



Navmaharashtra Shikshan Mandal's
ABASAHEB KAKADE COLLEGE OF B.PHARMACY
BODHEGAON



Tal – Shevgaon Dist – Ahmednagar 414503,

email kakadebpharmacy@gmail.com

Policy Document



About Founder and Trust

Our Source of Strength & Inspiration



Com. Adv. Abasaheb v/z Jagannath Kanhoji Kakade

Life and Work: –Birth: – 25th June 1919

Mangrul (KH), Tal: – Shevgaon, Dist: -Ahmednagar

Son of late Laxmibai and Kanhoji Mahadji Kakade

Education: –B.A. L.L.B. (From Pune, Kolhapur)

Renowned Advocate: – Ahmednagar, Pathardi and Shevgaon

Worked for the poor farmers for getting their fields and lands.

Political Field: –

- Starting Shetkari Kamgar party Took participation with Left party till the end of life.
- Got the ticket for the first loksabha in 1952 from Ahmednagar constituency.
- Member of District Local Bord Bodhegaon in 1952 to 1962.
- Chairman of District local bord Ahmednagar in 1959 to 1962.
- First member of Ahmednagar Zillha Parishad in 1962 to 1967 after the diminished to Local Board.
- Got the ticket from the shevgaon–pathardi constituency for vidhansabha in 1967 and lost the election by few votes.

God of Orphanage: –

- Started hostels in shevgaon , Pathardi, Ahmednagar Karjat for the poor & depressed children.
- Collected the grains from the farmers for many years for the children in hostels.
- Now days these hostels are working in a good manner.

Work for Education: –

- Started Secondary and Higher Secondary high schools in Shevgaon and Pathardi.
- Now days they are very popular and excellent High Schools in District.

Struggler Leader of Farmer: –

- Started the struggle of farmers for Tanapur Lift in 1972 to 1976.
- Give support all the farmers and got the justice.
- Struggled for the rights of poor workers and attracted the governments
- He arrested himself lot of times with many farmers and nearly 4000 women.

Death:-

9th October 1978

Books on him:- Lal Surya



Smt. Nirmalatai Jagannath Kakade

Life and Work: –

Birth: – 10th June 1928

Bhorwadi, Tal: – Nagar, Dist: – Ahmednagar

Daughter of Shri Sambhaji BHor and Minabai Bhor

Education: –B.A.B.T.

One of the most educated women in the district who sought education in adverse condition

B.A. (English) Wilson College, Mumbai

B.T. Tilak College of Education, Pune

Remarkable Carrier in Education Field the ideal teacher

Appointed as a teacher from July 1, 1956, and served as different reputed schools

- Seth Jyoti Prasad Vidyalaya Daund From 1/6/1956 To 12/6/1960
- Residential Highschool Ahmednagar From 13/6/1960 To 10/06/1961
- Residential High school Shevgaon From 11/6/1961 to 10/6/1967

She was a skilled & eloquent teacher in English. Her Pronunciation was fluent as British. Because she got guidance from the British teachers. She had a good command of the English Language.

Founder Head Mistress:

- She founded Chhatralaya Highschool (Abasaheb Kakade Vidyalaya Shevgaon) in 1967 for the children of depressed, poor, farmers with the help of Abasaheb Kakade.
- Appointed as a Head Mistress from 6/7/1967 to 30/06/1986 in Chhatralaya Highschool.
- The school became popular in Shevgaon after few days
- She got her aim while there was no grant she performed all the roles like Peon, Clerk, teacher, Head Mistress in her service.
- Popular by the name (Tai) in Shevgaon
- Worked with her Husband Shikshan Maharshi Abasaheb Kakade
- Gave More importance to spreading Knowledge than her own family life
- She becomes the supporter of the Girls in Shevgaon and Pathardi Acceptable the guardian of the Girls in Hostel and took the care of them as like her own daughters

Ideal Personality:

- Well discipline as well as kind-hearted personality
- Simple living high thinking
- Told about ideal principles, sacrifice & good thoughts to the society
- Took participation in developing the future of thousands of students
- Good work to increase the discipline and moral values of students
- After the sudden death of Abasaheb Kakade, She managed her family and Institution.
- Death – 30 March 1987

Presidential Desk

Hon. Ad. Shivajirao J. Kakade

The Friends of the Depressed League, Shevgaon



“It’s our privilege to welcome you to Kakade Group of Educational Institutes which aims to transform education to meet the challenges of the 21st century. It brings many opportunities as well as challenges. Technology has encompassed life on the globe. Educational institutes and its stakeholders must be techno-savvy and more responsible to bring sustainable and all inclusive development for all. We are committed to impart quality education, values, multifaceted growth and skills oriented development and scientific temper among our disciples.

We nurture the innate qualities, intelligence, skill and core values by providing various opportunities through curricular and extracurricular activities. It’s our top priority to serve excellence with classic infrastructure, well-equipped libraries, laboratories and subject expertise. We are privileged to wish you grand success to make your dreams a reality.

*“A bringer of new things; and vile it were
For some three suns to store and hoard myself,
And this grey spirit yearning in desire
To follow knowledge like a sinking star,
Beyond the utmost bound of human thought.”*

– Alfred, Lord Tennyson

Secretarial Desk

Hon. Mrs. Hashadatai Kakade

Nav Maharashtra Shikshan Mandal, Shevgaon



“Educational institutes are meant to set up multidimensional development such as intellectual, emotional, social, aesthetic, moral and spiritual development for the society. It also meant to inculcate values such as gender equality, secularism, scientific attitude, patriotism, dignity for labour and modesty. We are committed to provide a forum to the students and faculty, not only to express their experiences and thoughts but also to unfold innate qualities and skills. We are intended to ensure gender equality and women empowerment at professional levels. We really wish that people of this remote rural area get knowledge, information and skills to bring global competency. Our prime focus is to create versatile personalities to meet the challenges of technologically embedded post-modern era, by offering multifaceted exposure to the students, to pave their path....

*“Do not follow where the path
may lead, Go instead where
there is no path and leave a trail.”*

– Ralf Waldo Emerson



Navmaharashtra Shikshan Mandal's

ABASAHEB KAKADE COLLEGE OF B.PHARMACY



BODHEGAON

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Board of Trustees

Sr.No	Name Of Trustees	Post
1	Sau. Harshada Vidyadhar Kakade	President
2	Shri.Popat Kashinath Fopase	Vice- President
3	Shri. Vidyadhar Jagnath Kakade	Secretary
4	Shri.Mahadev Natha Bhawar	Treasurer
5	Shri.Bapusaheb Kisan Purnale	Trustee
6	Shri.Aasaram Janardhan Dhehadhray	Trustee
7	Shri.Pruthvising Vidyadhar Kakade	Trustee


COORDINATOR
IQAC




PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Vision, Mission and Program Educational Objectives

Policy Statement for Abasaheb Kakade College of B. Pharmacy Bodhegaon

1. Vision Statement:

At Abasaheb Kakade College of B. Pharmacy, we aspire to be a leading institution of pharmaceutical education that nurtures students from diverse backgrounds into skilled professionals who positively impact healthcare. Our vision is to create an environment of excellence, innovation, and ethical practices, focusing on the unique needs of both urban and rural communities.

2. Mission Statement:

Our mission is to provide accessible and high-quality pharmaceutical education to students, empowering them to become competent and compassionate professionals. We are dedicated to fostering a culture of research, innovation, and social responsibility. Through a collaborative approach with industry and academia, we strive to address the healthcare challenges faced by rural populations and contribute to the advancement of healthcare services.

3. Program outcomes

1. Pharmacy Knowledge: Possess knowledge and comprehension of the core and basic knowledge associated with the profession of pharmacy, including biomedical sciences; pharmaceutical sciences; behavioral, social, and administrative pharmacy sciences; and manufacturing practices.
2. Planning Abilities: Demonstrate effective planning abilities including time management, resource management, delegation skills and organizational skills. Develop and implement plans and organize work to meet deadlines.
3. Problem analysis: Utilize the principles of scientific enquiry, thinking analytically, clearly and critically, while solving problems and making decisions during daily practice. Find, analyze, evaluate and apply information systematically and shall make defensible decisions.
4. Modern tool usage: Learn, select, and apply appropriate methods and procedures, resources, and modern pharmacy-related computing tools with an understanding of the limitations.
5. Leadership skills: Understand and consider the human reaction to change, motivation issues, leadership and team-building when planning changes required for fulfillment of

practice, professional and societal responsibilities. Assume participatory roles as responsible citizens or leadership roles when appropriate to facilitate improvement in health and well-being.

6. Professional Identity: Understand, analyze and communicate the value of their professional roles in society (e.g. health care professionals, promoters of health, educators, managers, employers, employees).

7. Pharmaceutical Ethics: Honor personal values and apply ethical principles in professional and social contexts. Demonstrate behavior that recognizes cultural and personal variability in values, communication and lifestyles. Use ethical frameworks; apply ethical principles while making decisions and take responsibility for the outcomes associated with the decisions.

8. Communication: Communicate electively with the pharmacy community and with society at large, such as, being able to comprehend and write elective reports, make elective presentations and documentation, and give and receive clear instructions.

9. The Pharmacist and society: Apply reasoning informed by the contextual knowledge to assess societal, health, safety and legal issues and the consequent responsibilities relevant to the professional pharmacy practice.

10. Environment and sustainability: Understand the impact of the professional pharmacy solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.

11. Life-long learning: Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change. Self-assess and use feedback electively from others to identify learning needs and to satisfy these needs on an ongoing basis.

4. Admission Policy: Our admission policy is inclusive and transparent. We admit students based on merit, irrespective of their socio-economic or geographic backgrounds. We encourage diversity and seek to provide opportunities for candidates from rural areas to enhance their skills and contribute to the healthcare needs of their communities.

5. Curriculum and Course Delivery: Our curriculum is designed to be comprehensive, relevant, and aligned with industry standards. We integrate theoretical knowledge with practical experience through hands- on training, laboratory work, and internships. Our faculty members employ modern teaching methodologies to ensure effective course delivery,

engaging students in interactive and experiential learning.

6. Evaluation and Assessment: We believe in a fair and objective evaluation system that measures students' understanding and application of the subject matter. Continuous assessment, periodic examinations, and practical evaluations are used to gauge students' progress and identify areas for improvement. We provide constructive feedback to encourage students' academic growth.

7. Academic Integrity: Academic integrity is paramount in our institution. We uphold the principles of honesty, ethics, and respect for intellectual property. Plagiarism and any form of academic dishonesty are strictly prohibited, and we educate our students about the importance of maintaining integrity in their academic pursuits.

8. Student Support and Counseling: We are committed to the holistic development of our students. Our institution offers comprehensive support services, including academic advising, career counseling, and personal guidance. We create a nurturing environment that fosters emotional well-being and empowers students to overcome challenges.

9. Grievance Redressal: We have a well-defined grievance redressal mechanism in place to address any concerns or complaints raised by students, faculty, or staff. We ensure that grievances are handled promptly, confidentially, and impartially, aiming to create a harmonious learning and working environment.

10. Academic Calendar: Our academic calendar is designed to be wellstructured and adheres to the guidelines of the regulatory authorities. It includes the schedule for classes, examinations, practical sessions, and co-curricular activities. We value punctuality and ensure timely communication of any changes to the academic schedule. At Abasaheb Kakade College of B. Pharmacy, we remain steadfast in our commitment to provide quality education and instill the values necessary to contribute positively to society and healthcare at large.

