



# SANTHIRAM COLLEGE OF PHARMACY

Approved by AICTE & PCI, New Delhi - Affiliated to JNTUA, Anantapur  
NH - 40, Nandyal, Kurnool District, Andhra Pradesh - 518501.

**1.1.1: The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including an Academic calendar and the conduct of continuous internal Assessment**

Santhiram College of Pharmacy (SRCP) is approved by PCI and affiliated with the Jawaharlal Nehru Technological University, Anantapuramu, Andhra Pradesh. SRCP is offering 2 UG Programs and 1 PG Program in Pharmaceutical Sciences. The Institute follows the curriculum approved by the BoS of JNT University Anantapuramu, and implements the program structure, syllabus with academic regulations, course objectives, and evaluation schemes for every course as prescribed by the University.

Institute has an **Academic Planning and Implementation Committee (APIC)** comprising of Principal, Heads of the Department (HoDs), and Internal Quality Assurance Cell (IQAC) that are responsible for planning, monitoring, and implementation of overall academic activities like preparation of timetable, identification of learning gaps, industry expectations, emerging skills, knowledge enhancement, faculty training and designing of new courses in this backdrop, planning, and conduct of programs for curriculum enhancement. The Program Coordinator monitors the conduct of the academics.


## **Pre-Planning:**

- **The academic calendar** is prepared to fulfill the objectives of the curriculum delivery. SCOP is affiliated with JNT University, A.P., and follows the curriculum prescribed by it. The Institution Academic Calendar is finalized in alignment with the University calendar. Based on Academic Advisory Committee inputs, Co-curricular and extra-curricular activities are planned in the academic calendar. Each department prepares its academic calendar in line with the institute's academic calendar.
- **An annual Calendar of events** is prepared which consists of a plan for Internships, Field tours, and projects. Lectures are scheduled for connecting the requirements of industry and academics.
  - Before the start of every academic session, the Principal conducts a meeting with Vice- Principal, Academic Dean, and Heads of all the Departments, and finalizes the **Academic Policy** which covers the following points: the Department level - teacher-wise - class-wise as a matrix structure. Students are made aware of the commencement of the semester through notice and SMS.

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- **Preparation for Course Delivery: Teaching Plans** (Theory & Practical) and **Tutorial Plans** are prepared by the subject teachers before the start of every semester. **The lesson plan** is prepared by the subject teacher before the delivery of the lecture, who also prepares the **lecture notes** for all topics in the curriculum and devises the **assignment topics** and **tutorial problems**, and gets the approval of the CC Head, HoD, and Principal. Individual faculty upload Unit-Wise Teaching Plan on the college website and LMS before the commencement of the semester.
- **Course files** are prepared by all faculty members which include Syllabus, Academic calendar, Teaching Plan, Tutorial Plan, Program Outcomes, Program-specific outcomes and Course Outcomes, CO-PO (s), CO-PSO(s) Mapping & Attainment, Tutorial Sheets, Class Assessment Tests (CAT) question Bank, Assignment Questions, University Question Papers & model solution, CAT & Mid-term examination question papers, Support for Academically slow students, etc.

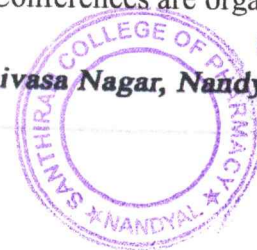
The Institution offers programs in B. Pharm, Pharm. D and M. Pharm in four different specializations as Pharmaceutics, Industrial Pharmacy, Pharmaceutical Analysis, and Pharmacology. To facilitate more efficiency in services in all programs, the Institution runs under the departments enlisted: Pharmacology, Pharmaceutics, Pharmaceutical Analysis, Industrial Pharmacy, Pharmaceutical Chemistry, Pharmacognosy, Pharmacy Practice, and Science & Humanities. The curriculum is divided into semesters wise for B.Pharmacy and M.Pharmacy programs whereas Pharm.D is under the annual system.

## Teaching Learning Process:

- Each department has its Vision and Mission which matches the Vision, Mission, and Quality Policy of the Institution.
- PEOs, POs, PSOs, and COs are defined for each Program.
- To complement the conventional teaching methods, the departments emphasize on following practices:
  1. Eminent Academicians and Industrial Experts are invited for delivering guest lectures on current trends in the subjects related to the curriculum.
  2. The use of ICT enabled Classrooms for Video lectures of an expert from QEEE, IITs, and NPTEL.
  3. The college organized 25 Add-On, certificate and value-added courses in the last 5 years.
  4. Meeting with industry experts to understand the industry needs, and visiting the industry as an Intern/project Trainee for practical exposure.
  5. Hackathons, Tech Fests, Seminars Workshops, and Conferences are organized.

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6. Training of teachers for new courses through orientation programs STTP, FDP, and online courses organized.
7. Study groups for courses are formed for peer-to-peer learning.
8. Group discussions/Technical quizzes/Surprise tests are conducted periodically.
9. Classes are conducted for the improving employability and preparation of GATE/IES.

