



NARAYANA PHARMACY COLLEGE

(Approved by PCI & AICTE, New Delhi) (Affiliated to JNTUA Ananthapuramu)

Recognized u/s 2(f) & 12(B) of the UGC Act, 1956, New Delhi.

ISO 9001:2015 Certified Institution

Chinthareddypalem, Nellore-524003, A.P. India.

Phone & Fax No :0861-2317966; Cell No :+91- 9392901053

Email: principal.npc@narayanagroup.com Visit us:www.narayanapharmacycollege.com

Academic & Administrative Audit Report for the AY: 2020-21

DATE : 11.09.2021



S.no	Particulars	Faculty Input (Y/N)	Grade (A/B/C)	Auditor Remarks
1.	Implementation of academic calendar	Yes	A	Good
2.	Certification Programs	4	A	Good
3.	No. of students undertaking field project /internships	22	A	Good
4.	Organization of industrial visits	2	A	Good
5.	Feedback collection from stakeholders	Yes	A	Good
6.	Maintain of faculty student ratio and cadre ration in the department(1:15)	1:14	A	Good
7.	Procedure followed in the allotment of subject to faculty	Yes	A	Good
8.	Mentoring system	Yes	A	Good
9.	Allotment of additional responsibility of faculty	Yes	A	Good
10.	ICT techniques adopted in teaching and learning	Projectors	B	Need to improve
11.	Pass percentages of outgoing students	95	A	Good
12.	Dissemination of PEOs, Pos, POSOs, COs	No	c	Po 's and CO's has to be displayed
13.	Organization of guests, lectures, workshops etc..	09	A	Good
14.	Extension activity in the neighborhood community incense of impact and resenting student to social issues and holistic development	09	A	Good
15.	Adequate facilities for teaching learning viz... classrooms laboratories computing equipment etc..	Yes	B	Need to improve
16.	No. of students participating in extension activities	263	A	Good
17.	Established system and procedures for maintaining and utilizing physical academic and support facilities laboratories, library ,sports, complex computer classroom etc..	Yes	A	Good
18.	Linkages with institutions/industries internship on the job training projects, work sharing of	12	A	Good


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S.no	Particulars	Faculty Input (Y/N)	Grade (A/B/C)	Auditor Remarks
	research facilities etc..			
19.	Per day uses of library by teachers and students	111	A	Good
20.	Band width of internet	20MBPS	B	Need to improve
21.	Management merit scholarships	194	A	Good
22.	Skill enhancement initiative	05	A	Good
23.	No. of placements for outgoing students	13	A	Good
24.	Students qualified in competitive exams	05	A	Good
25.	Students admitted in higher studies	32	A	Good
26.	Awards/medals for outstanding performance in sports ,yoga/ cultural activities at nation / international level	05	A	Good
27.	Alumni association chapters meeting conducted	Yes	A	Good
28.	Organization of professional development programs	4	A	Good
29.	Teacher attending professional development programs	2	A	Good
30.	Effectiveness various bodies/cells/committees is evident through minutes of meeting and implementation of their resolution	Yes	A	Good

Suggestions Made By the Committee Members

1. Placements need to be improved.
2. Effectiveness of ceels and committies has to be improved.
3. Research cultures has tobe adopted
4. PEO, CO's need to circulate and disseminate in departments.

- Sign: Member-1 : 
 - Name : Mr. P. Vijay
 - Designation :Assoc. Professor
 - Affiliation : Jagans College Of Pharmacy, Nellore.
- Sign: Member-2 : 
 - Name : Dr. C. Madhavilatha
 - Designation :Professor
 - Affiliation : Ratnam Institute Of Pharmaceutical Sciences.


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Principal



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Academic & Administrative Audit (AAA) Report

for the AY: 2021-22

Committee Members

DATE : 24.09.2022

Member:1	
Name of The Member	<u>Mr. G. Kishore</u>
Designation	<u>Assoc. Professor, Pharmaceutics</u>
Affiliation	<u>K. J. R College of Pharmacy</u>

Member:2	
Name of The Member	<u>Mr. Sai koteswar</u>
Designation	<u>Assoc. Professor, Pharmacognosy</u>
Affiliation	<u>Sri Vidhya Nikethan, Tirupathi.</u>