SWOC Analysis

The Internal Quality Assurance Cell (IQAC) of Abasaheb Kakade College of B.Pharmacy, Bodhegaon, conducted a comprehensive SWOC analysis to assess the institution's strengths, weaknesses, opportunities, and challenges. This analysis aimed to identify areas for improvement and enhancement in various aspects of the college's functioning. The outcomes of the SWOC analysis are as follows:

Strengths:

1. **Experienced Faculty:** The College boasts a highly qualified and experienced faculty team, dedicated to imparting quality education and fostering a culture of learning.
2. **State-of-the-Art Facilities:** Our modern infrastructure, well-equipped laboratories, and library resources contribute to creating a conducive learning environment for students.
3. **Industry Collaborations:** Strong ties with pharmaceutical industries provide students with opportunities for practical exposure and research collaborations.
4. **Holistic Development:** The institution places a strong emphasis on holistic development, fostering student participation in co-curricular activities, cultural events, and community service.
5. **Effective IQAC Framework:** The IQAC's proactive approach ensures continuous quality enhancement through assessment, feedback, and improvement strategies.

Weaknesses:

1. **Curriculum Relevance:** There's room for improvement in keeping the curriculum aligned with the dynamic demands of the pharmaceutical field and incorporating contemporary trends.
2. **Research Culture:** While research initiatives exist, there is scope to bolster research culture among both students and faculty through more focused efforts and resources.
3. **Faculty Skill Enhancement:** Continuous professional development programs could further enhance teaching methodologies and modern pedagogical practices.

Opportunities:

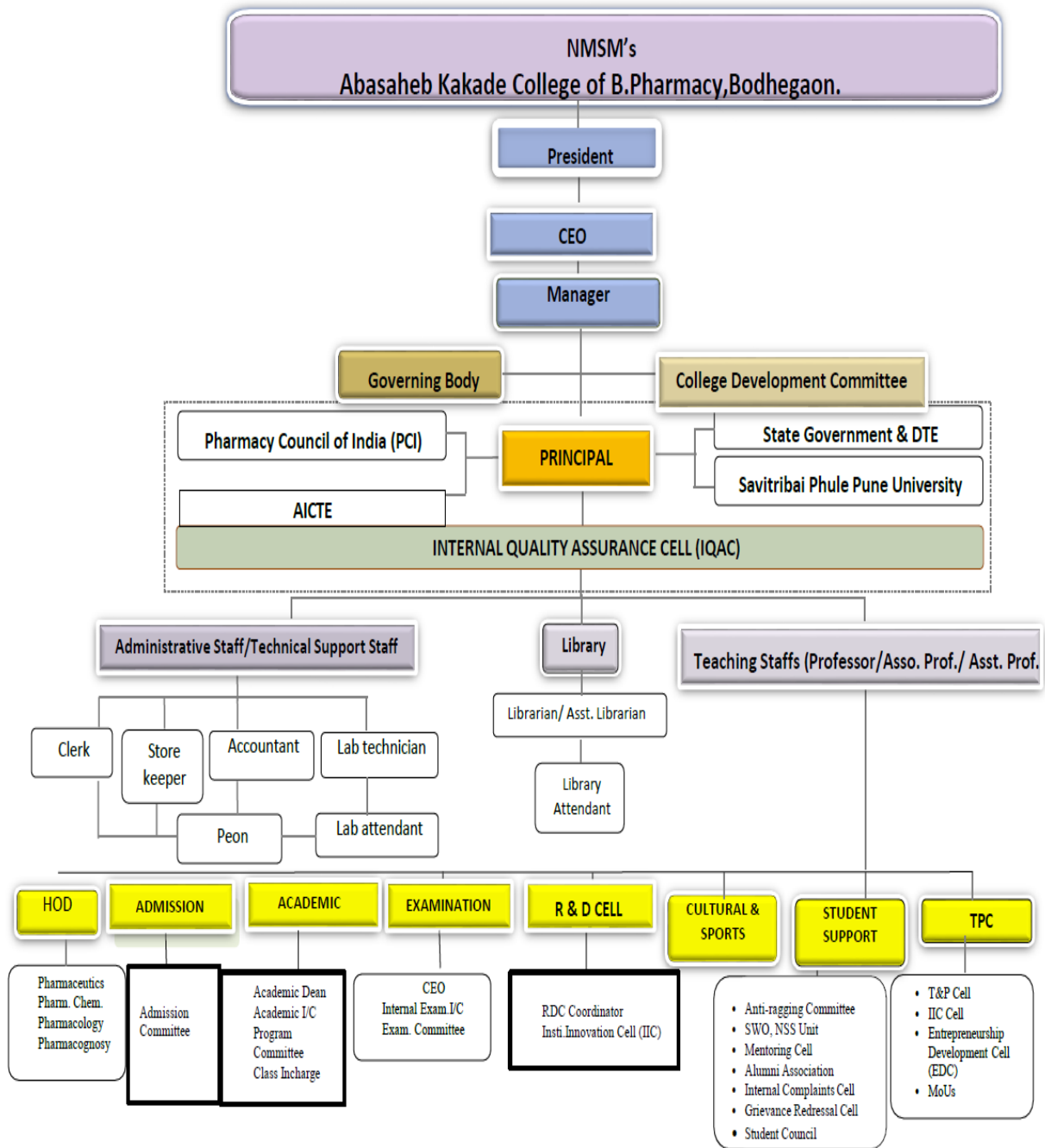
1. **Technology Integration:** Leveraging technology for teaching and learning could result in engaging and interactive educational experiences for students.

2. **Interdisciplinary Approach:** Exploring interdisciplinary courses and collaborative projects with other departments could enrich students' perspectives and experiences.
3. **Skill-based Training:** Offering skill-based workshops and courses could equip students with practical skills in addition to theoretical knowledge.

Challenges:

1. **Educational Dynamics:** Keeping up with evolving educational policies and standards necessitates regular curriculum updates and innovative teaching strategies.
2. **Student Engagement:** Ensuring consistent student engagement, especially in a digital learning landscape, demands creative approaches and active participation.
3. **Resource Management:** Balancing resource allocation across departments and ensuring optimal utilization of resources for various academic and infrastructural needs is a continuous challenge.

Organogram



Badler
**COORDINATOR
IQAC**



[Signature]
PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Governing Body



Navmaharashtra Shikshan Mandal, Shevgaon

Secretary - Adv. Vidyadhar J. Kakade

Date - 20/04/2022

Office Order

Abasaheb Kakade College Of B. Pharmacy, Bodhegaon

Governing Body

Sr. No.	Member Name	Designation	Category
1.	Shri. Laxman Bital	Chairman	Chief Executive Officer NMSM
2.	Shri. Bapusaheb Purnale	Voice- Chairman	Member, NMSM
3.	Shri. Sampat Daspute	Management Secretary	Educationist
4.	Shri. Shivaji Pothbhare	Member	Social worker
5.	Adv. Babasaheb Landage	Member	Leagal Advisor
6.	Dr. Ajeet Singh	Ex-Officio Member	WRO, AICTE, Mumbai
7.	Dr. Abhay Wagh	Ex-Officio Member	Director, DTE, Mumbai
8.	Dr. Avinash Tekade	Member	Nominee SPPU, Pune
9.	Dr. Prafulla Pawar	Member	Registrar, SPPU, Pune
10.	Dr. Umesh Khatavkar	Member	Industry Nominee
11.	Dr. Pradyumna Ige	Member, Secretary	Principal


Chief Executive Officer
Navmaharashtra Shikshan Mandal
Shevgaon, Tal. Shevgaon, Dist. A. Nagar


COORDINATOR
IQAC




PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A. Nagar

Functions of Governing Body

1. **Policy Formulation:** The governing body is responsible for setting the college's policies and strategic direction. This includes deciding on academic programs, admission criteria, fee structure, and other important policies.
2. **Curriculum Development:** Collaborating with academic experts and faculty to develop and update the curriculum to ensure that it remains relevant and meets industry standards.
3. **Quality Assurance:** Monitoring and maintaining the quality of education provided by the college. This includes conducting periodic reviews and assessments of academic programs.
4. **Infrastructure Development:** Approving and overseeing the development of campus infrastructure, including classrooms, laboratories, libraries, and other facilities necessary for education.
5. **Student Welfare:** Ensuring the well-being of students by overseeing student services, counselling, and support programs. Addressing issues related to student discipline and grievances is also a part of this function.
6. **Legal and Regulatory Compliance:** Ensuring that the college complies with all relevant laws and regulations, including those related to education, finance, and safety.
7. **Fundraising and Resource Mobilization:** Exploring opportunities for fundraising and resource mobilization to support the college's development and growth.
8. **Community Engagement:** Building and maintaining positive relationships with the local community and other stakeholders, including alumni, industry partners, and government agencies.
9. **Strategic Planning:** Developing and implementing long-term strategic plans for the college's growth and development.
10. **Review and Evaluation:** Regularly reviewing the college's performance and evaluating the effectiveness of its policies and programs. Making necessary adjustments and improvements as needed.
11. **Promoting Research and Innovation:** Encouraging and supporting research activities among faculty and students. Promoting innovation and collaboration in academia and industry.
12. **Conflict Resolution:** Addressing conflicts and disputes within the college community and ensuring a harmonious and productive working environment.

13. Financial Aid and Scholarships: Establishing policies and mechanisms for providing financial aid and scholarships to deserving students.
14. Approval of Affiliations and Accreditations: Obtaining and maintaining affiliations with relevant university or educational boards and ensuring that the college is accredited by recognized accreditation bodies.
15. Emergency Response and Safety: Developing and implementing emergency response plans and ensuring the safety and security of students and staff.
16. Sustainability and Environmental Initiatives: Promoting sustainability practices and environmental initiatives within the college campus.
17. Public Relations and Communication: Managing the college's public image and communication with the media and the community.

These functions collectively ensure the smooth operation, growth, and quality of education at Abasaheb Kakade College of B.Pharmacy, Bodhegaon. The specific roles and responsibilities of the governing body members may vary, but they work together to fulfill these functions for the betterment of the institution.


COORDINATOR
IQAC




PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

College Development Committee



Navmaharashtra Shikshan Mandal's

ABASAHEB KAKADE COLLEGE OF B.PHARMACY
BODHEGAON



Tal – Shevgaon Dist – Ahmednagar 414503,

email kakadebpharmacy@gmail.com

Date: 22/05/2023

Office Order


In order to establish College Development Committee for Abasaheb Kakade College of B.Pharmacy, Bodhegaon the Constitution of the Committee have been made.

Following members have been appointed as the members of College Development Committee.

College Development Committee

Sr.No	Name of Member	Designation
1	Shri. Sampat Daspute	Secretary of the Management
2	Shri.Laxman Bital	Chairperson of the management
3	Dr.Pradum Ige	Principal
4	Mr.Bharat Jadhav	Teachers
5	Mr.Somnath Davkhar	President of the Students Council
6	Ms.Prajakta Bhasme	Secretary of the Students Council
7	Mr.Vitthal Tikone	Supporting Staff
8	Mr.Sandip Badadhe	Head of Department
9	Dr.Machindra Fasale	Local Members
10	Mr.Bharat Jadhav	Co-ordinator (IQAC)
11	Ad.Babasaheb Landge	Local Members
12	Mr.Amol Supekar	Local Members
13	Mr.Sansdip Khandagale	Teachers




Dr. Pradyumna Ige
Principal
PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Functions of College Development Committee

The College Development Committee for Abasaheb Kakade College of B.Pharmacy, Bodhegaon, would have a specific focus on the development and advancement of the college's infrastructure, resources, and overall growth.

