' sessional exam question paper, subject teachers are requested to resolve it. If the query is raised for the semester examination, the exam coordinator communicates it to the university and the university circulates the correction through the DEPDS system, and resolutions are passed on to the students instantly.

After the result is declared, students are informed about the schedule for application for photocopy and revaluation by displaying notices. After receiving a photocopy, students are advised to refer to the answer key or reference books to check if the evaluation is satisfactory. If a student is unsatisfied, he/she may apply for Revaluation. The revaluation process is done by strictly adhering to the university norms

General grievances like mark sheets, transcripts, or convocation certificates are communicated through proper channels to the university. With these systems followed, the H. K. College of Pharmacy has maintained discipline, good governance, and ethics in conducting the examination & declaring the results.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institute has well defined Program outcomes, Program specific outcomes and Course outcomes. The Program outcomes are in alignment with graduate attributes as defined by the Outcome Based Education system. Program specific outcomes (PSOs) are applicable for M. Pharm and are specifically defined for each PG department and include analytical thinking and problem-solving ability, creativity & innovation and translational research. Course Outcomes are defined as per Bloom's taxonomy. Bloom's Taxonomy is a tool that helps to assess the level of rigor and challenge in a course, providing multiple levels of assessment ranging from 'remembrance' to 'creativity'.

The Program Outcome, Program Specific Outcome and Course Outcomes are disseminated by the institute to the students, teachers and all stakeholders through various means which includes institute website, curricular book, inclusion in lab journals, communicating to students during students Induction/ Orientation programs, campus to corporate programs, Parent Teachers meeting, displaying on Notice Boards, instructional areas, in laboratories, faculty rooms, presentation during lecture sessions and also at important sites in the college premises where it can reach the student community with impact. The course outcomes of each course are mentioned in the syllabus provided by University of Mumbai. Moreover, the institute has the practise of redefining the course outcomes for each course by concerned faculty as and when needed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hkcp.edu.in/site/co-po-and-pso/
Upload COs for all courses (exemplars from Glossary)	View File

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

To ensure that the Program outcomes and Program specific outcomes are attained by students, it is necessary that the POs and PSOs are mapped with various COs throughout the program curriculum. Each Program outcome is addressed by a set of courses in the program, thus increasing the likelihood of the outcome being achieved by the end of the program. The outcomes of each course are mapped to the Program Outcomes with level of emphasis being (1) Low / Slight, (2) Medium/ moderate, or (3) High/ Substantial. The level of emphasis of a program outcome is determined by the weightage used for assessing the outcome in each course.

To attain all POs successfully, additional surveys and activities beyond the syllabus are conducted and assessed using rubrics.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://hkcp.edu.in/site/co-po-and-pso/

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year****99**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://hkcp.edu.in/site/naac/

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://hkcp.edu.in/site/naac/>

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 in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0.32

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.nutriventia.com/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

25

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

33

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

21

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute has been extensively organizing activities and seminars on social issues in the past few years

This year the institute undertook 20 extension activities to sensitize students to social issues, encouraging empathy, critical thinking, and community engagement.

Activities Undertaken:

1. Cleanliness Drive: Students collected trash and promoted awareness about proper waste disposal.
2. Visit to Local Orphanage: Students interacted with the children and donated essential items.
3. Health Awareness Camp: In collaboration with local healthcare professionals, students helped in providing free check-ups and disseminating information on healthy living.
4. Tree Plantation Drive: Students planted trees in the neighbourhood, highlighting the importance of environmental conservation.
5. Community Service: Students engaged in community service, assisting senior citizens with daily tasks and providing support to local businesses.

Impact and Outcomes:

Students built connections with local community members, fostering a sense of responsibility and social awareness.

1. Increased Empathy
2. Improved Critical Thinking
3. Enhanced Community Engagement
4. Personal Growth

Our alumni are now founders of NGO 'Muskarate Raho' catering to diverse social issues. Also, our present students are on board in the NGO.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/social-activities/
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

7

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year**559**

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year****12**

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year****14**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