S.no	Particulars	Faculty Input (Y/N)	Grade (A/B/C)	Auditor Remarks
1.	Implementation of academic calendar	YES	A	As per JNTUA , The college academics are running. , adhere strictly.
2.	Value Added Programs	6	A	Good
3.	No. of students undertaking field project /internships	27	A	Good
4.	Organization of industrial visits	1	B	Need to improve Industrial visits to students

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5.	Feedback collection from stakeholders	YES	A	Good
6.	Maintain of faculty student ratio and cadre ration in the department	14:1	A	Good
7.	Procedure followed in the allotment of subject to faculty	YES	A	Conducting meeting & noticing name of the subjects thought by particular faculty before subject allotment
8.	Mentoring system	YES	A	20:1
9.	Allotment of additional responsibility of faculty	YES	A	Class in charges, Lab in charges, Mentors etc
10.	ICT techniques adopted in teaching and learning	YES	Projector	Implemented
11.	Pass percentages of outgoing students	91.5	A	Good
12.	Dissemination of Vision, Mission , PEOs, Pos,, COs	YES		
13.	Organization of guests, lectures, workshops etc..	9	A	Good
14.	Extension activity in the neighborhood community incense of impact and resenting student to social issues and	17	A	NSS
15.	Adequate facilities for teaching learning viz... classrooms laboratories computing equipment etc..	YES	A	Good


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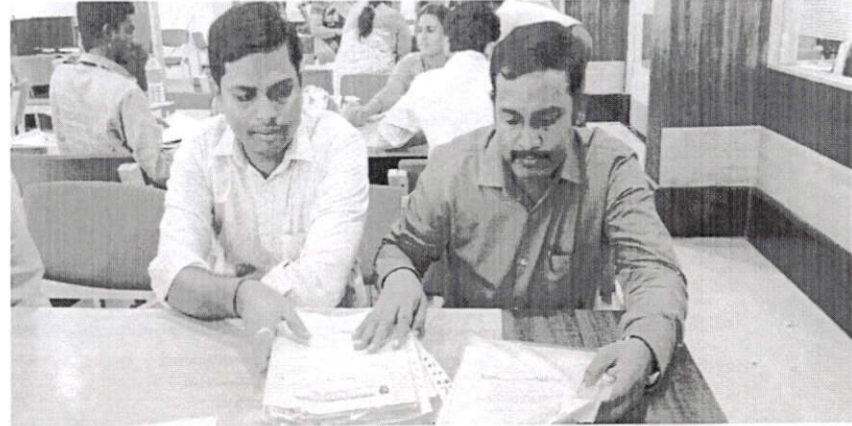
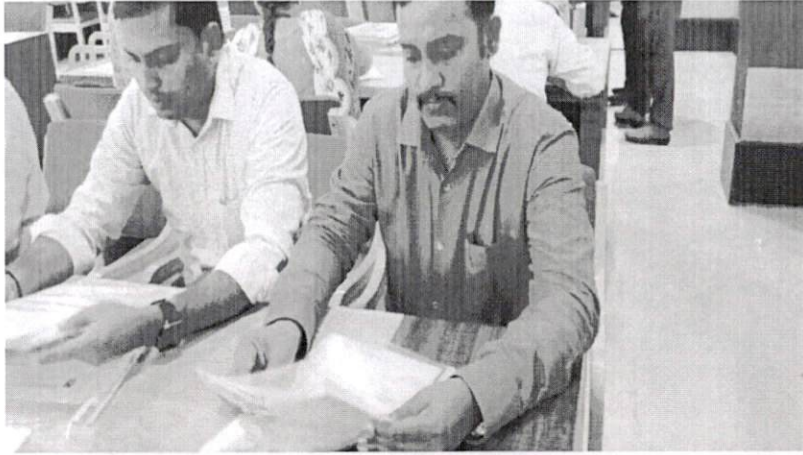
16.	No. of students participating in extension activities	849	A	Good
17.	Established system and procedures for maintaining and utilizing physical academic and support facilities laboratories, library ,sports,	YES	A	Good
18.	Linkages with institutions/industries internship on the job training projects, work sharing of research facilities etc..	15	A	Good
19.	Per day uses of library by teachers and students	125	A	Good
20.	Band width of internet	50	A	Good
21.	Management merit scholarships	YES	A	Good
22.	Skill enhancement initiative	8	A	Participated in Programs like Time management, Communicative English training Programs, etc.
23.	No. of placements for outgoing students	22	A	Students selected in companies like Omega, healthcare, AGS, etc
24.	Students qualified in competitive exams	01	A	Qualified in GPAT exam
25.	Students admitted in higher studies	09	A	M. Pharmacy
26.	Awards/medals for outstanding performance in sports ,yoga/ cultural activities at nation / international level	05	A	Faculty encouraged students to participating competitions in National level