1. **Infrastructure Development:** Plan and oversee the construction and maintenance of college buildings, classrooms, laboratories, libraries, hostels, and other facilities to ensure they meet the evolving needs of the institution.
2. **Resource Allocation:** Allocate funds and resources to various development projects based on priority and feasibility. Ensure that budgetary resources are optimally utilized for the college's growth.
3. **Budget Planning:** Work with the college administration to develop an annual budget that accounts for development projects and the overall financial health of the institution.
4. **Library and Research Facilities:** Enhance the college's library resources and research facilities to support academic excellence and innovation.
5. **Faculty and Staff Development:** Support faculty and staff development programs, including training, workshops, and opportunities for professional growth.
6. **Student Amenities:** Improve student amenities such as recreational spaces, sports facilities, student centers, and canteens to create a conducive learning environment.
7. **Environmental Initiatives:** Promote sustainability and eco-friendly practices within the college campus, including initiatives related to energy conservation, waste management, and green campus development.
8. **Industry Partnerships:** Foster collaborations and partnerships with pharmaceutical companies and other relevant industries to facilitate research, internships, and placement opportunities for students.
9. **Scholarships and Financial Aid:** Establish and manage scholarship programs and financial aid options to support deserving students in pursuing their education.
10. **Accreditations and Affiliations:** Ensure that the college maintains necessary accreditations and affiliations with regulatory bodies and universities to uphold academic standards and recognition.
11. **Strategic Planning:** Participate in the college's strategic planning process, providing input on development priorities and long-term goals.

12. **Community Engagement:** Engage with the local community and alumni to seek their input, support, and involvement in college development initiatives.

13. **Public Relations:** Manage public relations efforts to promote the college's development projects and achievements to a wider audience.

14. **Feedback Mechanism:** Establish a feedback mechanism to gather input from students, faculty, and staff regarding their development needs and priorities.

The College Development Committee's primary objective is to enhance the infrastructure, resources, and overall quality of Abasaheb Kakade College of B.Pharmacy, Bodhegaon, ensuring that it continues to excel in providing education and research opportunities to its students.


COORDINATOR
IQAG




PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Strategic/Perspective Plan (2021-2026)



Navmaharashtra Shikshan Mandal's
ABASAHEB KAKADE COLLEGE OF B.PHARMACY
BODHEGAON



Perspective Plan

From 2021-22 to 2025-26

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Perspective Plan

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1. Organization at a Glance

Karmayogi Abasaheb Kakade, a lawyer by profession, was a follower of Saint Gadage Baba for his substantial social work. He was impressed by the great response to the boarding school started at Ahmednagar. He resolved to continue the same social and educational work in Shevgaon and Pathardi tehsils. Villages from areas urged Karmayogi Abasaheb Kakade to initiate some boarding and learning facilities for their children. He felt deep concern for illiterate and down trodden communities and founded the NGOs such as The Friends of Depressed League, Shevgaon (1933), Navamaharashtra Shikshan Mandal Shevgaon and Rashtriya Shikshan Mandal. He decided to open the doors of literacy to the poor and the down-trodden people. He started boarding houses and schools for children of poor labourers, farm workers, cane workers and neglected by the society at Shevgaon, Pathardi and Karjat. He provided learning opportunities to such needy and promising through these boarding houses and schools. At present Abasaheb Kakade Group of Institutes is a well-known education group and reputed for its quality educational in the Ahmednagar district.

2. About the College

The Nav Maharashtra Shikshan Mandal Shevgaon Dist.Ahmednagar Founded by Abasaheb Kakade in 1969 is one of the Pioneering Education Institution in the state of Maharashtra. Bodhegaon is a drought-ridden rural area. Therefore, it was very difficult to take higher education to the children of villagers, cane-cutters, nomadic tribes, remotely placed poverty-ridden people of Bodhegaon and adjacent villagers, particularly for girls. It was one of the ever-cherished dreams of Karmayogi Abasaheb Kakade to establish a unit of Abasaheb Kakade College of B.Pharmacy, Bodhegaon with the sincere motive to bring students of this backward area into the mainstream of education. Finally this dream was transformed into reality by his son Dr. Vidyadharji Kakade and spouse Sau. Harshadatai Kakade by establishing this college on 14th May 2013.Our Faculty is encouraged to conduct research and consultancy work in various fields and helped in building a strong foundation of the college. The College has achieved a success in academic, sports, and cultural activities. It is one of the recognized higher educational institutes in Shevgaon tehsil and permanently affiliated to Savitribai Phule Pune University, Pune.

The institute looks forward to opportunities where the students can contribute to discharge their social responsibilities. Our institution with its long experience of working in the rural

areas, times at becoming a sort of a buffer, a mediator between the Rural and the Metropolitan world. Thus spread the 'Mantra' of the New age viz. Pharmacy.

3. Principal's Foreword

Our Perspective Plan focuses on us are dedicated to fostering an environment of academic excellence, personal growth, and holistic development. Our institution has always stood as a beacon of knowledge, guiding students towards their aspirations and helping them realize their full potential.

With a commitment to quality education and an unwavering focus on innovation, we aim to provide our students with not only the necessary academic knowledge but also the skills, values, and perspectives that will enable them to succeed in a rapidly changing world.

Our dedicated faculty members, state-of-the-art facilities, and a supportive learning ecosystem create an ideal platform for students to engage, explore, and excel. We believe in nurturing talents, encouraging curiosity, and promoting a culture of continuous learning.

As we journey through the academic year 2022-2023, we are excited about the various initiatives and opportunities that lie ahead. From workshops and seminars to cultural events and community outreach programs, we are committed to providing a well-rounded educational experience. I urge each and every member of our college community to actively participate, collaborate, and contribute to the growth of the institution. Let us work together to create an atmosphere of mutual respect, intellectual curiosity, and shared goals.

I extend my best wishes to all students for a successful and fulfilling academic year. Remember, your time here is not just about acquiring knowledge; it's about embracing new challenges, making lasting friendships, and preparing yourselves to make a positive impact on the world.

4. Vision and Mission

1. Vision Statement: At Abasaheb Kakade College of B. Pharmacy, we aspire to be a leading institution of pharmaceutical education that nurtures students from diverse backgrounds into skilled professionals who positively impact healthcare. Our vision is to create an environment of excellence, innovation, and ethical practices, focusing on the unique needs of both urban and rural communities.

2. **Mission Statement:** Our mission is to provide accessible and high- quality pharmaceutical education to students, empowering them to become competent and compassionate professionals. We are dedicated to fostering a culture of research, innovation, and social responsibility.

Through a collaborative approach with industry and academia, we strive to address the healthcare challenges faced by rural populations and contribute to the advancement of healthcare services.

5. SWOC Analysis

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Strengths:

6. **Experienced Faculty:** The College boasts a highly qualified and experienced faculty team, dedicated to imparting quality education and fostering a culture of learning.
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9. **Holistic Development:** The institution places a strong emphasis on holistic development, fostering student participation in co-curricular activities, cultural events, and community service.
10. **Effective IQAC Framework:** The IQAC's proactive approach ensures continuous quality enhancement through assessment, feedback, and improvement strategies.

Weaknesses:

4. **Curriculum Relevance:** There's room for improvement in keeping the curriculum aligned with the dynamic demands of the pharmaceutical field and incorporating contemporary trends.

5. **Research Culture:** While research initiatives exist, there is scope to bolster research culture among both students and faculty through more focused efforts and resources.
6. **Faculty Skill Enhancement:** Continuous professional development programs could further enhance teaching methodologies and modern pedagogical practices.

Opportunities:

4. **Technology Integration:** Leveraging technology for teaching and learning could result in engaging and interactive educational experiences for students.
5. **Interdisciplinary Approach:** Exploring interdisciplinary courses and collaborative projects with other departments could enrich students' perspectives and experiences.
6. **Skill-based Training:** Offering skill-based workshops and courses could equip students with practical skills in addition to theoretical knowledge.

Challenges:

4. **Educational Dynamics:** Keeping up with evolving educational policies and standards necessitates regular curriculum updates and innovative teaching strategies.
5. **Student Engagement:** Ensuring consistent student engagement, especially in a digital learning landscape, demands creative approaches and active participation.
6. **Resource Management:** Balancing resource allocation across departments and ensuring optimal utilization of resources for various academic and infrastructural needs is a continuous challenge.

6. An introduction to Perspective plan

A proactive role by the IQAC of an institution is crucial in maintaining the momentum of quality consciousness. NAAC and UGC assign the responsibility on the IQAC for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the institution. With this background, the College IQAC has undertaken the task of designing a Perspective Plan for the period of Five years commencing from academic year 2021-22 to academic year 2025-26 for a balanced growth. The quality indicators of different criteria determined by NAAC have been taken into consideration as the base to create Quality Radars and to make out milestones for the future.

In the preparation of the Perspective Plan, the Internal Quality Assurance Cell (IQAC) of the college has taken initiatives to obtain inputs from all stakeholders viz. the management, Principal, the faculty, the administrative staff, students, the Alumni Association, the parents and the peer colleagues. Stakeholder's expectations, management policies, goals and objectives and the vision and the mission statement of our college and quality policy of the college are also considered as a base for formulation of the perspective plan.

The present Perspective Plan principally based on

The NEP 2020 guidelines to develop good, all-rounded and creative individuals.

Vision and Mission statement of the College.

Quality Policy of the College.

Inputs from stakeholders.

Societal expectations from the college.

SWOC Analysis done by IQAC.

7. Aims and Objective of Perspective Plan

The Perspective Plan for Abasaheb Kakade College of B.Pharmacy, Bodhegaon, outlines our strategic goals and aspirations for the future. It is designed to guide our institution's growth and development over the next [2021-22 to 2025-26]. The plan is rooted in a commitment to academic excellence, holistic education, and continuous improvement. Our aims and objectives reflect our dedication to nurturing well-rounded individuals who are equipped to excel in the dynamic field of pharmaceutical sciences.

Aims:

Academic Excellence: To ensure that Abasaheb Kakade College of B.Pharmacy becomes a center of academic excellence, fostering a culture of rigorous learning, critical thinking, and innovation.

Holistic Development: To provide a well-rounded education that emphasizes not only academic prowess but also the development of ethical values, leadership skills, and a sense of social responsibility.

Research and Innovation: To encourage a vibrant research culture that promotes innovation, collaboration, and the advancement of pharmaceutical sciences, contributing to cutting-edge discoveries and solutions.

Industry Integration: To strengthen ties with the pharmaceutical industry, facilitating practical exposure, internships, and placements that bridge the gap between academia and real-world application.

Global Engagement: To foster a global perspective among students through international collaborations, exchange programs, and exposure to diverse cultures and practices.

Objectives:

Curriculum Enhancement: Revise and update the curriculum regularly to ensure alignment with the latest industry trends, technological advancements, and regulatory requirements.

Quality Teaching and Learning: Implement innovative teaching methodologies, pedagogical practices, and technology-enabled learning to enhance engagement and student outcomes.

Faculty Development: Provide opportunities for faculty members to enhance their teaching, research, and professional skills through continuous training, workshops, and conferences.

Research Empowerment: Establish dedicated research centers, encourage faculty and student research projects, and provide resources to foster a research-driven environment.

Student Support: Develop comprehensive support mechanisms that address the academic, personal, and career development needs of students, ensuring their overall well-being.

Infrastructure Upgrades: Invest in modern infrastructure, laboratories, and technology resources to create a state-of-the-art learning environment that aligns with industry standards.

Industry Collaborations: Forge partnerships with pharmaceutical companies and research organizations to facilitate internships, industrial visits, and collaborative research initiatives.

