

Dr. B C Roy College of Pharmacy & AHS

Annual Academic Audit, Session- 2022-23

Audit Framework & Findings

1. Name of the Department: *Pharmaceutics, Pharmacology, Pharmaceutical Chemistry, Pharmacognosy*
2. Date of Audit: *23/11/2023 & 24/11/2023*
3. 3. Period for which the Audit conducted: *AY 2022 - 2023*

FINDINGS:

Criteria	Parameters	Verification Report	Suggestions, if any
A. Academic Process Compliance			
1. Curriculum Design.	Whether necessary approvals from BoS/BoF/Academic Council are taken for curriculum design.	<i>Yes</i>	
	Whether COs & PSOs defined & Curriculum drawn from PSOs.	<i>Yes</i>	
	Credits allotted/distribution is logically done (regulatory & PSOs requirement)	<i>Yes</i>	
	No. of courses (subjects) having employability, entrepreneurship & skill development activities.	<i>As subject</i>	
	Contents drawn from course outcomes (COs).	<i>Yes</i>	
	Course outcomes attainment and measured.	<i>Yes</i>	
	Curriculum matches regulatory framework.	<i>Yes</i>	
	College academic calendar developed & aligned to University calendar.	<i>Yes</i>	
	Induction for new students planned & conducted.	<i>Yes</i>	
	Feedback on syllabus obtained, from students, industry, alumni, faculty, parents and analysed, action taken and uploaded.	<i>Yes</i>	
	Induction for faculty & staff planned & conducted.	<i>No</i>	
	Teaching load & other responsibilities assigned at least 04 weeks (one month) before start of new semester.	<i>Yes</i>	
	Academic review committee meetings held & ATR prepared.	<i>Yes</i>	
	Number of notice boards with lock & key for information dissemination to the students.	<i>Lock & Key: 04 Without: 03</i>	
	Presentation of work by faculty who have attended workshop/seminar & conferences.	<i>No</i>	
	Are the faculty members citing the work of other colleges.	<i>Yes</i>	

II. Curriculum Transaction	Soft & hard copies of publications of faculty members are available with the HoD.	No	
	Number of new programs added or not.	Yes	
	Total number of credits to be taught in the semester is prepared & shared with students by the individual teacher?	Yes	
	Internal Assessment components followed as prescribed and feedback shared with students.	Yes	
	Are model answers for each CT prepared and displayed on notice boards after the CT is conducted.	No	
	Student Support: Remedial classes for slow learners	Yes	
	Percentage of classes conducted as per the scheduled time table	100%	
	Actual number of days when teaching learning happened		Criteria 7 / Extended Profile
	Average deviation in total contact hours/course between planned and actual		- do -
	Parents' Meeting: Evaluation of students' progress	Telephonic meeting via Mentor	
	Feedback from students, on teaching -	Yes	
	Steps taken on Feedback (ATR)	Yes	
	Mentor Mentee System		
	# Every student has mentor	Yes	
	# Transaction records are maintained	Yes	
(B) Performance/Quality Parameters			
	Percentage and number of faculty members with Ph.D. as the highest qualification	50	
	% & no. of faculty members registered for Ph.D.	Nil	
	% & no. of faculty members with UGC NET	No	
	No. of Papers/Articles per teacher published in UGC Care List, Scopus, PubMed, WoS, ICI	1	
	No. of teachers attended FDP/Training/Workshop/Orientation/Induction		Criteria 7
	No. of teachers who developed e-learning content	01	
	No. of E-learning modules developed	15	
	No. of new courses added	01	
	No. of PhD awarded per teacher	0.024	
	No. of PhD scholars enrolled per teacher	0.071	
	No. of consultancy generated per teacher	0.048	
	No. of research projects per teacher		
	i. Applied	0.024	

