SELF ASSESSMENT REPORT (SAR) FORMAT

POSTGRADUATE PHARMACY PROGRAMS

Pre-visit Qualifiers for becoming eligible for Accreditation

1. The Under Graduate (B. Pharmacy) program should have scored minimum 650 marks out of 1000 marks.

2. The above conditions will not be applicable to those institutions who offers only Post Graduate Program that do not have corresponding Under Graduate Program.

3. The department shall have at least two faculty with Ph. D qualification during the previous two year including the current academic year.

4. Program shall have at least two Professors or one professor and one associate professor with Ph.D. qualification (on full time basis) having expertise in the domain of the Post Graduate Program during the previous two academic years including the current academic year.

5. Department shall have 1:20 Faculty Student Ratio during the previous three years including the current academic year.

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PART A: Institutional Information

1. **Name and Address of the Institution:**

2. **Name and Address of the Affiliating University, if applicable:**

3. **Year of establishment of the Institution:**

4. **Type of the Institution:**

Institute of National Importance ☐

University ☐

Deemed University ☐

Autonomous ☐

Affiliated Institution ☐

Any other (Please specify) ☐

Note:

In case of Autonomous and Deemed University, mention the year of grant of status by the authority

5. **Ownership Status:**

Central Government ☐

State Government ☐

Government Aided ☐

Self-financing ☐

Trust ☐

Society ☐

Section 25 Company ☐

Any Other (Please specify) ☐

Provide Details:

6. **Vision of the Institution:**

7. **Mission of the Institution:**

8. Details of all the programs offered by the institution:

S. No.	Program Name	Name of the Department	Year of Start	Intake	Increase/Decrease in intake, if any	Year of Increase/Decrease	PCI Approval	AICTE Approval	Accreditation Status*

Table: A.8.1

*** Write applicable one:**
- Applying first time
- Granted provisional accreditation for two/three years for the period (specify period)
- Granted accreditation for 5/6 years for the period (specify period)
- Not accredited (specify visit dates, year)
- Withdrawn (specify visit dates, year)
- Not eligible for accreditation
- Eligible but not applied

Note: 1. Add rows as needed. 2. Separate tables for UG and PG Programs to be prepared.

9. Programs to be considered for Accreditation vide this application

S. No.	Program Name	Current Year Sanctioned Intake	Current Year Admission (in Nos.)
1			
N.			

Table: A.9.1

10. Contact Information of the Head of the Institution and NBA coordinator, if designated:

   i.   Name:

         Designation:

         Mobile No:

         Email id:

   ii.   NBA coordinator, if designated

         Name:

         Designation:

         Mobile No:

         Email id:

PART B: Departmental Information

1. State the Vision and Mission of the Department

2. Justification of consistency of the Department Vision and Mission with the Institute Vision and Mission

3. Details of UG & PG Programs offered by the department

S. No.	PG Program Name	Corresponding Department Name	Current Year Sanctioned Intake	Current year Admission (in Nos.)
1	Pharmacology			
2	B. Pharmacy			
N.				

Table: B.3.1

4. State the Program Educational Objectives (PEOs) for the PG program(s) under consideration for accreditation.

Criteria Summary

Name of the program_____

Criteria No.	Criteria	Mark/Weightage
1.	Program Curriculum and Teaching –Learning Processes	100
2.	Program Outcomes & Research Outcomes	75
3.	Students' Performance	75
4.	Faculty Contributions	100
5.	Laboratories and Research Facilities	75
6.	Continuous Improvement	75
	Total	**500**

CRITERION 1	Program Curriculum and Teaching –Learning Processes	100

1.1.   Program Curriculum (35)

1.1.1. State the process for designing the program curriculum (10)

(Describe the process that periodically documents and demonstrates how the program curriculum is evolved or give the process of gap analysis, whichever is applicable, considering POs)