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27.	Alumni association chapters meeting conducted	YES	A	Good
28.	Organization of professional development programs	5	A	Good
29.	Teacher attending professional development programs	7	A	Good
30.	Effectiveness various bodies/cells/committees is evident through minutes of meeting and implementation of their resolution	YES	A	Cells are active, IQAC is functional well
31.	Number of Computer Available in the Institution	187	A	Good
32.	Lecture Schedules Preparation	YES	A	Good
33.	Zero Tolerance Awareness Programs	YES	A	Good

1. Recommended to publish papers in prestigious journals
2. Alumni need to be Strengthen.
3. Dead stock need to be updated.
4. More socio-relative extension activities can be organized.


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Audit group doing a review

Member-1 : *G. kishore*

Member-2 : *Sai Kodandam*

[Signature]
Principal

[Signature]
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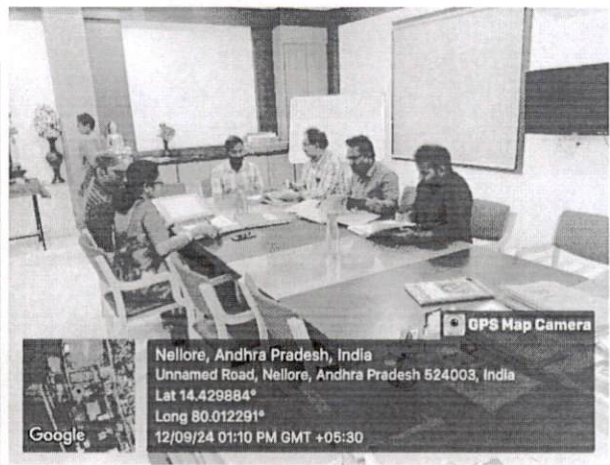


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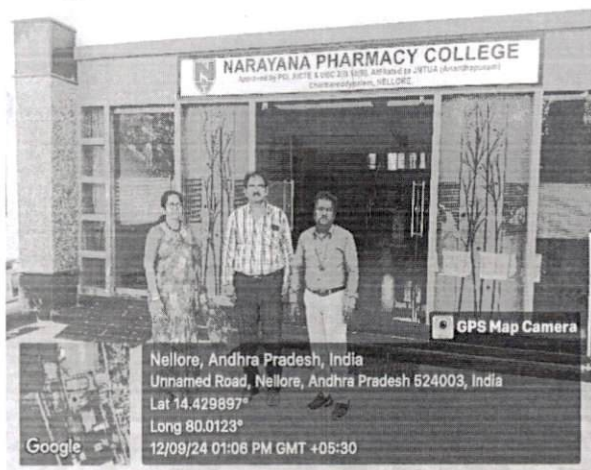
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Academic and Administrative Audit (AAA) For A.Y: 2023-24

Date of Audit: 12.09.2024



Auditing Various Aspects



Audit Team Entry Glimpses

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Academic and Administrative Audit

Academic and Administrative Audit (AAA) is the process of evaluating the efficiency and effectiveness of an academic institution. The college conducts AAA at regular intervals to review the programmes and academic activities in the departments and in the institution. AAA involves a peer review process including a self-evaluation and a site visit by peers from inside and outside the institution. The aim of AAA is to analyse and evaluate the institution's academic and administrative processes. It is indeed a good gesture on the part of Narayana Pharmacy College, Nellore to undergo this exercise. Accordingly, the Principal constituted the experts committee with the external members and requested the committee to conduct the Academic and Administrative Audit for the academic year 2023-24.

Further, the Principal has also nominated following members of the college to assist AAA committee:

#	Name of the Member	Designation
1.	Dr A Avinash	Coordinator, IQAC
2.	Dr. Ch Lalitha	Member
3.	Ms Sk Salma Sultana	Member

The Committee after completing all stages of inspection and interactions prepared the AAA Report covering their summarized observations and recommendations


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IQAC ACADEMIC AND ADMINISTRATIVE ACTIVITIES UNDER VARIOUS CRITERIA

The Committee has observed the following activities under various criterion aspects.