H. K. College of Pharmacy campus has breezy, sun-lit corridors and ground. All classrooms have blackboard/whiteboard/ an LCD projector, air-conditioning modalities and smartboards. Additionally, Wi-Fi connection of the institute is enabled in all the classrooms and monitored via CCTV for maintenance of decorum. The faculty and students interact digitally(e-mail) as well through Google Classroom. The institute has well designed laboratories and central instrument facilities equipped with instruments and equipments. Institute has two machine room facilities, one of which is a pilot-scale facility. The equipment installed in the facilities at the college include an 8-station multi tooling tablet compression machine etc. Pilot plant is in collaboration with Gangwal Pvt Ltd. Institute maintains a museum, health room, canteen, seminar room, Display Unit LED Lit Information Board for student learning collaboration with ACG Capsule Ltd. medicinal plant garden and parking area. Products of various dosage forms are displayed in the museum. The medicinal plant garden contains many plants with varied medicinal properties. There are provisions for separate washing, housing and research on the animals as given in CPCSEA guidelines and under constant CCTV surveillance. The college has computer facilities, faculty rooms, central offices, library, Gymkhana, Auditorium, girls and boy's common rooms, washrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hkcp.edu.in/site/infrastructure/

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

The institute has a playground to conduct outdoor sports activities. Here, cricket, throwball, volleyball is routinely played by students after their classes. There is facility for indoor games such as carrom, chess, table tennis to recreate during their free times. The college has cricket kits, badminton kits, volleyball and football.

The Gymkhana offers our students an opportunity to unwind. Gymkhana

is equipped with equipment like treadmill, dumbbells, bench press etc. The Gymkhana, also, provides space for indoor games like carom & chess, table tennis, billiards. The Gymkhana is also used as a yoga centre to ensure physical and mental fitness of staff and students.

H. K. College of Pharmacy Auditorium is a state-of-the-art auditorium with a capacity of precisely 240 seats and it is very convenient as well as it gives a joyful experience to any performer due to its good acoustics. The Auditorium facilitates performances like Dance, Musical Concerts, One-Act Plays, Interviews, fresher's day, farewell parties, convocations Mono-Acts, Lectures, and Presentations, etc. Annual Cultural activities such as "Orane" are conducted by leasing a wooden stage on the large playground and various performances are conducted to entertain the audience.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hkcp.edu.in/site/infrastructure/

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hkcp.edu.in/site/infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**158.92**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Libraries are knowledge centres of an educational institute. H. K. College of Pharmacy library has a carpet area of 172 sq. feet and is sectionalized with a private reading room for post-graduate students and the common reading area that is organized into cubicles, allows 70 students to sit at the same time. There are computers with Wi-Fi and facilitated with CCTV surveillance too. Library has registered in DELNET which gives access to e-journals and books of various categories. The library has also subscribed to NDLIS to get access to research and review articles. It is installed with e-Grantahlaya3.0 library software, which allows smooth execution of library functions. Library has also developed a blog (<https://hkcplibrary.blogspot.com/>) to help the students to comprehend the library resources. It has equipped with scanning and printing facilities. Additionally, it has a diverse collection of 8358 bar-coded books ,40 CDs of various pharmacy disciplines, 95 M. Pharm thesis and 150 Journals of Bounded volumes. It also maintains a section in the literature area which keeps records of the seminar reports, project reports, training reports of HKCP students. Campus web OPAC is created, and students are encouraged to register so that they can survey the physical library online to identify and gauge the available books before issue.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://hkcp.edu.in/site/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td>View File</td></tr> <tr> <td>Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File			
File Description	Documents								
Upload any additional information	View File								
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File								
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)									
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)									
2.39									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Audited statements of accounts</td><td>View File</td></tr> <tr> <td>Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Audited statements of accounts	View File	Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Audited statements of accounts	View File								
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File								
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)									
4.2.4.1 - Number of teachers and students using library per day over last one year									
49									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Details of library usage by teachers and students</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Details of library usage by teachers and students	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Details of library usage by teachers and students	View File								
4.3 - IT Infrastructure									
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi									

The college has a dedicated IT department which is responsible for the smooth functioning of all IT facilities provided by the institute. The computer lab has 78 latest computers and a dedicated broadband Internet connectivity using link services for round the clock operations.

The college has modems located in all classrooms, library, faculty rooms, seminar halls, offices, laboratories which ensure that the entire college is connected digitally and avails uninterrupted internet facility at any given time. The internet connection has a bandwidth of 100Mbps. The enabled Wi-Fi services are secured at the nodes and monitored to prevent misuse of this facility.