1.1.2. State the components of the curriculum (10)

Program curriculum grouping based on course components

Course Component	Curriculum Content (% of total number of credits of the program)	Total number of contact hours	Total number of credits
Program Core			
Program Electives			
Open Electives			
Mini Projects			
Internships/Seminars			
Major Project			
Any other (Specify)			
Total number of Credits			

Table: 1.1.2

1.1.3. Structure of the Curriculum (5)

Course Code	Course Title	Total Number of contact hours				No. of Credits
		Lecture (L)	Tutorial (T)	Practical# (P)	Total Hours	
Total						

Table: 1.1.2

Seminars, project works may be considered as practical

1.1.4. Overall quality and level of program curriculum (10)

In case of affiliated institutions following criteria will be applicable for Program Curriculum:

1.1.1. State the process used to identify extent of compliance of the University curriculum for attaining the Program Outcomes (10)

1.1.2. Appropriateness of the gaps identified (5)

1.1.3. Actions taken to bridge the gap (10)

1.1.4. Overall quality and level of program curriculum (10)

Note: In case program is able to demonstrate the compliance of university curriculum in attaining the program outcomes, then the marks distribution will be as indicated for non-affiliated institutions.

1.2. Teaching-Learning Processes (65)

1.2.1. Quality of end semester examination, internal semester question papers, assignments and evaluation (10)

1.2.2. Quality of student projects (25)

Quality of the project is measured in terms of
- *Very clear and concise objectives*
- *Very clear methodology, articulated using technical terms indicating all steps and tools*
- *Cites substantial current and good quality literature*
- *Clarity in design/setting up of experiment.*
- *Benchmarks used / Assumptions made*
- *Interpretation of results and justification thereof and validity of the results presented.*
- *Overall presentation of the report*

1.2.3. Initiatives related to industry interaction including industry internship/summer training (10)

1.2.4. Participation of Industry professionals in curriculum development, as examiners, in major projects (05)

1.2.5. Quality of laboratory work given (15)

CRITERION 2	Program Outcomes & Research Outcomes	75

2.1. Establish the connect between the POs and Courses (10)

POs as defined in Annexure-I

POs	Courses*
PO1	
PO2	
PO3	
POn	

Table: 2.1.1

*Mention the courses relevant to the PO

2.2. Attainment of Program Outcomes (40)

2.2.1. Describe the assessment tools and processes used to gather the data upon which the evaluation of Program Outcome is based (10)

2.2.2. POs attainment levels with observations (30)

POs Attainment

Course	PO1	PO2	PO3	….	…
C101					
C102					
…					
C201					
Direct Attainment level					
Indirect Attainment Level					
Final Attainment level					

Table: 2.2.2

Observations on attainment levels for each of the POs.

2.3. Attainment of research Outcomes (25)

2.3.1. Describe the methods, tools and processes used for strengthening the research outcomes of the department and the program (5)

2.3.2. ROs attainment levels with observations for the immediate last 3 years (20)

ROs Attainment

SN	Activity	CAYm1	CAYm2	CAYm3
1.	No.of research-based projects executed by the students			
2.	No.of industry-based projects executed by the students			
3.	No.of societal based projects executed by the students			

4.	No.of working models/prototypes developed by students			
5.	No.of journal papers made by students from the projects			
6.	No.of conference papers made by students from the projects			
7.	No.of awards received by students from the projects			
8.	No.of IPRs acquired/submitted by students from the projects			

Table: 2.4.2

Observations on attainment levels for each of the ROs.

CRITERION 3	Students' Performance	75

Item (Information to be provided cumulatively for all the shifts with explicit headings, wherever applicable)	CAY	CAYm1	CAYm2 (LYG)	CAYm3 (LYGm1)	CAYm4 (LYGm2)
Sanctioned intake of the program (N)					
Total number of students admitted through GPAT (N1)					
Total number of students admitted through PG Entrance and others (N2)					
Total number of students admitted in the Program (N3) = N1 + N2					

