

**Mahatma Gandhi vidyamandir's  
Samajshri Prashantdada Hiray College of Pharmacy, Malegaon**

**Criterion 1 – Curricular Aspects**

**Key Indicator – 1.1 Curricular Planning and Implementation**

Mahatma Gandhi Vidyamandir's Samajshri Prashantdada Hiray College of Pharmacy offers a B. Pharm program affiliated with Savitribai Phule Pune University, Pune, therefore, follows the curriculum, calendar, and evaluation pattern prescribed by SPPU and PCI.

**For effective implementation of the curriculum, the College adopts the following steps:**

**1. Academic Planning:**

**SPPU Academic Calendar:** A comprehensive guide by means of the Academic Calendar is provided by SPPU. It serves as a record of academic policies.

**College Academic Calendar:** Prior to the beginning of the academic year, the College academic calendar is prepared by the Academic Committee based on the academic calendar of SPPU.

**Number of working days-** The number of working days is reflected in the Academic Calendar of the College which helps subject teachers to plan the course delivery.

**Time Table and Workload:** The head of the Department conducts departmental meetings and finalizes subject distribution and workload.

**Teaching plan:** Faculty members plan the course delivery along with course outcomes for individual subjects.

**Course File:** It comprises a calendar of events, a syllabus, a question bank, and books for reference at the beginning of each semester.

**Committees:** At the beginning of the year various committees of staff are framed by the College for the smooth functioning of the curriculum.

**2. Effective implementation and monitoring:**

**Regular meetings:** Regular meetings are conducted by the Academic and Examination Supervisor to review syllabus completion as per approved teaching plans.

**Extension and Other Activities:** The aspect of education which emphasizes curricular, co-curricular activities is achieved through extension activities like training, industrial visit, field visits, hospital visits intended to help, serve and learn.

**Mentor-Mentee:** A teacher acts as a mentor to students and offers them emotional and academic support on an individual basis.

**Curricular gaps:** Based on IQAC inputs, faculty reviews the curriculum prescribed and identifies curricular gaps. Activities such as projects, training, SWYAM Courses, poster competition, and industrial visits are planned to bridge gaps.

**Skill up-gradation of faculty members:** College policies regarding academics, research, and examination are well elaborated to newly recruited staff by the heads of respective departments.

Faculty members are timely deputed to FDP, Conferences, and Seminars to upgrade themselves.

**Exception of unavoidable circumstances:** College is bound to follow the academic calendar with the only exception of unavoidable circumstances. In 2019-20 and 2020 – 2021, a sudden outbreak of pandemic situation of COVID-19 has forced the College to change the scheduled plan from offline to online. The course content was successfully delivered to students during this period.

### **3. Continuous Internal assessment:**

**Weekly continuous assessment:** Reforms initiated on the formative assessment at the College level. The college has provided students with continuous assessment books for practicals. The subject teacher conducts tutorials, assignments, open-book tests, and sessionals.

**Weekly Activity Report:** The college has a system for reporting weekly activities to the academic and examination section of Mahatma Gandhi Vidyamandir Trust.

Conclusively, the College adheres to the academic calendar and is bound to conduct activities as per the planned schedule.

# Criterion 1- Curricular Aspects

## 1.1 Curricular Planning and Implementation

Sr. No.	Particulars	Link
<b>Curricular Planning</b>		
1	Organogram: Academic and Administrative Structure	<a href="#">View</a>
2	Guidelines for the conduct of academics at the College	<a href="#">View</a>
3	Academic Committees of staff (Sample Copy)	<a href="#">View</a>
4	SPPU (Affiliated University) Academic Calendars	<a href="#">View</a>
5	College Academic Calendars and Working days (Sample Copy)	<a href="#">View</a>
6	SPPU Examination Schedule	<a href="#">View</a>
7	Distribution of Workload amongst the staff members (Sample Copy)	<a href="#">View</a>
8	Academic Time Tables (Sample Copies)	<a href="#">View</a>
9	Teaching Plans (Sample Copies)	<a href="#">View</a>
10	E-content (Study Material) (Sample Copies)	<a href="#">View</a>
11	Syllabus Completion Reports (Sample Copies)	<a href="#">View</a>
12	Weekly Activity Report (Sample Format)	<a href="#">View</a>
13	Google classroom (Sample Copy)	<a href="#">View</a>
<b>Effective implementation and monitoring</b>		
14	Regular meetings (Minutes of meeting, Sample Copies)	<a href="#">View</a>
15	Extension and other Activities (Sample Proofs)	<a href="#">View</a>
16	Mentor Mentee (Sample Proofs)	<a href="#">View</a>
17	Bridging Curricular Gaps	<a href="#">View</a>
18	Skill up-gradation of faculty members (Sample Certificates)	<a href="#">View</a>
19	Academics during COVID Pandemic (Sample Proofs)	<a href="#">View</a>
<b>Continuous Internal Evaluation</b>		
20	Examination Committee	<a href="#">View</a>
21	Internal Examination Schedule and Notices (Sample copies)	<a href="#">View</a>
22	Exam Related Circulars (sample Copies)	<a href="#">View</a>
23	Evaluation methods	<a href="#">View</a>
24	Faculty Participation in the paper setting and assessment (Sample appointments)	<a href="#">View</a>
25	Continuous Assessment Sheet (Sample Copies)	<a href="#">View</a>
26	Assessment Marklist (Sample Copies)	<a href="#">View</a>
27	SPPU Internal Marks (Sample Copies)	<a href="#">View</a>
28	Course Outcome Program Outcome	<a href="#">View</a>