There are two computer laboratories in the college which house 56 desktops and students are allowed to use and access them when required. IT Department constantly reviews the available hardware and software in these devices and upgrades/ purchases systems as the necessity arises. The cell also supervises the functioning of the LCD projectors and speakers across the classrooms and promptly responds to situations pertaining to its operations. The IT department supervises the content of CCTV (closed circuit television camera) installed on the campus. The IT cell manages the online Google Meet Platforms during the event/webinars organized by the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hkcp.edu.in/site/computer-lab/

4.3.2 - Number of Computers

78

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

151.44

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

H. K. College of pharmacy has the policy for infrastructure maintenance as specified by the statutory bodies both in terms of quantity and quality. Maintenance policy is covered under the purchase policy of institute.

Records of all infrastructure related items is maintained by all departments and sections of the institute and entered in the stock register. All classrooms are ICT enabled and equipped with instructional support. The IT maintenance team and in-house technical support team maintain ICT equipment in the classrooms. All laboratory including computer lab regularly maintains logbook and stock register. Central instrument lab with equipments and instruments maintain logbook and annual maintenance contract is done with agencies.

Library committee meetings are held periodically to get feedback on

the adequacy of titles and volumes of books and e-learning facilities. Maintenance of Sports equipments and gym equipments are done frequently. Fire Extinguishers, RO water supply system, security, housekeeping, elevator are maintained through annual maintenance contract.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hkcp.edu.in/site/policy/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

302

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

12

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://hkcp.edu.in/site/skill-development-programs/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

337

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

337

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

34

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

19

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

13

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

H. K. College of Pharmacy promotes student representation in academic and administrative bodies through the College Student Council. The council consists of various members, including the General Secretary, Cultural Secretary, Sports Secretary, Magazine Head, Scientific Head, Placement Head, Class Representatives, and Student Members from every committee. These members monitor academic, cultural, sports, literary events, Anti-Ragging, and gender sensitization programs.

The Student Council actively participates in organizing the Annual Gathering, Awareness Rallies, Environmental Awareness Programs, and National Festivals. It plays a key role in coordinating seminars, conferences, workshops, and other co-curricular and extracurricular activities. Additionally, the council supports sports events, both inter-college and intra-college, and recommends student volunteers for these activities.

Each committee is guided by a faculty coordinator, ensuring smooth execution of activities. The college also conducts a Student Induction Program (SIP) for new students to help them adapt to the college environment.

Student representation is present in the following academic and administrative bodies:

- College Student Council
- College Development Committee
- IQAC
- Anti-Ragging Committee
- Magazine Committee

These committees are headed by the Principal, HODs, or faculty members, ensuring a collaborative environment for student engagement.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/statutory-committee/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

12

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

Maharashtra Educational Society's H. K. College of Pharmacy established its Alumni Cell under the HKCP Alumni Welfare Association (Reg. No. GBBSD 94-2012) on 11th October 2011. The Association has built a strong network with alumni, facilitating meaningful engagement through various initiatives.

The annual Mentor-Mentee Program, with the theme "Involve to Evolve," connects final-year B. Pharm and M. Pharm students with alumni from diverse fields like Research and Development, Regulatory Affairs, Pharmacovigilance, Clinical Research, Sales and Marketing, Pharm D, Entrepreneurship, and more. This program helps students explore career opportunities and establish valuable connections with their seniors.

Each graduating batch has its own WhatsApp group for networking and job placement support, where alumni share industry vacancies and career opportunities. Some alumni also serve as faculty members. The Association, in collaboration with the Placement Cell and Institution's Innovation Council, invites alumni for career guidance webinars/seminars and to enhance entrepreneurial skills. A biannual alumni bulletin keeps alumni updated on the college's progress and

activities. Looking ahead, the Association plans to create an alumni portal and host the annual REWIND Connect event to further foster student-alumni interaction, industry connections, and career guidance.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/alumni-engagement/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

The H. K. College of Pharmacy (HKCP) adheres to the guidelines of the University of Mumbai and Pharmacy Council of India, focusing on quality education and ethical practices. It recruits faculty with a blend of qualifications and experience, encourages them to pursue PhDs, and participates in various skill development programs. The institute constantly motivates faculty to adopt new teaching techniques. A perspective academic and research calendar plan is prepared, monitored through staff and departmental meetings. The college offers support structures, guest lectures, entrepreneurial guidance sessions, field trips, industrial visits, internship programs, and hands-on training. Students are encouraged to complete at least one value-added course, and the college organizes career guidance sessions, workshops, and courses to prepare them for placement and higher education. The college also trains students for competitive entrance exams, such as GPAT, after completing their B. Pharm course. Students are encouraged to participate in co-curricular and science-related activities, and the institution conducts awareness programs, donation drives, health campaigns, and environmental initiatives. A well-structured student council allows students to take leadership roles in organizing and executing these activities.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/hkcp-philosophy/
Upload any additional information	View File