Table: 3.1

CAY – Current Academic Year
CAYm1- Current Academic Year minus1= Current Assessment Year
CAYm2 -Current Academic Year minus2=Current Assessment Year minus 1
LYG – Last Year Graduate = Current Assessment Year minus2
LYGm1 – Last Year Graduate minus 1
LYGm2 – Last Year Graduate minus 2

Year of entry	Total number of students admitted in the Program N3 = N1 + N2 (As defined above)	Number of students who have successfully graduated	
		I Year	II Year
CAY			
CAYm1			
CAYm2 (LYG)			
CAYm3 (LYGm1)			
CAYm4 (LYGm2)			

Table: 3.2

3.1. Enrolment Ratio through GPAT (20)

Enrolment Ratio= N1 /N; N is sanctioned intake; N1 is number of students admitted through GPAT.

Item (Students enrolled at the First Year Level on average basis during the last three years staring from Current Academic Year)	Marks
>=80% students enrolled through GPAT	20
>=60% students enrolled through GPAT	16
>=50% students enrolled through GPAT	12
>=40% students enrolled through GPAT	8
>=20% students enrolled through GPAT	6
<20% students enrolled through GPAT	0

Table: 3.1.1

3.2. Success Rate in the stipulated period of the program (20)

Item	Last Year of Graduate, LYG	Last Year of Graduate minus 1, LYGm1	Last Year of Graduate minus 2, LYGm2
Number of students admitted in the First Year (N3)			
Number of students who have graduated without backlogs in the stipulated period			
Success Index (SI)			

Table 3.2

S.I. = Number of students completing program in stipulated duration/ Number of students admitted in first year of same batch;

Average S.I.= Mean of SI for past 3 Batches

Assessment points = 20 * Average S.I.

3.3. Placement, Higher Studies and Entrepreneurship (20)

Assessment Points = 20 * Average placement; N is the total no. of students admitted in first year

Item	CAYm1	CAYm2	CAYm3
No. of students placed in companies or Government Sector (X)			
No. of students pursuing Ph.D. / JRF/ SRF (Y)			
No. of students turned entrepreneur in Pharmacy (Z)			
X + Y + Z =			
Placement Index: (X + Y + Z)/N	P1	P2	P3
Average placement= (P1 + P2 + P3)/3			
Assessment Points = 20 * Average placement			

Table: 3.3.1

3.3.1 a. Provide the placement data in the below mentioned format with the name of the program and the assessment year:

Programs Name and Assessment Year			
S.no.	Name of the student placed	Enrolment no.	Name of the Employer

Table 3.3.1a

3.4. Professional Activities (15)

3.4.1. Student's participation in Professional societies/chapters and organizing pharmacy events (5)
(Provide relevant details)

3.4.2. Student's publications (10)

(List the publications along with the names of the authors and publishers, etc.)

Name of the Faculty Member	Qualification			Association with the Institution	Designation	Date on which Designated as Professor/ Associate Professor	Date of Joining the Institution	Department	Specialization	Academic Research		Faculty Receiving Ph.D. during the Assessment Years	Currently Associated (Y/N) Date of Leaving (In case Currently Associated is " No")	Nature of Association (Regular/Contract)
	Degree (highest degree)	University	Year of Graduation							Research Paper Publications	Ph.D. Guidance			

Note: *Please provide details for the faculty of the department, cumulative information for all the shifts for all academic years starting from current year in above format in Annexure - II.*

4.1. Student-Faculty Ratio (SFR) (10)
(To be calculated at Department Level)

No. of UG Programs in the Department (n): _____

No. of PG Programs in the Department (m): _____

No. of Students in UG 2nd Year= **u1**

No. of Students in UG 3rd Year= **u2**

No. of Students in UG 4th Year= **u3**

No. of Students in PG 1st Year= **p1**

No. of Students in PG 2nd Year= **p2**

No. of Students = Sanctioned Intake + Actual admitted lateral entry students

(The above data to be provided considering all the UG and PG programs of the department)

S=Number of Students in the Department = UG1 + PG1 + …PGn

F = Total Number of Regular Faculty Members in the Department (excluding first year faculty)

Student Teacher Ratio (STR) = S/F

Note: If the Institute/Department is running Diploma, UG, PG programs parallelly, then for the UG & PG programs, total number of faculty will be calculated as mention below:

Total Number of faculty(F) in the Institute/Department **minus** Required number of faculty for Diploma programs (1:20).