Community Engagement: Organize community outreach programs, health camps, and awareness campaigns to foster a sense of social responsibility among students.

Accreditation and Recognition: Strive for accreditation from recognized bodies and institutions, ensuring the quality and credibility of our educational program.

Perspective Plan

From 2021-22 to 2025-26

1. Curricular Aspects:

Goals:

- Revise the curriculum to align with the latest industry trends and regulatory requirements.
- Incorporate interdisciplinary approaches to enhance students' knowledge and skills.
- Ensure flexibility in course offerings to cater to diverse learning needs.

Strategies and Actions:

- Form a curriculum review committee to assess and update course content periodically.
- Establish collaborations with industry experts and professionals for curriculum design.
- Implement outcome-based education (OBE) principles to define clear learning outcomes for each program.

2. Teaching, Learning, and Evaluation:

Goals:

- Foster student-centered teaching approaches that promote critical thinking and problem-solving skills.
- Enhance faculty development programs to improve teaching methodologies.
- Implement continuous assessment methods for holistic evaluation.

Strategies and Actions:

- Conduct regular faculty development workshops on active learning strategies and technology integration.
- Encourage flipped classrooms, case-based learning, and group projects to engage students actively.

- Implement a combination of formative and summative assessments to assess students' progress effectively.

3. Research, Innovation, and Extensions:

Goals:

- Promote a research culture among faculty and students, emphasizing innovation and application.
- Establish partnerships with industry and research organizations to enhance research opportunities.
- Encourage community engagement and outreach programs for societal impact.

Strategies and Actions:

- Establish a research cell to facilitate collaboration, grant application, and interdisciplinary research.
- Organize seminars, conferences, and webinars to share research findings and foster networking.
- Develop extension activities that address local healthcare needs, such as health camps and awareness programs.

4. Infrastructure and Learning Resources:

Goals:

- Upgrade and expand laboratory facilities to support practical learning and research.
- Enhance access to digital resources, e-books, and online databases.
- Ensure a safe, inclusive, and technology-enabled learning environment.

Strategies and Actions:

- Allocate funds for the modernization of laboratories and equipment.
- Collaborate with library consortia to provide access to a wide range of online resources.
- Establish an e-learning platform to facilitate blended learning and virtual labs.

5. Student Support and Progression:

Goals:

- Provide comprehensive student support services for academic and personal growth.
- Strengthen career counseling and placement services to enhance employability.
- Monitor student progression and success through a structured mentorship program.

Strategies and Actions:

- Design a mentorship system that pairs students with faculty mentors for academic guidance.
- Collaborate with industry partners for internships, workshops, and placement opportunities.
- Offer workshops on soft skills, resume building, and interview preparation to enhance career readiness.

6. Governance, Leadership, and Management:

Goals:

- Enhance institutional governance and decision-making processes for effective leadership.
- Develop leadership skills among administrators, faculty, and staff.
- Implement transparent and participatory management practices.

Strategies and Actions:

- Organize leadership development workshops for administrators and faculty members.
- Establish committees for strategic planning, academic quality assurance, and resource management.
- Encourage regular communication channels between different stakeholders for effective governance.

7. Institutional Values & Best Practices:

Goals:

- Uphold ethical values and foster a culture of integrity and accountability.
- Identify and implement best practices from other successful institutions.
- Promote a culture of continuous improvement through feedback and self-assessment.

Strategies and Actions:

- Develop a code of ethics and conduct for all members of the institution.
- Benchmark with peer institutions to identify and adopt best practices.
- Conduct regular self-assessment exercises using internal audits and external reviews.

Roles and Responsibilities

1. Principal:

- Provide visionary leadership and overall administration of the college.
- Ensure the implementation of college policies and academic programs.
- Supervise and evaluate faculty and staff.
- Foster a positive learning and working environment.
- Represent the college to external stakeholders and authorities.
- Oversee budget management and resource allocation.

2. Head of the Department:

- Lead the department in curriculum development and planning.
- Supervise and evaluate faculty within the department.
- Coordinate academic activities, including class scheduling.
- Ensure adherence to departmental policies and standards.
- Facilitate research and innovation within the department.

3. Academic Dean and Academic Incharge:

- Assist the Principal in academic planning and program development.
- Monitor academic performance and student progress.
- Handle academic grievances and disciplinary matters.
- Coordinate with faculty for curriculum delivery.
- Ensure compliance with academic regulations.

4. Students Development Officer:

- Support student development and well-being.
- Organize co-curricular and extracurricular activities.
- Provide counseling and guidance to students.
- Address student concerns and grievances.
- Promote a positive campus environment.

5. College Examination Officer:

- Oversee the scheduling and conduct of examinations.
- Ensure examination integrity and security.
- Manage exam-related documentation and records.
- Communicate results to students and faculty.
- Handle exam-related inquiries and issues.

6. Training & Placement Officer, IIC & EDC:

- Coordinate placements and internships for students.
- Develop relationships with industry partners.
- Organize career development programs and workshops.
- Manage the college's innovation and entrepreneurship initiatives.
- Foster industry-academia collaboration.

7. Class Teacher:

- Act as a mentor and guide for a specific class or group of students.
- Monitor student attendance and behavior.
- Assist students with academic and personal concerns.
- Collaborate with parents and faculty to support student development.

8. Students Section Clerk:

- Handle student records and documentation.
- Assist with student registration and enrollment.
- Respond to student inquiries and requests.
- Maintain accurate student databases and files.

9. Scholarship Section Jr. / Sr. Clerk:

- Manage scholarship applications and disbursements.
- Maintain scholarship records and documentation.
- Assist students with scholarship-related queries.
- Ensure compliance with scholarship program guidelines.

10. Support Staff:

- Provide general administrative support to the college.
- Assist with office tasks, maintenance, and logistics.
- Help create a clean and organized campus environment.

11. Laboratory/Technical Assistant:

- Assist in laboratory setup and maintenance.
- Provide technical support to faculty and students during experiments.
- Ensure the safe handling and storage of laboratory equipment and materials.

12. Librarian:

- Manage the college library, including cataloging and shelving.
- Assist students and faculty in finding and using research materials.
- Curate the library collection and procure new resources.

13. Accountant:

- Handle financial transactions and budgeting.
- Maintain financial records and prepare financial reports.
- Ensure compliance with accounting standards and policies.

These duties and responsibilities provide a clear framework for the roles of various employees at Abasaheb Kakade College of B.Pharmacy, Bodhegaon, contributing to the smooth operation and growth of the institution.

Recruitment Policy

Abasaheb Kakade College of B.Pharmacy. Bodhegaon. Framed recruitment policy and service rule for the effective administration and smooth functioning of the institute:

- 1) The process of recruitment of faculties by SPPU, Pune selection committee.
- 2) The process of recruitment of faculties by Local selection committee.

1) The process of recruitment of faculties by SPPU, Pune selection committee.

Recruitment Policy for Faculty Members

1. Purpose and Scope:

- The purpose of this policy is to define the process and guidelines for the recruitment of faculty members at Abasaheb Kakade College of B.Pharmacy, Bodhegaon.
- This policy adheres to the regulations and guidelines set forth by Savitribai Phule Pune University (SPPU).

2. Recruitment Committee:

- A Recruitment Committee shall be constituted to oversee the hiring process.
- The committee will consist of members representing different academic disciplines, administrative staff, and a chairperson.

3. Vacancy Announcement:

- Faculty positions that become vacant shall be announced through appropriate channels, including the college website and other relevant platforms.

4. Application Process:

- Interested candidates should submit their applications, including a detailed resume, cover letter, academic qualifications, and any other required documents, within the stipulated timeframe mentioned in the vacancy announcement.

5. Shortlisting:

- The Recruitment Committee will review all applications and shortlist candidates based on the eligibility criteria and qualifications mentioned in the job advertisement.

6. Interview and Selection:

- Shortlisted candidates will be invited for an interview conducted by the SPPU selection committee.
- The selection committee will evaluate candidates based on their qualifications, teaching/research experience, communication skills, and other relevant criteria.
- Final selection will be made in accordance with the policies and regulations of SPPU.

7. Offer of Appointment:

- Successful candidates will be offered an appointment letter, specifying the terms and conditions of their employment.
- The appointment letter will include details about remuneration, responsibilities, and other relevant terms.

2) The process of recruitment of faculties by Local selection committee.

a) Advertisement:

- Faculty vacancies will be advertised in prominent newspapers and on the college's official website.
- The advertisement will include details about the available positions, qualifications required, and the application process.

b) Application Submission:

- Interested candidates should submit their applications along with relevant documents, as specified in the advertisement.
- The application deadline will be clearly mentioned in the advertisement.

c) Shortlisting:

- The Local Selection Committee will review all applications received within the stipulated timeframe and shortlist candidates based on the eligibility criteria mentioned in the job advertisement.

d) Interview Invitation:

- Shortlisted candidates will be informed of their selection and invited for an interview through email and/or phone contact.
- The interview date and location will be communicated to the candidates, and they will be requested to confirm their availability.

e) Interview Process:

- The Local Selection Committee will conduct interviews to assess the candidates' qualifications, teaching/research experience, communication skills, and suitability for the position.

f) Selection:

- Following the interviews, the Local Selection Committee will evaluate the candidates' performance and qualifications.
- A final list of selected candidates will be prepared based on merit and suitability for the positions.

g) Offer of Appointment:

- Successful candidates will be offered an appointment letter by Abasaheb Kakade College of B.Pharmacy, Bodhegaon.

h) Joining Letter:

- After the candidates accept the offer of appointment, they will be provided with a joining letter by the college, outlining the date of joining and any other relevant instructions.


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Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Performance Appraisal Policy

Abasaheb Kakade College of B Pharmacy, located in Bodhegaon, is committed to fostering an environment that prioritizes the well-being and growth of its stakeholders, particularly the students and employees. The institution has undertaken a series of diligent efforts and initiatives to establish comprehensive welfare measures that enhance the overall experience and professional development of its workforce. One of the cornerstones of this commitment is the provision of Provident Fund benefits to the employees in accordance with established norms. This ensures that the staff's financial security and future planning are well taken care of. Additionally, the college acknowledges the importance of recognizing and rewarding the dedication of its teaching and non-teaching staff. To this end, annual increments are granted, based on performance assessments facilitated through appraisal forms. This practice not only motivates the employees but also fosters a culture of continuous improvement. Moreover, the institution has extended support to its employees through society loans and shares. This forward-thinking approach empowers eligible teaching and non-teaching staff to invest in their financial aspirations and secure their future. By providing this avenue, the college demonstrates its commitment to the holistic well-being of its workforce. In line with its student-centric ethos, the college has established a leave policy that encompasses various categories including Casual, Medical, Earned, on duty, Study, and Sabbatical leaves. This comprehensive leave structure acknowledges the diverse needs of the employees and ensures they can maintain a healthy work-life balance while attending to personal and professional commitments. Recognizing the importance of a safe and inclusive workplace, the college has set up a Women's Grievance Redressal Cell. This internal committee is dedicated to addressing and resolving any staff-related issues, ensuring a respectful and supportive environment for all. Furthermore, the college has taken a progressive step by installing a sanitary napkin vending machine for its female employees. This initiative underscores the institution's commitment to promoting gender equality and women's well-being. To enhance the skills and expertise of its non-teaching staff, the college has introduced measures to encourage their participation in laboratory training programs. By offering opportunities for professional growth, the institution demonstrates its commitment to nurturing talent across various roles within the organization. The college also encourages its staff members to pursue higher education by permitting them to utilize college facilities, including laboratories and equipment, to support their Ph.D. pursuits. This initiative not only reflects the institution's commitment to knowledge dissemination but also highlights its supportive approach towards

the academic aspirations of its employees. In conclusion, Abasaheb Kakade College of B Pharmacy has taken remarkable strides to empower its employees with a host of welfare measures. Through provisions such as Provident Fund benefits, performance-based increments, leave policies, and initiatives that address gender inclusivity, professional growth, and academic pursuits, the institution has demonstrated its dedication to the holistic well-being and development of its staff. These endeavors collectively contribute to a thriving work environment that benefits both the employees and the institution as a whole.