S No	CRITERIA	ASPECT	ACTIVITY
1	I	Curricular Aspects	<ul style="list-style-type: none"> • Adherence to Academic calendar • Value added courses • Internships • Feedback system
2	II	Teaching-Learning And Evaluation	<ul style="list-style-type: none"> • Student teacher ratio • Usage of ICT tools • Mentoring System • Counselling
3	III	Research, Innovations And Extension	<ul style="list-style-type: none"> • Seminars/workshops • Books and Chapters published • Papers in National/International Conference • Extension programs • Research publications • Linkages, MOUs, Collaborations
4	IV	Infrastructure And Learning Resources	<ul style="list-style-type: none"> • Physical facilities • Library • IT Infrastructure • Campus Infrastructure
5	V	Student Support And Progression	<ul style="list-style-type: none"> • Capability enhancement schemes • Career counselling • Personal counselling • Soft skills training • Training & Placement activities • Student progression-Higher education • Student participation -External • Sports • Cultural activities • Alumni Association Meetings
6	VI	Governance, Leadership And Management	<ul style="list-style-type: none"> • Quality Improvement Strategies • Faculty Empowerment strategies • Professional Development Programs • IQAC-Internal Quality Assurance Cell
7	VII	Institutional Values And Best Practices	<ul style="list-style-type: none"> • Gender equity programmes • Human Values and Professional Ethics • Best Practices of the Institution

AUDIT – SUMMARY

Criterion I: CURRICULAR ASPECTS

Curriculum Planning and Implementation

- The College strictly following the guidelines of the JNTUA University.
- The Institutional academic calendar is prepared and implemented as it planned.
- The institute adopted OBE teaching model.

value-added courses for imparting transferable and life skills offered during the year

Value added courses are conducted for helping the students to meet industry demands as well as to develop their own interests.

Observations & Suggestions: Value added courses are conducted by the departments relevant to their courses.

Internships

- The college permits students to undergo internship training programme for real time industry experience and exposure.

▪ **Observations & Suggestions:** Students from all the B.Pharma, Pharma-D branches have undergone internship training programmes under various companies and have explored various aspects .

▪ Feedback System

- The institution practice feedback system in-order to improve the performance and maintain enhanced quality
- The institution collects feedback on curriculum from all the stakeholders which include
 1. Students
 2. Teachers
 3. Employers
 4. Alumni

Observations & Suggestions:

- To provide latest knowledge to the students', institute identifies the curriculum gap by collecting feedback from stakeholders.
- The feedback was collated from different stakeholders, students, teachers, alumni, parents and employers on and analysis was made.
- The feedback analysis report was sent to registrar JNTUA (for affiliated batches).

Criterion II -Teaching-Learning and Evaluation

Student Enrolment and demand ratio during the year

Programme Name	Number of seats sanctioned	Number of Students admitted
B. Pharma	100	100
Pharma-D	30	30

Teaching-Learning Process

- The departments maintain well designed course files which includes
 - ✓ Syllabus,
 - ✓ Course Plan,
 - ✓ Course Objectives,
 - ✓ Course Material,
 - ✓ Previous Year Question Papers,
- ICT enabled teaching learning system is implemented and effectively follow the lecture schedules prepared for the delivery of the subject and files are maintained that includes lecture delivered through ICT tools, topic and duration are also specified.
- Student mentoring system is available in the institution. Each faculty is mentor for about 15 to 20 students.
- Guest lectures were conducted across all departments, on various topics.
- Tutorial classes are well organised in each department identifying the difficult and analytical subjects to encourage the student to improve their academics.
- Industrial visits are conducted to help students to gain practical knowledge through observation in an industry/factory.

Observations & Suggestions:

- Each department is well equipped with Projectors. Faculty use ICT tools like NPTEL, You-tube links, power point presentations for effective delivery of lectures in the classroom.
- Mentor system is systematically implemented in the college.
- Student pass percentage and quality of the admissions need to be improved.

Criterion III – Research, Innovations and Extension

Observations & Suggestions:

Number of faculty research publications should be increased in peer reviewed journals.