Year	CAY	CAYm1	CAYm2
u1.1			
u1.2			
u1.3			
UG1	**u1.1+u1.2+u1.3**	**u1.1+u1.2+u1.3**	**u1.1+u1.2+u1.3**
p1.1			
p1.2			
PG1	**p1.1+p1.2**	**p1.1+p1.2**	**p1.1+p1.2**
…..			
pm.1			
pm.2			
PGm	**pm.1+pm.2**	**pm.1+pm.2**	**pm.1+pm.2**
Total No. of Students in the Department **(S)**	**UG1 + PG1 + …PGm**	**UG1 + PG1+… + PGm**	**UG1 + PG1+… + PGm**
No. of Faculty in the Department **(F)**	**F1**	**F2**	**F3**
Student Faculty Ration (SFR)	**SFR1=S1/F1**	**SFR2= S2/F2**	**SFR3= S3/F3**
Average SFR	**SFR=(SFR1+SFR2+SFR3)/3**		

Table 4.1

- Marks to be given proportionally from a maximum of 10 to a minimum of 05 for average SFR between 15:1 to 20:1, and zero for average SFR higher than 20:1. Marks distribution is given as below:

  - SFR <=15   -10 Marks
  - SFR > 15.01 and < = 16 -09 Marks
  - SFR > 16.01 and < = 17 -08 Marks
  - SFR > 17.01 and < = 18 -07 Marks
  - SFR > 18.01 and < = 19 -06 Marks
  - SFR > 19.01 and < = 20 -05 Marks
  - SFR >20   -00 Marks

Note: All the faculty whether regular or contractual (except Part-Time or hourly based), will be considered. The contractual faculty appointed with any terminology whatsoever, who have taught for 2 consecutive semesters with or without break between the two semesters in the corresponding academic year on full time basis shall be considered for the purpose of calculation in the Faculty Student Ratio. However, following will be ensured in case of contractual faculty

a. Shall have the PCI prescribed qualifications and experience.
b. Shall be appointed on full time basis and worked for consecutive two semesters with or without break between the two semesters during the particular academic year under consideration.
c. Should have gone through an appropriate process of selection and the records of the same shall be made available to the visiting team during NBA visit

4.1.1. Provide the information about the regular and contractual faculty as per the format mentioned below:

	Total number of regular faculty in the department	**Total number of contractual faculty in the department**
CAY		
CAYm1		
CAYm2		

Table 4.1.1

4.2. Faculty competencies in the area of Program specialization (55)

(*Relevant faculty information, in the area of Program specialization*)

4.2.1. Faculty name and specialization for the program under consideration (10)

Name of the faculty	**Relevant Area of Specialization**	
	CAY	**CAYm1**

Table 4.2.1.1

4.2.2. Faculty Research Publication (35)

- *Number of quality publications in refereed/SCI Journals, citations, Books/Book Chapters etc. (25)*
- *Ph.D. guided /Ph.D. awarded during the assessment period while working in the institute (10)*

Name of the faculty	**Academic Research**					
	Number of quality publications in refereed/SCI Journals, citations, Books/Book Chapters etc.			**Ph.D. guided /Ph.D. awarded during the assessment period while working in the institute**		
	CAYm1	**CAYm2**	**CAYm3**	**CAYm1**	**CAYm2**	**CAYm3**

Table 4.2.2.1

4.2.3. Faculty Development work (10)

4.3. Research and Development (30)

4.3.1. Sponsored Research (20)

Funded research from outside; considering faculty members contributing to the program:

(Provide a list with Project Title, Funding Agency, Amount and Duration)

Funding Amount (Cumulative for CAYm1, CAYm2 and CAYm3):