## Action plan for ensuring effective curriculum delivery

- Effective implementation of the curriculum is periodically monitored by departmental and Academic Planning and Implementation Committees. Progress of the syllabus coverage and course delivery is obtained from the faculty through **Lesson plan Implementation Audit**.
- Continuous academic monitoring is done through the **academic review** which is taken every fortnightly. Dean Academics after reviewing the Academic report communicates the discrepancies if found to the Head of the department. HoD takes necessary action for the improvement.
- In addition to traditional teaching methods self-learning through, interactive video lectures, NPTEL lectures, Faculty PowerPoint presentations, Student projects, case studies, etc are being conducted.
- **Academic Audit** is conducted at the department and Institute level by IQAC to verify the content of course files, Evaluation Processes, and Laboratory Conduct.
- Academic feedback is taken from the students based on various parameters to improve the teaching-learning process. Feedback is communicated to the concerned faculty for necessary corrective measures.
- The attainment of COs, POs, and PSOs is calculated using direct and indirect assessment tools.
- Remedial classes are conducted for academically slow learners.
- Bridge Courses are offered for Lateral Entry Students.
- For an effective understanding of the course, ICT tools and other pedagogical practices are used.
- Based on Department Advisory Board (DAB) recommendations, Guest lectures, workshops, seminars, industrial visits, and training programs related to subjects are organized for the effective implementation and attainment of POs.
- Laboratories have standard operating procedures and slots to perform innovative experiments and additional experiments beyond the syllabus.

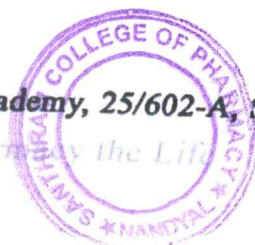
  
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- End of Course Survey is taken for every subject from the students to analyze their understanding of the subject. Students' feedback about the portion coverage as per the lesson plan and suggestions for the improvement in the teaching and learning process before and after each internal assessment test are addressed by the course handling faculty and Head of the Department in the class committee meeting.
- Evaluation and review are based on results, feedback, and placements at institutional, program, and department levels. External Audit is conducted once a year and actions are taken to improve curriculum delivery.
- The college organizes workshops on the revised CBCS pattern syllabus and Faculty have attended the workshops on the revised curriculum which elaborates depth and relevance of the curriculum. This helped the faculty to deliver the curriculum effectively.

## Regular Review and Action:

- Academic Planning and Implementation Committee conducts class-wise meetings with mentors and subject teachers, the Minutes are documented.
- A review of student attendance and performance is conducted by the Principal.
- In case of any deviation, remedial actions and improvement strategies are formulated.
- Feedback from faculty and students at the end of every Semester is analyzed for further improvement. The institution aims to achieve academic excellence and professional competency through the effective planning and implementation of the curriculum as per the guidelines of AICTE, PCI, and JNTUA.

## Academic Calendar and conduct of CIE

The JNT University publishes an **Academic Calendar** for the programs well before the commencement of each semester. The University calendar portrays important timelines like the beginning of the semester, the last working day, the schedule for summer project/professional training, the schedule of practical and theory examinations, and the date of commencement of the next semester.

The IQAC prepares the **Institute's academic calendar** taking into consideration the guidelines issued by the University which include all activities like the conduct of Continuous Internal Evaluation (CIE), End Semester Examination, Value added courses, and Placement activities. Separate **Institute academic calendar** and **department event cum academic calendar** is prepared strictly complying with the university academic calendar accommodating all planned activities. While the institute calendar includes details like the total number of working days & holidays, CIE dates, institutes flagship programs, etc., the department calendar comprises guest lectures, conferences, workshops, industrial visits, and other co-curricular & extra-curricular activities planned by respective departments.

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The above academic calendars which are published in the prospectus and on the college notice boards and website help faculty members plan their respective **course delivery** and undertake academic and other related activities. The Head of the Department closely supervises and monitors the completion of the syllabus as per the **lesson plan** prepared by faculty members. Portions for each CIE are decided well in advance and faculty members are required to stick to it.

Meeting of the **college academic committee** and **examination committee** is held between May to July as per the requirements and various plans like Academic Evaluation Plan, Finalization of the summer internship and projects with mentors, Implementation of Institutional Social Responsibility, Mentor and Mentee finalization, Identification and support for academically advanced learners and slow learners, Bridge Courses/Remedial Courses and Field Visits/Live Projects are discussed and scheduled.

The CIE system comprises 1. Preparation of the Question paper and Scheme is based on a percentage of syllabus coverage, COs, and Bloom Taxonomy levels by the respective faculty in conjunction with the course coordinator. 2. Scrutiny and Approval of Question paper: is done by the Head of the Department. 3. Printed question papers in a sealed cover are handed over to the CIE coordinator for the smooth conduct of the CIE.

Two internal assessment tests, assignments, slip tests, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. The respective course instructors prepare sample **IA question papers based on the revised Bloom's taxonomy** and it will be reviewed and approved by the review committee within the department. The approved questions in the form of a databank are circulated with the students. The scheme of evaluation and internal assessment timetable prepared by the University will be circulated to all faculty members and students. Students are informed about the evaluation methods and nature of question papers at the beginning of the academic sessions during orientation programs and appropriate intervals in classes. Post-evaluation of papers and calculation of CO-PO attainment are carried out by respective faculty members.

Laboratory work is assessed continuously. Submission of laboratory observations, records, conduction of labs & viva form major components of laboratory evaluation. As per the University guidelines, the internal test is conducted at the semester's end. Continuous Internal Evaluation is spread across the entire semester ensuring the final CIE marks are made available much before the deadline. As the entire activities including CIE during the semester are pre-planned, the semester progresses smoothly as per the academic calendar.

The principal reviews the semester progress frequently and makes required interventions if any to adhere to the academic calendar. If there is any change as per the directive of the University, the institute will immediately make suitable amendments and the same would be followed by all concerned in the college.

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