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

The college follows the academic calendar established by the University of Mumbai and is affiliated to Pharmacy Council of India, with a strong confidence in the NEP 2020. The institute has an effective management structure that promotes a positive learning environment using decentralized governance concepts. The Managing Trustee is dedicated to institutional advancement, connecting with stakeholders and implementing proposed programs. Principal has academic freedom, allowing strategic planning aligned with the institution's vision, mission, and goals. The institute has a structured committee system, including IQAC, GMC, Student Council, Exam Committee, and Cultural Committee, to ensure a strong academic framework and extracurricular activities. Regular staff meetings facilitate open dialogue between Principal, faculty members, non-teaching personnel, and alumni, fostering a participative management culture. The College Development Committee (CDC) works with Principal and department heads to discuss policies affecting teaching staff, prioritizing transparency, accountability, active participation, and continuous improvement. The inclusive governance model, led by Managing Trustee and Principal, fosters a collaborative environment for faculty innovation, maintaining high educational standards for NAAC accreditation, and cultivating an inclusive culture through stakeholder discussions and empowerment.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/statutory-committee/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Faculty and students are encouraged to actively participate in

webinars, seminars, workshops, conferences and development programs from eminent personnel in academia and industry. Career sessions are conducted to guide students depending on their aptitude. Incumbent faculty and students are encouraged to register in register in online/offline programs. The IQAC conducts internal audits periodically to evaluate conduction of all academic, co-curricular, extracurricular activities.

To promote innovation, and entrepreneurial attributes among students, the institute has registered Institute Innovation Council (IIC) with Ministry of Education (MoE) that carries related activities. The institute has applied for registration of its Start-Up Clinic under the umbrella of Mumbai University Ideas Incubation Centre. Collaborative activities are promoted through several Memorandum of Understanding (MoU) with academic institutes, industries and research organizations. The institute promotes a sense of social and civic responsibility through various extension and outreach programs. The institute constantly upgraded its academic and research infrastructure committed to overall development of students and staff.

HKCP has a strong "H.K.C.P Alumni Welfare Association" registered under the Society's Registration Act of 1860. Alumnus deliver guest lectures, participate in mentor-mentee programs, involved in placement activities and interact regularly with faculty and students at the institute.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://hkcp.edu.in/site/policy/
Upload any additional information	View File

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

H. K. College of Pharmacy has well organized administration, focussed on implementation of its vision and mission. There is transparency in activities related to governance, admission of students, appointment of faculty, staff. The institute has systems in place that oversee the overall management of the institute which include the smart office biometric HRMS solution software and Spine Pyroll Version 9.9, Tally ERP 9 Winman TDS and BEMS software. These

systems are used for efficient and lucid discernment of employee wages, taxes, account maintenances. The computerized management also streamlines the admission process, done in co-ordination with the University of Mumbai and as per rules established by the Pharmacy Council of India (PCI). The website of the institute is active and regularly announces any new developments in the institute.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/about-us-2/
Link to Organogram of the Institution webpage	https://hkcp.edu.in/site/wp-content/uploads/2024/12/organogram-MESs-H.-K.-College-of-Pharmacy.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The management at H. K. College of Pharmacy strives to make its institute a premier place of employment. Clean individualized working spaces and superior infrastructure allow for the faculty to be creative in terms of pedagogy and concept delivery to the students. Faculty appraisals are routinely carried out and appreciation of deserving faculty is a practice in HKCP. Faculty and non-teaching staff are covered by insurance schemes driven by the

management. Faculty can avail of medical benefits in case of an emergency through the insurance providers through the schemes. Provident funds have been maintained for the welfare of its employees. Maternal leave is provided for its employees.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/policy/
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

23

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

H. K. College of Pharmacy has a robust appraisal system. An appraisal form is circulated to the teaching and non-teaching staff at the end of the academic year. Faculty submits details about their pedagogical teaching style including any creative improvements that are made in existing teaching methods. The faculty and staff demonstrate their contribution to the overall development of the

institute in terms of their punctuality, responsibilities handled, outcome of their impact on the stakeholders i.e. students. Faculty contribution to the upliftment of the institute brand through research, review and book national/international publications and participation in reputed conferences is also thoroughly reviewed. The commitment of faculty and non-teaching staff to the institute is suitably rewarded by felicitation on the annual day and through promotions and monetary increments in the salary.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/wp-content/uploads/2024/12/Appraisal-System.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Auditing is an important part of the functioning of the Institute. In H. K. College of Pharmacy the audit is done annually by the auditor.