Navmaharashtra Shikshan Mandal's
ABASAHEB KAKADE COLLEGE OF B.PHARMACY,
BODHEGAON



Tal - Shevgaon Dist - Ahmednagar 414503, Email kakadebpharmacy@gmail.com

Performance Appraisal Report
Self Appraisal
For Teaching Staff
Academic Year: 2021 - 2022

A. General Information

- a. Name: Bhasma Prajyeta Shivaji
- b. Date of Birth: 14/11/1993
- c. Address Residential: ALP - Laxminagar, Shevgaon
Tal: shevgaon, Dist: Ahmednagar
- d. Designation: Assistant Professor
- e. Department: Pharmaceutical Chemistry
- f. Area of specialization: QAT
- g. Date of appointment: 03/07/2017
- i. In the Institution: 03/07/2017
- ii. In the present post: 03/07/2017

B. Teaching:

- a. Classes Taught

Class	Assigned per week		Periods Taught in the year		Steps taken for the teaching of periods missed during the absence of Leave.
	sem I		2021-22		
	L	T/P	L	T/P	
F. Y. B. Ph.	03	01/12	03	01/12	Conducted Extra lectures.
S. Y. B. Ph.					
T. Y. B. Ph.					
Fn. Y. B. Ph	03	01	03	01	

** L - Lecturers T- Tutorials P- Practicals

- b. Regularly and Punctuality: Conducted lectures & practical's Regularly and timely
- c. Details of course teaching plan synopsis of Lectures and reading lists supplied to students (if any):

Internal Complaint Committee

The Internal Complaint Committee (ICC) plays a critical role in addressing and preventing incidents of sexual harassment and discrimination within Abasaheb Kakade College of B.Pharmacy, Bodhegaon.

1. Formation and Composition:

- Ensure the timely formation of the ICC as per the requirements of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013.

2. Awareness and Training:

- Conduct awareness programs and workshops to educate the college community about sexual harassment and the role of the ICC.
- Ensure all members of the ICC are trained in handling complaints and maintaining confidentiality.

3. Receiving Complaints:

- Create a safe and confidential mechanism for individuals to report complaints of sexual harassment.
- Receive and document complaints promptly and sensitively.

4. Confidentiality:

- Maintain strict confidentiality throughout the complaint process to protect the privacy of the complainant, respondent, and witnesses.

5. Complaint Investigation:

- Initiate a fair and impartial investigation into each complaint received.
- Interview all parties involved, including the complainant, respondent, and witnesses.
- Collect evidence and documents relevant to the complaint.
- Ensure that the investigation process is completed in a timely manner.

6. Resolution and Recommendations:

- Based on the findings of the investigation, make recommendations for appropriate actions to address the complaint.
- Suggest disciplinary measures if applicable and in line with college policies.
- Advise on providing support and redressal to the complainant.

7. Record-Keeping:

- Maintain detailed records of all complaints, investigations, and actions taken.
- Ensure that records are stored securely and confidentially.

8. Reporting to Authorities:

- Submit an annual report to the college administration, summarizing the number and nature of complaints received and actions taken by the ICC.

9. Prevention and Awareness:

- Organize programs and initiatives to prevent sexual harassment, including awareness campaigns and workshops.
- Promote a culture of respect, gender sensitivity, and equality within the college.

10. Complaint Resolution Support:

- Assist the complainant in accessing support services and resources available, such as counselling or legal assistance, if needed.

11. Follow-Up:

- Ensure that the recommended actions and remedies are implemented promptly.
- Conduct follow-up checks to monitor the effectiveness of the actions taken.

12. Non-Retaliation:

- Educate the college community about the prohibition of retaliation against individuals who report incidents of sexual harassment.
- Take measures to prevent and address any retaliatory actions.

13. Annual Review:

- Conduct an annual review of the ICC's activities, effectiveness, and compliance with legal requirements.
- Make recommendations for improvements to the college administration.

14. Collaboration:

- Collaborate with external agencies and organizations, if necessary, to support complainants and ensure a fair and thorough investigation.

15. Compliance:

- Ensure that the college complies with all relevant laws and regulations related to the prevention and redressal of sexual harassment.

E- Governance Policy

Introduction:

In a digital age, Abasaheb Kakade College of B.Pharmacy, Bodhegaon, envisions a transformative shift through e-Governance. Embracing technology, this policy aims to optimize administrative processes, enhance student services, and ensure efficient resource management, elevating the overall educational experience.

Objectives:

1. **Streamline Processes:** Simplify administrative tasks to save time and resources.
2. **Enhance Transparency:** Provide stakeholders with real-time access to relevant information.
3. **Improve Accessibility:** Facilitate seamless access to academic, financial, and administrative resources.
4. **Ensure Data Security:** Implement robust measures to safeguard sensitive information.

Areas of Implementation:

1. Institute Website: (http://www.kakadebpharmacy.in/naac_criterion_I.html)

The college website has proven to be an invaluable tool for efficiently managing various data-related activities within the institution. With its user-friendly interface and comprehensive features, the website has become a central hub for disseminating information and coordinating college-related tasks. The website serves as a platform for students, faculty, and staff to access crucial information such as academic calendars, course schedules, and examination timetables. This accessibility aids in reducing administrative inquiries, allowing stakeholders to independently retrieve the information they need. Moreover, the website facilitates seamless communication between the college administration and its constituents. Announcements, notifications, and updates are promptly posted, ensuring that everyone remains informed about events, deadlines, and policy changes. The data management capabilities of the website extend to admissions, where prospective students can submit application forms and required documents electronically. This not only expedites the application process but also contributes to a more environmentally friendly approach. In addition, the website offers an efficient platform for fee payment and financial transactions. Students and parents can conveniently pay fees

online, minimizing the need for in-person visits and reducing transactional errors. Overall, the college website has revolutionized data management by providing a centralized repository for crucial information and enabling streamlined interactions. Its role in enhancing communication, reducing administrative burdens, and simplifying various processes underscores its importance in maintaining college-related activities effectively.

2. Examination:

The college's adoption of an online examination system has significantly transformed the examination process, utilizing a blend of Google Sheets, Google Forms, the Savitribai Phule Pune University (SPPU) website, and various ICT tools. This integrated approach has streamlined the entire examination lifecycle, offering enhanced convenience and efficiency. Google Sheets and Forms are pivotal components, enabling seamless creation and distribution of exam schedules, question papers, and answer sheets. Their user-friendly interfaces facilitate the submission of assignments, quizzes, and objective assessments, simplifying the evaluation process. The SPPU website acts as a centralized portal for exam-related information dissemination. It provides students with easy access to exam timetables, hall tickets, and result notifications. Faculty members utilize the website to upload grades, ensuring transparency and accessibility. Furthermore, ICT tools such as plagiarism detection software ensure the integrity of evaluations. These tools identify instances of academic misconduct, upholding the credibility of the examination process. The amalgamation of these technologies has significantly improved the examination experience. It minimizes paper-based processes, reduces manual errors, and expedites result declarations. Remote access to resources and submissions benefits both students and faculty, fostering a more inclusive and efficient learning environment.

3. Administration:-

The provision of institute email IDs to all staff members has greatly enhanced communication and collaboration within the college community. This initiative facilitates efficient sharing of information, updates, and important announcements. With dedicated email IDs, staff can communicate seamlessly with colleagues, students, and administration, leading to streamlined workflows and improved

information dissemination. Additionally, the implementation of Closed-Circuit Television (CCTV) surveillance in the college premises has bolstered security and monitoring capabilities. CCTV cameras are strategically placed across the campus, enhancing safety by deterring unwanted activities and enabling real-time monitoring. This technology not only safeguards the physical environment but also contributes to a conducive learning atmosphere. Furthermore, the integration of Google Sheets and Google Forms has proven invaluable for various administrative tasks. Google Sheets aids in data management and analysis, facilitating streamlined record-keeping and efficient data processing. Google Forms, on the other hand, enables the creation of surveys, assessments, and feedback forms, enhancing engagement and promoting interactive communication between students and faculty. The convergence of these technologies underscores the college's commitment to modernization and efficiency. The institute email IDs foster effective communication, while CCTV surveillance ensures a secure environment. Google Sheets and Google Forms enhance data management and engagement, collectively contributing to a technologically advanced and well-connected college ecosystem.

4. Finance and Account:-

In the digital age, colleges are increasingly relying on computer systems and specialized software to manage their financial activities efficiently. This report provides an overview of the computer systems and software employed by our college for maintaining financial operations. The College has invested in modern computer systems that are equipped with the necessary hardware and software to handle complex financial tasks. These systems are interconnected within a network, allowing seamless data sharing and collaboration among various departments involved in financial management.

5. Student admission and support:-

The incorporation of ICT tools, such as LCD projectors and specialized software, has significantly revolutionized student admission processes and provided essential support to the college. These technological advancements have streamlined admission procedures, allowing for efficient online submission of application forms and relevant documentation. Additionally, the integration of LCD projectors has enhanced teaching methodologies by facilitating dynamic and visual learning experiences in classrooms. The utilization of specialized software has enabled effective data management, analysis, and research,

benefiting both students and faculty members. Overall, these ICT tools have not only modernized admission processes but also greatly enriched the educational environment, underscoring the institution's commitment to enhancing efficiency and learning outcomes.

Through focused implementation in these areas, Abasaheb Kakade College of B.Pharmacy is committed to leveraging technology for transparent governance, improved services, and an empowered educational community.

Internal Quality Assurance Cell (IQAC)

Abasaheb Kakade College of B Pharmacy, Bodhegaon, recognizes that the pursuit of academic excellence and the assurance of quality in education are fundamental to its mission. To achieve this, the college has established an Internal Quality Assurance Cell (IQAC) that plays a pivotal role in monitoring and enhancing the quality of education and overall functioning.

The role of IQAC:

- IQAC guides the institution in collecting and analysing data, both qualitative and quantitative, to make informed decisions.
- The IQAC contributes to the creation of a feedback loop that involves all stakeholders.
- IQAC promotes the sharing of successful initiatives, teaching methodologies, and research practices among different departments and faculties.
- The IQAC's role extends to professional development as well. By identifying the training needs of faculty and staff.

The IQAC has institutionalized the following:

- Curricular.
- Co-curricular.
- Extracurricular.
- Research and Development.
- ICT enabled student centric methods.
- Transparent Evaluation.
- Extension and outreach activity.

Due to the consistent efforts and suggestions of IQAC the following practices have been institutionalized.