Amount $\geq$ 50 Lacs   20 Marks,

Amount $\geq$ 40 and <50 Lacs   16 Marks,

Amount $\geq$ 30 and <40 Lacs   12 Marks,

Amount $\geq$ 15 and <30 Lacs   06 Marks,

Amount < 15 Lacs   0 Mark

4.3.2. Consultancy (from Industry) (10)

Considering faculty members contributing to the program:

(Provide a list with Project Title, Funding Agency, Amount and Duration)

Funding Amount (Cumulative for CAYm1, CAYm2 and CAYm3):

Amount $\geq$ 10 Lacs   10 Marks,

Amount < 10 and $\geq$ 8 Lacs   08 Marks,

Amount < 8 and $\geq$ 6 Lacs   06 Marks,

Amount < 6 and $\geq$ 4 Lacs   03 Marks,

Amount < 4 and $\geq$ 2 Lacs   01 Marks,

Amount < 2 Lacs   0 Mark

4.4. Faculty as participants in Faculty development/training activities/STTPs (5)

(Mention details such as program title, description, duration, resource person, type of training, training methodology, participants, etc.). Mention details separately for the programs organized and the programs participated outside the institution)

CRITERION 5	Laboratories and Research Facilities	75

5.1. Adequate and well-equipped laboratories in area of Program specialization (25)

Sr. No.	Name of the Laboratory	Specialized Equipment Name	Equipment details	Utilization details from the perspective of PO attainment
1.				
N.				

Table 5.1.1

5.2. Research facilities / center of excellence (30)

Sr. No.	Name of the Facility	Specialized Equipment Name	Equipment details	Utilization details from the perspective of PO attainment
1.				
N.				

Table 5.2.1

5.3   Access to laboratory facilities, training in the use of equipment (5)

5.4   Drug Museum (5)
(Type & quality of collection in the museum with proper labeling and display)

5.5   Medicinal Plant Garden (10)
(Area, demarcation, temporary/permanent arrangement, planting of plants under the shade in demarcated areas, adequacy of the plants)

CRITERION 6	Continuous Improvement	75

6.1. Actions taken based on the results of evaluation of each of the POs (25)

Identify the areas of weaknesses in the program based on the analysis of evaluation of POs attainment levels. Measures identified and implemented to improve POs attainment levels for the assessment years including curriculum intervention, pedagogical initiatives, support system improvements, etc.

Actions taken, to be mentioned here.

6.2. Improvement in Quality of Projects (10)

6.3. Improvement in Placement, Higher Studies and Entrepreneurship (10)

Assessment is based on improvement in:
- *Placement: number, quality placement, core industry, pay packages etc.*
- *Higher studies: admissions for pursuing Ph. D in premier institutions*
- *Entrepreneurs*

6.4. Improvement in the quality of students admitted to the program (10)

Assessment is based on improvement in terms of ranks/score in GPAT examination

GPAT Score	CAY	CAYm1	CAYm2
Highest Score			
Minimum Score			

Table 6.4.1

6.5. Improvement in quality of paper publication (10)

6.6. Improvement in laboratories (10)

Annexure-I

Program Outcomes

PO1: An ability to independently carry out research /investigation and development work.

PO2: An ability to write and present a substantial technical report/document

PO3: Students should be able to demonstrate a degree of mastery over the area as per the specialization of the program. The mastery should be at a level higher than the requirements in the appropriate bachelor program

Note: Program may add up to three additional POs.

Declaration

The head of the institution needs to make a declaration as per the format given below:

I undertake that, the institution is well aware about the provisions in the NBA's accreditation manual concerned for this application, rules, regulations, notifications and NBA expert visit guidelines in force as on date and the institute shall fully abide by them.

It is submitted that information provided in this Self-Assessment Report is factually correct. I understand and agree that an appropriate disciplinary action against the Institute will be initiated by the NBA in case any false statement/information is observed during pre-visit, visit, post visitand subsequent to grant of accreditation.

Date: **Signature & Name**

Place: **Head of the Institution with seal**