All expenses such as furniture, chemical, glassware, equipment, books, stationery, computer & software, infrastructure are properly documented and from that next budget is proposed and at the end of the financial year, an expenditure statement is generated. Financial Statements of college are audited annually by statutory auditors.

As per regulations of Statutory bodies the Trust is registered under the Bombay Public Trust Act. Consolidated audited statement is thereafter submitted to the Charity Commissioner.

External academic, administrative and financial audits are regularly conducted during inspections by regulatory agencies such as Pharmacy Council of India, AICTE, Fees Regulating Authority, Government of Maharashtra and University of Mumbai. Further all financial aspects pertaining to the Social Welfare Scholarships are audited by the Social Welfare Office of the Government of Maharashtra. The verification of financial data is done by the regulatory agencies for the extension of approval.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/academic-administrative-audit-aaa/
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Actual and resourceful use of financial resources is certified through proper system adopted by the college. The institutional strategies for mobilization of funds and the optimal utilisation of the resources are as follows:

For efficient use of available financial resources, the accounts section prepares the annual budget by collecting the estimated/ projected budgetary requirements from all the departments and present the same before the governing body and financial subcommittee. Once approved by finance subcommittee and the governing body, the fund utilisation starts. The major income sources include Students fees. The income from the student fees is majorly utilised for salary expenses and non-salary expenses. Salary Expenditure includes all the expenses related to the salary i.e. Salary, Provident fund contributions, Gratuity, Leave encashment etc. Non-Salary Expenditure includes expenses related to laboratories (recurring - consumables and Non-Recurring - Equipment and instruments), Library (recurring - Software, Journal

subscriptions, and non-recurring - Books), Staff development activity, research developments, Store (printing and stationery), overhead charges (water and electricity charges) and other expenses (Statutory fees, maintenance and repair charges, infrastructure development charges, ICT charges - recurring and non-recurring), Students welfare activities.

Recurring expenses (consumables & operating), non-Recurring expenses (equipment and instruments), Outsourcing charges, Overhead charges (Electricity and utility charges, etc.).

Funds from various sources (government/ non-government organizations) is utilised for research purposes.

File Description	Documents
Paste link for additional information	https://hkcp.edu.in/site/policy/
Upload any additional information	View File

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

The Internal Quality Assurance Cell has significantly contributed to institutionalizing quality assurance strategies that foster an environment of continuous improvement. It has set up a system to define, assess, and monitor the quality of teaching, learning, and research processes by forming committees and delegating responsibilities.

Some key contributions include:

1. **Academic Excellence:** The IQAC evaluates the requirement for ICT tools for effective teaching & learning.
2. **Curriculum enrichment:** Coordinates for organization of seminars/guest lectures on topics beyond the curriculum and implementation of value-added courses.
3. **Monitoring and Evaluation:** The IQAC monitors and evaluates the systems for various academic and administrative processes.
 - student performance - result analysis,
 - teaching learning process - academic monitors, student feedback
 - institutional audits - identify areas for improvement.

4. **Research and Innovation:** The cell encourages faculty and students to engage in research, publication, and innovation.
5. **Accreditation and Compliance:** Coordinates all activities related to the accreditation process and compliance to the statutory bodies.
6. **Collaborations:** Fosters collaborations with academic institutions, industry, and professional organizations, to enrich the academic and research experience at the college.
7. **Training, QIP & Faculty Development** IQAC motivates faculty members to organize/attend various seminars

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The IQAC plays a role in periodically reviewing and improving the college's teaching-learning processes and learning outcomes.