1. RDC motivates staff to apply for DST, AICTE AQIS, SPPU ASPIRE grants and Publication's.
2. Faculties are supported to participate and present research work in conferences/training programs/FDPs etc.
3. Traditions of excellent results in exams
4. Students achieved landmark success in GPAT NIPER and GATE exam and secured admissions in top class pharma institutes for PG.
5. Number of students every year secures jobs in reputed pharmacy industries and colleges.
6. Arrangement of guest lectures, seminars, and conferences, for personality development and overall performance
7. Promoting staff members to pursue PhD

Summary for Incremental improvements & outcomes

Quality assurance strategies & processes	Incremental improvements & outcomes
Preparation of academic calender	Proper functioning & execution of planned activity within limit
Internal & External examinations	Evaluation of academic performance of students
MODROB,QIP,NSS ,planning & development departments	Various grants & funds
Promoting Research Publication	Faculty granted with one National Patent,One book is published by faculty,Number of review and research article were published
Green audit,energy audit,solar system,green campus,tree plantation	Environment & sustainability
Integrating cross-cutting issues	Women empowerment,Social awareness,holistic development
Skill enhancement of students	Certification courses,capacity building programmes conducted
Purchase & procurement	Research eco-system created, equipment centric learning process developed


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Financial Support Policy

Abasaheb Kakade College of B. Pharmacy in Bodhegaon is dedicated to the professional development of its teaching faculty. The college recognizes the importance of continuous learning and staying updated with the latest advancements in the field of pharmacy. Therefore, it has implemented a comprehensive policy to support its teachers in attending conferences, workshops, and becoming members of professional bodies.

Here is an overview of the support provided to the teachers at Abasaheb Kakade College of B. Pharmacy:

1. **Financial Support:** The College allocates a budget specifically for the professional development of its teachers. This budget covers expenses related to attending conferences, workshops, and becoming members of professional bodies.
2. **Conference and Workshop Attendance:** Teachers are encouraged to attend conferences and workshops at various levels, including university, state, national, and international. The college provides financial assistance to cover registration fees, travel, accommodation, and other associated expenses.
3. **Professional Memberships:** The College supports its teachers in becoming members of reputable professional bodies related to pharmacy. This includes organizations such as the Indian Pharmaceutical Association, Pharmacy Council of India, and other relevant associations. The college covers the membership fees to facilitate their participation and networking within these organizations.
4. **Research Support:** In addition to attending conferences, the college also encourages teachers to present their research findings and papers at these events. Financial support is extended to cover the costs associated with paper presentations, poster presentations, and related activities.
5. **Leave and Flexibility:** Abasaheb Kakade College of B. Pharmacy understands the importance of time management for teachers to attend conferences and workshops. Therefore, it provides flexibility in terms of leave policies to ensure that teachers can make the most of these professional development opportunities.

Overall, Abasaheb Kakade College of B. Pharmacy in Bodhegaon is committed to nurturing a culture of continuous learning and growth among its teaching faculty. By providing financial

support and encouragement for attending conferences, workshops, and becoming members of professional bodies, the college ensures that its teachers stay updated with the latest developments in the field of pharmacy and contribute effectively to the education of their students.


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Examination Policy

Examinations play a very important role in student's curriculum and the quality of education provided by the college. With the globalization and increasing competency level outcome based education (OBE) is need of the hour. OBE is driven by two important criteria:

- Student's performance in formative and summative examination in the form of grades earned by student's course wise
- Attainment of desired learning outcomes along with program outcomes to meet the objective of the program

Examination System:

- Pharmacy curriculum imparts not only the theoretical knowledge for a course but gives insight into the experimental learning through practical's for the appropriate course. Every course is assessed for theory and practical's as separate head of passing as per the Guideline by Pharmacy Council of India and syllabus approved by SPPU
- The internal assessments are formative and summative examination. The Examination question papers are set aligned to the Blooms Taxonomy and help in achieving the attainment for course outcomes and program outcomes.

Quality Guidelines for Paper Setters:

A) General Guidelines to the Paper Setter(s)

1. Make sure you have the latest version of the syllabus and you are familiar with the Assessment criteria.
- 2 Before and after setting the paper, check that all the test items are based on the respective syllabus.
- 3 Do not use material reflecting race, ethnic or sex bias.
- 4 Develop a Marking Scheme as per SPPU.
5. Check that the duration of the examination is entered correctly on the paper and that the time allotted is sufficient to enable the students complete the paper and revise their work.

B) Layout

1. The layout of the paper should be as clear as possible to make it as student friendly as possible. For write-on papers enough space for working or writing must be provided.
2. Instructions to candidates should be clear and unambiguous. They should be presented in Bold type.
3. Wherever possible, use a straight forward and consistent format with regular line lengths.
4. Use typesetting features such as bold, italics, indentation or boxes effectively to help candidates focus their attention on the task
5. Long complex questions are best split up by the use of subsidiary numbering systems.
6. Structured questions should follow a graded alt logical sequence.
7. The information contained on a page should be well structured through the appropriate use of headings and sub-headings. This would help candidate's organize text in advance of reading.
8. Check that the diagrams, pictures or photographs used are necessary, helpful and of high quality.
9. Place the text close to the relevant diagrams or pictures to enable the candidates relate the two effectively. Comprehension text and questions should be set on the same page of on adjacent pages.
10. Ensure that marks assigned for each item exercise section are clearly indicated on paper.

A. Examination Committee and Responsibilities

Examination Committee plays an important role for the planning and execution of all examination with transparency, precision and fairness. This helps students to be self-reliant and helps maintain credibility and esteem of the College. The composition and responsibilities of examination committee are broadly defined by the college principal and is responsible for the planning, coordination and conduct of all examination. College Examination Officer nominated by the College works in liaison with the University for all communication regarding university examination.

Rules and Regulations

The College strictly follows the examination guidelines framed by Savitribai Phule Pune University, Pune (SPPU), and Pharmacy Council of India (PCI). New Delhi.

Duties and Responsibilities

1. College Examination Officer (CEO)

- The Principal appoints the CEO of the College and updates his appointment in the SPPU college profile. The appointment is valid for three academic years.
- The CEO acts a liaison between the College and the University.
- CEO is responsible for all the examination related activities planned by the University for the College
- The CEO has to plans and executes all examination related activities of the College in coordination with the Internal Examination Incharge and the Academic Incharge.

2. The Examination Incharge

- The Principal appoints the Examination Incharge.
- The Examination Incharge has to coordinate with college exam officer and sessional exam incharge.
- He has to maintain all the examination records
- In absence of College exam officer exam incharge has to works as College exam officer.

3. Sessional incharge

- The Principal appoints the Sesimal Incharge.
- The Sessional Incharge plans and executes all the internal examination related activities of the College.
- He has to maintain all the internal examination records.

- He has to coordinate with the Academic Incharge and the faculty to conduct all the internal assessments.

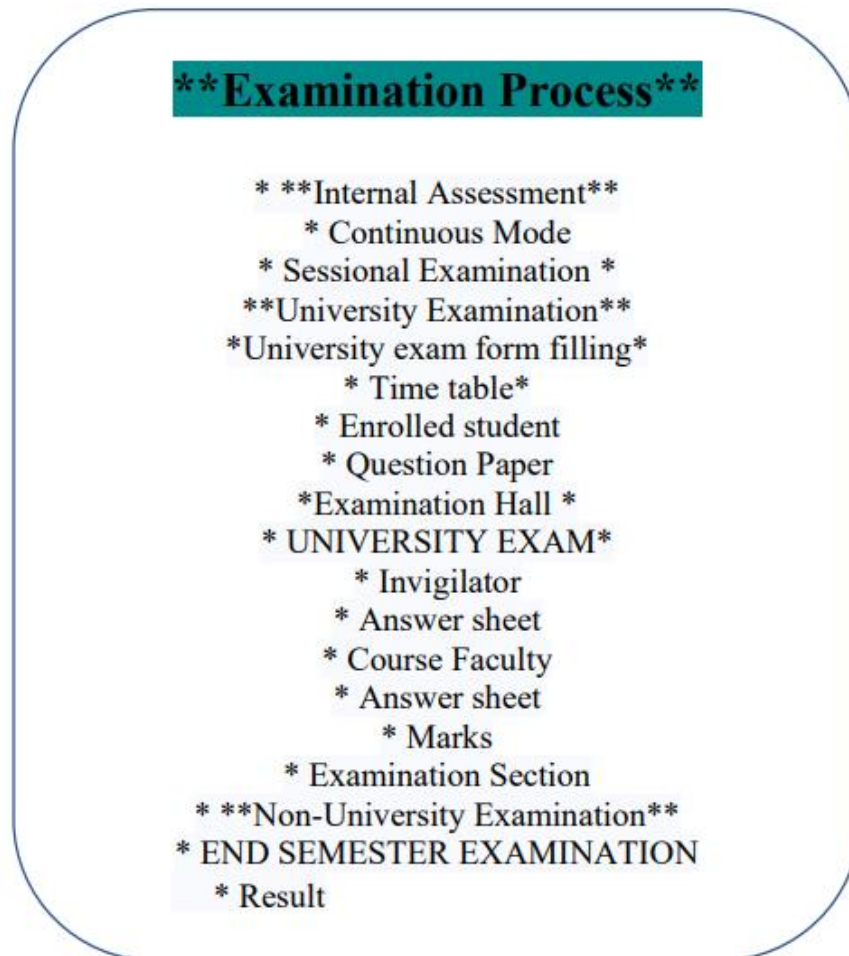


Figure. Examination Scheme

B) Internal Assessment:

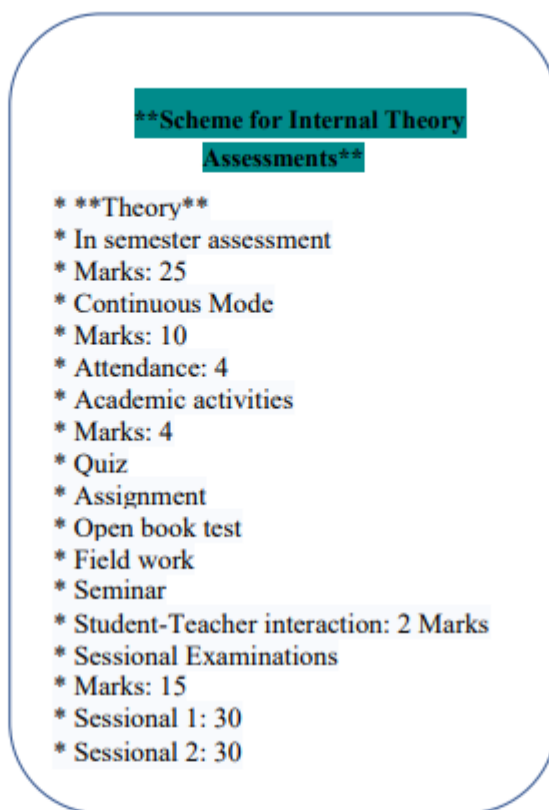


Figure. Scheme for internal theory assessments B. Pharmacy

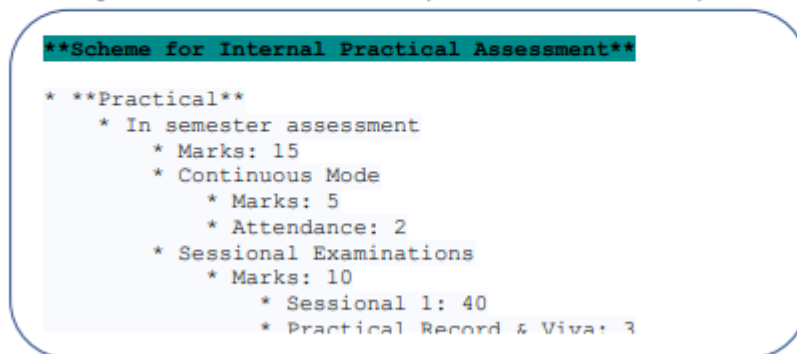


Figure. Scheme for internal practical assessments .B Pharmacy

Examination Planning

- ♣ The College program committee meet together to plan the examination activities.
 - ♣ The Internal Examination Committee includes the CEO, Exam Incharge, Sessional incharge and Member. The examination committee follows SPPU guidelines to plan the internal theory and practical examinations according to the University examination schedule.
- The Evaluation Process

1. External Examinations

- The University has adopted the semester pattern for external examinations
- The process starts with filling of examination forms by the students through University examination portal. The students can access the portal by using their personal login details, and fill-up the semester examination forms and pay the requisite fees. The portal also facilitates the students to apply for facilities like rechecking reevaluation, answer sheet photocopy, etc.
- The University decides the examination schedule and prepares the Time Table. Which are displayed on the University website. The CEO has to timely communicate the exam schedule and time table with the students and the faculty.
- The CEO help of the supporting staff prepares the exam notices invigilation schedules, Jr. Supervisor, Sr. Supervisor, and internal squad appointments for the end semester theory examination. He also prepares end semester practical exam time tables, examiners and expert duties
- The University appoints the External Sr. Supervisor and External squads to
- Monitor the end semester theory examination The CEO is the custodian of the question papers, answer sheets, bar codes, and other examination stationary.
- On the day of the examination the Principal and the CEO receives the high security question paper password on their mobiles from the strong room of the University.
- The CEO takes the print of the end semester question paper in the confidential room, under the CCTV surveillance.
- The CEO and all other examination staff take utmost care to maintain discipline during the examination period and follow the guidelines given by the University.
- Any misconduct by the student during the exam is immediately conveyed to the Principal for further disciplinary action.
- The CEO makes all the students and the invigilators aware about the rules and regulations to follow during the end semester theory and practical examinations
- The CEO submits the sealed packed written answer sheets to the Central Assessment Centre assigned by the University.