III. Faculty Profiles	ii. Going on	0-024	
	iii. Completed	Nil	
	iv. Funding from external agencies {Govt. & Non-govt.}	Nil	
	No. of outreach activities per teacher	0.0769	
	No. of faculty who have successfully qualified 2 stage ITW requirement	NA	
	Demand Ratio (Application received vs Sanctioned Strength)	7:1	
	Total no. of faculty during the period	42	
	No. of faculty relieved during the period	02	
	No. of faculty joined during the period	05	
	No. of faculty who have completed industry- Immersion program	NA	
	No. of Bridge Courses offered	NA	
	No. of yoga & meditation sessions held	No data available 01	
	Preparatory classes for competitive examinations	Yes.	
	KRAs & PMS of all faculty received on the format	NA	
	Review of PMS completed	NA	
	Are records of CRC meetings & PhD scholars personal files updated regularly	NA	
	CBCS implementation status	Yes	
	Faculty club in place & get togethers held	No	
	Students' attendance on cumulative basis marked on register	Yes	
	Any deviation in attendance marked on register from that entered in ERP	No	
	% of course coverage before End Term/ Annual Exam	100	
	Conduct of Internal Assessment (whether as per the Academic Calendar and Academic Ordinance)	Yes	
	Maintenance of marks register /file by faculty & HOD office	Yes	
	Quality of Internal Assessment /Evaluation of CTs	Yes	
	Written feedback shared by showing answer sheets	No	
	Result of University Exam. (last)(Pass Percentage)	No	
	Result Analysis prepared and Action Taken on University Exam Result Analysis (last)	No	
	No. of classrooms & No. of classrooms with ICT	12; 9 with ICT	
	No. of laboratories and the status of these	20	

	laboratories	Good	
	No. of computers for teachers	20	
	No. of computers for students	85	
	No. & status of equipment (no. of working)	185 (198 - working)	
	Compliance of last audit done for equipment	Yes	
	Status of wi-fi access points	OK - Good	
	Quality of sanitation	Good	
	Quality of drinking water facilities	Excellent	
	ARC/BoS/BoF/CRC meetings (whether timely held and in accordance with Ordinances)	Yes	
	Provision for Project/Field work/internship at UG/PG	Yes	
	Whether the curriculum has inclusion for gender, environmental and ethical issues	Yes	
	Whether revision /change in course contents made based upon feedback	No	
	Extent to which lecture plans and outlines are made	45 (B. Pharm) / Paper 20 (M. Pharm) / Paper	
IV. Student Profile & Support	No. of students involved in extra curricular activities	561	
	No. of industrial tour/study /visits/exhibitions/Internship/Training (Average per batch)	01 Tour for B. Pharm - 1 per Batch.	
	Record of students who joined Higher Education/placed/entrepreneurs/joined civil services		Yet to compile.
	Use of e-resources in class & outside class	Yes	
	No. of activities College /Department do for improvement in teaching – learning quality enhancement? List.	No	
	MoU signed.	Yes (01)	
V. Activities of the College/Department	No. of active collaborations and activities undertaken (details to be annexed)	04	
	No. of consultancy projects and revenue generated	—	Yet to compile.
	No. of press mentions of the activities (press clippings in records)	—	No data available
	No. of Guest Lectures organized i. Industry ii. Sr. Academicians		
	No. of conferences /Seminars/Continuing Education Program conducted	Conferences - 01 Seminars (08)	
	No. of Extension Activities (Details to be annexed)	12	
	Interaction with Industry/Research Centres/ Universities	Yes	

	Newsletters/Magazines published	Yes	
	Placement:		
	i. No. of companies visited during last year	22	
	ii. No. of companies revisited from last year	12	
	iii. % of students placed (No. of students out of actual number of passing out students x 100)	68	
	iv. Average and highest salary package	Average: 2.22 LPA High: 4.1 LPA	
VI. Scholarships	No. of students received scholarships from government bodies	354	
	No. of students received scholarships from non-government bodies	108	

***SWOT Analysis of the College/Department:**

- Strengths:
 - Basic Infrastructure, Mentor-Mentee Relationship,
 Ranging Fee Campus, Green Campus, Prose of Faculty
 Scholar Faculty
- Weakness:
 1. Lack of External Projects
 2. Lack of published Research Papers in high
 Impact Journals from
 multi H
- Opportunities:
 1. Deficiency of Instrument
 2. Lack of sufficient Sophisticated
 3. Deficiency of Industrial - Academia Collaboration,
 Hospital-Academia Relationship
 Quality Research Publication from
 Scholar Faculty's.
- Threats/Challenges:

***Best Practices and Innovations of the College/Department**

Lack of Internal funding for
 Teaching, Learning,
 Research.

***Future Plans of the College/Department**

***Overall Observations & Recommendations**

Future Plan

Improvement of
 weakness

Signature of Auditor

Name of Auditor

Souvik Baran
 24/11/23

J. Chakrabarty
 24/11/23

Alpa Choudhary
 24/11/23

Amranga
 24/11/23