The key activities and outcomes from this periodic review include:

1. **Reviewing Teaching-Learning Processes:** The IQAC ensures regular monitoring of the teaching-learning processes to guarantee they align with the curriculum. This includes evaluating teaching methods, instructional resources, and faculty performance. The reviews are based on teaching schedules, teaching records, academic monitoring records, feedback from students, faculty, and external stakeholders.
2. **Review of Academic & Administrative Systems:** The IQAC evaluates the academic and administrative activities through adherence to the academic calendar. It keeps a tab on the processes through compliance with the requirements of University of Mumbai & Pharmacy Council of India.
3. **Review of Learning Outcomes:** The learning outcomes are reviewed to assess whether the students are acquiring the intended knowledge, skills, and competencies. The reviews are based on student performance in exams, assignments, projects, and practical evaluations.
4. **Incremental Improvements:** IQAC has recorded continuous incremental improvements in various academic activities. These

improvements are based on feedback mechanisms and monitoring. Some examples of incremental improvements include

- Installation of smartboards
- Fixation of display unit and boards for self-learning

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://hkcp.edu.in/site/naac/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

In H. K. College of Pharmacy gender equity goals and objectives are included in all the policies, programmes of the college.

The college constantly endeavours to work for the benefit of female staff and female students. The institution recognizes that women and men have different needs and power and that these differences should

be identified and addressed in a manner that rectifies the imbalances between the sexes. The college not only tries to organize different activities to make the female students and staff aware about gender sensitization but tries to motivate them to live in a dignified manner and due self-respect. The student strength, particularly girls strength, is increasing in both UG and PG programmes. Girls enrolment is also fair. Girls are taking interest in participating in all co- curricular and extracurricular activities including cultural programmes organized by the institution. Their participation in sports is also commendable. In H. K. College of Pharmacy, among regular teaching staff the strength of females is higher than that of males. It is found that the college has a lot of strengths and opportunities to develop good gender balance. No gender issue complaints are identified.

File Description	Documents
Annual gender sensitization action plan	https://hkcp.edu.in/site/women-development-cell/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://hkcp.edu.in/site/women-specific-facilities/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid Waste Management

The waste is segregated into green, dry and plastic waste. Green waste is composted. Paper waste is handed over to the scrap vendor. Other solid waste is handed over to the Municipal Corporation waste collection van.

2. Liquid Waste Management

The central drainage line of the Institute directly drains liquid waste generated in labs and washrooms into the main drainage line of the local area. Solvents used during practical undergo recycling process using lab scale apparatus like distillation column/rotary evaporator. Expired liquid waste is treated preliminarily and discarded in the drainage system.

3. Biomedical Waste Management

Biomedical waste is handed over to SMS ENVOCLEAN (Certificate number :40037841) bio-waste management agency.

4. E-waste Management

Institute submits its E-waste to the central IT lab, which is then given to E-Waste Manifest, an E-Waste management agency.

5. Waste Recycling System

All the biodegradable waste generated on the campus is recycled using compost pit on the campus. The manure generated is used for maintenance of the green cover on the campus.

6. Hazardous chemicals radioactive waste management

Institute does not generate any radioactive waste. The hazardous chemicals are given preliminary treatment and disposed of in a pit on the campus, away from human reach.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://hkcp.edu.in/site/green-initiative/
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 200 words).

The college plans and carries out a number of programs to create and foster an atmosphere of ethical, cultural, and spiritual values among the students and staff in order to create a country of the young generation who are morally upright and have a noble attitude

Cultural and regional festivals, such as Fresher Party, Teacher's Day, Orientation and farewell program, Induction program, rally, oath, plantation, Youth Day, Women's Day, Yoga Day, and festivals like Diwali celebration, Dussehra, New Year, Cultural week are all jointly celebrated by the college, its teachers, and its staff. Activities related to religious rituals are carried out on campus.

In order to help students develop their personalities and become responsible citizens who uphold the national principles of social and communal peace and national unity, motivational speeches by distinguished experts in the subject are organized. In addition to academic and cultural pursuits, college have established robust facilities like Gymkhana for a range of athletic endeavours to support students' physical growth.