- The CEO also ensures that all end semester practical marks are entered by the respective course incharge in the University web-portal before the due date.

❖ **Question paper pattern for end semester theory examinations of B. Pharmacy.**

For 75 marks paper

I. Objective Type Questions (Answer 5 out of 7)	5 x 3 = 15
II. Long Answers (Answer 2 out of 4)	2 x 10 = 20
III. Short Answers (Answer 8 out of 10)	8 x 5 = 40
Total	= 75 marks

For 50 marks paper

Long Answers (Answer 2 out of 3)	2 x 10 = 20
Short Answers (Answer 6 out of 8)	6 x 5 = 30
Total	= 50 marks

For 35 marks paper

Long Answers (Answer 1 out of 2)	1 x 10 = 10
Short Answers (Answer 5 out of 7)	5 x 5 = 25
Total	= 25 marks

▪ **Question paper pattern for end semester practical examination of B. Pharmacy.**

I. Synopsis	= 05
II. Experiments	= 25
III. Viva voce	= 05
Total	= 35 marks

2. Internal examinations

- The Sessional examination incharge follows the course structure framed by University and PCI
- As per the examination plan finalized by the Internal Examination Committee; the Sessional incharge conducts all the internal examination and assessments.
- The Sessional incharge prepares the examination time table, exam notices, and invigilation schedules for the internal theory and practical examination.
- The subject incharge are instructed to draft the internal theory and practical question papers as per the course structure.
- The subject incharge prepares a draft of the question paper and submit a copy to the Sessional incharge. The Sessional incharge checks the question paper draft and then order the photocopy of required number of question papers. The subject incharge has to submit the question papers to the Sessional incharge.
- The Sessional incharge maintains strict vigilance during the internal examinations. Invigilators are given instructions to strictly follow the rules and regulations during their invigilation duties.
- The Sessional incharge ensures that the subject incharge evaluates the answer scripts, shows to the students, and then submitted it to the examination department.

- The Exam incharge also ensures that all the in-semester assessments and NonUniversity examinations are conducted as per the given schedule.
- The Sessional incharge conducts the re-sessional and improvement examination of the failed or absent students as per the course structure.
- After completion of all the internal examinations the Sessional incharge prepares the mother register (tabulation sheets), which is duly signed by the student and the subject incharge.
- The exam incharge ensures that the theory and practical marks are entered by the respective subject incharge in the University web-portal before the due date.
- The Sessional incharge and Exam incharge maintains all the internal examination documents and stationary

❖ **Question paper pattern for theory sessional of B.Pharmacy**

▪ **For subjective having University exams**

I. Objective Type Questions (Answer 5 out of 7)	5 x 2 = 10
II. Long Answers (Answer 2 out of 4)	1 x 10 = 20
III. Short Answers (Answer 8 out of 10)	2 x 5 = 10
Total	= 30 marks

▪ **For subjective having Non University examination B. Pharmacy.**

I. Long Answers (Answer 1 out of 2)	1 x 10 = 10
II. Short Answers (Answer 4 out of 06)	4 x 5 = 20
Total	= 30 marks

▪ **Question paper pattern for practical sessional examinations of B. Pharmacy.**

I. Synopsis	= 10
II. Experiments	= 25
III. Viva Voce	= 05
Total	= 40 marks

Table: Grading of the Performance

Percentage	Letter Grade	Grade points	Performance
90.00 - 100	O	10	Outstanding
80.00 - 89.99	A	9	Excellent
70.00 - 79.99	B	8	Good
60.00 - 69.99	C	7	Fair
50.00 - 59.99	D	6	Average
< 50	F	0	Fail
Absent	AB	0	Fail

Performance of student in a semester is indicated by a number Called "Semester Grade Point Average (SGPA).

Grievance Redressal Mechanism

- ♣ The examination grievances are addressed by the students section, Sessional incharge, College Examination Officer, and the Principal.
- ♣ The grievances of the students related to the internal examination are addressed at the level of the internal examination incharge and Sessional incharge with the approval of the Principal.
- ♣ The grievances of the students related to the end semester examination are addressed by the College Examination Officer in coordination with student section, and approval of the Principal.
- ♣ The CEO tries to resolve the grievances of the students through communication with the concerned examination department of the University.

****Examination Related Grievances****

- *****Process****
- * Students report to the Grievance Committee with their grievances.
- * The Grievance Committee addresses the issues and provides a resolution.
- *****Roles and Responsibilities****
- * Examination Committee: Responsible for the examination process.
- * Principal + CEO + Exam Incharge: Head of the Examination Committee.
- * Students: File grievances with the Grievance Committee.
- * Grievance Committee: Investigate grievances and provide resolutions.

****Figure. Examination related grievances process****

Grievances regarding Internal Examination

- Time Bound and Efficient manner
 - Students can approach the subject teacher/exam in charge for a re-examination within a week of the examination.
 - The Principal will take a decision on the re-examination within a week.
- Re-examination
 - The re-examination will be held within a month of the original examination.
 - The student will be given a scribe if they need one.
 - The student will be given a separate seating arrangement.
- Other Grievances
 - If the student has an accidental mishap or is physically challenged, they can approach the Principal for a special consideration.

Figure. Grievances regarding internal examination

Responsibility of College Exam Officer

Examination being solemn activity the office bearers are required to perform their duties with complete sincerity upholding the highest principles so that all examinees are provided with equal and fair opportunity of performance. It will be the role of the CEO to ensure smooth conduct of exam for all classes and subject in the college

1. Overall coordination of

(a) Theory exam

(b) Online exam

(c) Practical exam

2. CEO to liaison with Savitribai Phule Pune University

(a) Change/Correction in names in mark sheets.

(b) Forwarding revaluation requests of students.

(c) Dealing with photocopying requests of answer sheets

(d) Dealing with delay in arrival of result.

(e) Questions appearing in the exam that are out of syllabus.

3. CEO to print and handover appropriate number of printed question papers as Pertaining to the subject, date and time of the exam to the senior supervisor at least 20 mins before the commencement of the exam, maintaining absolute confidentiality

4. CEO to ascertain that security setup including recording of proceedings in control room is in place and functional

5. CEO to liaison with external senior supervisor and ensure his/her availability.

6. CEO to ensure the availability of PC's and related paraphernalia.

(a) One PC with CEO with CCTV for the confidential purpose of downloading question papers (b) Second PC for the general purpose of conduct of exam

(c) Printer

(d) Telephone

(e) Both the PC's must be provided with secured internet connection

7. CEO should record and issue answer books Holocraft and other exam related stationery.

8. CEO to provide any other support needed by the exam control room.

9. CEO Conduct session to inform students about registration on University portal and form filling process

10. CEO Correspondence with University regarding the student's grievances

11. Communication to Senior Supervisor and External Examiners for conduction of Theory and Practical exams Smooth conduction of University Examination (Theory/Practical)

12. Making all necessary Arrangements for conducting University Examination (Theory)

13. Recording & Communication of marks of University Practical Exams to University.
14. Result Analysis after declaration of University results.
15. Maintenance of Competitive Examination data.
16. Distribution of mark sheets to students.
17. Verification of Mark sheets and transcripts as required by the employer's universities
18. Compilation of data for various regulatory authorities

Responsibility of Senior Supervisor Examination being solemn activity the office bearers are required to perform their duties with complete sincerity upholding the highest principles so that all examinees are provided with equal and fair opportunity of performance.

1. Block size recommended by Savitribai Phule Pune University is in the range 30 to 40
2. In case of more than one paper being assigned to a block reasonable numbers of subjects and examinees to be allotted to a block so that there is ample time for invigilation rather than writing reports.
3. Preparation of Blocks
 - Cleaning of the Block
 - Repairing of the furniture's fans and lights etc.
 - Power backup
4. Sanitization of toilets, flush out probable hidden copying material.
5. Assignment of duties/alternate arrangement's
6. Preparation and display of exam schedule and postponement if any.
7. Initiate action on unfair means.
8. Receiving question papers from the CEO and distributing it to the blocks as per schedule of the exam.
9. Collecting answer scripts from Junior Supervisor.
10. Packing of Written answer sheets, dispatch and maintenance of necessary records including documents pertaining to the CAP center.

Research and Development Policy

Mission of the Research and Development (R&D) Cell:

The mission of the Research and Development Cell at Abasaheb Kakade College of B.Pharmacy, Bodhegaon, is to foster a culture of innovation, discovery, and continuous learning. We strive to facilitate cutting-edge research, interdisciplinary collaboration, and the development of solutions that address real-world challenges in the field of pharmacy and beyond.

Objectives of the Research and Development (R&D) Cell:

1. **Promote Research Excellence:** To encourage and support faculty members, researchers, and students in conducting high-quality research that contributes to the advancement of knowledge and addresses societal needs.
2. **Interdisciplinary Collaboration:** To facilitate collaboration among diverse disciplines, fostering innovative ideas and approaches that transcend traditional boundaries.
3. **Knowledge Dissemination:** To share research findings through publications, seminars, conferences, and other platforms, contributing to the dissemination of knowledge within the academic community and beyond.
4. **Skill Enhancement:** To provide training, workshops, and resources that enhance research skills, methodologies, and ethical practices among faculty and students.
5. **Industry and Community Engagement:** To establish strong connections with industries, healthcare organizations, and the community to address practical challenges and promote technology transfer.
6. **Innovation and Entrepreneurship:** To encourage the development of innovative solutions and entrepreneurial ventures arising from research projects, promoting economic and social impact.
7. **Student Involvement:** To involve students in research activities, fostering a research-oriented mindset, critical thinking, and problem-solving skills.

Functions of the Research and Development (R&D) Cell:

1. **Research Support:** Provide guidance and support for faculty and student research projects, from conceptualization to execution.