Extension programs

- The College organized number of extension and outreach programmes in collaboration with industry, community and Non- Government Organisations through NSS .
- **Observations & Suggestions:** The college has conducted various extension programs in all aspects. Both students and faculty members are actively participated.

MOUs

Observations & Suggestions:

Suggested to have MOUs related to prestigious academia/Institutions.

Criterion IV: Infrastructure and Learning Resources

- The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
- The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, etc. and cultural activities
- The institution has excellent campus infrastructure.

Criterion V - Student Support and Progression

Students Support

- Capability enhancement and development schemes are all developed for the student benefit in the institution.
 - Soft skill development,
 - Remedial coaching,
 - Personal Counselling and mentoring etc.
- Students are given guidance for competitive examinations and career counselling programs are also organised.

Student Participation and Activities

- Students had their outstanding performance in sports/cultural activities.
- The Alumni visits in the college, Departmental and Institute level Alumni meetings and interaction programmes are encouraged by the college for providing guidance and support the students

Criterion VI–Governance, Leadership And Management

- The institution practices of decentralization and participative management.
- Decentralization: Decentralization of administration like Finance, Examinations, Academics, Sports, and Stores etc.
- Participative Management: Faculty members are assigned administrative responsibilities like Library, Stores, IQAC, and Examinations etc.


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Faculty Empowerment strategies

- Teachers are provided with financial support and on duty facility to attend conferences / workshops and towards membership fee of professional bodies.
- Teachers are encouraged to participate in various professional development programmes.

IQAC-Internal Quality Assurance Cell

- IQAC have been actively functioning and contributing since 2019.
- Academic and Administrative Audit (AAA) was done for previous academic years.
- Monthly Audits of Departments, functionaries have been conducted every month.

Suggestions:

Faculty participation in conferences / workshop / may be enhanced.

Criterion VII– Institutional Values and Best Practices**Gender equity programmes****Environmental Consciousness**

- Solar plant has been deployed in the campus as alternate energy initiatives.

Differently- abled (Divyangjan) friendliness

The following facilities are available for friendliness of Divyangjan

- ✓ Physical facilities
- ✓ Provision for lift
- ✓ Ramp/ Rails
- ✓ Rest Rooms

Strengths, Weaknesses and of Recommendations

Following are the Observations & Suggestions from the academic and administrative audit

Institute Strengths:

1. Strictly adhered to academic calendar.
2. Green and good ambiance of the institution.
3. Energy efficient campus with renewable energy sources
4. Well qualified faculty
5. Student internship programs
6. Counselling and mentorship


Institute Weaknesses:

1. NIRF Ranking
2. Focus on Research & development.
3. Patent publications
4. Consultancy and sponsored projects.

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Recommendations:

1. Improve the higher package placements
2. Professional society body's membership should increase from faculty.
3. Increase on-campus recruitment drives
4. Faculty publications in web of sciences & Scopus indexed journals
5. Organize a national level conference
6. Conduct international level events

#	Details of the Members	Signature
1	<u>Prof. P Penchalaiah</u> IQAC Coordinator and Dean Academics, Narayana Engineering College, Nellore	
2	<u>Prof. P. Yanadaiah</u> Professor, Pharma-D LPU, Punjab	<u>P. Yanadaiah</u>
3	<u>Mrs. M Santhosh Aruna</u> Associate Professor Dept. of Pharmaceutics SIMS, Guntur	<u>M. Santhosh aruna</u>