This is how the institute's activities and efforts to create a welcoming environment for everyone with harmony and tolerance for cultural, regional, linguistic, socioeconomic, and other differences are carried out.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institution is dedicated to engaging both students and staff in comprehending their constitutional responsibilities concerning values, rights, duties, and obligations. It consistently endeavours to nurture responsible citizenship through a range of curricular and extracurricular programs. The institution takes pride in developing effective leaders among its students by facilitating annual Student Council elections. The elected representatives are given the responsibility of organizing college events, with the support of fellow student volunteers. Students also actively participate in national observances, such as Independence Day and Republic Day, where they take oaths to uphold the values of the nation. A code of conduct has been established for both students and staff, which all members are expected to follow. The institution encourages student participation in sports and games at the national level to strengthen connections with other institutions. Regarding

constitutional responsibilities, the college has formed an Electoral Literacy Club, and students have initiated efforts to raise awareness about voting rights by organizing a campus camp and hosting a seminar on human rights. The institute is committed to conducting various activities designed to instil values that promote responsible citizenship, including blood donation drives, Ayushman Bharat initiatives, the nationwide sanitation campaign Swachh Bharat Abhiyan, environmental education activities, and outreach programs such as visits to senior care facilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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 File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

H. K. College has set itself apart in recent years by orchestrating a remarkable spectrum of national and international events annually,

thereby demonstrating its dedication to cultural diversity and inclusivity. Such celebrations and activities have not only enhanced the campus environment but have also fortified a collective sense of unity amidst the diversity of students and staff. The institution notably observes Pharmacists' Day to acknowledge the indispensable contributions of pharmacists to both society and the medical domain. The commemoration of India's Independence Day and Republic Day constitutes fundamental elements of its cultural agenda. Gandhi Jayanti is commemorated at the institution to pay tribute to the birth anniversary of Mahatma Gandhi. World Soil Day (WSD) is celebrated to raise awareness about the importance of healthy soil and to advocate for its sustainable management. Institute also take initiative to spread awareness about the HIV/AIDS prevention, treatment and care around the world.

In conclusion, H. K. College's active engagement in organizing and celebrating a wide range of events vividly demonstrates its dedication to fostering an inclusive, culturally diverse, and holistic educational environment. These events have significantly contributed to enriching the academic and cultural experiences of the college community, while also positively impacting society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Research and development environment

The H. K. College of Pharmacy, has a strong awareness of how to formalise students and foster a culture of research and growth. Students' also work in an on-campus industry-based setup and receive stipend for the same. The college has setup a furnished zebra fish laboratory for extension of horizons of research area. This facility has attracted industry, where we have conducted funded studies and trained our students for industrial research standards. Our students have won multiple quiz and scientific poster competitions during the

year. We have increased industry institute partnership activities and sign MOU.

Best practice 2: Environmental awareness

H. K. College of Pharmacy has made a specific effort to maintain an environmental conscious campus by practising:

- All teaching faculties use the NAS communication
- Double side printing
- Making use of recycled paper: When printing a memo or information that needs to be physically recorded, one side printed papers are reused.
- Online assignment submission using Google Classroom.
- The goal of the administration process is to use as few documents as possible. Google Drive is used to keep track of faculty daily activities and teaching schedules, which are completed daily by all staff members.
- The Green Club is established.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Instilling the principles of social awareness

By actively involving aspiring chemists in community service with clearly defined tasks and responsibilities at every level. A lot of effort has been made by H. K. College of Pharmacy to give back to the community and instill similar ideals in our students. Numerous health care checks were started in cooperation with hospitals, and the health campaigns were organised in conjunction with the local NGOS. In an old age home and orphanage, we have we have conducted donations of food packets. The practice of community services was created with the intention of meeting community needs and improving sanitation, health, and society as a whole. H. K. College of pharmacy also initiated certain visits to Ashrams and distributed food packets. On the occasion of Founders Day, abiding to the vision and mission of HKCP- Corporate social responsibility, the HKCP

conducted blood donation camp and tree plantation activity. HKCP has been successful in imparting the values of social awareness since no effort is worthwhile without a significant result. One such instance involves Ms. Nishi Mishra, who founded the Muskurate Raho Foundation, an NGO. Our students now assist in accomplishing the goals by joining the NGO's green projects.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To set systems for PhD students
- To reform examination system to make it robust and transparent.
- To organize orientation program for newly appointed teaching staff & non teaching staff.
- To institutionalize skill development initiatives for students.
- To introduce some more short term Add-on/Certificate Courses.
- To encourage student to participate in Extension/Culture/Sport activities.
- Encourage staff and students for research & innovation.
- To make placement more efficient.
- To prepare students for competitive examination.
- Organize faculty development programmes.
- Enrich library by adding new reference books/journal/periodicals /E resources.