2. **Project Funding:** Seek and manage funding opportunities to support research initiatives, ensuring financial sustainability for ongoing projects.
3. **Collaboration Facilitation:** Identify and establish collaborative partnerships with academic institutions, industries, and research organizations to promote interdisciplinary research.
4. **Ethics and Compliance:** Ensure research activities adhere to ethical guidelines and legal regulations, promoting integrity and responsible conduct.
5. **Publication and Dissemination:** Assist researchers in publishing their findings in reputable journals and presenting at conferences, enhancing the college's research visibility.
6. **Research Workshops and Seminars:** Organize workshops, seminars, and webinars to enhance research skills, methodologies, and awareness among faculty and students.
7. **Technology Transfer:** Facilitate the translation of research outcomes into practical applications, fostering innovation and industry engagement.
8. **Data Management:** Implement data management practices, ensuring research data is stored, organized, and accessible for future reference and verification.
9. **Monitoring and Evaluation:** Regularly assess the progress and impact of research projects, ensuring alignment with the institution's goals and objectives.
10. **Student Research Support:** Create platforms for students to engage in research, guiding them through the research process and nurturing their research capabilities.

The Research and Development Cell at Abasaheb Kakade College of B.Pharmacy, Bodhegaon, is dedicated to promoting a research-driven culture that leads to valuable contributions to knowledge, innovation, and societal betterment.

Green Campus Policy

1. Green Campus:

A Green Campus is a place where environmental friendly practices and education combine to promote sustainable and eco-friendly practices in the campus. The green campus concept offers an institution the opportunity to take the lead in redefining its environmental culture and developing new paradigms by creating sustainable solutions to environmental, social and economic needs of men.



Objectives of the Clean Green Programme:

- Support sustainable human and environmental use and reuse of remediated land; Minimize impacts to water quality and water resources.
- Reduce air toxics emissions and greenhouse gas production.
- Minimize material use and waste production.
- Conserve natural resources and energy.

2. Role of the Green Campus Programme:

The motivation for a successful Green Campus must begin at the top and originate throughout the rest of the campus. Without a strong message of commitment and involvement from both the;

- Begin an Environmental Awareness campaigns.

- Organize Awareness Programs for the students, faculty and society. For instance, a plan to save energy at the institute level with time bound Plan to install Solar Panel at the top of Institute building. This will enable the institute to have 24x7 power supply.
- Phase out the CFL and conventional light source such as bulbs and tube lights, halogen and mercury street/campus lights and get them replaced by the LEDs.
- Conduct Green Audit.

3. Promotion of “Save Energy Tips” in and outside the Institute:

- Activate power management features on your computer and monitors that it will go into allow power “sleep “mode when you are not working on it.
- Turn off your monitor when you leave your Table.
- Activate power management features on your laser printer.
- Whenever possible, shut down rather than logging off.
- Turn off unnecessary lights and use daylight instead.
- Avoid the use of decorative lighting.
- Use LED or compact fluorescent bulbs.
- Keep lights off in conference rooms, classrooms, and lecture halls when they are not in use.
- Use the fans only when they are needed.
- Unplug appliances not plugged into power strips (like Computer, Refrigerators, printers, faxes, and chargers etc.)

4) Wastewater Management/ Rainwater harvesting:

Institute will take all necessary measures to implement waste water management /rain water harvesting & Green plantation.

Hazardous chemicals waste management Inspired by Swatch Bharat Mission, colour coded system is being used in the Institute to segregate recyclable and biodegradable waste. The used papers and notebooks are collected intermittently and sent for recycling. Chemical and hazardous waste from laboratories, if any, is disposed as per MSDS. Fuming hoods are available in laboratories to protect from harmful chemical vapours generated during practical.

Usage of plastic cups, plates and containers is strictly banned as a green campus initiative. So, this type of waste is extremely minimized.

Liquid waste management Eco-friendly floor cleaners are used in all buildings of institute, thereby reducing the addition of stubborn waste molecules in the nature. Recycling of liquid waste in the campus is being encouraged.

Biomedical /Microbiological waste management: Microbiological waste is the only Biological waste generated in the Institute laboratories. Disposal of contaminated glassware, used media and experimental cultures

Cultured glassware generated during practical activities is treated as infectious waste and is handled with care. Glassware containing bacterial media are routinely sterilized prior to disposal, regardless of whether or not they have been used to culture bacteria. Cultured plates are sterilized as soon as practicable after practical hours. Autoclaving is the only method endorsed which is done by the following method, Viz., Autoclaving all glassware used media, treated cultures, etc., at 121 degrees C at 15 psi for 30 minutes before discarding

Awareness Campaigns: awareness campaigns are conducted to educate students, faculty, and staff about the importance of segregating and managing organic waste. These initiatives encourage active participation and responsible waste disposal.

Non-Degradable Waste Management:

Segregation and Collection: Non-degradable waste, such as plastics, paper is also segregated at source. Specifically designated bins are placed across the campus to collect these materials separately.

E-Waste Collection: Bins are provided across the campus to collect the E-waste across all departments. Batteries are purchased from reputed vendor having quality. To manage electronic waste responsibly, the institution has designated collection points for ewaste items like batteries, old electronics, and peripherals. These items are collected separately.

5. Major Green Campus Initiatives • Installation of Solar System • Wastewater Management/Rainwater harvesting • Sensor based energy conservation • Maintenance of water bodies and distribution system in the campus • Plastic free Campus • Tree Plantation Drive • Cleanliness Drive • Use of LED bulb only • Digital Library/E-Learning Centre The

Abasaheb Kakade College of B.Pharmacy, Bodhegaon Institute will make all the necessary efforts to involve the students, faculty and staff in “Green Campus Initiatives”


COORDINATOR
IQAC




PRINCIPAL
Abasaheb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Feedback Policy

1. Students Feedback Policy:

Purpose: To gather constructive feedback from students to continuously improve the quality of education and campus experience.

Procedure:

a. Anonymous Surveys:

- Regularly conduct anonymous surveys to collect feedback on courses, faculty, facilities, and extracurricular activities.
- Surveys should cover aspects like teaching quality, course content, resources, and overall satisfaction.

b. Open Forums:

- Organize periodic open forums or meetings where students can openly share their concerns and suggestions with college administrators and faculty.

c. Online Feedback Portal:

- Maintain an online feedback portal where students can provide feedback on various aspects of college life at any time.

d. Actionable Feedback:

- Ensure that collected feedback is analyzed, and actionable steps are taken to address issues and make improvements.

2. Teachers Feedback Policy:

Purpose: To facilitate professional growth and development of faculty members through constructive feedback.

Procedure:

a. Peer Evaluation:

- Encourage peer evaluations among faculty members to provide feedback on teaching methods, content, and classroom management.

b. Student Evaluations:

- Conduct regular student evaluations at the end of each semester to assess teaching effectiveness.
- Feedback should cover areas like clarity, engagement, and availability for student queries.

c. Professional Development:

- Use feedback to identify areas where faculty members can benefit from professional development opportunities.

3. Employers Feedback Policy:

Purpose: To gather input from employers on the quality and preparedness of graduates from Abasaheb Kakade College of B. Pharmacy.

Procedure:

a. Employer Surveys:

- Send surveys to employers who have hired graduates to assess their satisfaction and the preparedness of students for the workforce.

b. Employer Feedback Sessions:

- Organize periodic feedback sessions or meetings with employers to discuss their experiences and expectations.

c. Curriculum Alignment:

- Use employer feedback to align the curriculum with industry needs and expectations.

d. Alumni Input:

- Consider input from alumni who are employed in relevant fields, as they can provide valuable insights into workplace readiness.

4. Alumni Feedback Policy:

Purpose: To maintain a strong connection with alumni and gather their input for continuous improvement.

Procedure:

a. Alumni Surveys:

- Regularly send surveys to alumni to collect feedback on their experiences at the college and how it has impacted their careers.

b. Alumni Association:

- Foster an active alumni association to facilitate communication and feedback from alumni.

c. Alumni Events:

- Organize events that bring alumni back to the campus, providing opportunities for direct feedback.

d. Alumni Mentorship:

- Establish mentorship programs where alumni can guide current students and offer feedback.

Ensure that the feedback gathered from all stakeholders is carefully analyzed and used to

make informed decisions, improve the college's overall quality, and maintain a culture of continuous improvement.


COORDINATOR
IQAC




PRINCIPAL
Roasaneb Kakade College of B. Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A.Nagar

Extension and Outreach Policy

Throughout the year, the college engages in a variety of academic and extension activities that contribute to the holistic development of its students and the surrounding community. As a part of extension activities, the generation of social sensitivity among the students and faculties is essential. The college takes social accountability by promoting various activities like Swatch Bharath Abhiyan, World Pharmacists Day, AIDS Awareness campaigns, Female foeticide campaigns, General Health check-up camps, blood group detection camps, blood donation camps, vaccination drive, tree plantation, Cleanliness programs, family survey, etc. for extension activities in the neighbourhood community, warning students to social issues, for their holistic development. Thus the college always takes proactive initiatives to contribute to the social uplift of society and rural people through its dedicated efforts in this area. On the occasion of International AIDS Days on 1st December, rallies have been organized to create awareness about the prevention of certain deadly diseases such as AIDS, etc., and also to understand the role of Pharmacists in human health care and safe use of medicine in the community. During the COVID-19 pandemic, an Awareness program was conducted for precautions to be taken on Covid-19, regular use of sanitizer, and masks, maintaining social distancing, getting vaccinated, etc. through online mode which increased awareness in the community of the disease. During the pandemic, our students & staff were aware the people and distributed masks in rural areas. The college organized a female foeticide campaign in nearby areas to prevent the illegal practice against humanity.. Blood donation by our students in the camp at the college benefited countless needy people in the emergency.. The college contributed to “tree plantation in. Through the Tree plantation program, barren land has now been turned into green land and people of that area also initiated plantation and cultivation of trees. The extension and outreach activities impact such as helping underprivileged needy people, promoting cleanliness, and building relationships and links with Governmental & Non- governmental organizations for carrying out humanitarian activities. The activities also cultivate skills such as social skills, communication skills, management skills among underprivileged communities and protect the environment for healthy living and promote the holistic development of the society.

Following are the impacts of extension and outreach activities.

Assistance to People in Need:

The extension activities may have led to providing essential resources and support to individuals facing various challenges. This assistance could have included food, clothing, healthcare, and other forms of aid to improve their quality of life.

Empowering Underprivileged Communities:

Through targeted initiatives, the college may have empowered underprivileged communities by offering them access to education, training, and resources that can help them break the cycle of poverty and improve their overall wellbeing.

Promoting Cleanliness and Hygiene:

The college's efforts to promote cleanliness could have led to cleaner surroundings, increased awareness about hygiene practices, and the overall improvement of the local environment, contributing to better public health.

Partnerships with Government and Non-Governmental Organizations:

By collaborating with various organizations, the college might have facilitated the execution of more comprehensive and impactful humanitarian activities, leveraging their combined resources and expertise.

Skill Development in Underprivileged Communities:

The extension activities may have offered skill development workshops and training sessions to underprivileged communities, helping them acquire valuable skills that can improve their employability and social integration. Environmental Protection and Awareness: The college initiatives aimed at protecting the environment could have resulted in reduced pollution, increased green spaces, and heightened awareness about the importance of sustainable practices for the benefit of both current and future generations.

Societal Contributions and Holistic Development: The extension activities could have encouraged a sense of responsibility and active participation in the community, fostering a culture of giving back and contributing positively to society's growth and development.


COORDINATOR
IQAG




PRINCIPAL
K. J. Somaiya Institute of Pharmacy
Bodhegaon, Tal. Shevgaon, Dist. A. Nagar