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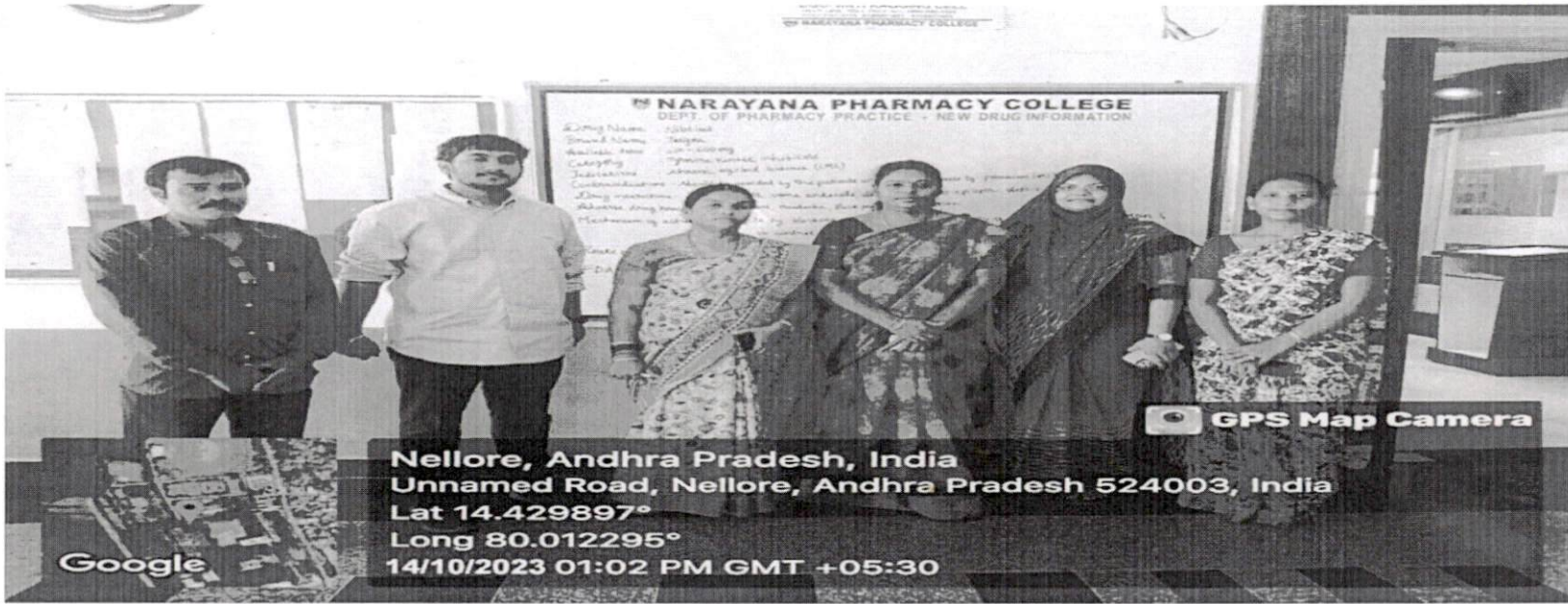
Academic & Administrative Audit (AAA) Report for the AY: 2022-23

DATE : 14.10.2023

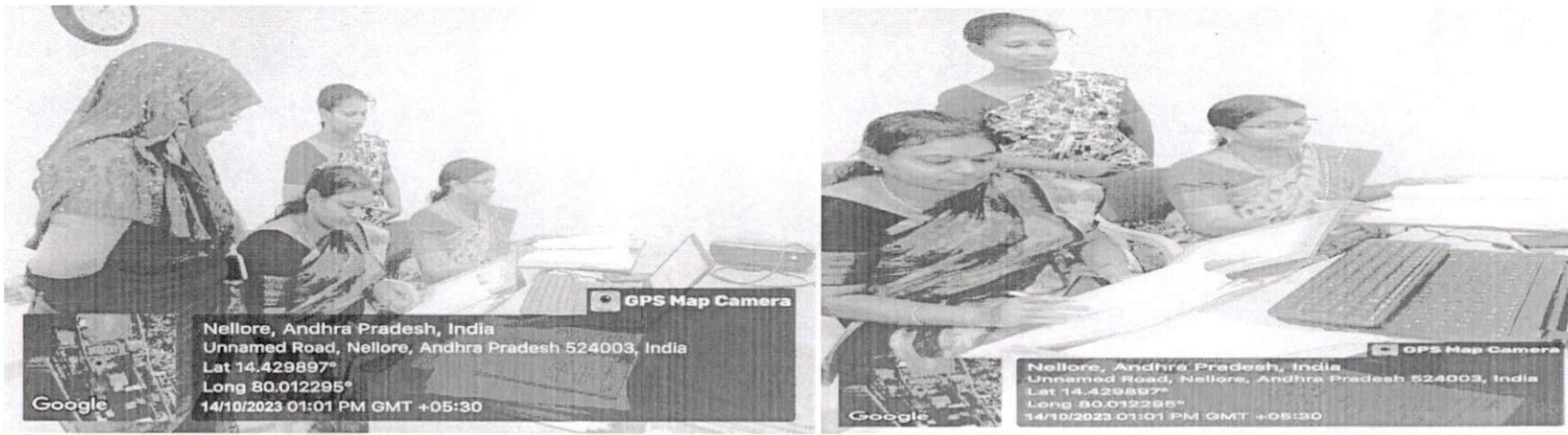
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#	Details of the External Members
1	<u>Dr. B Madhu Latha</u> Prof. Pharma Cognosy, MLR College of Pharmacy, JNTUH, Hyderabad
2	<u>Dr B Tejovathi</u> Associate Professor Department of Pharmaceutics Princeton College of Pharmacy JNTUH, Hyderabad


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View of audit team



Examining multiple facets

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1.	Implementation of academic calendar	YES	A	College academics are according to the JNTUA
2.	Value Added Programs	9	A	Yearwise certification programs are increasing.
3.	No. of students undertaking field project /internships	27	A	Good
4.	Organization of industrial visits	3	A	Need to improve the industrial visits
5.	Feedback collection from stakeholders	YES	A	Good
6.	Maintain of faculty student ratio and cadre ration in the department		A	Good
7.	Procedure followed in the allotment of subject to faculty	YES	A	Depending on no. of times they thought and faculty intrestthe subjects are allotting
8.	Mentoring system	YES	A	20:1 ratio is maintaining
9.	Allotment of additional responsibility of faculty	YES	A	Mnitoring, mentor, class incharges, laboratory incharges etc.,
10.	ICT techniques adopted in teaching and learning	YES	A	They are maintaining Learning Management System, and also some online platforms for taking classes.


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11.	Pass percentages of outgoing students	90	A	Its going well
12.	Dissemination of Vision, Mission , PEOs, Pos,, COs	YES	A	The CO & PO displayed in different places of the college.
13.	Organization of guests, lectures, workshops etc..	10	A	No. of guestlectures has been increased compared to the previous year.
14.	Extension activity in the neighborhoodcommunity incense of impact and resenting student to social issues and holistic development	17	A	Institute conducting NSS programs like blood donation, road safety rally, various camps etc.,
15.	Adequate facilities for teaching learning viz... classrooms laboratories computing equipment etc..	YES	A	Good
16.	No. of students participating in extension activities	908	A	Good
17.	Established system and procedures for maintaining and utilizing physical academic and support facilities	YES	A	Good
18.	Linkages with institutions/industries internship on the job training projects, work sharing of research facilities etc..	20	A	Good
19.	Per day uses of library by teachers and students	125	A	Good
20.	Band width of internet	100MBPS	A	Internet band width has been increased compared to the previous years.


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S.no	Particulars	Faculty Input (Y/N)	Grade (A/B/C)	Auditor Remarks
21.	Management merit scholarships	181	A	Good
22.	Skill enhancement initiative	04	A	460 participants
23.	No. of placements for outgoing students	27	A	Students got selected in companies like MANKIND, THRALIN, HEALTH CARE etc.,
24.	Students qualified in competitive exams	03	A	DULINGO, IELTS.
25.	Students admitted in higher studies	15	A	Good
26.	Awards/medals for outstanding performance in sports ,yoga/ cultural activities at nation / international level	06	A	Good
27.	Alumni association chapters meeting conducted	YES	A	Good
28.	Organization of professional development programs	03	A	Good
29.	Teacher attending professional development programs	04	A	Good
30.	Effectiveness various bodies/cells/committees is evident through minutes of meeting and implementation of	YES	A	Committies and cells are active & IQAC is functioning properly.


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S.no	Particulars	Faculty Input (Y/N)	Grade (A/B/C)	Auditor Remarks
31.	Number of Computer Available in the Institution	187	A	Good
32.	Lecture Schedules Preparation	YES	A	Good
33.	Zero Tolerance Programs	YES	A	Good

SUGGESTIONS :

- Feedback system has to be improved.
- Faculty should encourage Students for higher studies.
- Students should be motivated and well prepared for compitative exams.
- Aniraging programs should be conduct.

#	Details of the External Members	Signature
1	<u>Dr. B Madhu Latha</u> Prof. Pharma Cognosy, MLR College of Pharmacy, JNTUH, Hyderabad	<i>B. Madhu Latha</i>
2	<u>Dr B Tejovathi</u> Associate Professor Department of Pharmaceutics Princeton College of Pharmacy JNTUH, Hyderabad	<i>B. Tejovathi</i>


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